



Air Force Sergeants Association
Division 3 "Heartland of America"
1118 Central Park Drive, O'Fallon, IL 62269



2014 Division 3 Conference Minutes
O'Fallon, IL
March 27 – March 29, 2014

The Division 3 Annual Conference was held March 27-29 at the Holiday Drury Inn & Suites, O'Fallon, Illinois; it was hosted by Chapter 872, Scott AFB, IL. The Conference Managers were MSgt Amber "AJ" Callahan and SSgt Nichole Brown. Below is a summary of events and the Conference Minutes.

Thursday, 27 March 2014

The Credentials' Desk was open from 1:00 P.M. to 5:00 P.M. in the ballroom foyer of the Drury Inn & Suites. The Hospitality Suite was open from 8:00 P.M. to 11:00 P.M. The President's Reception and Dinner was luau themed, and held from 6:00 P.M. until 8:00 P.M.

Pre-conference meeting was hosted by Division 3 President Lutzen and his council between 1:30 and 2:30 P.M. Attendees were: President Dale Lutzen, Steve Zalesky, Roland "Bud" Kolwitz, Charlie Dalzell, Terry Turner, Gary Swanson, MSgt Nick Melenka, Mark Clark and SSgt Nichole Brown, along with guests Steve Francis, Dave Bamburg, and MSgt AJ Callahan.

Invocation—President Lutzen

Pledge—Led by President Lutzen

AFSA Preamble—Charlie Dalzell

Division 3 President Dale Lutzen called the meeting to order at 1:30 P.M. A quorum was present to conduct business.

The first order of business was to provide any convention manager updates to the Council.

Convention Manager Updates: MSgt Callahan welcomed everyone. She informed the Council that there were 7 Distinguished Guest baskets placed in the rooms of CMSAF#9 (ret) James Binnicker, International President Yeomans, Division 3 President Lutzen, and auxiliary past presidents (Ms. Elaine Savage, Ms. Kathryn Oden, Ms. Gloria Pinksaw, and Ms. Willa Hyde). MSgt Callahan also informed us that CMSAF#9 (ret) Binnicker will be joining us at our Saturday's business meeting.

President's Report:

- President Lutzen welcomed all present, and informed us that Division 3 is "alive and well" and it is "the place to be".
- Unfortunately, Don Sullivan was unable to attend this conference due to feeling a little under the weather.
- President Lutzen lauded Division 3 for being ranked first in retentions and ranked fifth in recruiting overall for 2013. Keep up the excellent work Division 3!

- President Lutzen thanked Chapter 984 for hosting an excellent convention last year, and is looking forward to this year's convention that is being hosted by Chapter 872.
- The 2013 International PAC was held in Houston Texas, and the 2014 International PAC will be held in Jacksonville, Florida.
- President Lutzen visited Minneapolis Chapter 858 last year
- President Lutzen currently serves on 2 committees: Awards and Communications committees. President Lutzen will continue to better their site on the Division 3 webpage and strive to be applicable to all mobile devices, along with being more accommodating.
- The AFSA mobile app is in place and user-friendly
- Medallions will be presented to the 2013 Division 3 Award Nominees to be worn throughout the conference
- Airman of the Year, NCO of the Year, Member of the Year, and Auxiliary Member of the Year will be announced at the Honor's Banquet on Saturday evening.
- The AFSA Association is strong and continues to persevere
- CAPWIZ: use it!! Approximately 49,207 CAPWIZ generated e-mails were sent during the fight to keep COLA
- There were no issues with the 2013 reports- "Good to go"

Treasurer's Report by Treasurer MSgt Nick Melenka: MSgt Nick Melenka stated our financial standing is good with \$6,199.66 in Checking and \$5,455 in Savings and an audit was completed in January. Division 3 received approximately \$3,238.75 for CY13 rebates. Charlie Dalzell motioned to approve the 2013 Budget; Steve Zalesky seconded, and the 2014 'roadmap' Budget was approved.

Awards by VP Steve Zalesky: This year 8 of the 13 Division Chapters submitted awards. We had 6 Airmen and 6 NCO nominees this year. The numbers of award submissions are comparable to last year, along with some Chapters not submitting any awards packages. He suspects this can be contributed to the lack of continuity as Chapter elections are held and new Chapter presidents take over. He will continue to review the awards process and assist with the Chapters that did not submit awards in building an awards continuity program. As the Division Executive Council, we need to remind our Chapter Presidents that the awards program is intended to formally recognize individual and Chapters' accomplishments; "Take care of your people.". On a positive note, Division 3's awards program was clearly the best as we brought home the following awards for 2012:

- Auxiliary Member of the Year
- Chapter of the Year (over 500)
- Chapter of the Year (under 500)
- Community Service Award
- Division Website of the Year
- Division Newsletter of the Year
- Chapter Newsletter of the Year
- Legislative Field Activity of the Year

Rallied for a 'murder board' to make award packages stronger before finalization, and will continue doing that in the future.

Scholarships by Senior Advisor Charlie Dalzell: This year was an overwhelming success for scholarship applications- there were 13 applications from 7 different states (MO- 1; IL- 3; WI- 1; NE- 2; SD- 1; KS- 1; and OK- 4). The selection of scholarship recipients was influenced by completeness of replies, neatness, and legibility. The required areas of the

application were: high school/college transcripts, letter of recommendation from either a teacher, principal, or counselor, sponsor's address and AFSA Chapter number, high school/college address and phone number, and an essay. The essay played a major role in the committee's decision as the requirements were to answer the following:

- What do you think is the most important problem facing society today?
- Identify your problem and write an in-depth suggestion to solve the problem.

This year's scholarship committee comprised of a retired teacher, a retired engineer, and a retired human resources individual.

****NOTE:** Change suspense date for next year to allow appropriate time for applications to be received on time

Membership by Terry Turner: Division 3 Trustee Terry Turner provided statistics on Division 3's productivity and worldwide ranking in the following categories:

- Recruits: 1,717
- Retentions: 715

2013 was a productive year for Division 3. When we looked at the final totals, dedicated AFSA Recruiters and Retainers recruited 18,772 new members and retained 2,586 members.

Division 3 had 7 SKYHIGHers, 4 HighFLIERS, and 1 TwinFLYER.

Division 3 was 2nd with total SKYHIGHers producers and 1st in total HighFLYER Producers

****NOTE:** Address IP Yeomans in regards to his IP End of Year Report not being correct

Communications by Gary Swanson: 2012 was another great year for Division 3 Communications program, as Division 3 won 2012 Newsletter of the Year and 2012 Website of the Year. Division 3 will be another top competitor again for 2013. Many Divisions are turning up the heat and improving their website, but many are missing key mandatory items as required in AFSA manuals. There are 5 Chapters being hosted under the Division web-hosting plan. In the future, we need to make sure to work better with the Chapters to ensure they know the minimums for the website requirements. The new theme was installed on the Division 3 website in January. Below are the website statistics:

2013:

- 7,455 unique visitors
- 13, 822 visits (this number grew steadily each month through the year)
- 76,192 page views

2014:

- 2,268 unique views
- 7,068 visits
- 23,142 page

Three great newsletters were compiled through 2013, and over 50 pages of quality reporting from the entire Division. Special thanks to all the Chapters that provided inputs.

Legislation by Mark Clark: Legislative Trustee Clark will provide a legislative slideshow presentation regarding the following topics for Friday's business meeting:

- Key Legislative wins in 2013
- Key Legislative losses in 2013
- Hot button issues of the today
- What we are up against in Washington D.C.

-President's 2015 Budget Proposal
-What YOU can do in 2014

4th Trustee Report by Roland "Bud" Kolwitz: At last year's Division 3 PAC, President Lutzen tasked 4th Trustee "Bud" Kolwitz to work with the Chapters that had no membership activity. "Bud" contacted Chapter 858, Minneapolis, MN; Chapter 959, Minot AFB, ND; Chapter 988 Altus AFB, OK; and Chapter 990, Vance AFB, OK. Below are the responses he received from the Chapters:

- 1) The President of Chapter 858 told "Bud" to go ahead and do their retentions because he could not find anyone to do it.
- 2) The President of Chapter 959 never responded, so "Bud" began to their retentions.
- 3) The President of 988 had just returned from maternity leave, but indicated she wanted to start something with retentions herself. With Steve Francis being their Membership Chairman, "Bud" has left it alone.
- 4) The President of Chapter 990 and "Bud" exchanged some e-mails and he indicated saying he wanted to handle their membership activities. Chapter 990 has very few dues paying members and a few retentions as well.

Standing Rules were presented by President Lutzen. Mark Clark motioned to approve Standing Rules #1, #2, #3, #4, and #5, and Steve Zalesky seconded the motion.

Note: Fix minor typos such as deleting Division 89 and replacing it with Division 3 and fixing President Lutzen's signature block

Note: Change the suspense date for when the scholarship applications are due

The second order of business was the approval of the 2013 Conference minutes. President Lutzen motioned to approve the minutes as written; Charlie Dalzell seconded, and the 2013 Minutes were approved.

The next order of business was the approval of the 2014 Conference Agenda. President Lutzen made a motion to approve; Steve Zalesky seconded, and the 2014 Conference Agenda was approved.

Old Business:

- Talking papers
- Members coming into Chapters/members transferring to other Chapters
- Gains/loss roster
- IMS 20.1 (new member notifications) new webpage/new database
- HQ AFSA CEO search/Deputy search taking place
- Fillable PDF forms vs. just a word document

New Business:

- AFSA midyear discussions
- Free PAC registration (7), plus recruiting awards. Who should receive- top winners?
- Sequestration issues, International PAC, and funding for MOY/NCO/AMN?

- Discussion: HQ AFSA will pay for registration and hotel and the Division and respective Chapter will split the travel costs
 - Who manages registration? May suspense date seems a little too soon when the International PAC doesn't take place until August. **Discuss with IP Yeamons
 - Mobile web/phone application
 - 2015 Division 3 PAC location?
 - Discussion: Dave Bamburg presented the Lodge at Deadwood in Rapid City, SD (the Lodge would provide us a free hospitality suite, free meeting room space, a room rate of \$89/night, and coupons for breakfast). "It will be a like an International Convention at a Division Convention price". The dates could be either the last weekend in March or the second weekend in April
- President Lutzen informed us that Minneapolis may have something on the table to host as well; either way both locations will be presented to the Delegates during the business meeting.
- MSgt Melenka addressed his concern regarding retentions being the biggest issue for Chapters, and members joining online without a recruiter # for Chapter credit
 - President Lutzen advised each of us to tell IP Yeomans what is on your mind or any issues you would like to see addressed

The meeting was adjourned at 2:25 P.M.

The President's Reception and Dinner was held from 6:00 P.M. until 8:30 P.M provided in a Hawaiian Luau theme; dinner was buffet style catered by Roy-el Catering.

Friday, 28 March 2014

The Credentials' Desks was open from 7:00 A.M. until 8:00 A.M. in the ballroom foyer of the Drury Inn & Suites.

Opening Ceremonies began at 8:10 A.M. Emcee MSgt Amber Callahan, introduced herself and welcomed all to the 2014 Division 3 Conference.

Division 3 President Dale Lutzen officially “declared the 2013 AFSA Division 3 Conference to be in session.” Mascoutah High School Air Force Junior ROTC presented the Colors. The Girls Scouts of Troop 485 from Shilo, Illinois led the Pledge of Allegiance. SSgt Nichole Brown, Chapter 872, gave the invocation, and Communications Trustee Gary Swanson, Chapter 881, read the AFSA Preamble.

Emcee MSgt Amber Callahan made the following introductions of distinguished attendees:

1. Command Senior Enlisted Leader of the USTRATCOM, CMSgt (ret) Joseph Markin
2. AFSA International President Dan Yeamons, and his wife, Chizuko
3. Division 3 President Dale Lutzen
4. From Chapter 804, AFSA Past International Auxiliary President Willa Hyde
5. From Chapter 804, AFSA Past International Auxiliary President Gloria Pinksaw
6. From Chapter 804, Past International Auxiliary President Kathy Oden
7. From Chapter 951, Past International Auxiliary President Elaine Warner-Savage, and her husband, Jim
8. All International and Division Lifetime Trustees
9. Division 3 Member of the Year Nominees came forward to receive a medallion of recognition to wear throughout the conference; winner will be announced at the Honors Banquet Saturday night.

FROM CHAPTER 804, SMSGT (RET) CHARLIE DALZELL

FROM CHAPTER 872, MSGT CHAD LEE

FROM CHAPTER 984, MSGT NICHOLAS MELENKA

FROM CHAPTER 985, MSGT (RET) TERRY TURNER

FROM CHAPTER 988, TSGT (RET) AUDRYE ROJAS

THE FOLLOWING NOMINEE WAS UNABLE TO ATTEND

FROM CHAPTER 951, CMSGT (RET) KEVIN OTT

10. Division 3 Auxiliary Member of the Year Nominee came forward to receive her medallion of recognition; she will be announced at the Honors Banquet Saturday night.

FROM CHAPTER 804, MS KATHY ODEN

11. Division 3 Airman of the Year Nominees, came forward to receive a medallion of recognition to wear throughout the conference; winner will be announced at the Honors Banquet Saturday night.

FROM CHAPTER 872, SRA JORDAN WENTZEL

FROM CHAPTER 951, A1C DANIELLE GREGG

FROM CHAPTER 964, A1C OLIVIA MINKS

FROM CHAPTER 984, A1C JACK FINCH

FROM CHAPTER 985, A1C SHELBY PLATT

FROM CHAPTER 988, SRA SCOTT MIDDLEBROOKS

12. Division 3 NCO of the Year Nominees came forward to receive a medallion of recognition to wear throughout the conference; winner will be announced at the Honors Banquet Saturday night.

FROM CHAPTER 872, SSGT NICHOLE BROWN

FROM CHAPTER 951, SSGT KATHRYN BRAUN

FROM CHAPTER 964, SSGT JAMES MADNICK

FROM CHAPTER 984, SSGT AMBER SAIENNI

FROM CHAPTER 985, TSGT GREG REYES

Keynote Address: Given by Command Senior Enlisted Leader of the USTRATCOM, CMSgt (ret) Joseph Markin. Division President Lutzen presented Chief Markin with a \$100 donation for the CMSAF Scholarship Fund in his name and an AFSA Division 3 coin as a token of our appreciation for his inspiring words.

Division President Report/International Summary Briefing:

- ✓ President Lutzen thanked everyone for attending this year's conference and all the work that was put into it. "Division 3 is alive and well."
- ✓ All 13 chapters are reporting in; "Division 3 is the place to be"
- ✓ Great evening last night at the Luau-themed President's dinner and reception; excellent food and great evening overall
- ✓ President Lutzen is happy to report that Division 3 finished 1st in retentions and 5th in recruiting for 2013
- ✓ President Lutzen thanked Chapter 984, Offutt AFB for hosting an excellent Division 3 PAC last year
- ✓ 2013 International PAC took place in San Antonio, and this year's International PAC will be held in Jacksonville, FL
- ✓ President Lutzen currently serves on 2 committees on the International Executive Council:

1. Awards Committee

As part of the awards committee, President Lutzen strives to keep the awards program vibrant and viable, as he constantly looks for ways to promote awards recognition to our members. He feels it is very important to recognize our volunteers for the work they do in the various communities, as he works hand in hand with Trustee Nelson to develop award prizes and giveaways.

2. Communications Committee

President Lutzen loves the 'digital jungle'. Communications, to include technology, is one of the pillars that ties this association together. This past year, President Lutzen focused on mobile technology, phone application, tablet friendly, cloud computing, and getting our web site updated and promoting technology that lets us communicate instantly with our members, using email, Facebook, Twitter releases, phone notification messages, etc.

AFSA HQ has recently upgraded their computer servers and has purchased the latest Imis computer software; this new software is designed to operate across all platforms, PC, phones and tablets.

With a little luck and lots of hard work hopefully within the next 5-8 months we should have the new AFSA web page up and running.

Last year we introduced the AFSA phone application, like all technology it's in constant change. The app is one of the many tools we have available to us.

Another one of our communication tools is Capwiz. Capwiz is an outstanding tool that allows us to communicate with our elected leaders on any issues at anytime from anywhere.

In fact, during the 2013 COLA fight AFSA generated over 49,247 letters in 24 hours from the AFSA Capwiz web site, this enabled us to turn the COLA bill around and beat it back, and I want to thank everyone for writing those letters.

- ✓ President Lutzen honored to represent this Division on the AFSA International Executive council
- ✓ There are many challenges ahead, as the political winds are blowing every which way, but we must persevere. We must persevere personally, along with helping our chapters persevere, and in doing so the association will persevere.

International President CMSgt (ret) Dan Yeomans' Notes

- ✓ IP Yeomans is honored to be serving in his position as IP
- ✓ Thanked everyone in attendance to the conference for their selfless acts to make this a great organization
- ✓ Asked the audience to give a big round of applause for those who have served and for those that continue to serve
- ✓ \$25 membership dues are legitimate
- ✓ IP Yeomans has 'killed' the DVDs
- ✓ IP Yeomans is grateful for Division 3 President Lutzen serving as the communications trustee for International; President Lutzen will be making a trip to HQ AFSA to present the whiteboard of technology standpoint for HQ AFSA
- ✓ Legislation is doing well. Congress is our enemy (wants to cut the benefits of the military). AFSA was the only one out of the military coalition that maintained our education benefits.
- ✓ Commissary will be unfunded, but 'safe' for up to a year.
- ✓ Military is not having to pay for medical . . . yet.
- ✓ There are no changes to retirement . . . yet.
- ✓ A team of professionals works 24/7 to protect the pay, benefits, and quality of life of all enlisted Airman and their families- not just AFSA members. We reach out to all members of Congress and share the Airman's story. AFSA has proven to be a "go to" organization for Congress when key testimony is needed. We stand tall and proud for you!
- ✓ Chapters need to continue cleaning their membership lists.
- ✓ Continue to keep partnerships with those that can provide value to us and continue to keep membership costs low.
- ✓ Continue to advocate positivity within the AFSA Organization. Those that speak on Capitol Hill on behalf of AFSA are 'ADVOCATES' (which simply means educators = good), not 'lobbyists' (which means not good = 0/none)
- ✓ Family members will no longer be labeled as 'auxiliary members', they will be known as 'Family Members', which allows us to recognize our family support; there are currently 4,000 Family Members as AFSA members
- ✓ Continue looking for ways to on how we can make the AFSA Organization more attractive to family members

- ✓ We also need to continue thinking of ways we can tell and sell our AFSA story
- ✓ We need to make the awards program more exciting for our smaller AFSA Chapters
- ✓ New Reports:
 - At the Chapter levels: better ways to manage our Chapters through gains/loss roster
 - Make sure members are updating their information on the web
 - Should family members be allowed to be AFSA Executive Council members?
 - 'Family Support Task Force' on HQ AFSA website
 - There will be a new CEO for HQ AFSA; CEO CMSgt (ret) John "Doc" McCauslin will be retiring as of 24 May 2014; there are three candidates for the position
- ✓ There will be new elections at the International PAC in August
- ✓ **QUESTION:** Ms. Gloria Pinksaw asked if we are operating as a 'Roberts Rule of Order'? Per IP Yeomans, "No, we operate more relaxed."
- ✓ **QUESTION:** Ms. Elaine Savage asked if there is going to be a Past Presidents Council at International PAC? Per IP Yeomans, "It still exists, and it is important to contribute. There will be a panel and forum at International PAC."

Opening Ceremonies concluded at 0950.

Roll Call/Credentials Committee Report: Division 3 Senior Advisor Charlie Dalzell presented the AFSA Division 3 Credentials Report. A roll call was performed and **President Lutzen declared a Quorum for AFSA Division 3 to do business.**

Approval of Conference Agenda: President Lutzen asked for a review and approval of the AFSA Division 3 conference agenda. Legislative Trustee CMSgt (ret) Mark Clark, AFSA Chapter 804 motioned to approve the conference agenda; Membership Trustee MSgt (ret) Terry Turner, AFSA Chapter 985, seconded the motion, and the AFSA Division 3 conference agenda was approved.

Treasurer's Report:

MSgt Nick Melenka stated our financial standing is good with \$6,199.66 in Checking and \$5,455 in Savings and an audit was completed in January. Division 3 received approximately \$3,238.75 for CY13 rebates.

Scholarship Report:

Senior Advisor Charlie Dalzell, Chair of the Scholarship Program, advised the division awarded one (2) \$500 scholarships for 2013. There was an overwhelming success for scholarship applications this year; there were 13 applications from 7 different states (MO- 1; IL- 3; WI- 1; NE- 2; SD- 1; KS- 1; and OK- 4). The selection of scholarship recipients was influenced by completeness of replies, neatness, and legibility. The required areas of the application were: high school/college transcripts, letter of recommendation from either a teacher, principal, or counselor, sponsor's address and AFSA Chapter number, high school/college address and phone number, and an essay. This year's scholarship committee was comprised of a retired teacher, a retired engineer, and a retired human resources individual. Our (2) \$500.00 scholarship winners for 2013 were:

Emma E. Bittner, Chapter 804 Kansas City, attending Penn Valley Community College Kansas City, MO.

Alexandra Sumaza, Chapter 985 Harrah OK, attending University of Arkansas Fayetteville, AR.

Awards Report & Presentations:

Division 3 Vice President and Awards Chair, Steve Zalesky, provided information on the awards program and submission process. 8 of the 13 Division Chapters submitted awards; there were 6 Airmen and 6 NCO nominees this year. Vice President Zalesky asked International President Yeomans and Division 3 President Lutzen to join him in making the following presentation of this year's awards. They presented the awards as he read the accompanying citations:

Annual Award Winners

- Chapter of the year over 500 members - Chapter 872, Scott AFB
- Chapter of the year under 500 members - Chapter 964, Grand Forks AFB
- Chapter Newsletter of the Year - Chapter 984, Offutt AFB
- Community Service Award - Chapter 985, Tinker AFB
- Veterans Administration Service Award - Ms. Barbara Veach, Chapter 804, Kansas City
- Chapter Website of the Year - Chapter 872, Scott AFB
- Volunteer Service Person Award – Ms. Helen Hatz, Chapter 804, Kansas City
- Individual Legislative Award - CMSgt (ret) Mark Clark, Chapter 804, Kansas City
- Chapter Legislative Award - Chapter 985, Tinker AFB

Prior to breaking for lunch and during lunch, President Lutzen had a representative from each Chapter to give an overview of their Chapter, to include what they are doing as a Chapter and where improvements may need to be made

Lunch was catered by McAlister's Deli (provided by AFSA Division 3) – Business Continued at 1315 hours

Tricare Briefing: Ms. Nicole Young

- ✓ 189 Tricare offices will be closed as of 1 APRIL 2014; NO MORE WALK-ins
- ✓ Overseas offices will remain open
- ✓ Active Duty = PRIME; call your region 1-800 number (and also to transfer your enrollment)
- ✓ Keep your DEERS record updated
- ✓ If your PCM changes, call regional to claim who your new PCM is if you have not been notified
- ✓ When you marry, your Tricare retroacts to the date of marriage
- ✓ Self service/less paperwork
- ✓ Bases will continue their Tricare briefings (FTAC, New Comer's, Retiree)
- ✓ Maintenance medication- will force the use of express scripts (by mail)
- ✓ Age 65 = Tricare for Life
- ✓ Medicare Part B
- ✓ Young Adult Program

Membership Report:

Division 3 Trustee Terry Turner provided statistics on Division 3's productivity and worldwide ranking in the following categories:

- Recruits: 1,717 (Ranked #4 in all of AFSA!)
- Retentions: 715 (Ranked #1 in all of AFSA!)

2013 was a productive year for Division 3. When we looked at the final totals, dedicated AFSA Recruiters and Retainers recruited 18,772 new members and retained 2,586 members.

Division 3 had 7 SKYHIGHERS, 4 HIGHFLIERS, and 1 TWINFLYER.

Division 3 was 2nd with total SKYHIGHERS producers and 1st in total HIGHFLYER Producers

2013 Recruiting Awards:

- Recruiter of the Year – MSgt (ret) Terry Turner, Chapter 985, Tinker AFB, OK
- Retainer of the Year - MSgt (ret) Bud Kolwitz, Chapter 851, Milwaukee, WI
- Top Recruiting Chapter of the Year - Chapter 872, Scott AFB
- Top Retaining Chapter of the Year - Chapter 851, Milwaukee, WI

2013 Recruiting Runner Up Awards:

- Recruiter of the Year – MSgt Chad Lee, Chapter 872, Scott AFB
- Retainer of the Year – Ms. Jean Kolwitz, Chapter 851, Milwaukee, WI
- Top Recruiting Chapter of the Year, Chapter 984, Offutt AFB, NE
- Top Retaining Chapter of the Year, Chapter 872, Scott AFB

2013 Skyhighers:

- MSgt (ret) Terry Turner, Chapter 985, Tinker AFB, OK (123)
- MSgt Chad Lee, Chapter 872, Scott AFB (121)
- MSgt Arlene Lee, Chapter 872, Scott AFB (115)
- CMSgt (ret) Stephen Francis, Chapter 988, Altus AFB, OK (103)
- SMSgt (ret) Steve Zalesky, Chapter 872, Scott AFB (102)
- John Wilson, Chapter 984, Offutt AFB, NE (101)
- MSgt Nicholas Melenka, Chapter 984, Offutt AFB, NE (101)

2013 Highfliers:

- MSgt (ret) "Bud Kolwitz, Chapter 851, Milwaukee, WI (149)
- Ms. Jean Kolwitz, Chapter 851, Milwaukee, WI (122)
- SMSgt (ret) Steve Zalesky, Chapter 872, Scott AFB (108)
- Ms. Willa Hyde, Chapter 804, Kansas City, MO (101)

2013 Twinflyer:

- SSgt Nichole Brown, Chapter 872, Scott AFB (43/57)

Communications Report:

Trustee Gary Swanson expressed how important how 'Content is key'. 2012 was another great year for Division 3 Communications program, as Division 3 won 2012 Newsletter of the Year and 2012 Website of the Year. Division 3 will be another top competitor again for 2013. Many Divisions are turning up the heat and improving their website, but many are missing key mandatory items as required in AFSA manuals. There are 5 Chapters being hosted under the

Division web-hosting plan. In the future, we need to make sure to work better with the Chapters to ensure they know the minimums for the website requirements. The new theme was installed on the Division 3 website in January. Below are the website statistics:

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2014:

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- 23,142 page

Three great newsletters were compiled through 2013, and over 50 pages of quality reporting from the entire Division. Trustee Swanson thanked all the Chapters that provided inputs.

Trustee Swanson also took the time to show us how to navigate through the HQ AFSA website and the Division 3 website, and went through each tab on the sites.

Legislative Report:

Trustee CMSgt (ret) Mark Clark provided an excellent PowerPoint presentation, and discussed the following topics:

✓ **Key Legislative Wins in 2013**

- Enactment of the "Pay Our Military Act"
- Extension of 30+ bonuses/special duty pays
- Blocked "BRAC" style commission on military retirement
- Restored Tuition Assistance for active duty Airmen
- Defeated the 1% reduction to Retiree COLA
- Won authority to temporary increase BAH for areas hit by natural disasters or influx of troops
- Blocked proposal to add enrollment fee to TRICARE for Life and TRICARE Standard
- Prevented "means testing" proposal for TRICARE Prime and TRICARE for Life
- Secured a one-time election to reenroll in TRICARE Prime for those involuntarily kicked off October 1, 2013
- Prevented 24% cut to Med/TRICARE reimbursements
- Blocked the use of "Chained-CPI" to determine COLA's
- Secured \$67.8 mil for Armed Forces Retirement Home
- Secured \$30 mil in Impact Aid to school districts with high numbers of military children
- Created financial penalties for imposters who use false military identities/medals for financial gain

✓ **-Key Legislative Losses in 2013**

- Could not defeat the President's plan to limit military pay raises to 1%
- Could not prevent higher co-pays on medications from being included in the Murray-Ryan budget compromise
- Could not get Congress to support changing National Guard and Reserve retirement age

✓ **What We Are Up Against in Washington D.C.**

- A divided Congress like no time in our history
- 113th Congress only passed 58 pieces of legislation out of 6,600 introduced
- Only 19% of elected officials have served in the military
- They simply don't understand our way of life
- Midterm Elections will be their priority until November
- President's 2015 budget takes direct aim at US!

✓ **President's 2015 Budget Proposal**

- Makes the argument that military are paid too much
- Using that argument to support smaller pay-raises
- Proposes slowing BAH growth to achieve 5% out of pocket by member and eliminate payment for Renter Ins
- Drastically reduce Commissary subsidy, which will reduce 30% average savings to 10%
- Brings back the CPI-1% formula for retirees
- Proposes a consolidated TRICARE Health Plan
- Would roll TRICARE Prime/Standard/ and Extra into a single fee for service plan
- Would include annual enrollment fees/higher deductibles
- Family members/Retirees would pay a co-pay at MTF's
- By 2019 out of pocket cost share for retirees = 11% of total healthcare costs
- ✓ **What Can YOU Do In 2014?**
- Use CAPWIZ...It's fast and easy!!!
- Get informed beyond AFSA legislative bulletins
- Educate your family and friends on what is really at stake...the truth will set them free!
- Establish a relationship with your elected representatives
- Let them hear from you early and often on key issues
- Support candidates that share our values & VOTE!!!

Division 3 Fundraiser: Past Division 9 President Steve Francis conducted a fundraiser among conference delegates, as all proceeds go to support the division scholarship program. "Fines" were collected and donations were made, with a total of \$1,838 raised.

<u>"Fine"/Donation</u>	<u>Individual/Chapter "Charged"</u>
\$115 donation	President Lutzen won the 50/50 raffle and donated his winnings
\$10 "fine"	SSgt Nichole Brown 'failed' to inform Division 3 EC that she got married
\$200 donation	CMSgt (ret) Steve Francis
\$100 donation	Chapter 988
\$50 "fine"	Don Sullivan "no show fine"
\$50 "fine"	Terry Turner answered his phone during the business meeting
\$20 "fine"	SMSgt Michael Mooney for being disruptive during the business meeting
\$20 "fine"	SMSgt (ret) Gary Swanson for not wearing a blazer during business meeting/Chapter 881
\$20 "fine"	CMSgt (ret) Mark Clark for being late to the pre-conference meeting
\$20 "fine"	SMSgt (ret) Charlie Dalzell for not wearing a blazer during business meeting **PLEDGE** (will mail President Lutzen a check)
\$20 "fine"	CMSgt Paul Stewart for wearing the wrong uniform **PLEDGE** (will mail President Lutzen a check)
\$20 "fine"	MSgt Callahan received a 'fraud' fine
\$30 "fine"	MSgt Melenka forgot the to bring the Division 3 checkbook and he 'hid/stole' President Lutzen's coozie
\$100 donation	Chapter 984
\$150 donation	Chapter 872
\$100 donation	Chapter 804

\$20 “fine” business meeting	Division 3 Vice President Steve Zalesky for not wearing a blazer during
\$20 donation	Chief’s Challenge donation
\$20 donation	Harry McLane
\$30 donation	“Bud” Kolwitz
\$60 donation	Auctioned signed baseball and coin
\$30 donation	Auctioned bottle opener coin
\$20 donation	A1C Shelby Platt
\$25 donation	Auctioned a second bottle opener coin
\$100 donation	Chapter 984
\$25 donation	Chapter 951
\$123 donation	Chapter 964
\$100 donation	Chapter 985
\$50 donation	Jim and Elaine Savage
\$50 “fine”	TSgt Douglas Suazo for missing a button on his Service Coat
\$50 “fine”	IP Yeomans for stealing the heart of a Japanese girl
\$10 donation	Ms. Gloria Pinksaw
\$100 donation	Chief’s Challenge donation
\$10 donation	Ms. Willa Hyde
\$50 donation	Curtis and Gloria Gist

President Lutzen concluded the business session at 1600 for the day and Conference Manager, MSgt Callahan provided a few more raffles and conference updates.

Saturday, 13 April 2013

The Credentials' Desks was open from 7:30 A.M. until 8:30 A.M. in the ballroom foyer of the Drury Inn & Suites.

Business continued at 0840

Credentials Report: Senior Advisor Charlie Dalzell provided the final credentials statistics. A quorum was present.

Approval of 2013 Meeting Minutes: President Lutzen asked for a motion to accept the 2013 Division 3 meeting minutes as written. MSgt Amber Callahan, Chapter 872, motioned to approve the 2013 Division 3 meeting minutes; TSgt Jared Langenstein, Chapter 964, seconded the motion, and the 2013 Division 3 meeting minutes were approved as written.

Approval of 2014 Budget: President Lutzen asked for a motion to approve the 2014 budget. **Discussion:** CMSgt (ret) Stephen Francis, Chapter 988, asked to make a change to the budge to include donating \$500 to the Enlisted Village. President Lutzen asked for a motion to approve the 2014 with the proposed change to the budget. CMSgt (ret) Stephen Francis, Chapter 988, motioned to approve the 2014 budget; SMSgt (ret) Charlie Dalzell, Chapter 804, seconded the motion, and the 2014 budget was approved.

Approval of Standing Rules: President Lutzen asked for a motion to accept the rules as written with minor pen and ink changes to replace Division 89 with Division 3. President Lutzen asked for a motion to approve the Standing Rules as written with minor pen and ink changes. SMSgt (ret) Charlie Dalzell, Chapter 804, motioned to approve the Standing Rules as written with minor pen and ink changes; CMSgt (ret) Mark Clark, Chapter 804, seconded the motion, and the Standing Rules were approved.

Chapter Officer Training: President Lutzen

President Lutzen presented a PowerPoint presentation/training on what we need to be doing with our respective Chapters.

- ✓ 4 Pillars of AFSA
- ✓ Overview of AFSA operations and governing documents
- ✓ Review required quarterly and annual reports
- ✓ Division standing rules
- ✓ Awards program
- ✓ Chapter Leadership Reference Glossary
- ✓ Recruiting/Retention
- ✓ Chapter checklist
- ✓ CAPWIZ Legislation tool
- ✓ Social media and web hosting
- ✓ International Professional Airman's Conference
- ✓ Other items of interest:
 - Microsoft is ending Windows XP and Office 2003 support on April 8th, 2014
 - You need to upgrade to windows 7 min, Office 2010, adobe XI

- Upgrade to latest MS Explorer, Mozilla Firefox or Goggle Chrome (free upgrade improved security and better access to AFSA web page and file system)
- AFSA has upgraded to IMUS 20.0
- Look for substantially upgraded web page, mobile web, cloud based forms and reporting, virtual platform etc
- We are considering having AFSA servers hosting Div/Chapter web pages, reduce single point failure/improved security, better integration
- Improved recruiting/retention portal
- Highly recommend that all recruiting/retention actions be accomplished via web vs. snail mail to HQ
- Look for new gains/loss report
- AFSA Logos and other intellectual property are copyrighted, you must have a “right of use letter” on-file, letter must clearly state that your supplier will not market or use AFSA material on items other than what you have contracted them to create and produce for you.
- Push benefits of AFSA member services, some are income producing for the association, USAA, MARSH etc
- Legislative Awareness Week 6-10 Oct
- Chapters should push for voter registration activities
- POW/MIA Recognition Week 14-20 September (Chapters should sponsor an activity or event)

Membership Training: Membership Trustee Terry Turner

Trustee Turner provided his tidbits of recruiting and retentions information to share with the Chapters in the crowd. Trustee Turner also had SMSgt Michael Mooney, Chapter 985; MSgt Nicholas Melenka, Chapter 984; ‘Bud and Jean Kolwitz, Chapter 851, TSgt Jared Langenstein, Chapter 964; and Steve Zalesky, Chapter 872 provide their inputs as to what they are specifically doing in their respective Chapters to recruit and retain members.

2014 Conference Location

Don Roden, Chapter 858, presented his Chapter to host the 2014 Division 3 PAC in Minneapolis, Minnesota. The last time they had hosted a PAC was 18 years ago.

Dave Bamburg, Chapter 951, presented his Chapter to host the 2014 Division 3 PAC at the Deadwood Lodge in Deadwood, South Dakota.

Discussion took place, and CMSgt (ret) Mark Clark, Chapter 804, asked to motion to approve Chapter 951 hosting the 2015 Division 3 PAC in Deadwood, South Dakota and Chapter 858 hosting the 2016 Division 3 PAC in Minneapolis, Minnesota. Ms. Gloria Pinksaw, Chapter 804, motioned to approve Chapter 951 hosting the 2015 Division 3 PAC in Deadwood, South Dakota and Chapter 858 hosting the 2016 Division 3 PAC in Minneapolis, Minnesota; TSgt Jared Langenstein, Chapter 964, seconded the motion, motion approved. Chapter 951 will be hosting the 2015 Division 3 PAC in Deadwood, South Dakota and Chapter 858 will be hosting the 2016 Division 3 PAC in Minneapolis, Minnesota.

CMSAF#9 James Binnicker

We had the unique opportunity to have CMSAF#9 Binnicker join us for our Saturday's business meeting. Chief Binnicker has been the president and CEO of the Air Force Enlisted Village since March 2009. Chief Binnicker spoke about the village and shared his '20/20 Perfect Vision' for the Village.

Election of Officers: CMSgt Stephen Francis

For the position of 1st Trustee: Gary Swanson nominated Dave Bamburg and TSgt Jared Langenstein seconded. There being no others, the nominations were closed and Dave Bamburg was elected by acclamation.

For the position of 2nd Trustee: SMSgt Michael Mooney nominated Terry Turner, seconded by Miroslav Pivrnec. There being no others, the nominations were closed and Terry Turner was elected by acclamation.

For the position of 3rd Trustee: Harry McLane nominated Mark Clark, seconded by Terry Turner. Jean Kolwitz nominated Roland 'Bud' Kolwitz, seconded by Steve Zalesky. Both Trustees were asked to say a few words. Nominations closed and Mark Clark was elected by majority vote.

For the position of 4th Trustee: Consent of the new Executive Council, Roland 'Bud' Kolwitz was appointed as 4th Trustee for Division 3.

Note: Proper rules of order were observed for all offices. No oppositions to any position were nominated from the floor, therefore, in each case the nominations were closed and election by acclamation voted and carried.

Old or New Business: n/a

Meeting adjourned at 1140.

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**Post-Conference Executive Council Meeting.** President Lutzen convened a post-conference meeting at 1155 with the new executive council. The following members were in attendance: Dale Lutzen, Steve Zalesky, Mark Clark, Charlie Dalzell, Gary Swanson, Bud Kolwitz, Terry Turner, Dave Bamburg, MSgt Nicholas Melenka, and SSgt Nichole Brown.

President Lutzen welcomed Dave Bamburg and congratulated those that have been elected into their positions for Division 3.

President Lutzen thanked everyone for their support and efforts this past year, and for attending the conference. Just a few items of interest from President Lutzen:

- ✓ Excellent legislative briefing by CMSgt (ret) Mark Clark
- ✓ "Bud" continue with retentions in his zone

- ✓ Dave start working on the 2014 1st Quarter newsletter; get with Gary and purchase the software for your Chapter
- ✓ Terry continue as our Membership Trustee and keep the people excited
- ✓ Charlie provide any fresh thoughts to maybe revamp the scholarship application
- ✓ MSgt Melenka keep President Lutzen good to go with all monies
- ✓ Make sure photos are being taken when presenting scholarship checks and certificates to post on the respective Chapter and Division website as well
- ✓ Members who receive the Post 9/11 GI Bill benefits will not be allowed to apply for our scholarship
- ✓ Awards will be swept ('murder board') to make the 1206's better/stronger before they are competed at International
- ✓ Continue to work on the Division webpage and work on the mobile platforms
- ✓ The 2015 Division 3 PAC will be held at Deadwood, SD from 23-26 April 2015
- ✓ 1 May 2014 is the deadline to transfer free registrations to the International PAC; Division 3 has 7 free registrations
- ✓ Thank you Gary Swanson for being our 'Communications guy' - your work has been much appreciated, and we know Dave has great reach back to you
- ✓ Don Sullivan will continue to be our Division 3 Historian
- ✓ President Lutzen also thanked Chapter 872 for hosting a great convention, and already looking forward to next year's

President Lutzen adjourned the meeting at 1210. President Lutzen reminded all that the Honor's Banquet social hour begins at 1700, and the installation of the Division 3 Officers will begin at 1800.

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Honor's Banquet 6-9pm

Division Officers Installation Ceremony

International President Yeomans conducted the installation of the Division 3 Officers. All current and newly elected/appointed division officers were installed into their AFSA Division 3 respective office for the year of 2014-2015.

DIVISION PRESIDENT	DALE LUTZEN
DIVISION VICE PRESIDENT	STEVE ZALESKY
DIVISION SENIOR ADVISOR	CHARLIE DALZELL
DIVISION TREASURER	MSGT NICHOLAS MELENKA
DIVISION SECRETARY	SSGT NICHOLE BROWN
DIVISION TRUSTEE	DAVE BAMBURG
DIVISION TRUSTEE	TERRY TURNER
DIVISION TRUSTEE	MARK CLARK
DIVISION TRUSTEE	ROLAND KOLWITZ

Emcee MSgt Wayne Tokarz, from Chapter 872, introduced himself and welcomed all to the Air Force Sergeants Association 2014 Division 3 Conference and Professional Airmen's Conference Honors Banquet.

MSgt (ret) Keith Long, from Chapter 872, gave the invocation. The Mascoutah High School AFJROTC performed the posting of the colors, and Mr. Honorato Cardozo sang the National Anthem. Emcee MSgt Tokarz introduced our distinguished guests:

Our guest speaker, the 9th Chief Master Sergeant of the Air Force, Chief Master Sergeant (ret) James C. Binnicker

AFSA International President CMSgt (ret) Daniel Yeomans, and his wife Chizuko

Our Division 3 President SMSgt (ret) Dale Lutzen

From Chapter 804, AFSA Past International Auxiliary President Willa Hyde

From Chapter 804, AFSA Past International Auxiliary President Gloria Pinksaw

From Chapter 804, Past International Auxiliary President Kathy Oden

From Chapter 951, Past International Auxiliary President Elaine Warner-Savage, and her husband James

All International and Division Lifetime Trustees in the audience

The Commander of the 3rd Manpower Requirements Squadron, Major Jason Johnson, and his wife, Shayla

Dinner

Guest Speaker

CMSAF#9 (ret) James C. Binnicker

Division President Dale Lutzen presented CMSAF#9 (ret) James C. Binnicker with a \$500 check to the Enlisted Village and a Division 3 coin as a token of our appreciation for being our guest speaker for the evening.

Awards

Division Vice President and Awards Chair Steve Zalesky, Division President Dale Lutzen and International President Yeomans presented the following Awards:

Each nominee was called and presented an AFSA Division 3 Commendation Certificate along with the Division 3 coin. The winner of each category was presented a plaque commemorating their achievement:

Division 3 Member of the Year Nominees & Winner

CHAPTER 804, BELTON, MISSOURI – SMSGT (RET) CHARLIE DALZELL

CHAPTER 872, SCOTT AFB, ILLINOIS – MSGT CHAD LEE **WINNER**

CHAPTER 984, OFFUTT AFB, NEBRASKA – MSGT NICHOLAS MELENKA

CHAPTER 985, TINKER AFB, OKLAHOMA – MSGT (RET) TERRY TURNER

CHAPTER 988, ALTUS AFB, OKLAHOMA – TSGT (RET) AUDRYE ROJAS

Due to mission commitments, the following nominees were unable to attend:

CHAPTER 951, ELLSWORTH AFB, SOUTH DAKOTA – CMSGT (RET) KEVIN OTT

Division 3 Auxiliary Member of the Year Nominee & Winner

CHAPTER 804, KANSAS CITY, MISSOURI – MS KATHY ODEN

Division 3 Airman of the Year Nominees & Winner

CHAPTER 872, SCOTT AFB, ILLINOIS – SRA JORDAN WENTZEL **WINNER**

CHAPTER 951, ELLSWORTH AFB, SOUTH DAKOTA – A1C DANIELLE GREGG

CHAPTER 964, GRAND FORKS AFB, NORTH DAKOTA – A1C OLIVIA MINKS

CHAPTER 984, OFFUTT ANB, NEBRASKA – A1C JACK FINCH

CHAPTER 985, TINKER AFB, OKLAHOMA – A1C SHELBY PLATT

CHAPTER 988, ALTUS AFB, OKLAHOMA – SRA SCOTT MIDDLEBROOKS

Division 3 NCO of the Year Nominees & Winner

CHAPTER 872, SCOTT AFB, ILLINOIS – SSGT NICHOLE BROWN **WINNER**

CHAPTER 951, ELLSWORTH AFB, SOUTH DAKOTA – SSGT KATHRYN BRAUN

CHAPTER 964, GRAND FORKS AFB, NORTH DAKOTA – SSGT JAMES MADNICK

CHAPTER 984, OFFUTT AFB, NEBRASKA - SSGT AMBER SAIENNI

CHAPTER 985, TINKER AFB, OKLAHOMA – TSGT GREG REYES

Division 3 President Lutzen presented the management personnel from the Drury Inn & Suites, a Division 3 coin in appreciation of all of his and his staffs' efforts in planning and accommodating our delegates and guests for an enjoyable and successful conference.

Honors Banquet concluded.

Conference Closed by President Lutzen, "I HEREBY DECLARE THE 2014 DIVISION 3 CONFERENCE ADJOURNED"

//Signed//

DALE C. LUTZEN, SMSgt (ret), USAF
President, AFSA Division 3

//Signed//

NICHOLE R. BROWN, SSgt, USAF
Secretary, AFSA Division 3