

September 2010

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# Human Resource Newsletter

## From the Director's Desk

Greetings from the Human Resource Office. As we look to the next Fiscal Year, I'd like to share some initiatives the Human Resource Staff have been working on for implementation during the next FY:

**Customer Service** - How are we working for you? Our staff is developing an HRO customer survey for our full-time workforce because we want your feedback. Tell us what you like, and where we can improve to better assist you - we are here to serve you!

**Automation** - Several automation initiatives will be rolled out during FY 2011 to include: The Technician Performance Ap-

praisal Application through the My Biz / My Workplace systems - allows automated performance appraisal updating; the Employee Benefits Information System (EBIS) - allows Technicians to make health insurance, life insurance, Thrift Savings Plan contribution elections, military deposits, review general and personal benefits information, and calculate retirement estimates using a computer; and Interactive Voice Response System (IVRS) serviced by the Army Benefits Center-Civilian (ABC-C) - allows Technicians to access benefits information from a touch-tone telephone system and speak to a benefits counselor for additional assistance.

Training - FY 2011 will be the year of training for the full-time workforce. Our Employee Development section has planned a full year of training events to include Supervisor Training, New Hire Orientation, Retirement Training, Financial Literacy Training, and soft skills training.

We look forward to continue serving you in the next year, and greatly appreciate your feedback and suggestions on how we can better serve the full-time workforce.

Regards

Col Rodney Williams, HRO/J-1

## Hale and Farewell

Congratulations to the following HRO Employees on their recent new assignments:

LtCol Alice Niedergall has moved within the Joint Staff, and is now the J5 Director. The HRO Staff wishes her the best of luck in this new assignment, and will miss her talents very much!

Major Dawn Dancer has joined the HRO Team as the AGR Branch Chief. Major Dancer

joins the HRO team from the Public Affairs office, and brings with her vast knowledge and experience in the full-time workforce.

MSG Tina Brooks joined the HRO Team as the AGR Medical NCO. MSG Brooks comes to our team from Camp Grayling, operations, and is a welcome addition to the team!

Congratulations to all!



*“He who  
rejects change  
is the architect  
of decay. The  
only human  
institution  
which rejects  
progress is the  
cemetery”*

*~ Harold  
Wilson*



## **New Technician Automated Employee Benefit System**

Beginning 1 October 2010, the National Guard will offer the Employee Benefits Information System (EBIS) / Interactive Voice Response System (IVRS) serviced by the Army Benefits Center-Civilian (ABC-C) located in Fort Riley, KS.

Presently, when you want to make retirement or benefits changes, you contact a specialist in HRO. EBIS and IVRS will eliminate the requirement for paper forms through use of automation.

EBIS is an automated, secure, self-service Web application that will allow Technicians to make health insurance, life insurance, Thrift Savings Plan contribution elections, military deposits, review general and personal benefits information, and calculate retirement estimates using a computer.

IVRS is an automated self-service program that employees may access from a touch-tone telephone. IVRS provides the same self-service options as EBIS, however, there is an additional option to transfer to a benefits counselor for additional assistance.

You can access IVRS by calling 1-877-276-9287. You will need your SSN and PIN. Your pin will initially be your month and year of birth (MMYY), however, once you access the system you must change it to a new six-digit number.

Most EBIS and IVRS transactions are processed overnight. Employees can verify transactions by revisiting the ABC-C website, calling the IVRS or checking their LES.

In order to use the web version of EBIS, all Technicians (AIR and ARMY) must have a current Army Knowledge Online (AKO) account/email address. The AKO account/registration will provide ANG Technicians a way to get their certificates captured in an Army system which will be used for authentication and security purposes allowing them to use their smart card (CAC) to access EBIS. The only other AKO activity ANG Techs would have would be to change their password every 60-90 days. AKO can be accessed by CAC or password. Note: If you do not establish an AKO account, you will not have access to EBIS and will be restricted to making your benefit changes through IVRS, the interactive voice response system.

Technicians may register for an AKO account at the URL listed below. Just copy and paste the URL in your browser's location window at the top of page. Then choose the register with a CAC option under the NEW USER. <https://www.us.army.mil/suite/login/login.fcc>

This is a huge change in the "way we do business". This transition will require that you become familiar with the EBIS/IVRS systems as you take control of your benefits. Remember, you are already using outside agencies to elect your Flexible Spending Account (FSA) and Federal Dental and Vision (FEDVIP) coverage. This is the next step in putting you in complete control of your benefits.

Here is a link <https://www.abc.army.mil/> to the Army Benefits Center-Civilian (ABC-C) where you can get more information and become familiar with their website.

Tutorials on EBIS will be available at the ABC-C website. Additional information on accessing EBIS/IVRS will be available on the HRO public intranet site at <https://www.mi.ngb.army.mil/HRO/default.asp> under the Employee Relations link.

## **Health Reform Changes to Federal Benefits Program**

On March 23, 2010, President Obama signed the Affordable Care Act, (ACA), Public Law 111-148. Effective January 1, 2011, the ACA will affect eligibility and benefits under the Federal Employees Health Benefits (FEHB) Program and the Federal Flexible Spending Account Program (FSAFEDS). All employees should review the "Affordable Care Act

Health Reform Changes to Federal Benefits Programs" which will be available on the HRO public intranet site at <https://www.mi.ngb.army.mil/HRO/default.asp> under the Employee Relations link, FEHB drop down menu. Under the ACA, adult children up to age 26 will be eligible for health insurance coverage. Until the ACA

is in effect, children turning age 22 are automatically covered for an additional 31 days under the parent's coverage policy. During this time, families can decide to continue FEHB coverage for their adult child through the Temporary Continuation of Coverage (TCC) program. Information about TCC is available at [www.opm.gov/insure/health/faq/tcc.asp](http://www.opm.gov/insure/health/faq/tcc.asp).



### FERS Retirement

**Q:** If I am a FERS dual status technician age 50 with over 25 years of creditable retirement service involuntarily separated from my military assignment due to medical disqualification am I eligible for a disability retirement under FERS?

**A:** NO, because you are eligible for an annuity supplement under an immediate Discontinued Service Retirement.

### Health Benefits

**Q:** When is open season this year?

**A:** Monday, November 8, 2010 through Monday, December 13, 2010.

**Q:** If I am enrolled in a FSAFEDS (Federal Flexible Spending Account Program) for health care and/or dependent care account and I want to stay in it every year do I need the reenroll annually?

**A:** Yes. Unlike with other programs, employees MUST reenroll in FSAFEDS each year to participate. Enrollments DO NOT carry over year to year.

## Employee Benefits Questions and Answers Corner

*How much do you know about your technician benefits??*

### New Automated Benefits Systems

**Q:** How soon can I start checking on my electronic benefits?

**A:** EBIS/IVRS are not available until 1 October 2010. IVRS Counselors will be available 12 hours a day Mon-Fri 0700-1900 Eastern (0600-1800 Central Time) and automated internet/phone systems available 24/7.

### Reservist Differential Pay:

**Q:** What do I need to do to get my reservist differential (RD) pay?

**A:** Turn in a copy of your mobilization order. Eligibility is determined based on information in the military orders. HRO reviews the orders to determine eligibility and DFAS calculates whether or not the employee is due any RD pay.

**Q:** How is my Reserve differential pay calculated?

**A:** Reservist Differential pay is based on a comparison of military pay (basic pay, housing allowances, BAS, but not annual uniform allowance, travel payments, etc) and civilian pay (adjusted basic pay but not overtime, etc). For detailed specifics visit OPM's website, [www.opm.gov](http://www.opm.gov). When civilian pay calculations exceeds military pay while Absent -US the difference is due to the employee. DFAS calculates the difference and sends it to NGB who forwards it to HRO and HRO does a Remedy ticket back to DFAS. DFAS number 1-800-538-9043 or DSN 699-9043.

### Technician Performance Appraisal Program:

**Q:** What regulations cover the new Performance Appraisal Program?

**A:** TPR 430 and MING Supplement to TPR 430.

**Q:** As a supervisor, do I need to complete a close-out appraisal under the old appraisal system?

**A:** Yes, most close out appraisals will end October 31, 2010.

**Q:** As a supervisor, for whom do I need to complete a close-out appraisal?

**A:** For any technician who has been under your supervision for at least 120 calendar days during this appraisal period. Technicians who do not have 120 days under your supervision as of October 31, 2010 will have a close-out appraisal completed after 120 days under your supervision.

**Q:** I have an employee who is currently on a performance improvement plan (PIP) under the current system, how does the new Performance Appraisal Program affect that employee?

**A:** Administrative actions (such as action for unacceptable performance) initiated prior to the effective date of the new performance program, shall continue to be processed consistent with the procedures and requirements of the performance management program in effect when the action was initiated.

**Q:** Under the new appraisal system, can additional duties be included in critical elements?

**A:** Additional duties should be reasonably related to the employee's position and qualifications and may be included in critical elements. If "additional duties" are assigned with such frequency that they become "regularly assigned" and they meet the definition of major duties, the position description should be revised.

**Q:** Will the annual appraisal cycle always end on 31 October of each year?

**A:** Yes, effective 1 NOV 2010 the annual appraisal cycle will be from 1 NOV to 31 OCT.

**Q:** We need to process a re-assignment on an employee. This will cause a change in Position Hierarchy. How will it affect the Performance Appraisal Application (PAA) supervisory chain?

**A:** If the employee has an approved plan in PAA it will not affect the supervisory chain in PAA. The plan will need to be either transferred to the new supervisor or closed out and a new plan started.

### Thrift Savings Plan (TSP)

**Q:** Will the TSP automatic enrollment effect current employees that were hired prior to August of 2010?

**A:** If you are already enrolled in TSP, this new law has no effect on you unless you separate and come back to Federal service at a later date.

**Q:** What does the Automatic Enrollment in TSP mean?

**A:** Implementation of TSP automatic enrollment under (TSP Enhancement Act of 2009, PL 111-31) means that all FERS or CSRS employees (including reemployed annuitants with applicable coverage under FERS or CSRS) who are newly hired or rehired. Unless these employees make their own TSP contribution elections, the agency must enroll them in the TSP at a contribution rate of three percent of their basic pay each pay period.

## *Changes to Federal Employee Retirement System (FERS) Contribution Rates for Fiscal Year 2011*

The National Defense Authorization Act for Fiscal Year 2010, Public Law 111-84, signed on October 28, 2009, requires new FERS normal costs, effective in Fiscal Year 2011, as announced in the Federal Register on June 21, 2010. New employer contribution rates will become effective with the first pay period beginning on or after October 1, 2010

### **Changes to FERS Employer Contribution for**

#### **Fiscal Year 2011**

Effective October 10, 2010

Dual Status Technician  
from 14.0% to 14.5%

Civilian Technician  
from 11.2% to 11.7%



## **Health Benefits Open Season Changes**

On April 19, 2010, OPM (Office of Personnel Management) issued a proposed regulation in the Federal Register (Vol. 75, No. 74 page 20,314) to change the Federal Benefits Open Season dates to November 1st through November 30th of each year. If this proposed regulation is finalized, the change in Open Season dates would begin with the 2011 Open Season for the 2012 plan year.

### **OPEN SEASON OPPORTUNITIES**

During the annual Open Season, employees can take

the actions listed below for the Federal Flexible Spending Account Program (FSAFEDS), Federal Employees Dental and Vision Insurance Program (FEDVIP), and the Federal Employees Health Benefits Program (FEHB).

1. Enroll in a flexible spending account – a health care and/or dependent care account, under the FSAFEDS Program. Unlike with other programs, employees MUST reenroll in FSAFEDS each year to participate. Enrollments DO NOT carry over year to year.

2. Enroll in, change, or cancel an existing enrollment in a dental plan under the FEDVIP Program.
3. Enroll in, change, or cancel an existing enrollment in a vision plan under the FEDVIP Program.
4. Enroll in, change, or cancel an existing enrollment in a health plan under the FEHB Program.

Questions regarding FEHB and open season may be directed to the Employee Relations Branch at: 517-481-7702/7705/7707/7708/7690

## **NEWS YOU CAN USE**

The November 2009 edition of the National Guard Technician Handbook is available. Please note upon receipt of the new handbook to update p.17 under "WITHDRAWALS UPON SEPARATION" IAW the OCT 2009 Executive Order FERS technicians can now make a redeposit for FERS time that they have taken a withdrawal for.

## **Thrift Savings Plan (TSP) Automatic Enrollment**

The Thrift Savings Plan Enhancement Act of 2009, Public Law 111-31 was signed into law on June 22, 2009.

This law authorized a number of changes to the Thrift Savings Plan (TSP) to help Federal employees meet the challenge of saving for retirement.

A new feature of the TSP is the automatic enrollment process. This feature will be implemented by all Department of Defense (DoD) components and administered by Defense Finance and Accounting Service (DFAS).

The implementation of automatic enrollment is effective the first full pay period in August 2010. **Current employees will not be affected by this new law, regardless of whether or not they are contributing to TSP.**

All newly hired and rehired FERS and CSRS employees who have over a 30 day break in service will be automatically enrolled to contribute 3% of their basic pay each pay period. All rehired CSRS employees who have less than a 30 day break in service are automatically reinstated to their previous TSP contribution amount.

Reemployed annuitants rehired after November 24, 2003 are excluded from participation in TSP. The one exception to this exclusion is a reemployed annuitant retired under a Discontinued Service Retirement (DSR) that elects to have retirement contributions.

Employees may opt out of automatic enrollment or increase the amount of contributions. The automatic 1% agency contribution still applies.

Questions regarding TSP may be directed to the Employee Relations Branch at: 517-481-7702/7705/7707/7708/7690



“If you don’t  
like something,  
change it. If  
you can’t  
change it,  
change your  
attitude”

~ Maya  
Angelou

## How Much Do You Know About Equal Employment Opportunity (EEO)?

### TRUE or FALSE?

1. It takes more than one ethnic joke or derogatory remark to prove harassment because of race, color, or national origin.

**FALSE.** Some incidents are considered so severe that even one instance of the use of the wrong word or the telling of the wrong joke at the expense of an ethnic group is enough to trigger a successful claim of harassment. However, it is true that in less severe cases, the complainant may have to show a pervasively hostile work environment.

2. It’s OK to joke about a person’s age during a birthday celebration held during lunch at the office.

**FALSE.** It is never a smart idea to joke about somebody’s age, particularly in front of a group of other employees. Most individuals will take your jokes and comments in the good-hearted way they were intended. However, those comments could come back to haunt you if you ever make a personnel decision that negatively affects the employee with whom you joked – or even another employee of comparable age.

3. Sex discrimination and sexual harassment are two ways of talking about the same thing.

**FALSE.** Sex discrimination includes a wide variety of actions based on the gender of an individual, such as decisions on promotions and assignments, and performance evaluations. Sexual harassment is one type of sex discrimination. To put it another way, not all sex discrimi-

nation is sexual harassment; but all sexual harassment is sex discrimination.

4. Individuals under 40 years old are not protected under the Age Discrimination in Employment Act (ADEA)?

**TRUE.** The law limits the protected class to those who are 40 or older

5. I may be successfully charged with race discrimination even if I had no intent to discriminate.

**TRUE.** If a complainant can establish a prima facie case, and if your justification is too weak, or general, such as “I felt the other employee was better qualified,” the AJ or EEOC may conclude it was just a pretext for discrimination. It is not necessary for the complainant to show that you were actually motivated by racism to show that you discriminated.

6. It is OK to make a hiring decision based on age when both employees are older than 40.

**FALSE.** If the employee who was disadvantaged by the decision is over the age of 40 – and significantly older than the employee selected – a complaint may be filed under the ADEA.

7. As a federal manager, I am expected to give hiring preference to minorities and women in order to meet diversity quotas.

**FALSE.** The federal government does not use “hiring quotas” to meet diversity goals. You are expected to hire from among the most qualified applicants for your positions. Diversity programs can give you the

chance to evaluate a wider range of applicants.

8. A religious belief must be tied to a known organized religion?

**FALSE.** The regulations clearly state that just because no religious group espouses such beliefs does not automatically determine that a given belief is not a religious belief.

9. If an employee suffers from a disabling allergy to scents, I will have to provide a scent-free environment?

**FALSE.** Some accommodation (such as improved air circulation or a change in work location) may be offered. But the EEOC generally has found demands for total exclusions of scents or chemicals that produce disabling reactions to be impractical.

10. I should encourage diversity in higher grades by steering developmental opportunities and training to women and minorities in lower graded positions.

**FALSE.** You should make developmental opportunities and training available to all employees in the appropriate positions. If the group is diverse, than you can expect the diversity to move upward as the employees take advantage of the opportunities you make available.



*Happy*

*Halloween*



*“Eat,  
Drink  
and  
Be Scary”*

*‘Author  
Unknown*

## National Guard Child Care Program

From the National Guard Child Care Program Office (NGCCCP):

Child care supplements have been available to Guard families through the Office of the Secretary of Defense since 2004, but only a small portion of eligible Guard families have received them.

Through the National Guard Child Care Program, we are changing that. Our advocates assist families of service members on orders – activated, deployed, Active Guard and Reserve, etc. to understand the available supplements, and to help them through the application process .

We also keep National Guard leadership abreast of the needs that are not met by supplements.

We are advocates who appreciate the sacrifices that a military family makes, and we recognize the impact the deployment cycle has on families. We are real people helping you to find the best child care

solutions for your individual needs, and the available supplements to help you pay for it.

Supplement rates are based on several factors including child care costs and family income. All income levels may be eligible to receive a minimum of \$100 per child per month for full time child care while the spouse is working , going to school full time, or looking for work. Guardians may also apply.

We will conduct a brief phone interview to determine your family’s needs and eligibility. Ten minutes or less!

We will answer your questions and research your options.

We will help you locate eligible care.

We will fill in the applications for you.

We will work with your provider and explain the process so that you won’t have to.

We will advocate for your family’s unique situation when necessary.

This service is provided through a National Guard Bureau Family Program Division Contract. There is no charge for this service!

### KEY POINTS TO REMEMBER

Child care supplements are available to eligible National Guard families

Eligibility includes those on Title 10 orders in support of GWOT (includes Rear Detachment personnel)

Title 32 Active/Guard Reserve are eligible

National Guard Child Care Program (NGCCCP) provides support 24/7 and can be reached at:

1-888-NGCCCP-99 (642-2799)

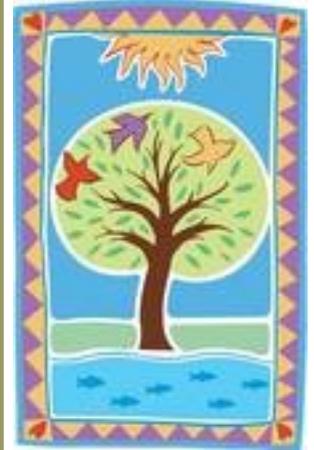


## Technician New Hire Orientation Program—A New Look

Effective 1 October 2010, the Technician New Hire Orientation program will undergo a “makeover”, incorporating the following improvements:

- Mandatory attendance for all New Hires (excluding Temporary technicians NTE less than 90 days)
- Location—Lansing RFSC, Room 310 B
- Frequency—the first Monday of every technician pay period (with the exception of Federal Holidays)
- Duration—One day program consisting of vital information new technician employees need to make educated choices regarding their full-time employment and benefits
- Supervisor Checklist—Mandatory for all supervisors to complete for each new hire, and return to the Human Resource Office within the first 30 days of employee’s appointment as a technician
- Comprehensive information regarding the full-time employment, options, and various programs and requirements.

How do employees sign up? Upon notification and acceptance of technician position, the Human Resource Development section will notify the new employee and supervisor (and applicable HR remote) of scheduled New Hire Orientation date, and details for attendance. Questions may be directed to the HRD staff at 517-481-7693/7697/7698



“A man who dares to waste one hour of time has not discovered the value of life.”

Charles Darwin

## New Changes in Technician Leave

### Compensatory Time

Effective immediately, technicians may now use compensatory time (regular comp time/compensatory time off) while on military orders.

The Office of Personnel Management’s (OPM) previous prohibition for the use of comp time by Title 32 Technicians while on military orders (except comp travel), was based on the fact that in lieu of comp time, other Federal employees are paid overtime wages IAW 5 USC 5543. National Guard Technicians can receive no such payments per Title 32 USC 709(h), and are therefore authorized to use regular comp time while in a military status, in order to avoid loss of comp time while in a military status.

If a technician previously forfeited compensatory time due to the previous policy, he/she will need

to contact the HRO Employee Relations section for guidance at: 517-481-7702/7705/7707/7708/7690.

The benefits specialists will process a member’s entire packet of information on the loss, such as, the orders, compensatory time off earned, the retirement date, and any other pertinent data to NGB, Office of Technician Personnel.

### Use of Sick Leave During Uniformed Service

Effective immediately, technicians may use sick leave (if appropriate) while on military orders.

Sick leave (if appropriate) means the approval of the leave must be consistent with the statutory and regulatory criteria for using sick leave. For clarification, the leave must be as a result of a personal

or family medical or health condition which would justify the use of sick leave. Situations that would normally warrant the use of sick leave include:

- Medical, dental, optical appointments
- Incapacitation for the performance of duties
- Care for a family member due to physical or mental illness
- Bereavement purpose to include reading of a will
- To prevent spreading of communicable disease
- Adoption related purposes
- Technicians must request sick leave within appropriate time limits.



## HRO Full-Time Training Events Calendar—FY 2011 1st Quarter

Event	Date	Location
HRO Technician PAA Training	5-6 October 2010	Camp Grayling, DLC
Financial Literacy	20 October 2010	RFSC, Lansing
Technician Personnel Management Course	November 2010	RFSC, Lansing
New Hire Orientation	Every Pay Period (First Monday)	Lansing
Technician Retirement Training	December 2010	Selfridge ANGB

Visit our [FY 2011 Full-Time Training Calendar](#) on the HRO Website



## CONGRATULATIONS ON A JOB WELL DONE! Technician Incentive Awards June—August 2010

Name Employee	Awd Type	Name Employee	Awd Type	Name Employee	Awd Type
ATKINS GREGORY B	SSP	HOUSTON MARK J	SSP	SCHULTZ STEVEN A	SSP
ATWELL TERRY L	SSP	JAMES ANTHONY R	SSP	SHANKLETON, JR ROBERT C	SSP
BARRIGER DENNIS J	SSP	JONES HARVEY L	SSP	SHAY JAMES R	SSP
CHURCHILL KARI A	SSP	KAARLELA, JR ROBERT L	SSP	ULREY JESSICA S	SSP
CLOUGH LEX B	SSP	LAMAIRE PHILLIP R	SSP	URBAN MICHAEL P	SSP
CRUZ CHRISTOPHER	SSP	LINGEMAN LORA K	SSP	WEIR MICHAEL R	SSP
DAGGETT DEAN P	SSP	LITTLEJOHN LORI A	SSP	WHITE JOHNNY C	SSP
DAVIS VARREN G	SSP	MOSLEY TRACEY M	SSP	WHITT GLENN D	SSP
DAY CALVIN J	SSP	PEPLINSKI MICHAEL L	SSP	WRIGHT LORI M	SSP
ENDRESMCKEE DONNA L	SSP	POHL KIMBERLY D	SSP	WYRZYKOWSKI BRIAN C	SSP
GERWOLDS BRYON D	SSP	POWELL JESSE L	SSP	DOTY AARON G	SUGG \$
GOODHUE BRIAN P	SSP	REYNOLDS DERON B	SSP	GOODHUE BRIAN P	SUGG \$
GOODRICH JOHN D	SSP	ROSSI JAMES M	SSP		
HALLOCK TERRY L	SSP				



## **Technician Incentive Awards (Continued)**

<b>Name Employee</b>	<b>Awd Type</b>	<b>Name Employee</b>	<b>Awd Type</b>
AHRENS JOYCE A	TIME OFF	MACOMBER SUZANNE D	TIME OFF
ANDERSON WILLIAM P	TIME OFF	MARTIN DARREL S	TIME OFF
AUGUSTINE DAVID L	TIME OFF	MASON TROY J	TIME OFF
BALABUCH JENNY R	TIME OFF	MATHEWS JAMES C	TIME OFF
BAUER RYAN W	TIME OFF	MCELWAIN, JR HUTCH L	TIME OFF
BAXTER DEBORAH K	TIME OFF	MCKENDRY ROYCE R	TIME OFF
BIGFORD, JR ALBERT C	TIME OFF	METZ WARREN A	TIME OFF
BLASKIE, JR JOHN C	TIME OFF	MOHLMAN BRIAN A	TIME OFF
BONDY GERALD R	TIME OFF	MONARCH MATTHEW J	TIME OFF
BOWLING KEVIN B	TIME OFF	MORSE ERIK J	TIME OFF
BURRIS WENDY R	TIME OFF	NOOT PETER J	TIME OFF
CASSADA, III DONALD J	TIME OFF	PALMER EDWARD L C	TIME OFF
COUSINS WILLIAM G	TIME OFF	PARKS, JR ROBERT A	TIME OFF
COVELL JAMES A	TIME OFF	PAULSON KEVIN C	TIME OFF
DEMAREE LYNN K	TIME OFF	PEGOUSKIE MARK P	TIME OFF
DOWNEY JAMES F	TIME OFF	PITTEL, JR MARK A	TIME OFF
ELLIS DALE T	TIME OFF	REED RENEE K	TIME OFF
ELWART MICHAEL J	TIME OFF	RENKOWSKI JEREMY J	TIME OFF
FAIRBOTHAM MARK L	TIME OFF	ROEMER MARK F	TIME OFF
FORD JAMES R	TIME OFF	ROTTMAN RAYMOND E	TIME OFF
FOUTS JANET J	TIME OFF	SACK ROBERT J	TIME OFF
GARNO CHRISTOPHER K	TIME OFF	SELON THOMAS R	TIME OFF
GELISKE BARRY S	TIME OFF	SHANER BRIAN J	TIME OFF
GLYNN, II TIMOTHY J	TIME OFF	SHARPTHELEN KRISTINE L	TIME OFF
GOLAB JEROMIE J	TIME OFF	SHIPLEY HAROLD J	TIME OFF
GOLAB KATRINA M	TIME OFF	SMITH LARZ A	TIME OFF
GOOTEE JOSEPH EVAN	TIME OFF	SMOCK JOSEPH L	TIME OFF
GROLL, JR PHILLIP P	TIME OFF	SNYDER STEPHANIE K	TIME OFF
GROSSKOPF RICHARD T	TIME OFF	SPALDING MICHAEL B	TIME OFF
GUY DANIEL E	TIME OFF	STRONG EDWARD C	TIME OFF
HALT CHARLES D	TIME OFF	SUMMERS JEFFREY LEE	TIME OFF
HERBLET TROY D	TIME OFF	SZYMANSKI KENNETH M	TIME OFF
HEYART ANTHONY R	TIME OFF	THAYER JASON E	TIME OFF
HULBERT TRAVIS M	TIME OFF	THOMAS MICHAEL T	TIME OFF
IWEN BRIAN K	TIME OFF	VANNORTWICK DANIEL M	TIME OFF
JAY GINA M	TIME OFF	WALTERS, II ELLINGTON A	TIME OFF
JOSEPH JAMIE D	TIME OFF	WALTZER STEPHEN R	TIME OFF
KANE JAMES A	TIME OFF	WARD HERBERT E	TIME OFF
KIEL JAMES W	TIME OFF	WARREN, JR GARY G	TIME OFF
KIRSCHKE TIMOTHY J	TIME OFF	WELCH JARED W	TIME OFF
KOPCHIA WILLIAM C	TIME OFF	WUELFING MATTHEW A	TIME OFF
KREITNER JEFFREY A	TIME OFF	YOKIE MICHAEL J	TIME OFF
LESLIE TOD L	TIME OFF	YOUNG-WOODBURY JODY	TIME OFF
LUCZAK CHRISTOPHER P	TIME OFF		

**WELCOME TO THE FULL-TIME WORKFORCE!**  
***Technician and AGR Hires/Appointments***  
***June-August 2010***

<b>Name Employee</b>	<b>Employee Type</b>	<b>Name Employee</b>	<b>Employee Type</b>
BAKER JENNIFER M	Technician	OLMSTEAD DANIEL JL	Technician
BALDWIN RICHARD L	Technician	PURCEY SCOTT AARON	Technician
BELL STEPHANIE L.	Technician	RALSTON PATRICK MICHAEL	Technician
CLARK JACOB D	Technician	RISKO ROBERT S	Technician
COX EARL G	Technician	RYAN LEWONN T.	Technician
DOWELL DANIEL R	Technician	SHOUHEY JARED I	Technician
DUJIK DAVID D.	Technician	STIER STACY M	Technician
FUTTER II FREDERICK W	Technician	STONE JAVONN T	Technician
GUICO JUVY B.	Technician	TATUM DALE E.	Technician
GUTIERREZ BENJAMIN M	Technician	WOODRICK JAMES T	Technician
HOLTZ JONATHAN P.	Technician	WEEMHOFF, CHRISTOPHER	AGR
JACOBS DAVID M	Technician	KHAN, ALEXIS	AGR
KLEIS PHILIP H	Technician	GREER, MICHAEL	AGR
LAKATOS JEFFREY J.	Technician	LOBRETTO, TONY	AGR
LESTERSON ANTHONY J	Technician	EDGAR, JAMES	AGR
MALLAMO DOMINIC V	Technician	JOHNSON, TERRANIKA	AGR
MANNING JOHN P	Technician	SANTANA, RICARDO	AGR
MANSFIELD DAVID L	Technician	WETZEL, CHRISTOPHER	AGR
OATES JAMES LAWRENCE	Technician		

**THANK YOU FOR YOUR DEDICATED SERVICE!**  
***Technician and AGR Retirements***  
***June-August 2010***

<b>Name Pers</b>	<b>Employee Type</b>
DECKER, MARK	Technician
BENDER, BRIAN	Technician
BONNEY, MONIKA	AGR
MICKELSON, DWIGHT	AGR
SMITH, BRIAN	AGR

**MICHIGAN  
NATIONAL  
GUARD HRO**



**3423 N. Martin Luther  
King Blvd  
Lansing, MI 48906**

**Phone: (517) 481-7XXX**

**Fax: (517) 481 -XXXX**

#7703

#7692

(EEO) #7721

(AGR) #7716

(AGR-MED) #7712

## Human Resource Office Staff Members

**Director**.....(517) 481-7685

**Deputy Director** .....(517) 481-7706

### Equal Employee Office

*Equal Employment Manager*.....(517) 481-7725

*EEO Specialist*.....(517) 481-7720

*EEO Specialist* .....(517) 481-7726

### AGR Branch

*Branch Chief*.....(517) 481-7710

### AGR Office

*Operations SGM* .....(517) 481-7723

*Human Resource NCO*.....(517) 481-7711

*Pay NCO*.....(517) 481-7718

*Human Resource NCO*.....(517) 481-7719

*Human Resource NCO*.....(517) 481-7715

### Human Resource Information Systems

*Information Systems Specialist*.(517) 481-7688

*Information Systems Specialist* (517) 481-7694

### Staffing Branch

*Branch Chief* .....(517) 481-7686

### Staffing

*Staffing Specialist*.....(517) 481-7701

*Staffing Assistant*.....(517) 481-7695

*Staffing Assistant*.....(517) 481-7696

*Staffing Assistant*.....(517) 481-7691

### Classification

*Classification Specialist*.....(517) 481-7687

*Management Analyst*.....(517) 481-7727

### Benefits and Services Branch

*Branch Chief*.....(517) 481-7690

### Employee Benefits & Services

*Benefits Specialist*.....(517) 481-7702

*Benefits Specialist*.....(517) 481-7708

*Benefits Assistant* .....(517) 481-7705

*Benefits Specialist*.....(517) 481-7707

### Labor Relations/Employee Development Branch

*Branch Chief*.....(517) 481-7704

### Employee Development

*Development Specialist*.....(517) 481-7693

*Development Specialist*.....(517) 481-7697

*Development Specialist*.....(517) 481-7698