Fellow MSC Officers,

Fourth quarter of FY -13 has arrived and we continue to plan and execute training plans in a fiscally constraint environment. This is the time when we all need to lean on each other in order to find those best practices and initiatives that keep the Air National Guard Medical Service Machine running. Share your story with us so we can share them with the society, this is critical to our legacy.

Along with taking credit for the past we all need to be looking forward to the remainder of the year and complete some of the following that can help our units:

- ANG/SG Goals
- Exercise Review
- Gap Analysis
- Next Year’s Training Plan
- Best Practice Highlight
- Writing Award packages
- UTA/ARROWS Report
- Retirees/accessions/promotions

In this newsletter you will find we have re-scheduled our annual meeting which will be held via a teleconference on Sunday, 6 October 2013 from 1400 – 1530 Eastern Time Zone. We ask you to carve out some time to meet with us.

Lastly, we are still in need of your photo and membership so we can complete our legacy portrait for the MSC School house. We ask that you send us a headshot photo and renew your membership so we as MSCs continue to have a strong voice.

Finally, I would like to highlight our society priorities for 2012 – 2013:

- Increase Membership to account for 75% of all National Guard MSCs (we have 409 MSCs assigned in the ANG) WE NEED YOUR HELP! Please share our membership forms.
- Communication enhancement and hub for MSC Corp - focus:
  - Continue to publish quarterly newsletters with quality and timely information
  - Information Blasts that are urgent for our MSCs to know/act on
- MSC Conference calls that tie all of our wings and MSCs together
- Develop a MSC Society legacy strategy
- Become a strong VOICE for MSC Career Development
- Actively work with our Corps chief on MSC Development

If you are interested in becoming a member of the Society of Medical Service Corps Officers, a membership form has been provided on the last page.
Become Part of a Legacy

Have you ever wanted to leave your mark on something special, something permanent, and something that will touch the lives of hundreds of MSCs for years to come? Here is your chance! The ANG MSC Society wants to gift a mosaic image of the MSC Shield that is composed of the pictures of all the ANG MSCs that currently hold a position. This will be an image that will be hung for all future HSA students to see in the halls of the schoolhouse at Joint Base San Antonio at METC. We need your pictures emailed with subject “MSC Legacy” to angmscsociety@gmail.com. See the photos below for an example of a mosaic image.
On 21 JUN 13, Joint Task Force Empire Shield hosted its 5th annual dining out. Each year during the dining out several awards are presented. First, the Service Member of the year, then the NCO of the year, and finally, the Commander Cup, which consists of Commander of the year and best company.

This year’s recipient of the Commander’s Cup was Captain Mark Wilborn (Second from the Left) from the 106th Medical Group. Capt Wilborn first started on State Active Duty (SAD) in 2007 and has worked in various roles including most recently Alpha Company Commander. Capt Wilborn first took command in April of 2011 and has done a stellar job in training and developing his soldiers and Airmen. He is assigned to the 106th MDG as a Drill Status Guardsman and carries out MSC duties in the Medical Logistics functional area. CONGRATULATIONS, CAPT WILBORN!

ANG MSC Society Finance Update

The ANG MSC Society balance was transferred from Capt Williamson/Affinity-Plus Federal Credit Union to Capt Marcus/ Navy Federal Credit Union on 28 February 2013.

ANG MSC Society’s NFCU balance as of 30 June 2013 is:

<table>
<thead>
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<th>Amount</th>
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<tr>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 8881.53</strong></td>
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Merchandise on hand:

<table>
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<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
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<td>23</td>
</tr>
<tr>
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<td>16</td>
</tr>
<tr>
<td>XXL T-shirts</td>
<td>24</td>
</tr>
</tbody>
</table>
Where to Find MSC RSVs
By
Col John R. Kirk

As utilization is low and A6 would like to decrease all possible CoPs, the decision was made to refer all MSCs to the AFEMSI-maintained site for all RSVs. The link is for the MSC RSVs on the Knowledge Exchange:


It contains the updated list of RSVs and links to either a PowerPoint or a Word document that contains what the AD Consultants for each area (Logistics, RMO, AE, etc.) felt was important.

Therefore, I will not be admitting new members to the CoP, I will instead, help Col Dawson get the word out to MSCs to use the Knowledge Exchange by sending them the link to this page, putting it out in newsletters, H.S.A., etc.

Changes in Directorate Internet Page
By
SMSgt Jason C. Galindo

NGB/SG is no longer utilizing the AF Portal for our Directorate internet page. We have moved to the SharePoint 2010 platform. Here is the link <https://eis.ang.af.mil/func/medical/SitePages/Home%20Page.aspx>

Last week, NGB/SG released a message to the field stating our SharePoint site was open for use. That message still remains true; however, only users that reside on the ANG domain can access the page. This will affect connectivity for ANG bases that are co-located with Regular Air Force installations and all other users that reside on a Non-ANG domain. Likewise, this environment does not function like the AF Portal.

You cannot access this site at home unless you are using a government computer and VPN into your installation network (given that you are connected to an ANG domain). The A6 Directorate, here at the Air National Guard Readiness Center, recognizes that this connectivity issue is a huge LIMFAC. We were informed that they are working a couple of options to give the Non-ANG domain users the access that they need. Unfortunately, they could not produce a timeline for the fix. We sincerely apologize that this amazing product is not available to all of our customers but remain hopeful that this will be resolved in the near future. NGB/SG will provide further information as it becomes available.
1Lt Diane Precil (NY CST), 1Lt Christian Walker (166MDG DE), and the newly commissioned MSC - 2Lt Kelly Machado. All served together as prior service ANG recruiters at NGB!! Congratulations Lt Machado who will be joining the 192 MDG VA.

Calling all qualified MSCs!

Here is a link for a STAT tour opportunity for promotable Lt Col or Colonels. This is the position currently held by Col John Kirk.

Tour length is 2 – 4 years and is a full-time, Title 10 position in Falls Church, VA at Defense Health HQ.

Application Deadline is August 1, 2013, see link for more details.


Medical Administrative Officer (MAO) Position in Texas Available!

Colonel George Ivanovskis, Commander, 136th MDG, is giving all qualified MSCs a heads up about two openings at the 136th MDG. The first is a full-time technician opportunity as the group’s MAO. The second opportunity is for a traditional MSC. Spread the word to your colleagues who may be interested. Please Contact Colonel Ivanovskis for more details!
BULLET BACKGROUND PAPER  
ON  
THE MEDICAL SERVICE CORPS OFFICER (41AX)  
PURPOSE  

Describe appropriate utilization of AFSC 41AX Health Services Administrator  

DISCUSSION  

- The Health Services Administrator career field has evolved from the role of Hospital Administrator  
- Known today as a Healthcare Executive, Healthcare Administrator, or Health Services Administrator  
  - Specific jobs include medical logistics, medical planners, education/training, medical readiness, theater medical operations, expeditionary medicine, global patient movement  
- Requires specialized education, training, and experience within the healthcare professions  
- Often referred to as a Medical Service Corps or MSC Officer but that is the Corps not the profession  
- Recruited based on USAF standards for 41A1 (entry level position)  
  - History suggests that the most successful candidates enter the Career Field from the civilian community or with no more than 8 years of military service and junior in rank (E6 and below or 03 and below) while they are still in the training phase of their force development  
  - AD, ANG, and AFRC adhere to the same accession standards  
  - GRE/GMAT required to ensure the national standard of academics is met  
  - Eligible candidates must have one of the following types of degrees: Health Care (or Services) Administration, Hospital Administration, Public Administration, Business Administration, Business Management, Information Systems Management, Finance, Accounting, Statistics, Marketing, Economics, Clinical/Health Systems Engineering or business-related Equivalent  
  - Commissioned in the Professional Categories (Medical, Chaplain, Judge Advocate Generals)  
  - Commissioned as a Medical Service Corps (MSC) Officer  
  - One of five medical categories along with physicians, dentists, and nurses  
  - Constructive Credit allows commissioning up to Captain based on prior healthcare leadership education and experience  
  - Similar to counterparts throughout the DoD, Veterans Affairs, and the US Public Health Service  
  - Highly encouraged but not required to complete Board Certification or state licensure  
- Specialized civilian education, formal training, and experience required  
  - Bachelors or Masters degree in a field related to Healthcare Administration  

Cont’d on page 7
Complete Health Services Administration (HSA) Course in San Antonio, Texas

- Successful completion of this four-week graduate-level course designed to enhance and validate prior education and experience in the field of healthcare administration is mandatory within 2 years of commissioning.
- Unable to register without a letter from A1 stating approval by the MSC Corps Chief.
- Health Services Administrators earn their occupations badge at graduation.

- Work for 12 months under a seasoned Healthcare Administrator to earn full qualification (41A3) and be eligible to deploy.
- MSCs are encouraged to attend continuing education conferences or seminars held by professional organizations (such as the American Academy of Medical Administrators or the American College of Healthcare Executives).

Accession governed by numerous Directives and Instructions:

- AFPD 36-21, *Utilization and Classification of Air Force Military Personnel*
- AFPD 36-20, *Accession of Air Force Military Personnel*
- AFI 36-2002, *Regular Air Force and Special Category Accessions*
- And the most current volume of the *Officer Classification Directory, 20 April 13*.
- Accession Guide for the USAF, updated quarterly.

Similarities between the Health Services Administrator and LAF Officers:

- Many line officers and Healthcare Administrators have similar business backgrounds.
- Areas of expertise overlap (finance, logistics, systems, readiness).
- All Health Services Administration areas have a healthcare focus (healthcare finance, medical logistics, medical information systems, medical readiness).
- Similar to LAF, Public Health Officers and Bioenvironmental Engineers, Health Services Administrators do not perform direct, hands-on patient care.

Legal Differences between the Medical and LAF officers:

- A Health Services Administrator cannot command LAF personnel; only medical personnel IAW AFI 51-604, *Appointment to and Assumption of Command*, chapter 4, paragraph 4.2.5.
- Health Services Administrators cannot simultaneously serve in a LAF position IAW AFI 36-2005, *Appointment in Commissioned Grades And Designation And Assignment In Professional Categories -- Reserve Of The Air Force And United States Air Force* para 3.8.3: and ANGI36-
• 2005, *Appointment of Officers in the ANG of the United States and as a Reserves of the Air Force*, Chapter 8, paragraph 8.1

• LAF officers cannot command a medical unit without possessing a medical commission and be fully qualified in a medical AFSC (40C0X), have prior medical experience or experience in one or more senior health care management positions within the preceding five (5) years

• LAF Officers are not protected under the Geneva Convention Laws that afford special protection to medical personnel who are not taking part in the hostilities (civilians, health workers and aid workers) and those who are no longer participating in the hostilities, such as wounded, sick and shipwrecked soldiers and prisoners of war

• Medical professionals have different ethical and legal standards in the law – including but not limited to the Health Information Protection and Portability Act (HIPPA)

• In regards to credentialing and privileging, Only a 40C0 can approve the awarding of privileges and credentials of health care providers

• The Air Force Medical Operations Agency and the Office of the Air Surgeon have oversight of this process IAW AFI 44-119, *Clinical Performance Improvement* and without the appropriate credentialing and privileging authority, the MDG will not be authorized to carry on the functions of an ARC Medical Group

• Impact of hiring a non-qualified Health Services Administrator of Force Development

  • The amount of years needed to force develop a new 41A1 tactically, operationally, and strategically impacts personnel readiness and mission accomplishment

  • Whereas the LAF often switch career fields and rapidly learn numerous positions under the belief that “a leader is a leader is a leader” can be very true, however learning the healthcare profession takes education, experience, and time to become proficient

  • The member is not eligible to deploy for 12 months after completing the required technical training and if deployed, the expectation is that the individual would perform at a level commensurate with their rank and not their time as a MSC

• Assistance with Recruitment

  • Wing Commanders and Medical Group Commanders often report an inability to recruit a qualified candidate and, as a result request waivers for unqualified individuals

  • Waiver or exceptions to policy are not authorized at this time since many civilian and military members are qualified and willing to commute great distances for an opportunity to serve

  • ANG/SGA is the central point of contact for issues related to recruitment, commissioning, training, and retaining qualified Health Service Administrators

*Bullet Background Paper prepared by Col. John Kirk.*
Managing the Health Care Business - Army? Air Force?

By

Jonilynn I. Reyes

Recently, as of March 22nd I was hired into a Health Systems Specialist position at Bassett Army Community Hospital, Fort Wainwright Fairbanks, Alaska. I am currently the Administrative Officer (AO) for the Department of Surgery and Specialty Care responsible for seven clinics. Since then, I have been afforded opportunities to learn about Army Medicine and how they manage the business. You see...the Army is the only DoD service that opted to go to a Performance Based Adjustment Model (PBAM) about 10 years ago. What does this mean? Well...ever wonder why our Air Force MTF's are becoming smaller in capacity and capability, or why specialty care is almost referred to another service MTF or to the network? This is why.... PBAM measures a MTF's productivity - and when productivity is spoken at an Army facility; reactions warranted are those almost like furlough! I think it's pretty neat - Army has 32 MTFs and on a quarterly basis - Army MEDCOM (Medical Command) shifts money around! Yup - those MTFs who are performing, earn revenue, while those who are not performing (below targets) lose revenue. Almost everything is associated with "PBAM" - even the patient surveys called Army Provider Level Satisfaction Survey (APLSS)! Four out of 20+ questions are measured against PBAM $$$! Question 20 is worth $500 for every "completely satisfied" with overall visit patient. Check this out ... DMHRSi (Regular Air Force uses DMHRSi) is pretty much accounting for your time - is associated with PBAM as well. Depending on how we report our hours used during the day, privileged providers data influences their PBAM targets (RVUs and Earnings)! Insane! In addition, AHLTA encounters that are not closed within three business days are a PBAM penalty - privileged providers have that window of opportunity to earn credit. PBAM performance is used to measure manpower! The Army has to "EARN" their staff - and depending on their utilization and productivity (PBAM), the lose or earn staff. Insane! So...where am I going with this? Well, our MTF's Comptroller quoted our AFSG, "I wish the Air Force adopted this model" - with fiscal constraints, I can only foresee productivity being measured soon in our big AFMS to maintain our relevancy. The question is how much and how....

By the way, when I applied for the Health Systems Specialist position - I was comparing the position description to the Air Force Systems Flight Commander. My first day I was told, "Let's go to your department and I'll show you your office", "MY WHAT?", "Your Department", "Um....what is that and what is an Administrative Officer" - pretty much, I am the Group Practice Manager, RMO Chief, Logistics Chief for the Department. AO's are the belly button for the "senior management" to poke and have the power and influence to make changes and move mountains - somewhat like the MAOs; position to influence, belly to poke, no authority to dictate but in the end - only want to do the right thing and meet all the expectations! If you have the opportunity to apply for a Health Systems Specialist, do it - this is the most amazing experience thus far.
Facilitator: Col Diana Shoop (NGB/SGA)

Welcome and Staff Roll Call: Col Sallie Worcester (ANG Assistant to Global Strike Cmd), Col John Kirk (ANG Advisor to HAF), Lt Col Eterna Oehme (SGAI), Lt Col Lou Goler (SGAX), Lt Col Wah Wai Sze (SGAS), Maj Angela Masak (SGAE), SMSgt Hust (SGAS), MSgt Summer Brown (SGAX)

From Col Shoop: Welcome to all our MSCs and 4As who called in. Prayers and thoughts go out to our fellow Guardsmen in Oklahoma and other states hit hard by the tornadoes that ripped through their states.

ANG MSC Force Development Guide: the guide is finally ready to push to the field thanks to the hard work of Lt Col Duggan (MSC from RI), Lt Col Fehrle, Col Kirk, and Col Worcester. I will push to our MSC Society, to units direct, and the NGB/SG SharePoint site.

NGB/A1P: A1P looking for an MSC accession to fill shortfall to the Health Services Administration Course starting next week. (Since MSC T-con “shout out” we got a fill and didn’t have to turn slot back!)

Readiness Frontiers (RF) Administration Course that was taught each year at RF will be replaced by a series of video courses aimed at the traditional MSC and 4A. This series of video courses will most likely to be distributed a couple of ways: You Tube, DVDs and links on SharePoint are the some of the options being considered for distribution.

From Col Worcester:

MVAs: Military Vacancy Announcements – posted to USA Jobs. If you or your folks are looking for career broadening opportunities please be aware there are lots of openings available in the near future.

131 MDG: Congratulations to the 131MDG for their awesome performance on the HSI. They received a 95 “Outstanding” on their inspection held this weekend.

From Col Kirk:

TFI News: The Total Force Enterprise Working Group is in the process of collecting the necessary data to request manpower (AD and/or MPA Days) for our Total Force Initiative bases with a Title 10 Active Duty Mission. Some will earn a Flight Surgeon but most will earn a 4N working for an AD MTF but assigned to the Guard base for day-to-day business. I will provide more information as soon as it becomes available.

From Lt Col Oehme:

Status on 2014 HSI Guide: AFI/SG has not communicated to NGB/SG if and when a 2014 ARC HSI Guide will get MAJCOM coordination prior to its publication.

SID/MICT Update: The ANGMS will migrate from the ANG Self Inspection Database (SID) to the Management Internal Control Toolset (MICT) in 2014 with the new AF Inspection System IAW AFI 90-201. Pages relating to checklists and inspections will continue to broaden and data added as required in the guide.

AFI Reduction: As part of the transition to the new AF Inspection System (AFIS), AFIs are being streamlined (reduced) to prioritize mission and inspection compliance requirements. This restructure reduces the compliance burden on field units and provide Wing Commanders flexibility in tailoring their inspections to local conditions. Wing Commanders will be able to clearly identify compliance requirements with strong ORM repercussions from non-compliance requirements and request waivers accordingly. Self-Assessment Checklists (SACs), paired with the AFI, must be sufficient to allow Wing IG staff to conduct a thorough compliance inspection. Guides should be established for Wing personnel to reference pertinent “how to” non-compliance information and/or attachments that were removed. It is expected that every AFI will be rewritten to meet this new criteria prior to October 2014.

External SharePoint Update: NGB/SG will soon be able to share its Share Point with external users/customers. ANGMS members who need to see or work with the content on NGB/SG Share Point will be given external user access by sending an invitation through email.
From Lt Col Sze:

**Manpower Study and Full-time Manpower:** If you have any questions regarding full-time manpower, please feel free to contact Lt Col Sze at wahwai.sze@ang.af.mil. SG still actively engaging with A1 on the BEE issue.

**Contractors/Temp Techs:** Data call went out to each of your units concerning your wishes/plans for contract and temp tech positions. Please respond accordingly.

**Heads Up Article May/Jun** – Refer to article on Full-time Manpower UMD dated 30 Apr applied new manpower standard. The UMD is current and accurate and local HR units must implement until told otherwise.

From Lt Col Goler:

**Transformation:** ANGMS Transformation is still on track for Sept 2014. Unit appeals have been received and reviewed and will be addressed in a letter to the field that is being drafted as we speak.

**EMEDS Training and Conversion:**
The C-5 conversion process (CERFP) will be addressed for Training and Reporting purposes. This issue was discussed at the 6 June 2013 CERFP T-Con with the CERFP team members. The question was asked whether or not if C6 would be an option for the CERFP teams to go to for reporting purposes. The SGAX branch is currently doing research with the HAF and A3 (ANGRC) to find out what would be the best solution for our folks on the CERFPs to use for reporting readiness items. The meeting should take place during the week of 17 June 2013, please expect a reply to the best way forward by months end.

From Major Masak:

**HPET:** Continue to restructure annual training that was Readiness Frontiers. See Heads-Up article for planned training venues. The majority of the training will be accomplished through virtually; tel-cons, DCO, VTC, Warrior Network, and/or ADLS. Once SharePoint is available a site will be built for dissemination of information, until then e-mails will be sent out with any scheduled courses and information will be placed in the Heads-Up.

**Free Continuing Education Sites:** A list of free CEU/CME sites was listed in the Heads-Up. Currently there are no submissions for MSC CEU. If you know of any offerings please contact the POC on the listing or contact Maj Angela Masak angela.masak@ang.af.mil and she will ensure the information is forwarded.

From SMSgt Hust:

**Funding:** Update - Since we've sent first and second quarter distributions to the field as well as the BEE sustainment costs, units should have what they need to get them through the end of March 2013. If you have a need over and above what we've sent, you should work through normal channels (SMSgt Hust and Laura Ball) - with the caveat that the current budget shortfalls make it unlikely that we'll be able to send any additional funding until there is some relief. A third and final distribution will become available if unit shows being at 80% obligated by 1 July 2013. Put any UFRs in DoD funds, we will be looking at those items.

**Records:** Please be advised, the compliance with the Certification Memo is being tracked at White House level. The Memo is becoming a Bill through the House of Representatives. Individual unit commanders will be called out by name for non-compliance. MSgt DeLanghe has been sending emails requesting a copy of your memo since February. She still requires copies (in Word document format) from your unit.

**Flu:** The flu kick off meeting will not be taking place until 15 July, which will push the contract being let until close to August time frame. The flu distribution will not take place until around that time frame.
From SMSgt Brown:
Seasoning Days: 4A0X1 CFFM, SMSgt Summer Brown, summer.brown@ang.af.mil DSN 612-8554 COMM 240 612-8554 has re-established 30 day seasoning IAW the FY 2013 A1 Work Day Guidance, mainly at the Wilford Hall Medical facility, immediately following the graduation of 4A031 formal schooling at Ft Sam Houston. The site has been built and will focus on CFETP core tasks to include, but not limited to; records management, medical readiness, TOPA, RMO, CASF. The unit full time staff would need to coordinate acquisition of a Government Travel card lodging at the desired facility and will work with the 4A0X1 CFFM. It is preferred that coordination take place 30 days prior to the student leaving for 4A0 school to find a suitable location, but can be coordinated while at school, NLT 30 day pre graduation. Non-Prior Service are required to attend immediately following graduation of school, Prior Service trainees, as well as members who obtained an AFSC cross-training waiver have the entire FY to attend seasoning training, it is preferred that they accomplish the training immediately following school graduation.

4A0X1 Unit POC’s- an effort to compile all of the ANGMS 4A0X1’s was sent out Sept 12, 2/3 have replied, please have your 4A0 functional provide to information to MSgt Brown. This will serve as the conduit for information for the 4A0X1 career field.

War Skills Guide- updated Sept 12 and emailed a copy out to 4A0’s. Can use the guide for numerous training plans.

From the ANG MSC Society (Capt Bringard):
Society Update: A Society meeting is currently scheduled for 4 Aug 13, via teleconference due to Readiness Frontiers cancellation. Would like maximum participation from MSC community!

Next Teleconference will be 8 Sep 13 (Sun) 1400 EST.

Updated Force Development Guide
As of June 17, 2013 the Force Development Guide has been updated. “Where can I find this grandiose guide?” you may be asking yourself. According to sources from the National Guard Bureau, a link for download is provided on the SharePoint page at Here is the link <https://eis.ang.af.mil/func/medical/SitePages/Home%20Page.aspx>.

Please see the article on page 2 for more information about the SharePoint page as this is not a site accessible from your home.
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Technology Director
VACANT
OFFICAL BALLOT

Per the Constitution and By-laws of the Society of Air National Guard Medical Service Corps Officers, approved in August 2009, the following positions shall be elected from the membership and serve as the Executive Council of the Society – Please select one individual for each position:

President   Major Philip Plourde  Term Expires June 2014
Vice President  Capt Christi Bringard  Term Expires June 2014
Secretary  Capt Mary Newton  Term Expires June 2014
Treasurer  Capt Paul Marcus  Term Expires June 2014
Director of Operations  Major Michelle Neugent  Other: ____________________
Director of Communications  1s Lt Eric Easey  Term Expires June 2014
Director of Membership  Capt Kyle Williamson  Other: ____________________
Director of IT  VACANT  Other: ____________________
MSC Society Business Meeting

Sunday, August 4, 2013
(Date and time are subject to change, so please watch for updates.)

1400 – 1415  Unit Roll Call with names of MSC by Unit
1415 – 1445  What are the current challenges of the Today's MSC Officer / Career Path
1445 – 1450  MSC Society Budget review by Capt Paul Marcus
1450 – 1455  Need for Membership (accurate e-mail and contact info)
1455 – 1500  MSC Society Merchandise
1500 – 1510  Legacy Photo by Maj Michelle Neugent
1510 – 1525  MSC Charter Review and Elections by Maj Philip Plourde

2012 – 2014 Priorities for the MSC Society

♦ Increase Membership to account for 75% of all National Guard MSCs (we have 409 MSCs assigned in the ANG)

♦ Communication enhancement and hub for MSC Corp - focus:
  ♦ Continue to publish quarterly newsletters with quality and timely information
  ♦ Information Blasts that are urgent for our MSCs to know/act on
  ♦ MSC Conference calls that tie all of our wings and MSCs together

♦ Develop a MSC Society legacy strategy

♦ Become a strong VOICE for MSC Career Development
CONSTITUTION AND BY-LAWS OF THE SOCIETY OF
AIR NATIONAL GUARD MEDICAL SERVICE CORPS OFFICERS

CONSTITUTION

Article I Name
The name of this non-profit organization is —The Society of Air National Guard Medical Service Corps Officers.

Article II Objectives of the Society
The purposes of the society are to improve and enhance health care administration in the Air National Guard, to unite and coordinate efforts of the Medical Service Corps Officers, and to elevate the practice of medical administration, and medical readiness planning.

Article III Membership
Membership of this organization shall be composed of members of such categories, qualifications, and rights, as may be set forth in the By-Laws.

Article IV Officers
The Officers of the Society shall consist of: President, Vice-President, Secretary, and Treasurer. The Immediate Past President will be an officer, ex-officio. Other Officers of the Society will be a Director of Operations, a Director of Communications and a Director of Membership.

All officers shall be nominated from the active membership for a two-year term without succession to other officer positions after the elected two-year term. The nominations shall be made in the fashion deemed best by the President.

The Officer(s) shall be declared elected when each receives a majority of the votes cast.

The elections shall be held and completed during the Annual Meeting, to be held at the venue determined best by the President of the Society.

The search committee will be formed and headed by the VP; composition of said search committee will be determined by the President with consultation from the Vice-President. Candidates need not be present at the meeting to be nominated or elected. If unable to attend the meeting, a complete resume and letter of interest must be submitted to the President at least 30 days prior to the meeting. This will allow ample time to copy and distribute the items on a ballot to voting members.

On the occasion that an Officer cannot fulfill the terms of office, the following shall apply:
The President shall appoint an Acting Officer(s) to fill the remainder of the terms if the vacancy occurs more than 60 days prior to the Annual Meeting.

If the President is unable to fulfill the term of office, the Vice-President shall immediately succeed to become the Acting President and then appoint an Acting Vice-President to Oversee all of the duties of the Vice-President described herein.

The Acting Officer(s) shall complete the immediate past incumbent’s term of office. (cont. page 16)
Article V Meetings
The Annual Meeting of this Society shall be held during the Air National Guard Medical Conference, which may include but not be limited to the ANGMS Readiness Frontiers Conference and the AMSUS Annual Meeting.
Special meetings of the membership may be called at the discretion of the President or upon written petition of more than half of the paid membership. Notice of the time and location of special meeting will be e-mailed to each individual with a return receipt, as well as posted in the ANG MSC Community of Practice at least 45 days prior to the date of said meeting.

Article VI Funds
The Treasurer shall be responsible for the control of the fiscal affairs, including the collection of dues.

Article VII Quorum
The Annual Meeting will be held and decisions made with the society members present at the Annual Meeting.

Article VIII Rules of Order
In questions involving parliamentary procedures, the current edition of Robert's Rules of Order, Revised shall be used.

Article IX Amendments
This Constitution and the Society's By-Laws will be reviewed immediately after an election year Annual Meeting and may be amended only at the Annual Meeting of the Society. Motions to amend the Constitution or the By-Laws shall be made at least 60 days prior to the Annual Meeting by any member of the Executive Council. Three-fourths of the members vote in attendance is necessary for the passage of an amendment to this Constitution. Two-thirds vote of the members in attendance is necessary for the passage of amendment to the By-Laws.

Article X The Executive Council
When the organization is not meeting in general session, the business of this Society shall be conducted by an Executive Council composed of the Officers of the Society. Additional members of the Executive Council may be appointed as provided for by the By-Laws to this Society. The Executive Council may conduct such business as it feels proper under this Constitution or the By-Laws of the Society. The Executive Council will work on the business of the ANG Medical Service Corp in conjunction with the ANG MSC Corps Chief appointed leadership.

BY-LAWS

Article 1 Duty of the Officers
The President shall be the society's Chief Executive Officer, directing the activities of the Society and shall preside at all meetings of the Society. He/She will also have a seat and be a voting member of the ANG MSC Council at the invitation of the ANG MSC Corps Chief.

The Vice-President shall be the Society's Chief Operations Officer and act in the President's place in his/her absence. The Vice-President shall be the Committee Coordinator, with duties to include Organizational Compliance, Project Management, and Volunteer Management.

(cont. page 17)
The Secretary shall be the society’s administrator, responsible for the recording of the minutes at meetings, generating staffing packages for Society business. He/she shall notify the members, in writing, as to the time and place of meetings. He/she will provide oversight & expertise on the Constitution & By-Laws, maintain the Society’s documents library and publish and maintain a directory of active, retired and honorary members to be provided to the membership at the Annual Meeting.

The Treasurer will collect dues and make expenditures of monies authorized by the President and the Executive Council. He/she will make an annual financial report to be published in the Newsletter and presented at the Society’s Annual Meeting. The Treasurer’s responsibilities will include all financial related activities of the Society, marketing, and the Society’s store and ensure the long-term organizational financial stability.

The Director of Operations will coordinate all formal Society activities including the Annual Meeting, ANG MSC Socials, and Society supported philanthropic events. He/She will report the status of all activities to the Executive Council at all Council meetings.

The Director of Communications will coordinate all written and spoken communications including publishing all Society Newsletters, maintaining the Society folder on the ANG MSC Community of Practice, and coordinating conference calls.

The Director of Membership will manage all aspects of membership, including recruiting new members, assignment and tracking status of all members, and developing and managing member benefits.

**Article II Executive Council**

The governing body of the Society shall be the Executive Council and shall consist of the Officers and the Immediate Past President. The President of the Society shall serve as Chairperson of the Council. Other members may be added by the President based on the needs of the society for specialized training in certain areas or representation from special interest groups.

The Council shall meet at least **quarterly, meetings conducted either in person, teleconference, videoconference, or other means.**

**Article III Standing Committees**

Ad Hoc and Standing committees may be created by the Executive Council when a need for such a committee is found. The name, membership, and duties of those committees shall be a function of the Executive Council.

**Article IV Compensation and Expenses**

The Society will make expenditures when approved by the Executive Council. Interim expenditures will be made when approved by the President and authorized by the Treasurer.

**Article V Dues**

The amount of dues and when payable shall be determined at the Annual Meeting of this Society by means deemed appropriate by the President.
### Article VII Membership Rights

Active Members shall be entitled to one vote each. Retired and Honorary Members shall have the privilege of the floor. Other than the routine business of this Society, no action may be taken except on a majority of the votes cast by the Active Membership. Issues may be voted on between Annual Meetings by mail. When voting by mail, all Active Members of record on the date that the ballot is mailed will receive a vote. To be considered cast, a ballot must have a return-receipt dated not later than 15 days from the date of the ballot. Unless otherwise requested by the Constitution or these By-Laws, an issue shall be considered passed if it receives a majority of the total votes cast.

### MSC Society Information

**Mission Statement**
- To represent all ANG MSC Officers in furthering the practice of healthcare administration
- To coordinate career field discussion with the ANG MSC Corps Chief and ANG MSC Senior Council

**Background of the Society**
- Developed in 1979 as a recognized Chapter of AMSUS
- Modeled after The Alliance of ANG Flight Surgeons and The ANG Nurse’s Association
- The Society has historically worked toward the vision set by the ANG MSC Corps Chief and ANG MSC Leadership Team
- Primary Responsibilities have centered around providing an education program at AMSUS and other national gatherings
  (Formerly HSM, currently Readiness Frontiers)
- The ANG MSC Society Newsletter is published Annually
- Bylaws were updated in 1996 to reflect changes in the organization
- Societal Leadership consists of 4 Officers elected by the membership

**Primary Contributions of the MSC Society**
- A focal point on career field issues
- A non-profit organization empowered to represent and to accomplish business on behalf of all due-paying ANG MSC members as determined during the Annual Meeting
- A “Clearing House” for Best Practices and open dialogue among the ANG MSC field
- Constitution, Bylaws, dues and treasury allows sponsorship of Society Activities
Lifetime MSC Society Members

Maj Philip Plourde NH #1
Capt Kyle Williamson MN #2
Capt Christi Bringard UT #3
Col Paul Loiselle NH #4
Capt Mary Newton MA #5
Lt Col Bill Beck TX #6
Maj Kelly Hall NY #7
1Lt Maureen Mulrooney DE #8
Capt Shannon Ford DC #9
Lt Col Brett Fehrle LA #10
Capt Ann Beyer WA #11
Maj Michelle Neugent KS #12
Capt Cheryl Stacklin VA #13
1Lt John Young MD #14
Maj Douglas Wattoff NY #15
Capt Kelly Niedzwiecki NV #16
Lt Col Michael Pollock PA #17
Lt Lisa Sullivan NH #18
Maj Norman Francis GA #19
Maj Ruth Keator AK #20
Col Sallie Worcester MD #21
1Lt Holly Hogsett OH #22
Lt Col Jon Sisson IL #23
Capt Timothy Keegan NY #24
1Lt Sonja Patterson GA #25
Capt Paul Marcus NH #26
Capt Doug Hise ME #27
Capt Michele Curtis MT #28
Capt Jaqueline Pekarek ND #29
Lt Col Linda Dunegan AK #30
2Lt Lisa Maciel NV #31
Capt Setrick Johnson MS #32
Lt Col Catherine Jacobson Hanson NH #33
Lt Col Timothy Stevens KS #34
1Lt Tammy Terry NC #35
Capt Anduena Cake-Squires NY #36
Maj Katharine Books CO #37
Col Paula Pensio DC #38
Col Diana Shoop DC #39
Lt Col John Weisenfels AR #40
Mr. Steve Larson MD #41
Lt Col Patricia Curtis GA #42
1Lt Jeremy Jones NY #43
1Lt Jill Hickman WV #44
1Lt Dan Linkroum SC #45
Capt Tom O’Neill TN #46
Maj Patrick Ramirez AZ #47
1Lt Kristopher Johnson MN #48
Maj Diana Pena PR #49
1Lt Megan Winkle NV #50
Capt Ann Feist MN #51
1Lt Kristopher Johnson #52

5 Yr Memberships

Lt William Walker Louisiana
Lt Eric Sabatinelli Maine
Capt Melissa Cucchi New York
Lt Col Amy Whitehead Ohio
Maj Ted Liszeski Ohio
Maj Stephen Schultz Oregon
Capt Marion Reigner Pennsylvania
Lt Col Kurt Minne West Virginia
Maj Todd Everett Ohio
Capt Danielle Flanigan New York
Capt Joshua Gscherdmeier Wisconsin
Capt Janine Smith Utah

THANK YOU FOR YOUR SERVICE!
LET US KNOW HOW WE CAN MAKE OUR SOCIETY BETTER FOR YOU!!
MSC SOCIETY MEMBERSHIP APPLICATION

I. To Be Completed by All Applicants:

Name________________________________________/Rank

Unit Number & State AE/MDG

Position (Commander, Administrator, MAO, CERFP, Readiness, Logistics, etc.)

Significant Additional Duties (Self-Inspection, Awards & Decks, Education & Training, etc)

Civilian Occupation Title

II. To Be Completed by New Applicants or To Indicate Any Changes:

Mailing Address:__________________________________________________________

Telephone (________) (________) (________)

E-Mail Address:__________________________________________________________

I prefer to receive correspondence at my (circle one): Home Office Unit

III. Authorization to Release Information:

I (Circle One) do/do not hereby provide personal information listed above to the Society of Air National Guard Medical Service Corps Officers for the purpose of inclusion into a published Medical Service Corps (MSC) Directory. I understand the MSC Directory will be released to the ANG Medical Units and the MSC ANG Society members.

Signature:________________________________________________________________

Date: ____________________________________________________________________

IV. Payment:

Dues for the society are payable to the Treasurer and will be tracked every year by paid date by the Membership Director. Make checks payable to The Society of Air National Guard Medical Service Corps Officers (or abbreviate with ANGMSC).

1 Year Membership - Amount Due: $20.00 for 0-1 through 0-3 and $30.00 for 0-4 and Up
5 Year Membership – Amount Due: $75.00 for 0-1 through 0-3 and $120.00 for 0-4 and Up
Lifetime Membership – Amount Due: $175.00 for 0-1 through 0-3 and $250.00 for 0-4 and Up

Mail Payment to: Capt Paul Marcus, 157 MDG – BLDG 255, 302 Newmarket Street – PEASE ANGB, NH 03803

V. Receipt: If needed, tear off the portion below and save it for your records.

__________________________________________________________________________

The SOCIETY OF AIR NATIONAL GUARD MEDICAL SERVICE CORPS OFFICERS

Amount Paid________________ Date Paid __________________

Paid by Cash □ or Check Number ______________ Signature of Treasurer ______________