

WELCOME ABOARD!!
U.S. COAST GUARD STATION ERIE

January 30, 2013 District 9

1 Coast Guard Rd
Erie PA 16505
Presque Isle State Park

Phone:(814) 838-2098

Fax: (814) 833-5651

Welcome to Station Erie. Our station is located on Presque Isle State Park. Presque Isle is a 3,200-acre peninsula jutting out in to Lake Erie. The city of Erie is the third largest city in the state of Pennsylvania. The population of the city is about 103,000. There are many activities to do in the summer and the winter months. There is hiking, golfing, swimming, camping, the Erie Zoo, skiing, we also have many museums and historical sites to visit.

Our unit missions are Search and Rescue, Law Enforcement, and Homeland Security. Our neighboring stations are Station Buffalo, NY and Station Ashtabula, OH. We border Canada and our AOR is about 800 sq. miles. The 9th District Headquarters is located in Cleveland, Ohio and Sector Buffalo is located in NY of which both places have an exchange to purchase additional uniform items. The current duty rotation is port & starboard with sliding weekends. An average day for a seaman or fireman is standing watch, homeland security, search and rescue, and training on all of the stations boats. The station currently has a 47' MLB, 25' RB-S, and an Ice rescue skiff. The command structure has a BMC as the Officer in Charge, with a BM1 as the Executive Petty Officer and an MK1 as the Engineering Petty Officer. You will be living onboard when you get here if you do not have any dependents. Your room will be approximately 15 X 16 ft; this will be your personal living space. You may bring a radio, television, or other comforts of home. Ask your sponsor for more information on what you can have in your room. When you report aboard be here within normal working hours 0800-1600. If reporting in late call the station to inform the OOD. Arrive in the appropriate dress uniform and be ready for a day of paperwork. Upon reporting in be sure to bring all necessary paperwork provided by Tracen Cape May. You must also bring all the items you were issued at bootcamp. On a normal workday the uniform will usually be ODU's. The rates we have at the station are BM, MK, FS, and SK. If you are looking to further your education there are plenty of colleges and universities to choose from. A few of them are Gannon University, Penn

State, Edinboro University, and Mercyhurst College. These colleges hold many different majors and programs. If you would like to attend religious services the city has many different denominations such as Catholic, Episcopalian, Baptist, Jewish, Greek Orthodox, and others. While you are stationed here in Erie you may want a local bank. Here are a few suggestions; Citizen's Bank, First National Bank, National City Bank, Mellon Bank and many others. Millcreek Mall is the local shopping source in the city but there is an outlet mall in Grove City, PA as well. The average housing rate is about \$700.00 for a two-bedroom apartment in Erie and surrounding areas. BAH for an E-2 without dependents: \$729.00, with dependents: \$966.00. Most members live in Millcreek Township, a suburb to the west and south of Erie. The station does not have government-leased housing nor do we have government housing. The Station's housing officer is BMC Stephen Pickard. For medical you will choose a primary care physician once you report aboard.

If you have any questions please feel free to call the station. Talk to your sponsor for any additional information you may need.

Once again, welcome aboard and we look forward to your arrival.

Some Helpful and interesting web-site links:

<http://www.visiteriepa.com/>

<http://www.ci.erie.pa.us/Default.aspx?tabid=38>

<http://www.eriecountygov.org/>

http://weather.noaa.gov/cgi-bin/fmtbltn.pl?file=forecasts/marine/near_shore/le/lez149.txt

Scroll down to see the Station.









FIRST UNIT REPORTING GUIDE INSTRUCTIONS

Instructions. The most important thing you can do prior to leaving Training Center Cape May is to establish a firm line of communication between your first Coast Guard unit and you or, if the unit is underway, their support command. Doing this will enable the TRACEN staff assist you by answering questions you may have regarding your first transfer. This guide will assist you in completing that task. Use the Unit Information Sheet you received from career counseling class to fill in as many blocks of this guide as you can prior to calling your unit.

From the beginning...

- Blocks 1-4 are about you and are self-explanatory.

Making first contact...

- Block 5 - for your new unit's phone number. If the vessel is underway, then write the support unit's information in blocks 16-18.
- Block 6 - for your point(s) of contact, Sponsor, Supervisor or an alternate person if your Sponsor or Supervisor is unavailable.
- Block 7 - not all units have this service due to Internet accessibility but most do. This is for your new unit's website or email address.
- Block 8 - the Regional Work-Life relocation manager is a person that will assist you and your family by providing information concerning resources and services in your new unit's local community
- Block 9 - your new unit's mailing address. APO (Army Post Office)/FPO (Fleet Post Office) are for some of your larger cutters or units assigned overseas.
- Block 10 - your new Chain of Command. It is important to know your Chain of Command. Write the rank and names of your new command so you can get a head start on being able to address them properly upon your arrival at your new unit.
- Block 11 - some units may want you to report sooner than your scheduled reporting date due to operational commitments. Make sure you know the date your unit will be expecting you.
- Block 12 & 13 - Ask where you are to report, most commands will have you report directly to the unit. Some may require you to check in at security offices, Master at Arms or Barracks offices. You should also ask to whom you are to report. This is especially important if you are not reporting directly to the unit itself. If it is a Support Command because the unit is underway, write it in blocks 16-18.

Getting from your leave address to the unit...

- **Important** because some units have more than one airport, such as ISC Alameda, CA where Oakland International and San Francisco International Airports can be used. Transportation from the airport may vary from a duty driver or a commercial carrier such as a taxi, bus or shuttle service. You will be reimbursed on your travel when you do your travel claim, but being prepared will save you from being surprised from the unexpected fee. If a commercial carrier (i.e. a taxi) is getting you to the unit, ask again how/where you are to report.

A little information about your new unit and your responsibilities at the unit...

- Questions that may answer some of the concerns that you may have. These may or may not have been answered on the Unit Information Sheet that was given to you during the Career Counseling class.

Where are you going to live?

- If you are single, you may be living on or off the base/unit. If you will be living off base/unit, you may find that your unit may require you to be qualified in your watch standing duties prior to moving off base/unit. Ask what duties, if any, are expected of you prior to being assigned off base housing. If you are going to live off base, ask if you have to call the unit's Housing Officer. Then fill in blocks 41 & 42.
- Storage may be limited, especially if you are residing on the unit. Make a list of things you would like to take and then ask your sponsor if you will have adequate storage space for the items.
- Members that are or will be getting married, or if you being assigned off base housing. If married or getting married, the Housing Officer will inform you on the availability of housing, number of bedrooms you are authorized and the BAH (Basic Allowance for Housing) rate for the area. There may be a waiting list for off base housing, so have a plan.

Family Care and Concerns...

- Daycare providers in the area. Your unit Sponsor, Supervisor or the Work-Life Relocation Manager (block 8) should be able to provide you with the names and numbers of daycare centers/providers within the unit's local community. Reference names are those individuals that have recommended or referred providers to you.
- Spouses may have their own concerns regarding your transfer. Your unit sponsor can provide a list of other spouses from the unit that may be able to answer questions for your spouse.
- Ask your sponsor about the unit's medical care coverage for its members. There is a variety of ways medical care is covered and you should know how it applies to you and your family. This will be covered again during check-in at the unit.

Comments section...

- Use this section to write any questions that were not covered by the unit information sheet or this guide.
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FIRST UNIT REPORTING GUIDE

(And common pitfalls to avoid)

(1) Name:	(2) Unit: Station Erie
(3) Graduation Date:	(4) Reporting Date:

Prior to reporting, it is very important to contact your unit and establish a point of contact.

(5) Unit phone number(s)	(6) Who are my points of contact?
814-838-2098	(Sponsor)
814-838-2097	(Supervisor)
Fax 814-833-5651	(Alternate) Officer of the Day
(7) Unit email address/web site: http://www.uscg.mil/hq/capemay/UI/STA%20ERIE.doc	
(8) Regional Work-Life relocation manager: 1-800-872-4957 extension 309 (ISC Cleveland)	

(9) Unit's address
1 Coast Guard Rd
Erie, PA 16505
APO/FPO: 09-30367

(10) What is my new Chain of Command?
CO/OinC: BMC Stephen Pickard
XO/XPO: BM1 James L Meadows
Division Officer/Dept. Head:
Leading Chief or Petty Officer:
Immediate Supervisor:

(11) When do I report? Refer to your orders
(12) Where do I report? Station Erie Quarterdeck
(13) To whom do I report? Check in with the Officer of the Day

What do I if my unit will be underway when I am supposed to report?

(14) Can the unit be reached if U/W? (Cell phone)	N/A	(Cell phone number)
(15) Unit Ombudsman		

NOTE: It is important that you understand the procedure that you're new unit has set for you to report in upon arrival. If you don't understand ask questions.

NOTE: Transfers out of the continental US (OUTCONUS) have additional requirements. Ensure that you know what you and your family are required to do before and after your transfer.

Questions to assist you in planning your trip to your new unit

(16) Into which airport should I fly? Erie International Airport (ERI)
(17) How can I get from the airport to the unit? Call for Duty Driver Pick-up
(18) How much will it cost?
(19) How do I report once I arrive? Service Dress Blue Bravo