



YEOMAN FORCE NOTES

March 2010

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Official disclaimer: These notes are for the sole purpose of passing information to those within the Yeoman Rating. Questions, comments, or things of interest for future YN Rating Force Notes may be sent to me at: Emily.L.Jennings@uscg.mil

Greetings everyone!

I hope that everyone has survived winter this year. I for one hope it is finally over and we can enjoy springtime weather very soon. I am sure that many of you saw the snow storms that hit DC and while some of you might think it's laughable that one city can be paralyzed by the weather, it definitely was not pleasant!

Spring time means the May SWE is around the corner. I hope everyone is studying and preparing for it. It will be here before you know it.

It has been a busy winter for the Yeoman MRA. In late January several Accomplished Performers joined CWO Dave Schuster and me for the Front End Analysis. It was a very busy week as over 1500+ yeoman specific tasks had to be reviewed and analyzed. I will be discussing the results of the FEAs more in the next force notes but in the meantime I would like to thank the following for their hard work and dedication to the rating. Your work that week is instrumental to the success of the YN-MRA:

CWO Cindy Green –	PSSU Boston
YNCS Crystal Sparks –	COMDT (CG-1221)
YN1 Catherine Nauta -	COMDT (DCMS-81)
YN1 Amy Vassallo -	DOG
YN2 Tanner -	MSU Huntington
YN2 Jennifer Yackeschi -	ATC Mobile

Lastly, I would like to thank TRACEN Yorktown for hosting a visit last week. It was great to meet with the TRACEN's Yeoman team in addition to other YNs from the Portsmouth/Tidewater area. It was wonderful to meet each and every one of you and I appreciated all the great feedback and suggestions.

ITEMS OF INTEREST

Effective 1 March the new EOCT for YN3 course will be available.

Information on how PCS and TDY mileage rates are determined:

The Internal Revenue Service issues the mileage rates (as of 1/1/10, \$.165/mile for moving purposes (PCS) and \$.50/mile for business (TDY). These are the allowable deductible rates for those not receiving reimbursement/payment for the use of a personal vehicle ICW official business, activities for which a deduction is allowable. Title 37 of the U.S. Code ties the mileage rate to the Uniformed Services. General Services Administration (GSA) can set the rate at or below the IRS rate (by law, GSA cannot exceed the rate set by the IRS).

The standard mileage rate is composed of (a) fixed costs (vehicle depreciation/lease payments, insurance, registration and license fees, and personal property taxes incurred in driving an automobile in connection with the performance of business and

(b) variable costs (gasoline and its taxes, oil, tires, and routine maintenance and repairs).

Although gas prices are currently higher now than they were a year ago, the IRS averages the price of fuel over the course of a year and takes into account other costs of operating/maintaining a vehicle when it determines the mileage allowance rate. Although gas is now about 75 cents a gallon more compared to last December, the price was higher for the full year in 2008. The new automobile reimbursement figure is the lowest since 2007, when GSA set its rate at 48.5 cents per mile (following the lead of the IRS). Since then, the mileage rates increased as gas prices rose. During the second half of 2008 the mileage rate was 58.5 cents. During 2009 (August 1st) a rare, mid-year adjustment, the rate fell 3.5 cents, reflecting declining costs of transportation and plummeting gas prices.

The standard mileage rate (TDY) is based on an annual study of the fixed and variable costs of operating an automobile. The rate for moving purposes (PCS) is based on the variable costs on the same study. Runzheimer International conducted this study.

The CG Institute has stopped producing degree plans:

I understand this is quite a change as producing degree plans is unique to the Coast Guard and seen by many as an excellent tool and this change might strike some as a move in the wrong direction. It was not without a lot of discussion and analyst that we arrived at the conclusion this is indeed the right direction to take.

"Degree plans" produced by the Institute are unofficial. A SOCCOAST member school is required to produce an individual degree plan for every Coast Guard student, the result being a duplication of efforts with only the college's degree plan having any real merit.

The VE staff here is going to shift its focus to ACE credits, assessments, and transcripts.

As we all know, colleges all have their different rules about what credits they will and will not take. We do not know all of their rules here at the Institute. Therefore, our degree plans may or may not be accurate in the eyes of the school and we all know this can cause consternation with our members. Especially when we present them a "degree plan" and then the school discounts it. The "degree plan" is contingent on the school's preference. What we produce is nonbinding in the school's eye.

While on this topic, we will also stop adding information from other college transcripts to our transcript. That is a waste of our time. If I am an admissions counselor and I have to look at two pages worth of a transcript from the Institute it's the same as looking at two pages from two different entities such as the Institute and Auburn University. We also found that even though we are transferring school grades on to our transcripts a good number of schools are still asking members to provide "official" transcripts from the other school. Forcing the member to get the same transcript twice and as we all know these transcripts from schools typically come with a cost of a couple of bucks. Our transcripts will just contain Coast Guard training.

The changes will be incorporated into our forms and posted on the website. I know change can cause concern. We will continue to exam this process. As with any change in public policy there is always the risk of unintended consequences. If we find this was a mistake, we can adjust the process. I think we will find though this change will bring more positives than negatives.

v/r,
LCDR Kevin McCormack
Commanding Officer,
Coast Guard Institute

**From YNCM Mark Planitz, (FC-514): Information on the USMAP program:



#28-10 USMAP
enables service memt

**From YNCM Rick Wolfe, YN A School Chief: Greetings from TRACEN Petaluma, CA. Here at the "A" School we are in the final stages of reviewing and editing the new YN3 Curriculum; the next two weeks our instructors will doing their "dry runs" for each lesson plan. We are very excited about this new venture and look forward to beta testing it with our next class scheduled on 1 March. The last three days of week 7 the students will experience life in a SPO, dealing with real life scenarios and customers (both good and bad ones). In addition, there will be a lot more homework than ever before, followed by either an oral or written quiz. Since the school is performance base designed, each student will be given TWO opportunities on their "Go, No Go" exercises. The only way a student will be given a third chance is if myself or the Assistant School Chief (YNC Walt Moniz) signs off on it. We want to set a high standard for our new YN3s; they will need to earn the right to be a Yeoman, and will NOT be pushed through if they cannot meet our standards. We will hold them accountable for all the material we teach; this is a promise from me and my staff. For those supervisors who received a recent "A" School graduate, you will be receiving a survey in about six-months from their report date from us. I know these days we are inundated with surveys, but please understand this is important to us. We really want to know what you think about your new YN3(s), so please take a few minutes and fill it out. Also, you students who just

graduated will be receiving a survey in six-months as well. Please take time to fill this out; you are our best resource to let us know how well we prepared you as YNs, and what we can do better. For all of our fellow YNs out in the field, feel free to drop us a line any time you have any ideas or recommendations for the school. You are our customer, and we want to ensure we are living up to your standards as well.

In addition, we are looking at opening up the Distance Learning (DL) program for enrollment within the next week or two. In May, it will be taken off line again so we can transfer the program over to the CG Learning Portal (currently its running on the TRACEN website). It should only take us a couple of months to upload the new curriculum since all the work is already electronically produced.

We are also looking at trying to add a live virtual classroom somewhere in the new DL program which will have an instructor teaching a lesson or two from our classroom. No promises on this, but it is something we are trying to see if we can do on the CG Learning Portal. Thanks for your time and we hope you have a great day.

YNCM Rick S. Wolfe

**From YNC Matthew Kristofferson, Sector Ohio Valley: , I would like to share a training opportunity that seems to work fairly well. This has a chance of making the "Office Communicator" a worthwhile tool. Each Friday afternoon I invite all Sector Yeoman (including those at our outlying units) to training via the "Office Communicator". We start at 1400 EST, the "first" yeoman to answer six questions correctly is granted early liberty (at the discretion of your Command). Once that person leaves we start over to find the next person leaving and so on. To prevent members from just using Google for answers, I want to ensure they are digging into the manuals, so I ask for the answer and the official location for example;

I'm detached in support of the Haiti Earthquake Relief Operations. Will the CG pay for replacement uniforms damaged here? Yes Paragraph 1, ALCOAST 056/10.

Maybe this would work for you.

**From YNCM Lloyd Tuchman, PSSU Ketchikan:

North to Alaska: Assignment to Alaska and Hawaii is littered with opportunities to receive poor counseling in regards to household goods, ferry travel, shipment of vehicles, command assignment, etc. ad nauseam. I foresee, based on my knowledge of basic human behavior, that this trend will continue until Alaska and Hawaii are no longer designated as foreign areas for the purposes of permanent assignment. After that happens, we might just have US (United States) and THEM.

In the meantime, PSSU Ketchikan has recently finished its first edition Customer Service Handbook. It is designed to educate Coastguardsmen regarding unique protocols, entitlements, etc. who find themselves with orders to southeast Alaska. It is a lovely little gem of a handbook – written up – in plain English - by the majority of civilians, first class petty officers, chiefs, and warrant officers of PSSU Ketchikan. If you or your customers are in receipt of orders to the Ketchikan AOR, I invite you to send me an email and I will forward you a copy of the handbook.

**A FEW WORDS FROM OUR YEOMAN ASSIGNMENT OFFICERS: CWO3 Amy Cerino and CWO2 Leah Pepper:

“LOOK AHEAD”

We are calling this article “LOOK AHEAD” because if you are tour complete, we want you to start planning ahead for Assignment Year 2011.

You may have heard someone in your office who was excited to get one of their top picks, or you may have seen your co-worker receive the dreaded email from us advising them that they did not receive anything on their E-Resume, and that they must now choose from the “leftover list.” So how did this happen? When we are slating positions, the E-resume is the primary tool we utilize to choose position candidates. If you have an unrealistic e-resume, you will likely not receive one of your top choices and be forced to choose from the positions that are “left over”.

A realistic E-Resume has the following: Varied locations throughout the field, diverse job choices, 10 or more choices, member comments detailing professional desires and personal concerns and a strong command endorsement.

An unrealistic E-Resume had the following: The same area (especially if you have done over 6 -8 years in the same area), less than five choices, the same job types that you have been in your entire career (all SPO, Staff tours, Legal, ADMIN, etc.), no member comments on professional desires or personal concerns, or only personal concerns and no command endorsement.

Now is the time to start thinking about your future. Here is what you should now be doing to prepare for a successful assignment season:

1. Start studying for the May SWE
2. Read Chapter 4 of the PERSMAN
3. Review PSC messages and review the PSC-EPM-2 Website
4. If you are interested in Special Assignments, review the Special Assignments Website
5. Attend a PSC-EPM-2 Roadshow
6. Call your Assignment Officer during the open season (June-August) to get critical career advice. Do not wait until November when the E-Resumes are due to start thinking about where you want to go.
7. Create a realistic E-Resume.
8. If you receive an email from the Assignment Officer telling you are on our radar for an arduous assignment, do not ignore or delete it.
9. Last but certainly not the least, if the Assignment Officer is taking time to call you about an assignment, listen to our advice even if the area may not be what you want to hear. We are the professional career planners and are looking to create diverse, well-rounded Yeoman and can help guide you to success based on your E-resume comments and career aspirations.

If you received orders for AY10, we hope you and your family are pleased. We worked extremely hard to try and get you where you would be willing and happy to serve. For most members transferring, we were able to get you one of your top 5 choices. We hope that you are looking forward to finding a new place to live and meeting your new shipmates. We are working diligently to release all AY10 orders. If you have not yet received your orders, please be patient as we are trying to balance your needs with the challenges of modernization. If you have not yet received assignment notifications, you can coordinate with your command representative to contact us to find out where you have been slated.

CWO Amy Cerino & CWO Leah Pepper

Congratulations to those that advanced:

1 December:

YNCM	N	HOBDY	YNCM	W	BAILEY
YNCS	J	COLLAZO	YNC	E	ABSTETAR
YNC	T	FOOR	YNC	L	MARSHALL
YNC	S	MADDEN	YNC	K	KOLAR
YN1	E	VELING	YN1	G	JONES
YN1	D	MERCADO	YN1	P	RAMOS
YN1	C	DUKES	YN1	B	MCINTYRE
YN1	C	WALSH	YN2	L	DELATORRE
YN2	G	AVILES	YN2	D	EATMON

YN2	V RZOTKIEWICZ	YN2	R STEENHOLDT
YN2	P CONLEE	YN3	C CASTLE
YN3	M GRANT	YN3	J MARLOW

1 January:

YNC	W WOODRING	YNC	D HAMILTON		
YNC	J VIERA	YNC	C LOTT		
YNC	P TROUT	YN1	M ALEXANDER		
YN1	J SAXON	YN1	D BRIGGS		
YN1	M HOLZER	YN1	T MULLINS		
YN1	J COLOMBO				
YN1	C MOLINA	YN1	J BARNES		
YN1	E JORAMO	YN1	R CONDON		
YN2	E SCHAWOHL	YN2	C PEREZ		
YN2	B LEAHY	YN2	F BONILLA		
YN2	S MURPHY	YN2	S LUSSIER		
YN2	C LOPEZ	YN2	R MOLINA		
YN2	J ALVERIO	YN2	C WHITE		
YN2	J MARA	YN2	D JACOBS		
YN3	T YARBROUG	YN3	C OSORIOTE		
YN3	N LUKEMAN	YNC	J K SCHROEDER		
YN1	K L LOUDON				
YN1	J A BOSMAN	YN1	J N RELLE		
YN1	N L WHITMAN	YN1	E A SPRINGER		
YN1	J L SMITH	YN1	T G HAMMONDS	YN1	T A KINCANNON
YN1	D T EVANS	YN1	L N KOWALEWSKI	YN1	E O BAKER
YN1	S E WILLIAMS	YN1	N L BARTEE	YN1	D J BRADLEY
YN1	C M LACHMAN	YN2	B K SMITH	YN2	A D HILLER
YN2	W T ARGUETA	YN2	A M MCLENDON	YN2	J R ALEXANDER
YN2	J A BLOOM	YN2	R F BROWNLOW	YN2	M D TEAGUE
YN2	M A RUFFINO-GALLAH	YN2	R T EDWARDS	YN2	V M YBARRA
YN2	B J BARSANTI	YN2	G E MANN	YN2	M A LEWIS
YN2	M J MARTINEZ	YN2	M A TREVINO	YN2	C M LAMBOY
YN2	S A DELOZIER	YN2	L F CAVE	YN2	D J BAYLOR
YN2	M C AMOS				

1 February:

YNCS	D COFFEY	YNC	P FARRELL
YN1	D MOORE	YN1	R MOORE
YN1	D STEPHENS	YN1	J TAYLOR
YN2	S RUSH	YN2	G LUCKETT
YN2	A HOPPER	YN2	K HERRERAPENA
YN2	L CUBITT	YN2	R DAVIS
YN2	M STONE	YN2	C RODRIGUEZ
YN2	R SIMMONS	YN2	T MALDONADO
YN2	O MENENDEZ	YN2	D CORDOVA
YN3	G PETERSON	YN3	L VILLASENOR
YN3	B SUBEL	YNCS	B A HANSEN
YNC	B L BEAUFORT	YNC	M A SANDERS
YNC	J L STONE		

1 March:

YN2 A BIALAS YN2 J BAKER
 YN2 J ARMSTRON YN2 Z DUNGCA
 YN2 A HARRISON YN3 S WILLIS
 YN3 M HENRY YN3 R GUERRA
 YNCS G M AYERS YNCS T L SPORKIN
 YNC F K MATUSCHEK YNC P LIMAS
 YNC M L REICHLER YNC T L BRAWNER
 YNC K E FEYER YNC E C GRAEBER
 YNC R A SWIFT

Separations & Retirements (Active Duty only) – Do not make advancement plans based off these numbers as changes in PALs and return of out-of-rate personnel may affect advancements.

	YN3	YN2	YN1	YNC	YNCS	YNCM
Jan 10						
Feb 10						
Mar 10	4	6	1			
Apr 10	2	2	1			
May 10	1	2				
Jun 10		2	2			1
Jul 10	1		1	1	1	1
Aug 10			2	2		
Sep 10		1	4		1	
Oct 10			3	2	1	2
Nov 10		1				1
Dec 10				2		1