



MAKANI AHEAHE

D14-DIRAUX NEWSLETTER



FEBRUARY 2004

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DIRAUX Staff:

Lieutenant Commander Robert Kohlhoff:

Director of Auxiliary

808-541-2086

SK1 Allison Hope:

Financial and Property Manager, Gear Issue and requests, Travel and Patrol Orders, Facility Inspections, Injury and Damage Claims

808-541-2150

Mrs. Susan Jacquelin Harper:

Membership Records, Enrollments, Transfers, Training Requests, Testing, Specialty Ribbons, Service Performance Awards, Sustained Service Awards, Membership Service Awards, and Specialty Course Testing

808-541-2087

Mr. Kent Richards:

Recreational Boating Specialist

808-541-2161

Outer Islands! Use our D14 Phone tree:

1-810-818-USCG (8724)

Oahu members!

One easy number to remember: 541-2084

...just simply listen to the prompts!

The DIRAUX Newsletter is published to assist in providing clarity of Auxiliary procedures and operations. It does not set policy, but rather seeks to enhance policy and assist you in following it.

*DIRAUX NOTES**N-TRAIN*

I attended N-TRAIN 22-24 January 2004. N-TRAIN was again held in Saint Louis, MO, which was cold but not frigid cold as it was last year. The training provided was superb. District Officers attending were DCO Pam Schriener, VCO Roger Johnson, RCO Bruce Takayama, DSO-AV Ron Stewart, DSO-CS Mary Kay Budar, DSO-PE Robert Keller, DSO-PS George Burkley. Many thanks to Bruce Takayama for making arrangements to attend at the last minute and fill in for DSO-VE and DSO-CM as Harvey Egna and Luke Spence were unable to attend.

The training and information that was provided at N-TRAIN is being provided to flotilla staff members at our District Training, 28-29 February. Flotilla staff officers will be responsible for getting the training and information out to flotilla members.

SECURITY PROGRAM

DIRAUX has received 295 of the 445 Security Questionnaires we sent out in December. Six members have decided not to continue their membership. We are now turning our attention to making sure the rest of the forms are returned. A listing of each flotilla's missing questionnaires has been provided to each Flotilla Commander. Please try to have all questionnaires completed and returned to this office. Dues for next year should not be accepted as I plan to disenroll all members not returning the questionnaire effective 31 December 2004.

For the majority of you who have decided to continue to volunteer, I would ask that you get finger printed when your flotilla receives its kit. Unfortunately we have yet to receive the kits being distributed by

ANSC. For all who are "Direct Operational" and require a National Agency Check with Law and Credit (NACLC), we will be completing these checks over the next three years. So, if you are a current member and currently qualified, it will probably be a while before we get to you as we have a quota of five NACLCs per month. We will need to use most of our quota for members seeking first time qualifications, which require the check.

*DIRAUX STAFF NOTES**IQ or BQ?*

Are you an *IQ* or a *BQ*? *Initially Qualified* members are those who meet the general eligibility requirements and complete the New Member Initial Orientation and Entry Training program (Prospective Member Interview Record, Auxiliary Enrollment Application, open book exam, fingerprints), and are approved by the Director for membership in the Auxiliary.

A *Basically Qualified* member is all of the above, in addition to having successfully completed a boating course. The course can be an Auxiliary, USPS or other safe boating course approved by the Director. You *cannot* be a Direct Operational member without being BQ; you *can* change from IQ to BQ when you complete a course. Proof must be supplied of passing a boating course. When signing on a prospective new member who has taken a BS&S or S&S course, include a copy of their certificate with their application package.

If you have any questions about IQ/BQ, call [Susan](#) at the DIRAUX office at 541-2087.



We would like to thank Kerstin Lampert, 1-10, for volunteering regularly to assist Susan Harper with filing and creating flotilla-specific Welcome Aboard packets.

In our September 2003 newsletter, we featured a picture of Melvin Ezer who still proudly packages up our weekly leadership mailings, and assists SK1 with various projects. **Mahalo to our excellent office helpers!**

ADDITIONAL VOLUNTEERS WANTED

The DIRAUX office is looking for additional volunteers with a good working knowledge of computers to take charge of various important projects:

- 1) Creation of permanent reference library, with index, for AUX Trailer and Diraux office, POC: [SK1 Hope](#)
- 2) Mail merge data entry and/or member file reconstruction and standardization, POC: [Susan Harper](#).

NEW HOPE

SK1 Allison Hope had a baby girl, Carmen Olivia, this past November. She is back in full swing in the DIRAUX office.



PATROL AND TRAVEL PAYMENT INFORMATION

To help track reimbursement of patrol orders, you may visit the USCG Finance Centers website via <http://www.fincen.uscg.mil>. From this homepage, look at the menu on the RIGHT hand side of screen in the yellow block and click on Auxiliary Links http://www.fincen.uscg.mil/aux_info.htm

In the lower middle portion of your screen you will have several options.

For Patrol Orders, click on "Auxiliary Reimbursement Detail Reports" and follow the prompts. You must enter your full patrol order number that is located on the top right hand corner of your CG-5132. Example: 2704344430**197**. If a report is retrieved by the system, it will prompt you to select the report number in the left hand box and you must click "View/Mail AUX"

The report will provide you a breakdown: **maintenance** (*aircraft only*), **fuel** (*if personal account used & provided receipt along with claim*), **meals** (*automatically computed if you patrolled during specific meal hours and listed your crew member ID numbers*) and **trailing** (*round trip miles for towing facility, if authorized*). Your bank account should reflect one grand total per patrol.

If your patrol information is not found, but you know it has been processed, call the FINCEN Customer Service Desk at **1-800-564-5504**.

You may be prompted to leave a message; identify yourself as Auxiliary along with your full name, a call back number and the patrol order number *or payment amount received* that you would like assistance with.

Also with the FINCEN toll free number, you have the option of receiving automated information about the last five **travel claim** payments by simply entering your SSN.

Patrol and Travel Information Continued:

You may have noticed that the U.S. Treasury had changed the look of their checks. It may not list the corresponding patrol order number as before, however, a string of numbers should identify it as a USCG reimbursement (2201) followed by the check number. A hint towards the applicable patrol payment would be the 6 digits prior to the check amount should pertain to the patrol date. You may call the toll free number above for FINCEN Customer Service to further assist in identifying the reimbursement.



Sign up for Electronic Funds Transfer Payments (EFT). Once your claim is processed for payment, it only takes 2-3 days to receive the funds in your account vice waiting 10-14 days for the U.S. Treasury to cut you a check as well as taking a risk on misrouted mail!
[EFT/ACH Enrollment Form](#)

CHANGE in reporting hotel expenditures on your CG Travel Voucher:

The Personnel Support Unit, PSC Topeka, (formerly known as HRSIC) reviews your travel claims and then reports approved expenses for reimbursement to the FINCEN. Recently, a couple of vouchers have been returned by PSC to our members requesting that taxes and the flat room charge be listed separately from the total claimed lodging expenses. Please follow suit to avoid delay in reimbursements.

MESSAGE BOARD

R 222054Z DEC 03
 FM COMDT COGARD WASHINGTON DC//G-WK//
 TO ALCOAST
 BT
 UNCLAS //N06200//
 ALCOAST 561/03
 COMDTNOTE 6200
 SUBJ: **COAST GUARD HEALTH PROMOTION PROGRAM**

A. CG HEALTH PROMOTION MANUAL,
 COMDTINST M6200.1

1. THE COAST GUARD HEALTH PROMOTION PROGRAM (HPP), FORMERLY THE WELLNESS PROGRAM, CONTRIBUTES TO OPTIMAL MISSION READINESS AND PERFORMANCE BY SUPPORTING THE HEALTH OF ALL OUR MEMBERS THROUGH EDUCATION AND TRAINING. ESTABLISHED IN 1991, HPP ENCOURAGES THE VOLUNTARY ADOPTION OF LIFESTYLE CHANGES WHICH IMPROVE OVERALL HEALTH AND WELL-BEING THROUGHOUT THE CG.

2. **HPP SERVICES ARE OFFERED FREE OF CHARGE TO ALL COMMANDS**, UNIFORMED MEMBERS, THEIR FAMILIES, AND CG CIVILIAN EMPLOYEES. **(includes Auxiliary members, however not their family members)**

AVAILABLE SERVICES INCLUDE:

- A. FITNESS ASSESSMENTS
- B. CHOLESTEROL AND BLOOD PRESSURE SCREENINGS
- C. BODY COMPOSITION ANALYSIS AND WEIGHT MANAGEMENT GUIDANCE
- D. PERSONAL WELLNESS PROFILES
- E. NUTRITIONAL ANALYSIS AND HEALTHY MENU PLANNING
- F. STRESS MANAGEMENT TRAINING
- G. TOBACCO CESSATION CLASSES
- H. HEALTH PROMOTION SEMINARS
- I. ALCOHOL AND DRUG PREVENTION TRAINING
- J. COMMAND HEALTH PROMOTION CONSULTATIONS

3. INTEGRATED SUPPORT COMMANDS (ISC), HEADQUARTERS SUPPORT COMMAND (HSC), AND TRAINING CENTER CAPE MAY EACH HAVE A HEALTH PROMOTION MANAGER (HPM) AVAILABLE TO ASSIST COMMANDS WITH THEIR LOCAL HPP. IN ACCORDANCE WITH REF A, EACH UNIT ALSO HAS A DESIGNATED COLLATERAL DUTY HEALTH PROMOTION COORDINATOR (HPC) WHO IS RESPONSIBLE

FOR COORDINATING THE UNIT HPP VIA THEIR REGIONAL HPM.

4. COMMANDS CAN CONTACT AN HPM AT THEIR SERVICING ISC WORK-LIFE STAFF OFFICE. **TO CONTACT YOUR REGIONAL WORK-LIFE OFFICE CALL 1-800-872-4957 FOLLOWED BY THE EXTENSION** AND HPM LISTED NEXT TO THE FOLLOWING ISC LOCATIONS.

- A. ALAMEDA,EX 252,DAN BLAETTLER
- B. BOSTON,EX 301,YVETTE LILLGE
- C. CLEVELAND,EX 309,LISA GOLDSTEIN
- D. HONOLULU,EX 314,JESSICA DUNG**
- E. KETCHIKAN, EX 317, NANCY HENRY
- F. KODIAK,EX 563,STEVE OBRIEN
- G. MIAMI,EX 307,MELISSA ROSS
- H. MID ATLANTIC,EX 932,SANDY FISHER OR STEPHEN TIMBAL
- I. NEW ORLEANS,EX 308,BRAD WELCH OR MICHELLE MURRAY
- J. PORTSMOUTH,EX 305,JEANETT SKINNER-WILLIAMS OR SARAH MOWCHAN
- K. SAN PEDRO,EX 311,BUD CLAY
- L. SEATTLE,EX 313,BARBARA HERRY
- M. ST.LOUIS,EX 302,DEAN GINGERICH

5. MORE INFORMATION ON THE COAST GUARD HPP IS AVAILABLE AT [HTTP://WWW.USCG.MIL/HQ/G-W/G-WK/WKW/INDEX.HTM](http://www.uscg.mil/hq/g-w/g-wk/wkw/index.htm) OR BY CONTACTING YOUR HPM.

6. INTERNET RELEASE AUTHORIZED.
7. RADM PAUL HIGGINS, DIRECTOR OF HEALTH AND SAFETY, SENDS.
BT
NNNN



SKI Hope is also available as a Unit Health Promotion Coordinator if you have any questions or would like further assistance. For those health conscious enthusiastic individuals who have a lot of spare time on their hands, there will be a CG Unit Health Promotion Coordinator's Course happening 26-30 April 2004 in Honolulu HI. Only NO-COST orders will be issued, on a space available basis.

Submit your STTR (SF182) properly filled out and signed by your FC to me directly by early March to compete for seats and books.

- [SKI Hope](#)

MESSAGES (Continued)

The Naval Institute is once again hosting a Coast Guard Essay Contest thanks to a commitment from Integrated Coast Guard Systems. The contest will encourage individuals to engage in critical thinking and writing to advance Admiral Collins' vision to "...transform our Coast Guard to meet the demands of the 21st century." Essays must be original works of 3,000 words or less and may pertain to any subject that relates to the transformation of the Coast Guard. The deadline for the contest is 1 May, and the winning essays will be published in the August 2004 issue of *Proceedings*. The Naval Institute will award prizes as follows:

First Prize: \$2,000 and a one-year membership in the Naval Institute
Second Prize: \$1,500 and a one-year membership in the Naval Institute
Third Prize: \$750 and a one-year membership in the Naval Institute

This is an important opportunity for Coast Guard leaders and supporters of all ages and grades. I ask that you help us spread the word and encourage your personnel to participate. As a member of the Institute Board of Directors I would be happy to provide any additional information that you might need. Complete rules and guidelines are available at the Naval Institute's web site at: <http://www.navalinstitute.org/>. Thanks for your consideration.

-RADM Patrick Stillman

OPERATIONS

FACILITY INSPECTIONS

Facility owners are being sent automated email reminders when facilities are due for inspection. You must have a current email address in AUXDATA for this to occur. We still have many past due or coming due for inspection. Please ensure that as an owner, your form is properly routed to the DIRUAX office, as it is not the sole responsibility of the VE.



A new feature has been added to AUXDATA, the moored or trailered GPS location of your facility can be entered for asset operational availability! You are encouraged to email SK1 Hope at ahope@d14.uscg.mil with your name, facility number and Latitude __ degrees __ North / South and Longitude __ degrees __ East / West.

NEW CREW MEMBERS



McKenna, Gerald
Riley, Donald, Jr.

NEW VESSEL EXAMINERS



Choy, Melvin

Congratulations!

LAPEL PINS



The DHS Lapel Pins that were distributed are not an authorized uniform item. You may, however, wear them on your civilian clothes. These were issued to your FC for founding members.

E-AUXILIARY

U S Coast Guard Auxiliary
<http://www.cgaux.org/>

Chief Director Auxiliary
http://www.cgaux.info/g_ocx

Forms
<http://www.uscgaux.org/~forms/>

On-Line Testing
<http://cgexams.info/testing>

U S Coast Guard D14 Auxiliary
<http://www.uscgaux.org/~140/>

AUXDATA

<http://auxdata.uscg.gov/>

Have you logged into AUXDATA yet?

If you don't know how - contact [Mrs. Susan Jacquelin Harper](#): or 541-2087.

All Auxiliary members with read only access to AUXDATA now have the ability to update the majority of their personal information in AUXDATA. There is also the ability to update their Patriot Readiness and Emergency Contact information. When logging into AUXDATA, click on the Member Status button, then click on the Update button. For changes to the Patriot Readiness or Emergency Contact information just click on the appropriate tab.

AUXINFO

<http://auxinfo.uscg.gov/>

or

<http://152.121.2.16/cognos/cgi-bin/upfcgi.exe>

Having CITRIX problems or just can't plain get access to AUXDATA? Try AUXINFO for running various reports and finding general information.

Please explore the Help page on how to "drill down" on the cubes by visiting: <http://www.dirauxwest.org/Test/auxinfohelp.htm>

If are still experience problems, - contact [Mrs. Susan Jacquelin Harper](#): email or phone 541-2087.

POMS

<http://www.fincen.uscg.mil/POMS.htm>

If all else fails, then the Patrol Order Management System has a *couple* of easy-to-run reports. Not only that, but you can also view the Patrol Request Calendar and fill-in the blanks from your issued patrol orders (if already activated) as well as submit a photo of your facility.

<http://www.statronics.com/poms/>

First, you must have an accurate email in AUXDATA, then you use the above or below links...

Home Users Notice:

The POMS application requires the Citrix Metaframe ICA Client installed on your PC.

To obtain the Citrix Client:

Right click ICA32T.EXE below to save the ICA32T.EXE to your desktop

Left click ICA32T.EXE below to install the ICA32T.EXE

[ICA32T.EXE](#)

To Access POMS:

Right click POMS.ICA below to save the POMS.ICA to your desktop

Left click POMS.ICA below to access the POMS Application

[POMS.ICA](#)

...and self-register on the site. I will then grant you permissions to gain access and change your password.

Questions or Problems with POMS, Contact:

 POMS@Statronics.com

Auxiliary HotLine (561) 243-1313 (Voicemail Only)

D14 contact [SK1 Hope](#) email or phone 541-2150.



Your 2004 Auxiliary Contacts



Pam Schreiner, DCO
psmaui@gte.net



Roger Johnson, VCO
diveroger@hawaii.rr.com



Albert Brum, RCO-ES
brumpegasus@aol.com



Bruce Takayama, RCO-OS
Jbtint@aloha.net



Skippy Sweet, DCP-1
SkippyAux14@juno.com



Robert Duncan, DCP-2
haduncan_arc_aux@hotmail.com



Marianne Berger, DCP-3 and DSO-IS
MCBerger@juno.com



Diane Roloson, DSO-AN
droloson@hotmail.com



Ron Stewart, DSO-AV
stewartr016@hawaii.rr.com



Melvin Ezer, DSO-CC
ezerm001@hawaii.rr.com



Luke Spence, DSO-CM
luke@hawaii.rr.com



Mary Kay Budar, DSO-CS
mkbudar@aol.com



Carol Aki, DSO-FN and DSO-MA
akic001@hawaii.rr.com



Thomas Cole, DSO-LP
tcolelaw@maui.net



Ed Lott, DSO-MS
yachtshi@lava.net



Burkhard Berger, DSO-MT
blberger@gte.net



Bonnie Merhib, DSO-OP
pbmerhib@hawaii.rr.com



Maxine Cavanaugh, DSO-PA
chiefmaxx@hotmail.com



Robert Keller, DSO-PE
rkeller@pixi.com



George Burkley, DSO-PS
gburk@hotmail.com



Kerstin Lampert, DSO-SR
kerlampert@aol.com



Harvey Egna, DSO-VE
kuea@aol.com

TRAINING

http://www.cgaux.info/g_ocx/training/c-training.html

FY04 Course Convenings			
Draft 11/05/03 of Proposed Auxiliary "C" Schools			
Course	Course Description	Location	Date
AUX-01	MGT TNG SENIOR DIR OF AUX	CGHQ	17-18 Nov
AUX-02	AUXLAMs RESIDENT COURSE		
AUX-02A	AUXLAMs ROADSHOW PT A	Fort Campbell, KY	5-7 Dec
		TRACEN Yorktown	TBD
AUX-02B	AUXLAMs ROADSHOW PT B	Plymouth, MA	31 Oct - 2 Nov
		Wright Patterson AFB	16 - 18 Jan
		Eire, PA	20 23 Feb
		Wright Patterson AFB	17 - 19 Sept
		Academy	TBD
AUX-03	RECRUITING ACCESSIONS TRNG	TRACEN Yorktown	JUN 10 - 13
		TBD	TBD
AUX-04	DISTANCE ED TECH TRNG BASIC	Academy	24 - 28 Jun
		Alameda, CA	26 - 30 Aug
AUX-05	AMLOC REAR COMMO DPT CHIEFS		
AUX-05A	AMLOC ROADSHOW DIV CAPT & VIC	TBD	TBD
AUX-06	AUX ATON AND CHART UPDATING	TRACEN Yorktown	21 - 23

			May
AUX-07	AUX SENIOR OFF COURSE ASOC	TBD	TBD
AUX-08	DISTANCE ED TECH TRNG ADVANCED		
AUX-09	OPERATIONS TNG OFF (OTO) TNG		
AUX-10	INFO SYS (AUXDATA/AUXINFO)	Minneapolis, MN	17 - 18 Oct
		Academy	6 - 7 Dec
		Alameda, CA	14 - 16 Feb
AUX-11	MGT LEVEL TNG JUNIOR AUX DIRS	St. Louis	N-Train
AUX-12	AUX PUBLIC AFFAIRS & MKT TNG	TBD	TBD
		TBD	TBD
AUX-13	COXSWAIN ACADEMY		
AUX-15	AIR COORDINATOR TRAINING		
AUX-17	CREW RESOURCE TRAINING	ATC MOBILE	
AUX-18	SPATIAL DISORIENTATION TRAINING	NAS Pensacola	20 Nov
		NAS Pensacola	TBD

Notes:

All members requesting resident training should submit a form CG 5223, ANSC#7059.

TCT training is currently being arranged by DSO-MT B. Berger for inter-island classes. Failure to attend will affect all serving in coxswain, boat crew, and communications watchstander positions. Training is required prior to 01 June 2004. For more information, visit:

http://www.cgaux.info/g_ocx/training/tct/index.html by clicking on "News -January 2004".

MEMBERSHIP

NEW MEMBERS,
WELCOME ABOARD!

Black, David
Callahan, Ronald
Cowan, Stuart
Gebhart, Thomas
Hill, Jason
Knock, Nora
Langsner, Susan
Lansdown, Ian (Jeff)
Mann, Megan
McRobert, Timothy
Miller, Michael
Putnam, Lee

Welcome our new member transfer, D13:
Williams, Patricia

AWARDS**Auxiliary Membership Service Award**

20 Years Service:
Mack, Willy O.

15 Years Service:
DiGennaro, Marie Ann

10 Years Service:

Hofschneider, James
Itibus, Jose
Kaipat, Ricardo
Stewart, Ronald
Ward, Richard

5 Years Service:

Becker, Gordon
Dunbar, Christine
Landes, Walter
Livingston, Jane
Wang, Jeffrey

Auxiliary Operations Service Awards

Brady, Kathleen
Freeland, Norman
Lam, Tham
Lott, Edson

Sustained Auxiliary Service Awards

10th

Berger, Marianne

9th

Budar, Steven
Schreiner, Pamela
Sweet, Eula (Skippy)

8th

Brum, Albert

4th

Duncan, Hilda
Roloson, Diane

3rd

Cavanaugh, Maxine
Hamilton, Paul
Lott, Edson

2nd

Duncan, Robert
Jung, James
Keller, Robert
Saures, Guillermo

1st

Becker, Gordon
Holliday, Charlayne
Lampert, Nelson, III
Peppell. R. Lee, Jr.

2004 EVENT CALENDAR

February		
14	Auxiliary Store Open 1100-1400	CG Sand Island, ISC
21	Coast Guard Ball	Royal Hawaiian Hotel
27	D14 Auxiliary Board Meeting	Oahu
28	Awards Banquet	Waikiki Yacht Club
28-29	Post N-Train District Training	Oahu
March		
13	Auxiliary Store Open 1100-1400	CG Sand Island, ISC
26	Coast Guard Foundation Dinner	Hilton Hawaiian Village
April		
1-4	National Area Planning Meeting (NAPM)	Maui
10	Auxiliary Store Open 1100-1400	CG Sand Island, ISC
26-27	D14 Auxiliary Board and Staff Meeting	Oahu
May		
08	Auxiliary Store Open 1100-1400	CG Sand Island, ISC
22-29	North American Safe Boating Week	D14
June		
23	CG Auxiliary 66 th Birthday	D14
July		
24-25	D14 Auxiliary Board Meeting	Oahu
August		
14	Auxiliary Store Open 1100-1400	CG Sand Island, ISC
September		
2-5	National Conference (NACON)	Costa Mesa, CA
25-26	D14 Auxiliary Board and Staff Meeting	Maui
October		
09	Auxiliary Store Open 1100-1400	CG Sand Island, ISC
November		
4-7	International SAR Competition	Portsmouth, VA
20-21	Elected Officer Training	
December		
11	D14 Auxiliary Board Meeting	Oahu

