

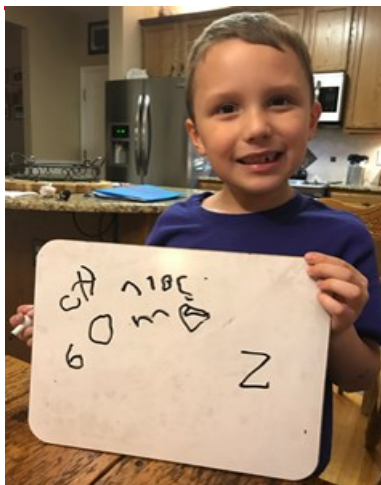
May 2017

CY17, Issue 3



TECOM CONNECTION NEWSLETTER

NATIONAL MUSEUM OF THE MARINE CORPS



The Exceptional Family Member Program: An Insider's Perspective
by Debra Gomez on pages 2-3



Our featured division is the National Museum of the Marine Corps (Education Department)
Pictured: (left to right) Claire Ball, David Fair, Kristen Hemmelgarn, Katherine Smith, Becky Super, Laura Hockensmith, Anna Polanco. Not pictured: Gloria Sarpong, Madeline Fanta (read more on page 8)

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Sexual Assault Prevention & Response Program



Resources are available via:

TECOM Uniformed Victim Advocate
MCB Quantico 24/7 Sexual Assault Support Line
DoD Safe Helpline (877) 995-5247

SSgt Jenny Cartagena
571-205-1298



Daly Hall BBQ (pg. 14)

The purpose of the Sexual Assault Prevention and Response (SAPR) program is to eliminate incidents of sexual assault by instituting a comprehensive policy that centers on awareness and prevention, training and education, victim advocacy, response, reporting, and accountability. SAPR also facilitates support services and address specific needs of victims of sexual assault when a report of sexual assault, restricted or unrestricted, is made.

The Exceptional Family Member Program: An Insider's Perspective

by Debra Gomez (Deputy Director, G1)



Cheering on CJ at the Special Olympics...



Debra and her kiddos

CJ and his volunteer at the Special Olympics...SCORE!



The Exceptional Family Member Program (EFMP) was originally designed to provide comprehensive support to military families with special needs, to include ensuring any transferring service member, on accompanied orders, would be stationed at a location where appropriate medical care and associated resources were available for the family member with special needs. Military families enrolled in EFMP are assigned a case worker to provide individual services based on the needs of the family member. For military members wondering if they qualify for EFMP, check out the Henderson Hall Marine Corps Community Services EFMP which provides detailed information on the program and enrollment requirements at <http://mccshh.com/EFMP.html>.

In addition to a case worker and assisted navigation through the EFMP process for military families, EFMP also facilitates robust local community and support network resources and events (most of which are FREE!). Many of these resources and events are available to ALL members of the Quantico family (military, retirees, and civilians); enrollment in the EFMP is NOT required. In addition to reoccurring events throughout the year, like EFMP Playgroup for children ages 0-4, Lunch and Learn sessions (topics have included traveling with special needs and navigating Individual Education Program (IEPs), Sensory Friendly movie showings at Little Hall, and Walk and Talk meetings at Butler Stadium, EFMP also hosts special annual events, to include seasonal events. Most recently, EFMP hosted a Special Olympics, open to all children ages 3 years and up. Not impeded by the rain, TECOM's own Chris Tucker (TECOM G-1/Civilian Manpower Branch) provided his services as the Master of Ceremonies and over 100 children enjoyed a day full of fun, support, and applause. Children were paired up with volunteers to cheer them on throughout the day (and give mom or dad a bit of breathing room!).

Military One Source, www.militaryonesource.mil, is also a great resource for information on all sorts of topics that affect military families. Check out their great EFMP resources, which can be downloaded, or in some cases, ordered, at no charge. For those in CONUS, every state has at least one Parent Information Training Center for parents of children with disabilities, and many have Community Parent Resource Centers. Check out the Parent Center Hub @ www.parentcenterhub.org for more information.

This program is extra special to me. When my son began having seizures at 8 weeks old and was diagnosed with autism at the age of 3, I was still on active duty. I was due to execute orders the summer after he was born, however, my orders directed me to remain in Quantico and ensure his continuity of care. Now as a federal employee, I still use EFMP resources. The opportunity to meet other parents facing the same successes, failures, trials, and frustrations as me is priceless, especially knowing my child is enjoying a fun activity amongst his peers. For those who know me, my children are my everything...and for anyone who supports a person with special needs, the need for support as you navigate the course is key to success. There is so much to learn in order to support your child, especially as their needs change over time. This program helps you navigate those challenges. If you or someone you know has an "Exceptional Family Member" and is a military member, a retiree, reservists, or an employee aboard a military installation, please recommend that they explore what the local EFMP office has to offer.

The Exceptional Family Member Program: An Insider's Perspective

by Debra Gomez (Deputy Director, G1)

UPCOMING QUANTICO EFMP EVENTS (ALL FREE)

For details, call 571-931-0524,

or email quanticoefmpoffice@usmc-mccs.org.

Spring Crafts and Family Forum	Thurs, May 11 1730-1930 Register by 8 May	Religious and Family Service Center - near MCBQ Chapel
Playgroup	Tues, May 16 0900-1000 Register with EFMP office by 15 May	New Parent Support Group Activity Room for ages 0-4
Walk and Talk	Thurs, May 18 0900-1000 Register with the EFMP by 17 May	Butler Stadium Bring the children! Everyone is welcome.
Lunch and Learn	Tues, May 23 1200-1300 Register with the EFMP by 18 May	Marine Corps Family Team Building House Bring your Lunch!



Family Summer Fun

June

SENSORY FRIENDLY FIREHOUSE TOUR

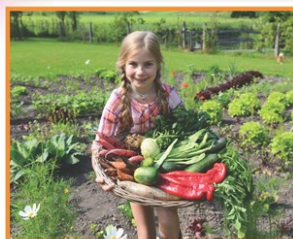
Wed, 21 Jun, 1430-1630,
MCBQ Firehouse, 2045 Barnett Ave.

INCLUSIVE GOLF LESSON WITH THE PRO

Mon, 26 Jun, 0900-1030,
MOH Golf Course, 3313 Fuller Heights Rd.

FUN NIGHT AT BARNETT FIELD

Thu, 29 Jun, 1730-1930,
Barnett Field Pavilion, 3048 Bordelon St.



July

ALL ABOUT WEATHER

Wed, 19 Jul, 1400-1630,
Barnett Field Pavilion, 3048 Bordelon St.

KIDS IN THE KITCHEN WITH FOCUS

Wed, 26 Jul, 1600-1700,
BPAC HP Classroom, 2073 Barnett Ave.

GIGGLES IN THE GARDEN

Fri, 28 Jul, 0900-1100,
Barnett Field Pavilion, 3048 Bordelon St.

August

BARK AT THE PARK: FEATURING SERVICE DOGS BY WARREN RETRIEVERS

Fri, 4 Aug, 1100-1300,
Barnett Field Pavilion, 3048 Bordelon St.



MCCS encourages and supports the participation of individuals of all abilities in its programs and facilities. Please call if you need a reasonable accommodation to fully participate.

For more information, call 571-931-0524 or email quanticoEFMPoffice@usmc.mccs.org
Registration required 3 days prior to event at www.eventbrite.com

IEP Series –time and location TBD

Understanding Special Education—Organizing IEP paperwork (Wednesday, 14 June 2017)

IEP Meetings In and Out - (Tuesday, 12 Sept 2017)

Anatomy of an IEP—(Tuesday, 14 Nov 2017)

Information available on-line @ <http://www.quantico.usmc-mccs.org/index.cfm/marine-family/child-and-youth/exceptional-family-member-program-efmp/efmp-special-education-bootcamp/>



Quantico EFMP Office (Main Office)

122 Neville Road, Quantico, VA 22134

Phone: 571-931-0524; Fax: 571-931-0539

Email: quanticoefmpoffice@usmc-mccs.org

TRAINING PAGE

TRAINING TESTIMONIALS

**COMING
SOON**

**Writing for Results
(Graduate School)**

NEXT CLASS

13 - 14 June 2017

**Deadline to register 13
May**

**(see next page for
announcement)**



"The Writing for Results class has given me the advanced skills and knowledge to perform my duties and tasks, as the administrative chief, with the upmost confidence in my writing and correcting correspondence. Not only has this class enhanced correspondence at work but I am able to apply the "divide it into

small jobs" theory and have progressed tremendously in my college courses. This course has, without doubt, been one course that I highly encouraged and recommended to my peers and junior marines as a must attend course."

~SSgt Jenny Cartagena, Operations Branch. Administration Chief

Training and Education Command,
MAGTF T&E Standards Division,
Quantico, VA

class to Quantico! The class was awesome!!!

I can't remember the last time I attended a more useful, timely and productive class! I was able to immediately put to use the skills I learned and re-learned both in the office and in my personal life. "


*I would recommend this class over and over again for business professionals at all levels within the government!
Keep the classes coming!!*

Kimberly Irons Lawrence

Auditor, MCNAFAS

North East Region

"I recently attended Writing for Results Class provided by the Graduate School. I would like to thank TECOM for bringing that



TRAINING AND EDUCATION COMMAND

*****TRAINING OPPORTUNITY*****
---REQUEST WIDEST DISSEMINATION---

Microsoft Excel 2010: Intermediate

This course is designed to introduce students to Microsoft Excel features to improve their productivity at the intermediate level. The course will include how to plan and incorporate Financial Functions in workbooks using range names; create 3-D formulas, to include linking information from one worksheet to another; and the creation of Data Tables for analytical purposes. Students will also create a loan payment calculator, and an amortization schedule using financial functions in the process. In addition, students will develop, query and filter an Excel Database. They will also create workbook templates, use the consolidation feature, and examine Smart Art graphics.

PREREQUISITES: NONE
MAX ATTENDEES: 20
CLASS HOURS: 0800 to 1600
DATE: 4-5 April 2017
LOCATION: Yale Hall Room 0014, 2006 Hopkins Ave, MCB Quantico
REGISTRATION DEADLINE: 28 March 2017

Registration will be conducted on a 'first come' basis. Uniformed members will be registered on a standby basis.

TO REGISTER, SEND AN EMAIL TO: TECOM_CWPOT@usmc.mil

Please include Excel Intermediate in the email subject line. Include your name, phone number, grade, supervisor's name, position title and location.

REASONABLE ACCOMMODATION: Please let us know when you register if you require reasonable accommodation to participate in this training.

FOR FURTHER INFORMATION: Contact TECOM_CWPOT@usmc.mil

**MICROSOFT EXCEL
INTERMEDIATE
(Graduate School)**



Microsoft Excel 2010: Intermediate


Class was held on 4-5 April 2017, Yale Hall, MCB Quantico

Participants were introduced to Microsoft Excel features to improve their productivity at the intermediate level. The course included how to plan and incorporate Financial Functions in workbooks using range names; create 3-D formulas, to include linking information from one worksheet to another; and the creation of Data Tables for analytical purposes and more.



TRAINING PAGE

★ TRAINING OPPORTUNITY ★

CIVILIAN  MARINES

TRAINING AND EDUCATION COMMAND

Microsoft Access Basic 2010

Free organizational training for Civilian Marines; provided by TECOM G-1 Civilian Workforce Development and Training Branch. Uniformed personnel are welcome to register and will be placed on a stand-by list and notified if availabilities arise.

Course: Microsoft Access Basic

Vendor: Graduate School USA

Course Date: 23-24 May 2017

Course Location: Yale Hall, 2006 Hawkins Ave, Quantico, Room B004 (Basement), north end of the building

Registration Deadline: 16 May

To register, email us at: tecom_cwtdt@usmc.mil. In your email request, include:

- Course name in subject line
- Your name
- Your job title and location
- Supervisors name
- Uniformed military members please use "Stand by" in subject line

COURSE OVERVIEW

This course covers the basic functions of Access 2010. After a comprehensive introduction to the database concepts and the Access environment, students will learn how to design and create databases. They will then work with table fields and records; sort and filter data; set field properties and data entry rules. Students will then learn how to create queries and manipulate forms and reports.

WHO SHOULD ATTEND

Civilian Marines who need to manipulate, analyze or report on organizational data. Participants should have knowledge of Microsoft Windows.

LEARNING OUTCOMES

- Plan and create a database
- Add fields to a table and set a primary key
- Understand how to find, sort, and filter records
- Set field properties and creating input masks
- Create queries in design view and by using the wizard
- Use comparison operators and calculations in a query
- Create, group, and summarize data in a report


23-24 May 2017: Microsoft Access Basic, Quantico

This course covers the basic functions of Access 2010. After a comprehensive introduction to the database concepts and the Access environment, students will learn how to design and create databases. They will then work with table fields and records; sort and filter data; set field properties and data entry rules. Students will then learn how to create queries and manipulate forms and reports.

To register, email: TECOM_CWDT@usmc.mil (include course name in subject line, your name, your job title and location, supervisors name and email address for contact)

TRAINING PAGE

★ TRAINING OPPORTUNITY ★



TRAINING AND EDUCATION COMMAND

Writing for Results

Free organizational training for Civilian Marines; provided by TECOM G-1 Civilian Workforce Development and Training Branch. Uniformed personnel are welcome to register and will be placed on a stand-by list and notified if availabilities arise.

Course: Writing for Results, <http://www.graduateschool.edu/courses/WRIT71100>

Vendor: Graduate School USA

Course Date: 13-14 June 2017

Course Location: Marine Corps University, Warner Hall Lecture Room # 3

Registration Deadline: 15 May

To register, email us at: tecom_cwfdt@usmc.mil. In your email request, include:

- Course name in subject line
- Your name
- Your job title and location
- Supervisors name
- Primary email address for contact

COURSE OVERVIEW

Create documents that achieve results. Learn to analyze each writing situation-focusing on your purpose, reader, and context. Write effective explanations and instructions, using lists, headings, and graphics to get the job done. Write convincing arguments, clearly stating your position and supporting it effectively. Use writing to convince your reader and achieve results. Use plain language as mandated by the Federal Plain Writing Act of 2010.

WHO SHOULD ATTEND

Experienced writers who want to write more powerful, results-oriented documents.

LEARNING OUTCOMES

- Analyze the purpose, reader, and context of each communication situation.
- Write clear, well-organized explanations and instructions.
- Use headings, lists, and graphics to communicate clearly.
- Write compelling arguments that call the reader to take action.
- Use different types of appeals to convince readers.
- Effectively organize results-oriented messages.
- Use plain language to communicate clearly in writing.



13-14 June 2017: Writing for Results, Quantico

Create documents that achieve results. Learn to analyze each writing situation-focusing on your purpose, reader, and context. Write effective explanations and instructions, using lists, headings, and graphics to get the job done. Write convincing arguments, clearly stating your position and supporting it effectively. Use writing to convince your reader and achieve results. Use plain language as mandated by the Federal Plain Writing Act of 2010.

To register, email: TECOM_CWDT@usmc.mil (include course name in subject line, your name, your job title and location, supervisors name and email address for contact)



TRAINING PAGE

LEADERSHIP PROGRAMS

DEFENSE CIVILIAN EMERGING LEADER DEVELOPMENT PROGRAM

DEFENSE CIVILIAN EMERGING LEADER PROGRAM (DCELP). This program is open to GS 7- GS 12, or equivalent.

ALERT: Make sure that all grade eligibility requirements are met, instructions and guidelines, required nomination package documents, statements and Command endorsements are properly signed, dated, completed and submitted to HQMC, Human Resources and Organizational Management, Organizational and Workforce Management Section **NLT COB THURSDAY, JUNE 1, 2017**.

DOCUMENTATION REQUIREMENTS

INDIVIDUAL DEVELOPMENT PLAN (IDP)

Most programs require an IDP from the participant. The IDP serves as the document that outlines developmental objectives with provisions. It should identify specific career and developmental objectives to satisfy leadership competencies and support USMC organizational objectives. Requests from participants for travel or rotational assignments will not be approved until an IDP has been developed and is subsequently sent through the HRDSA and forwarded for approval by the CMCLC Program Coordinator. MARADMIN 133/17

SERVICE AGREEMENT

Participants must sign and date the Continued Service Agreement that is contained in the SF-182, Authorization, Agreement and Certification of Training. The obligation to stay in service is three times the length of time spent in formal training. A signed copy of the Continued Service Agreement must be forwarded with the SF182 when the participant applies for the program.

SUBMIT NOMINATION PACKAGES TO:

NATHAN TAYLOR

OFFICE: 703 697-7312

EMAIL: SMB_HQMC_CLDP@usmc.mil

****Time sensitive ****

DUE NLT 6/1/2017

MARADMIN 133/17

REQUIREMENT FOR ALL FEDERAL CIVILIAN
EMPLOYEES TO ESTABLISH AN INDIVIDUAL
DEVELOPMENT PLAN

*A Command Deck report will be obtained for Divisional
status & compliance within next few weeks*

DEFENSE SENIOR LEADER DEVELOPMENT PROGRAM (DSLDP)

DEFENSE SENIOR LEADER DEVELOPMENT PROGRAM (DSLDP). This program is open to GS 14 - GS 15, or equivalent. The Defense Civilian Personnel Advisory Service (DCPAS) will pay tuition and course materials.

TRAVEL AND PER DIEM will be paid for by the Participants Command.

POC: Please submit VIA EMAIL, nomination packages to SMB_HQMC_CLDP@usmc.mil, Attn: Mr. Nate Taylor. **DEADLINE FOR SUBMITTING PACKAGES IS NLT COB TUESDAY, AUGUST 1, 2017.**



Featured Division

NATIONAL MUSEUM OF THE MARINE CORPS

(Education Department)

Mission: Our mission is to develop and execute engaging age-appropriate materials and programs for public school students, educators, families, and visitors to promote an awareness and understanding of the many aspects of the United States Marine Corps.

Laura Hockensmith, Chief of Education:

Laura leads the team and is constantly looking to enhance current programming and develop new programs to encourage both new and repeat visitors to visit and learn at the museum all year round. With the Teacher-in-Residence, she is developing new teaching trunk programs to bring Marine Corps based STEM activities to Prince William County schools. She is also the lead coordinator for the Museum's WWI commemoration activities.

Becky Super, Education Specialist:

Becky is the lead for our Family Days, Summer Camps, Girl Scout badge programs, and home school days. Every second Saturday, our Family Days cover history and science subjects from aviation and ship design to WWI and the Combat Art Program. She also coordinates our special events for Halloween and when Santa visits the Museum! This year we are offering four summer camps: Semper Fun, Engineering, Art, and Girls Rock History. Campers learn all about the Marine Corps through fun and challenging hands-on activities!

Gloria Sarpong, Education Specialist:

Gloria is the lead for distance education and pre-school programming. In March, Gloria launched "Pre-school Playdates," a program for toddlers and young children. Participants listened to a reading of *Goodnight Marine*, sang songs, and made crafts. Gloria is also developing our new distance learning initiatives, writing curriculum that will be broadcast live from the Museum to schools throughout the country and the world.

David Fair, Education Specialist:

David is the lead for STEM education and Boy Scout badge programs. David leads science based Family Days, bringing robotics, aviation, and space science to our attendees. David helps Boy Scouts earn the American Heritage and the Space Exploration badges. He is working to creating new programs to serve all levels of Boy Scouts. David also greets our numerous school groups and engages them throughout the galleries, teaching them about the Marine Corps during their visit.

Claire Ball, Teacher-in-Residence

Claire is a Prince William County school teacher who is on loan to us to run our teaching trunk programs, supported through the Marine Corps Heritage Foundation. The National Museum of Marine Corps Trunk programs cover Virginia Standards of Learning curriculum in addition to the heritage of the Marine Corps for elementary, middle, and high school levels. The elementary program covers aspects of Colonial Revolutionary War eras, while at the Middle and High School levels there are five different trunk programs covering the Revolutionary War, Civil War, World War I, World War II, and Cold War (Korea-Vietnam) Trunks. This year the Education Department visited nearly 14,000 students. Claire also leads teacher workshops and leadership events that demonstrate how their students can use Marine Corps values and leadership qualities inside and outside the classroom.

Kristen Hemmelgarn, Special Assistant

NMMC couldn't do this much programming without the help of our special assistants, who are Marine Corps Heritage Foundation employees. Kristen schedules and confirms all of our school group visits, which numbered over 40,000 students in 2016. She also helps with all aspects of the education department, from teaching traveling trunk programs and greeting students, to assisting with Family Days and Summer Camps.

Katherine Smith, Special Assistant:

Katherine is in charge of our children's areas, Chesty's Dock and Chesty's Corner, spaces where families can play, read a book, and take a short break from the galleries. Katherine also helps with greeting school groups, discovery carts, and is currently assisting the department on a project for the centennial of WWI.

Ana Polanco and Madeline Fanta, interns

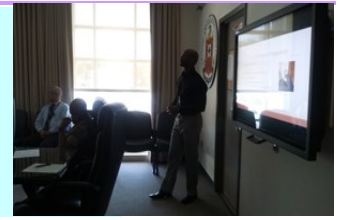
Our interns, also sponsored by the Marine Corps Heritage Foundation, are learning the ropes and discovering what museum education is all about! They help with all aspects of the department, from greeting school students to developing their own programs!



Michael Blaine

MISSION ASSURANCE BRIEF HIGHLIGHTS

By Michael Blaine & Akaita Nicholas



Akaita Nicholas

The Quarterly Mission Assurance Brief highlights the probable threats and hazards aboard or near Marine Corps Base Quantico. This month's training provides information on America's Prepare-A-Thon, the Zika virus threat, severe weather, and proper hydration.

America's PrepareAthon is a nationwide, community-based campaign that increases emergency preparedness and resilience through participation in hazard-specific drills, group discussions and exercises. The intent is to have all TECOM members develop individual and family plans and kits to address emergencies that are likely to occur in our area.

If MCB Quantico goes into lockdown for an Active Shooter, you will not be able to leave the base. Who will pick up your children from school? Does your family have a plan to address this issue? Do your children understand what to do & who will pick them up? If you must evacuate the area due to a hurricane, do you have all your vital records (insurance, medical information, etc.), in one location? Do you have a GO Kit with food, water, clothing & medications for your family or yourself for three days? Do you know where you are evacuating to? The intent of the Prepare-a-

thon is to develop answers to these questions BEFORE an emergency.

As the summer approaches, Zika carrying mosquitoes may return to our area. Everyone, but especially women of child bearing age, should protect themselves by wearing insect repellant & long sleeves when outside. Ensure there is no standing water near your home where insects can breed.

As the weather warms, we all become more active. We must acclimatize slowly and ensure we are well hydrated. If you or a family member have dark circles under their eyes, they could be dehydrated. If your urine is any color other than very light yellow, you ARE dehydrated. Ensure you increase intake of water & electrolytes like Gatorade. Decrease intake of caffeinated drinks and food, which act as diuretics.

The resources below provide more information on Emergency Preparedness, the Zika virus & hydration.

If you have questions, please contact Akaita Nicholas @ akaita.nicholas.ctr@usmc.mil & Mike Blaine @ michael.blaine@usmc.mil

For more information on individual preparedness and emergency planning, please see the following links provided:

⇒ <http://www.vaemergency.gov/readyvirginia>

⇒ <http://www.ready.marines.mil/>

⇒ <https://community.fema.gov/>

⇒ <https://readyvirginia.gov>

“America's PrepareAthon is a nationwide, community-based campaign....”

HROM Express

UPDATING CONTACT INFORMATION IN MY BIZ

A death or accident is the worst time to realize that employee emergency contact information is out of date or missing; keeping this information up-to-date and accurate is important.

If the information is up-to-date, when such an emergency occurs the supervisor and/or HR can look into the system and provide next of kin data to the police or benefits specialists.

Without accurate information, next of kin notification/benefits claim information is delayed. HROM recommends that

supervisors direct their employees to update all emergency contact data in MyBiz+ on a regular basis, but at least once a year.

Emergency contact names, phone numbers, email addresses, and other information should be accurate in MyBiz+ and TWMS. Management needs to rely on this information to be accurate and accessible at a moment's notice for the safety of the employee.

The link to MyBiz+ is <https://compo.dcpds.cpms.osd.mil/>. Attached is a guide on updating

contact information in MyBiz+, including emergency contacts. Please share this information with your employees. We highly recommend that all employees update the information now, as well as at the beginning of each year.

Questions, please call Pentagon POC at 571 256 9538 or Quantico POC at 703 784 0561.



EMPLOYEE TAX OBLIGATIONS

"Promoting tax compliance among Federal employees"

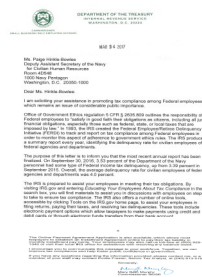
On September 30, 2016, 3.53 percent of the Department of the Navy personnel had some type of Federal income tax delinquency, up from 3.39 percent in September 2015. Overall, the average delinquency rate for civilian employees of federal agencies and departments was 4.0 percent.

Office of Government Ethics regulation CFR 2635.809 outlines the responsibility of Federal employees to "satisfy in good faith their obligations as citizens, including all just financial obligations, especially those such as federal, state, or local taxes that are imposed by law." In 1993, the IRS created the Federal Employee/Retiree Delinquency Initiative (FERDI) to track and report on tax compliance among Federal employees in order to monitor this aspect of adherence to government ethics rules. The IRS produces a summary report

every year, identifying the delinquency rate for civilian employees of federal agencies and departments. The IRS is prepared to assist by visiting IRS.gov and entering *Educating Your Employees About Tax Compliance*.

For questions contact: Emile Frazier, Senior Tax Analyst, at (240) 613-5197

Source: Department of Treasury (Internal Revenue Service)



FEDERAL LONG TERM CARE INSURANCE PROGRAM (FLTCIP)

RETIREMENT AND BENEFIT INFORMATIONAL WEBINARS

Caregiving	May 9, 2017
Continuing FEHB into Retirement	May 11., 2017
Federal Financial Planning: Dos and Don'ts	May 16, 2017
Great Expectations: The Countdown to Retirement	May 25, 2017
Maximizing Your Social Security Benefit	June 1, 2017
Continuing Life Insurance into Retirement	June 7, 2017

Registration Info: https://www.ltcfeds.com/meet_us/webinars.html

Once webinar has been broadcast it is available in the On-Demand Webinars at:

http://www.ltcfeds.com/meet_us/webinars_on_demand.html

(You do not need a Common Access Card (CAC) to access these webinars)



INJURY PREVENTION

By Laura King and Veronica Nelson

Virtually everyone that exercises will have aches and pains as a result. The symptoms range from joint stiffness in the morning to sore muscles a day or two after a workout, to an injury that cannot be ignored. Most injuries sustained by individuals can be prevented. Our musculoskeletal system is robust and can adapt to most stresses encountered in training programs. This means that with adequate, balanced overload of the muscles, tendons, ligaments and bones, all of these structures grow stronger and can withstand increased stress in the future. The key to minimizing the chance of injury is to listen to your body and avoid common training mistakes.

Positive Training Principles:

- **Progression** – is perhaps the most important concept to minimize the chance of an injury. The body adapts to things it does regularly, and allows gradual improvements in performance. Individuals get into trouble when they change their program to either do more or train at a higher intensity, or are attempting to come back after a layoff. Utilizing a 10-percent rule minimizes the chance of injury. There should be no more than a 10-percent increase in the amount of training time, amount of distance covered, amount of weight lifted, or number of repetitions performed in your activity.
- **Specificity** – deals with the type of activity included in a workout. Every exercise is unique and there is not a great deal of crossover effect from one activity to another. It is risky to assume that one type of exercise adapts you for all others. From an injury prevention perspective, you should change your workout routine gradually.
- **Overload** – the stimulus required for a positive training effect. Most easily visualized with weight training where an individual is pushing or pulling a given weight in an effort to make a muscle stronger. If the weight used is easy for an individual to move and the muscle is not “overloaded” or tasked to work at a greater than normal level, there will not be a training effect.
- **Recovery** – providing time and environment for the body to adapt to the demands that have been placed upon it. Recovery can take the form of an easy workout, or the well-deserved day off. It is not necessary to train every day with the same workout. Cross training is way to put some recovery into a training program. The value of cross training includes keeping training interesting by adding variety, and decreasing injury occurrence by promoting recovery.
- **Consistency** – staying on track and ensuring that the exercise activity is performed properly.

How to benefit from exercise without injuring yourself:

1. **Always warm up** as you exercise, especially to greater intensities: This one concept can prevent many injuries. In any exercise, the first few minutes, or sets should be taken at easy intensities of speed, resistance and exertion. As the exercise continues, greater intensities should be gradually increased until the maximum exercise level for that workout is attained. If we were running, we would not start out at our fastest pace. If lifting, we would not begin with the heaviest weight. If stretching, we would not stretch as far as we possibly could at the beginning of our stretch. By allowing the body to adapt to ever increasing demands over the course of the exercise session, many strains and sprains can be avoided.
2. **Body temperature:** If exercise is performed when the body is too cold, soft tissue structures such as muscles and tendons are more likely to rupture. Always spend a few minutes walking, jogging in place or performing the intended exercise at low intensity for a few minutes to elevate body temperature prior to your workout.
3. **Proper form:** This cannot be over-emphasized. If proper exercise form is not followed, injury is much more likely. If you do not know what proper form is, check with an expert on that exercise.



INJURY PREVENTION

By Laura King and Veronica Nelson

4. **Stretching:** Most individuals do not realize that stretching out before a workout is not always necessary if a proper gradual, dynamic warm up is performed, but the after workout stretch is usually more important. Static stretching after a workout ensures that you loosen tight muscles that have been working and that if left un-stretched could remain tight until the next workout, and could cause injury.
5. **Rest:** Over training is misunderstood by most exercisers. Once a workout has been completed, the body requires adequate rest to repair and regenerate its energy. Rest is needed so it can adapt to the stress of the workout and make itself ready for the next workout in a stronger, faster and more efficient way. It is only in this way that it can continue to progress. If inadequate rest is allowed, due to too frequent workouts, stress, poor sleep, inadequate nutrition or lack of exercise variety, injury is more likely.
6. **Fueling yourself for performance:** Never operate on an empty tank. Prep your body for the challenge with carbs, lean protein, and fluids. Hydration is key! Give your body the fluid it needs – water or sports drinks – for optimal performance. Refuel immediately after exercise for growth and repair. Aim for a health mix of carbs, lean protein, healthy fats, and fluids.

Provided by: Veronica Nelson, MBA, CSCS, USAW, HKC, TSAC-F/Director, Semper Fit Physical Fitness & Aquatics Programs

Lauren King, MS, RD, CSSD/Semper Fit Registered Dietitian and Program Manager



Lauren King, M.S., R.D., C.S.S.D. is the Semper Fit - Health Promotion Dietitian and Program Manager at MCB Quantico, Virginia. Lauren earned her undergraduate degree in dietetics at James Madison University then, completed a one-year ADA-accredited Dietetic Internship at the Pennsylvania State University. After Penn State, she broadened her health knowledge by completing a Master's degree in Health Promotion Management at Marymount University. Later she was honored to serve as Adjunct Professor at Marymount, teaching nutrition to undergraduate students. For three years, she sharpened her clinical experience as resident Dietitian at Remuda Ranch, a nationally renowned eating disorder facility, helping adolescents and adults develop positive relationships with food. Lauren settled into her new role at Marine Corps Community Services Quantico in November

2010. As one of two Semper Fit Dietitians in the Marine Corps, Lauren helped to develop a standardized nutrition program for Marine Corps Dining Facilities, *Fueled to Fight*. In addition, she co-developed the first nutrition training toolbox for Semper Fit fitness and health promotion staff to use in the field. To sharpen her skills, Lauren sat for the Commission on Dietetic Registration specialty board exam in 2013 and is a Certified Specialist in Sports Dietetics (CSSD). Using her new certification, she helped develop the nutrition methodology and education for the USMC High Intensity Tactical Training (HITT) program and is on the subcommittee for Operation Supplement Safety (OPPS), an awareness campaign designed to help military members be informed consumers of dietary supplements. Given her Marine and Navy family heritage, Lauren very much enjoys being a part of the Marine Corps team.



Veronica Nelson, MBA, CSCS, USAW1, HKC, TSAC-F, is the Semper Fit – Physical Fitness and Aquatics Programs Manager at MCB Quantico, Virginia. After serving in the Army, Veronica earned her undergraduate degree in Exercise Physiology at East Carolina University. She then completing a Master's in Business Administration through American Public University. Veronica has been with at Marine Corps Community Services Quantico since October 1996, acting as the Assistant Fitness Director prior to her current position. Veronica has helped to develop a several Semper Fit programs, such as the Combat Fitness Training Course, and helped in the beta testing and implementation of the HITT Program. In addition to her education, Veronica has become certified in several specialties, receiving her Certified Strength and Conditioning Specialist (CSCS) as well as the Tactical Strength and Conditioning Facilitator (TSAC-F) from the National Sports and Conditioning Association (NSCA). Additionally, Veronica is Hard Style Kettlebell (HKC) certified by Dragon Door, and certified by USA Weightlifting as a Level 1 Sports Performance Coach (USAW1).

Marine Junction

ENLISTED PROMOTION FOR MAY 2017

CONGRATULATIONS!

MSgt Marvin D. Hill, SSgt. Joseph J. Battaglia, Sgt. Jason S. Simmons, CPL Timothy J. David, LCpl Travis R. Ledbetter and PFC Jaricheyenne F. Miller



David L. Kiyabo – 2nd LT USMC



David.L.Kiyabo

“From Tanzania, South Africa to 2nd LT USMC”

2nd Lt USMC

DTS OIC

National Capital Region Finance Office

MCCDC Quantico, VA

Favorite Quote:

*“Do not take life too seriously. You will never get out of it alive”
Elbert Hubbard*

Originally from Tanzania (East Africa) I came to the USA in 2008 and lived in Albany NY. Coming to United States was a drastic change for me especially the language. I only knew 5 words in English when I arrived here. So it has been a constant challenge in learning the language but every day I have been improving. I joined the Marine Corps in 2015 graduated TBS in March 2016 and got station here in Quantico MCCDC Finance Branch. I am currently the DTS OIC (Defense Travel System Office In Charge). My job includes managing and processing all travel vouchers for Marines and Civilians from different units in the Marine Corps and all Generals in the Marine Corps. The reason I joined the Marine Corps was partly because I promised my little brother I will join if he did. He ended up joining so I had no excuse but join. Also Marine Corps is highly regarded of being challenging and well-disciplined things I was lacking in my life at the time. I enjoy what I do although it's not combat related but I know my job helps the Marine Corps accomplish its Mission. The best part about being a Marine is the brotherhood it brings and the opportunity to meet people from different specs of the world. When I am not working I enjoy going to the Gym, watching sports and spending time with my family. My future plans is to get more involved in community Services and helping others.

The class writing for results has been helpful especially to a person like me who English is my second language. It has helped me fine tune my vocabulary and improve my writing techniques. I highly encourage everyone to take the class there are a lot to learn in this class.

Interested in the spotlight? Send inquiries to: TECOM_COL.fct@usmc.mil

May 2017

Editor's Notes...



MAY 18TH
1200-1500



Potuck
Everyone Brings Something to the Table.



Daly Hall Memorial Day BBQ

coordinated by Phillip Warren

Date: May 18, 2017 **Time:** Noon – 15:00pm **Location:** Outside of Daly Hall (back)

Phillip Warren proposed a great idea bringing both military and civilians together with the concept of BBQ in mind. Mr. Warren stated ... “While different people have separate individual tasks, we are all here to support the same mission, ‘Training and Educating Marines’. It made me think that getting out of our cubicles or our own work spaces, and socializing with our fellow coworkers offers a chance to improve our overall mission. It improves unit cohesion, morale, and gives a better understanding of how the different parts come together to support the same mission. .

CONTESTS & PRIZES

For more information: Email: phillip.warren@usmc.mil/Phone: (703) 784-2514

UPCOMING ANNOUNCEMENTS

16 May/All Hands Town Hall

25 May/Change of Command

Memorial Day Safety Tips

“Protect What You’ve Earned”

DRIVE SAFELY

For more safety information, click the links below:

[Red Cross Memorial Day Tips](#)

[Pool Safety Tips](#)

[Grilling safety tips](#)

[Outdoor Entertaining](#)

HAPPY MOTHER’S DAY

MAY 14TH



“For when a child is born the mother also is born again”

Gilbert Parker

DSTRESSLINE.COM (MARINE & Family)

Talk/Text Anonymous 24/7 Counseling

WIN YOUR PERSONAL BATTLES

The Marine Corps DSTRESS Line provides a 24 hours a day, 7 days a week, anonymous phone and chat and referral service using a Marine-to-Marine approach. DSTRESS Line’s goal is to help callers improve total fitness and develop the necessary skills required to cope with the various challenges of line in the Corps.

1-877-476-7734 (to speak anonymously with a live person)