



AMERICAN SOCIETY OF MILITARY COMPTROLLERS
ASMC Washington Chapter: P.O. Box 16237, Arlington, VA 22215

EXECUTIVE BOARD MEETING MINUTES

Thursday, 6 August, 2020, 1200-1300

Call-in: (605) 475-4700 Participant Pass Code: 759138#

In Attendance:

Stephen Herrera	President
Dr. Ann Tipton	Secretary
Cynthia Hufty	Treasurer
Yelena Baker	DoD Assistant Secretary
Col Clay Pettit	Army Vice President
Jane Roberts	Navy Vice President
Shari Ritter	USMC Vice President
Sylvia Chapman	USMC Assistant Secretary
Natalie Osgood	Air Force Vice President
Angela Flowers	Air Force Assistant Secretary
Debra Del Mar	Corporate/Retired Vice President
Chris Stockel	Corporate/Retired Assistant Secretary
Mario Beckles	Scholarship Chair
Milford Thompson	Luncheon
Dr. Jennifer Miller	Luncheon Liaison/Host
Raquel Kuhfahl	Competition
Dan Olden	Membership
Michael Monson	Newsletter Managing Editor
Wayne Whiten	Webmaster

1. Opening Remarks – President
 - a. Mr. Herrera welcomed everyone and reminded the group those working for the Air Force in the Pentagon are in the middle of an email migration. This migration has created challenges so Mr. Herrera apologized for any resulting confusion or issues, as we work through it.

2. Administrative Matters (Secretary)
 - a. Monthly Minutes – Distributed to the board on 7 September 2020.
Motion to approve – Ms. Osgood
Motion to second – Ms. Chapman
 - b. Government Email Usage: Services concurred they are good sending out emails. Item closed.

3. Calendar Review (*Secretary*)
 - a. September Luncheon - 17 September virtual, featuring Ms. Scheiner
 - b. Community Service Events - 24 September, Transcription Event
 - c. Holiday Party - Cancelled party, pursuing possibility of still doing the Toys for Tots Drive. Closed item.
 - d. November Luncheon - Mr. Cody Ferguson will speak in November to reignite discussion on the Early Careerist Program. Mr. Herrera offered to bring in more than one speaker to help facilitate the discussion. Ms. Delmar offered that Mr. Ferguson can talk about what the Defense Department is doing and use luncheon to generate ideas for what ASMC can do.
4. EB Updates dates (*Secretary*)
 - a. Officer Vacancies
 - i. USCG Assistant Secretary
 - b. Committee Vacancies - None
 - c. Service VPs – None (Extended term through Jun 22 in response to pandemic)

Budget

5. Treasurer's Report (*Ms. Hufty*)
 - a. Given the COVID impacts on the events this year, Ms. Hufty is reviewing the approved budget and working the adjustments (cancel holiday party, no venue costs) and will provide her recommendations to the President before the next meeting. **Open Item.**
6. Audit (*Mr. Zavada*)
 - a. NSTR

Committee Information and Reminders

7. Training and Education
 - a. Training (*Ms. Placek*)
 - i. Ms. Placek was unable to attend. Provided flyers which will be disseminated to the Board for dissemination for Federal Leadership and Professional Development Series and mini-course on 22 October.
 - b. Luncheon (*Ms. Thompson*)
 - i. Dr Miller represented the committee, and gave an overview of her luncheon reports.
 - ii. Due to Ms. Thompson absence we did not get an update on how the venue may accommodate for COVID changes going forward. **Open item (August).**
 - c. Scholarship (*Mr. Beckles*)
 - i. Mr. Beckles provided the Board a flyer for the scholarships which included feedback from a few members. Ms. Delmar and several members agreed that the scholarships should not include higher ranks, and if possible focus on Early Careerist. Mr. Beckles will work with Dr. Tipton to finalize the flyer. Additionally, it was recommended ASMC participation is important but given the COVID limitations we recommend adjusting to include ASMC membership and volunteerism. If there are many applicants Mr. Beckles will enlist the assistance

of Board members to adjudicate. Applications are due in January and if some are going to be push to National that happens in February. Dr. Tipton will push out the flyer for dissemination before the next meeting. **Open Item.**

- d. Awards (*Mr. Writer*)
 - i. Mr. Herrera asked Dr. Tipton to make positive contact with Mr. Writer since he has not been participating in the monthly meetings. **Open Item.**
8. Outreach and Publicity
- a. Competition (*Ms. Kuhfahl*)
 - i. NSTR
 - ii. Ms. Kuhfahl requested copies of the current Board members, the calendar and our budget. Complete in August. Closed item.
 - b. Community Service (*Mr. Norris*)
 - i. The Board will receive a flyer for the upcoming 2 December event for Operation Gratitude, still looking into whether or not we can participate in a Toys for Tots drive in a COVID environment in December.
 - c. Membership (*Mr. Olden*)
 - i. Mr. Olden discussed recommended there was no need for any kind of drive at this time give the increase in membership we have seen.
 - d. Newsletter (*Mr. Monson*)
 - i. Mr. Monson reminded there was a need for an FM type article before the next meeting for the next newsletter. **Open item.**
 - e. Website (*Mr. Whiten*)
 - i. Mr. Whiten discussed needing to conserve space on the website, we currently have files from FY14 to present archived on the website, he requested a vote that we keep active year plus two on the website (vote passed: Ms. Delmar motioned, Ms. Osgood second). Mr. Whiten will work with Ms. Kuhfahl to find out how many years of data are required in the archive and figure out a solution of how best to do that. **Open item.**
 - ii. Dr. Tipton asked Mr. Whiten to explain to the Board why we are using ZOOM vs. Microsoft Teams so they can educate members. Given ASMC is a non-government entity ZOOM is more readily available as a safe means for virtual events and is accessible to all members. Converting the Teams is very labor intensive and would limit participation to those members in the government.
9. Corporate Update (*Ms. Delmar*)
- a. Ms. Delmar reminded the PDI registration on the website opens 1 December and planning is to begin in October, will need to revisit discussions.
 - b. Ms. Delmar turned it over to Mr. Ferguson (one-time attendee) to go over his ideas and thoughts on reinvigorate the Early Careerist program. Mr. Ferguson acknowledge that in-person partnering events and other professional develop events are ideal but could be adapted in a COVID environment. Additionally, Mr. Ferguson discussed less formal and targeted engagements to reach more Early Careerist. The definition of an “Early Careerist” is not intended to be limited by age, or rank, but to target someone who is new to the Defense Department or the financial management career field. Mr. Ferguson

is hopeful the November discussion will yield new interest and ideas. Ms. Delmar thought if there was some way to identify members in this group through membership data that would work however, time in service is not a data point tracked. This would limit it to age and grade which will likely lead to less inclusion. Ultimately it was decided the November luncheon will be a venue to collect feedback from members and give a vector for the program.

10. Vice President Reports - NSTR

- a. Army
- b. Navy
- c. USMC
- d. Air Force
- e. DoD
- f. USCG