



# WEST VIRGINIA NATIONAL GUARD HRO NEWSLETTER

## October 2009

### FROM THE DESK OF COL CRANE

“Ladies and Gentlemen, I want to make sure everyone is aware the Uniformed Services Employment and Reemployment Rights Act of 1995 (USERRA) applies to you as an employer. It provides for the rights and responsibilities for members of the National Guard and Reserves and their civilian employers. This law affects employment, reemployment, and retention of military members and includes continuation of benefits as well as rights for application for employment. This federal law provides voluminous rights to service members and is one of the most powerful laws written in support of our National Guard and Reserve force. It applies to all public and private employers in the US, including the WVANG and the WVARNG.

Remember, as an employer, we can never deny service members an opportunity to apply for a position of employment, promotion or reemployment because of their deployed status or potential for deployment. Even if a member signs a resignation from employment prior to deploying, they have reemployment rights. The federal law does not allow this to be waived until the service member returns. Violations of this law are serious and are investigated by the Department of Labor (DOL). If a service members rights are found to have been violated, the US Attorney's office can elect to prosecute for this violation.

I also want to take this moment to also thank everyone for their support in achieving our full-time manning goals. We ended the year with a flurry of activity and help from everyone involved to achieve this goal. Again, thanks for your help.”

### TECHNICIAN BENEFITS

#### **OPEN SEASON**

This year's Federal Benefits Open Season begins on Monday the 9th of November 2009 and runs through Monday the 14th of December 2009. During this time period Federal Employees can make the following changes:

- Enroll in, change, or cancel an existing enrollment in a health plan under the FEHB program
- Enroll in, change, or cancel an existing enrollment in a vision plan under the FEDVIP program
- Enroll in, change, or cancel an existing enrollment in a dental plan under the FEDVIP program
- Enroll in a Flexible Spending Account- a health care and/or dependant care account, under the FSAFEDS program. Unlike other programs, employees MUST RE-ENROLL in FSAFEDS every year to participate. Enrollments to not carry over from year to year
- Enroll in NGAUS disability and/or life insurance

Please make note: Last year's belated enrollment period was a unique occurrence and will not be offered this year. All open season changes become effective the first full pay period in January 2010.

The HRO will be sponsoring the 2009 Annual Health Fair on Tuesday, November 17th 2009. The event will take place in the Drill Hall of the TAG Annex from 0903-1430. Representatives from various federal benefit plans, as well as community groups, and various military support organizations will be present with a variety of information

(cont'd) and materials. Benefits representatives from the HRO will also be on hand to assist you with any changes you may need to make or questions you may have regarding the Federal Benefits Open Season. A list of activities and participating groups will be distributed in the coming weeks and reminders will be sent out. We hope to see you there!

### **TEMPORARY APPOINTMENTS AND MILITARY LEAVE ENTITLEMENTS**

Military leave is approved absence from official duty, for a civilian employee who is a member of a Reserve Component of the Armed Forces or National Guard. Military leave is authorized for days in which the employee is ordered to active duty or inactive duty training. Any employee meeting the following requirements is entitled to military leave:

- A member of a Reserve Component of the Armed Forces or the National Guard;
- On a full-time or part-time work schedule, permanent employee or an indefinite employee who does not have an intermittent work schedule; and
- Serving in an appointment that is not limited to one year or less

Although an employee may serve longer than one year on successive temporary appointments; there is no eligibility until the employee serves under an appointment that is not limited to one year or less. Employees are not entitled to military leave if they are temporary employees on appointments not to exceed one year (or less); employees on intermittent work schedules; and when-actually-employed employees. Generally, military leave is prorated for permanent employees working a part time schedule.

DOD Pay Manual Volume 8, Chapter 5 46 Comp Gen 72, 54 Comp Gen 999, Docs B-232438, & B-173997. "...Temporary appointments for less than 1 year, even if extended from time to time, do not entitle the employee to military leave. Moreover, the new appointment authority which allows agencies to extend temporary limited appointments in increments of up to 1 year for up to 4 years does not change the result."

### TECHNICIAN RETIREMENT

The following is an excerpt from the Savings Fitness publication:

“Retirement is a state of mind as well as a financial issue. You are not so much retiring from work as you are moving into another stage of life. Some people call retirement a “new career”. What do you want to do in that stage?

- Travel?
- Relax?
- Move to a retirement community or be near grandchildren?
- Pursue a favorite hobby?
- Go fishing?...

The answers to these questions are very crucial when determining how much money you will need for the retirement you desire. Retirement is expensive. Expert's estimate that you'll need about 70% of your preretirement income- lower earners could be as much as 90% or more- just to maintain your standard of living when you stop working.”

Find out the top 10 ways to prepare for retirement and download Savings Fitness: A Guide to Your Money and Your Financial Future at [http://www.dol.gov/ebsa/Publications/10\\_ways\\_to\\_prepare.html](http://www.dol.gov/ebsa/Publications/10_ways_to_prepare.html)

# WVNG Human Resource Office Newsletter

## WORKERS COMP

HRO has begun to initiate processes and identify suitable positions to OWCP recipients when they are recognized by their treating physician or by an IME to have some work capabilities. When a position is identified and formally offered, there is an obligation to either accept or decline it. Under Special Provisions disability PL 97-253, whether a job is accepted or declined, your benefits will be terminated by OPM. National Guard techs are not afforded the same entitlements as regular disability retirees under the public law.

## AGR

The Human Resource Office is proud to welcome back SSG Pete Campbell from his deployment with the 2/19th Special Forces Group (Airborne). SSG Campbell has returned to the AGR section, where he has been greatly missed for the last year.

Welcome Home SSG Campbell!

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The AGR Section will hold inprocessing for new AGR hires on the following days:

- 15 October
- 12 November
- 17 December

All in processing starts at 0800. In order for Soldiers to start an AGR order, all must have a valid PHA (within the past 12 months) and must have at least 3 years remaining on their current contract.

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If you were on FTNGD in FY 2009 and you need a DD 214, contact 304-561-6879 or 6682 to schedule an appointment for DD 214. Soldiers who served on an active duty order for 90 days or more, without a break, are entitled to receive a DD 214.

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As per Section 711 of the National Defense Authorization Act of 2009 any of the cost shares for following medical services received on or after October 14th 2008 are refundable to the beneficiaries upon their phone or written request to TRICARE:

**These services include screenings for colorectal cancer, breast cancer, cervical cancer and prostate cancer, immunizations, and well-child visits for children under 6 years of age. Also, for all beneficiaries over age 6, when a visit to a health care provider includes one or more of the benefits listed above, the cost share for the visit is waived. However, other services provided during the same visit are subject to cost shares and deductibles.**

The cost share waiver applies to non-Medicare eligible. TRICARE Standard or Extra beneficiaries; even if the beneficiary hasn't met the annual deductible. Beneficiaries enrolled in TRICARE Prime are unaffected, since they do not have copayments for preventive services. Beneficiaries can request reimbursement for services received after Oct 14, 2008, and before the implementation date of Sept 1 2009. Reimbursement requests can be made by phone or in writing to the region where the beneficiary lives.

North Region  
Net Federal Services, LLC  
1877-874-2273

Requests submitted in writing to the regional claims processor should include the sponsor's social security number, full names and dates of birth of all dependents and current mailing address. Written request are to be submitted to:

North Region  
Health Net Federal Services, Inc.  
c/o PGBAA, LLC/TRICARE Claims Correspondence  
PO Box 870141  
Surfside Beach, SC 29587-9741d

For further information contact on TRICARE issues:

Toney Colagrosso Email: [toney.colagrosso@ng.army.mil](mailto:toney.colagrosso@ng.army.mil)



## STAFFING

Selecting supervisors may now use the "Order of Merit List" (OML) which allows them to list the names of the top three individuals in the order that they are best qualified to fill a position. Just as before, The Adjutant General must approve the selection by signing the OML before any offer of employment may be made. If, within a reasonable amount of time, the individual at the top of the OML does not enter into employment; the selecting supervisor will coordinate with HRO and then the next individual named may be offered the position. If more than one position is available on a vacancy announcement, the number of names on the OML may be increased by one name for each additional position available (e.g. if a vacancy announcement has three positions then there are three names on the OML for the first position, one additional name for the second position, and an additional name for the third position.) If the selecting supervisor desires to recommend only one individual from the Certificate of Referral, and that individual does not accept the position, the position may be re-advertised, left vacant, or be filled by some other means such as a Management Directed Reassignment, Lateral Transfer, or Change to Lower Grade. The signed OML is valid for 60 days.

\*\*Remember, recommendations must be approved by The Adjutant General before any notification may be made.

## TRAINING

Please welcome SFC Nancy Jennings to the Human Resources Office. She has taken over as the Human Resources Development Specialist. Contact her at 304-561-6411 or [nancy.jennings@wv.ngb.army.mil](mailto:nancy.jennings@wv.ngb.army.mil) regarding any technician training questions or issues.

## ESGR

West Virginia Employer Support of the Guard and Reserve (WV ESGR) is asking all WV NG full-time support personnel to encourage traditional guard members to nominate their civilian employer for the "Patriot Award". See below for details:

The first step in having your employer considered for recognition as an outstanding employer is to submit a Patriot Award nomination. For both speed of processing and accuracy in the nomination process, nominate your employer online at [www.esgr.com](http://www.esgr.com). Nominations may also be sent to ESGR by mail using a downloadable form.



## UPCOMING EVENTS

November 9<sup>th</sup> 2009 to December 14<sup>th</sup> 2009- Federal Employees Open Season

ARNG Incentive Awards Board Committee Meeting Schedules (tentative):

- December 10<sup>th</sup> 2009
- March 11<sup>th</sup> 2010
- June 10<sup>th</sup> 2010
- September 9 2010

# WVNG Human Resource Office Newsletter

## SEEM

September 15 – October 15 is National Hispanic Heritage Month

THE WHITE HOUSE

Office of the Press Secretary

For Immediate Release  
September 15, 2009

NATIONAL HISPANIC HERITAGE MONTH, 2009

BY THE PRESIDENT OF THE UNITED STATES OF AMERICA

### A PROCLAMATION

The story of Hispanics in America is the story of America itself. The Hispanic community's values -- love of family, a deep and abiding faith, and a strong work ethic -- are America's values. Hispanics bring together the rich traditions of communities with centuries-old roots in America and the energy and drive of recent immigrants. Many have taken great risks to begin a new life in the hopes of achieving a better future for themselves and their families.

Hispanics have played a vital role in the moments and movements that have shaped our country. They have enriched our culture and brought creativity and innovation to everything from sports to the sciences and from the arts to our economy.

Hispanics have served with honor and distinction in every conflict since the Revolutionary War, and they have made invaluable contributions through their service to our country. They lead corporations and not-for-profits, and social movements and places of learning. They serve in government at every level from school boards to state houses, and from city councils to Congress.

And for the first time in our Nation's history, a Latina is seated among the nine Justices of the Supreme Court of the United States.

As Hispanics continue to enrich our Nation's character and shape our common future, they strengthen America's promise and affirm the narrative of American unity and progress.

To honor the achievements of Hispanics in America, the Congress, by Public Law 100-402, as amended, has authorized and requested the President to issue annually a proclamation designating September 15 through October 15 as "National Hispanic Heritage Month."

NOW, THEREFORE, I, BARACK OBAMA, President of the United States of America, do hereby proclaim September 15 through October 15, 2009, as National Hispanic Heritage Month. I call upon public officials, educators, librarians, and all the people of the United States to observe this month with appropriate ceremonies, activities, and programs.

IN WITNESS WHEREOF, I have hereunto set my hand this fifteenth day of September, in the year of our Lord two thousand nine, and of the Independence of the United States of America the two hundred and thirty-fourth.

BARACK OBAMA

### October is National Disability Employment Awareness Month

#### Native American Heritage Month

November is designated Native American Heritage Month. We celebrate the contributions and heritage of our indigenous ancestors to this land and great nation. Programs throughout the month should honor the native sons and daughters and recognize their legacy.

#### Happy Holidays! Veteran's Day, Thanksgiving, Christmas, Hanukkah, Kwanza, and New Year's

The Fall/Winter holiday season is just around the corner. From my family to your family, wishing you a safe and happy holiday season.

#### Martin L. King, Jr. Holiday, 20 January 2003

Winner of the Nobel Peace Prize in 1964, Martin Luther King, Jr. was the national leader of the modern Civil Rights Movement. He gained prominence as the head of the Montgomery bus boycott in 1956 and led numerous subsequent campaigns against segregation and discrimination in America. He was one of the founders and the first president of the Southern Christian Leadership Conference.

The protest demonstrations he led were instrumental in pressuring Congress to pass the 1964 Civil Rights Act and the 1965 Voting Rights



(cont'd) Act. In his final years, he voiced opposition to the war in Vietnam and sought to organize a Poor People's March on Washington to combat poverty and inadequate housing. He was assassinated in Memphis, TN on April 4, 1968.

#### Special Emphasis Program Planning:

Planning for next year's Special Emphasis programs has already begun. If you would like to serve as a volunteer, please contact Lt Col Hale, ext 6430. The more the merrier.

### CONGRATULATIONS!

*Congratulations to Ms. Siobhan Manier on her recent promotion to WO1. Ms. Manier's academic achievement, coupled with strong leadership traits and superior physical fitness were key to her receiving Commandants List and graduating in the top 10% of a class of 101.*



### CONTACT NAMES AND NUMBERS

COL Bill Crane- Human Resource Officer: 561-6436

Lt Col Linda Smiley- Deputy H.R. Officer: 561-6434

MAJ Kristine Wood- AGR Manager: 561-6424

SSG Ryan Cleek- AGR Human Resource Sergeant: 561-6483

SSG Pete Campbell- AGR Assistant: 561-6423

SPC Whitney Pomeroy- AGR Assistant: 561-6425

SSG Anthony Barton- Transition Point NCO: 561-6789

SPC Sara Stonoff- Transition Point NCO: 561-6682

SPC Regina Mims- Temp HR Assistant: 561-6694

Lt Col Doyle Hayes- Technician Manager: 561-6422

CW2 Craig Goldsberry- Staffing Specialist: 561-6433

SGT Andy Jenkins- Staffing Assistant: 561-6680

SGT Brittany Willard- Staffing Assistant: 561-6426

WO1 Siobhan Manier- SHRS (Classification Chief): 561- 6357

SSgt Freda Harmon- Classification Specialist: 561-6437

CMSgt Scott Miller- HR Info Systems Chief 561-6427

TSgt Keelee Goode- HR Info Systems Specialist: 561-6605

SFC Nancy Jennings- Training Development Spec.: 561- 6439

SSG Rick Riblett- Classification/ Training Assistant: 561-6680

Lt Col Kenny Hale- SEEM/EEO/Labor Relations: 561-6430

Ms. Kay Pahl- Employee Relations Specialist: 561-6432

SGT Jennifer Campbell-Tech Retirement/OWCP: 561-6431

SSG Michelle Woodall- Technician Assistant: 561-6428

SGT Brooke Goldsberry - Technician Assistant: 561-6429

TSgt Gretchen Close- 167<sup>th</sup> H.R. Assistant: 616-5330

SSgt Leanne Snodgrass- 167<sup>th</sup> H.R. Assistant: 616-5317

CPT Bridget Saunders- SARC: 561-6681

MAJ Jeff McCray- ESGR: 201-3476

Mr. Ed Bowman- ESGR: 201-3578

Ms. Beth White- ESGR: 561-6438

HRO Fax Machine- 304-561-6435

