



# Wright Flyer

September 2019

**This Issue:**

|   |    |
|---|----|
| <i>Message from the President</i>         | 1  |
| <i>Chapter Luncheon</i>                   | 2  |
| <i>Chapter Member News</i>                | 3  |
| <i>FM Article</i>                         | 4  |
| <i>Treasurer Report/ Chapter Calendar</i> | 5  |
| <i>Computer Tips &amp; Tricks</i>         | 6  |
| <i>Executive Board Meeting Minutes</i>    | 8  |
| <i>ASMC National News</i>                 | 10 |
| <i>Executive Board Roster</i>             | 11 |



*Chapter President*  
*Ane Graham*

Happy New Year Aviation Chapter!

The sun has set on another successful fiscal year closeout; now we are in the dawn of FY20 and it's time to press forward and start the process all over again. Although we don't yet have a budget, the good news is that we didn't ring in the new fiscal year with a government shutdown. The President signed the Continuing Resolution into law which provides funding at FY19 levels through 21 November. Despite starting FY19 with a budget for the first time in a decade, we still experienced challenges, fiscal constraints and unique situations; and it appears that FY20 may be similarly turbulent.

There has been no final decision yet regarding civilian federal pay raise amounts, but the outlook is promising. The House passed a 3.1 percent raise in the funding bill, which will match the anticipated pay increase for the military. After originally calling for a civilian pay freeze, the President proposed a 2.6 percent federal pay raise with no adjustment to locality pay. The Senate supports the President's proposal and is evaluating the fiscal impact to the Department of Defense.

If you're looking to improve your educational skill set, consider applying for Civilian Development Education (CDE). The CDE portfolio comprises five categories: Basic Developmental Education, Intermediate Developmental Education, Senior Developmental Education, Academic/Fellowships, and Leadership Seminars, all of which are mapped to the Air Force's institutional competencies. Although the official Academic Year 2021 Air Force CDE call doesn't occur until January 2020 (which is earlier than previous years when the call occurred sometime between March and May), it's best to start working on your nominee package right away. See your Unit Training Focal Point or visit MyPers for more information.

Hopefully many of us can step away from our desks and take a short break before the new fiscal year gets busy again, so I hope to see a good turnout at the October monthly luncheon at the Holiday Inn on Thursday, 24 October. The keynote speaker will be Major General John M. Pletcher, Deputy Assistant Secretary for Budget, Office of the Assistant Secretary of the Air Force for Financial Management and Comptroller. The specific discussion topic is still to be determined, but you can be certain he can provide some insight concerning the FY20 budget, so have your questions ready.

Reflecting back on last fiscal year, we should take pride in the Aviation Chapter's significant achievements. Working together as a team, we hosted another successful mini-PDI with nearly 300 attendees; created networking events; held fundraisers at the Dayton Air Show and Golf Outing; participated in community outreach events including the Tornado Relief Supply Collection Drive, Fisher House Stocking Stuffing/Distribution, and Angel Tree; regained our 5-Star Status with National; awarded two Augsburg Memorial Scholarships and several annual awards; and both assisted with and competed in the Air Force Marathon. None of this could have transpired without the tremendous support provided by our Chapter VOLUNTEERS! Thank you for your continued energy and enthusiasm in making this Chapter an amazing organization. I look forward to working with all of you this fiscal year--the Aviation Chapter is destined to achieve even greater accomplishments in FY20!

**Twitter:** @asmctweets  
**Facebook:** [www.facebook/pages/American-Society-of-Military-Comptrollers](http://www.facebook/pages/American-Society-of-Military-Comptrollers)  
**http://www.asmc-aviation.org/**



September Member Meeting  
None due to End of FY



Upcoming Member Meetings:  
Oct 24, 2019

Maj Gen John Pletcher, Deputy Assistant Secretary, Budget, SAF/FM

Location: Holiday Inn, 2800 Presidential Dr, Challenger/Discovery Room

Topic: TBD



## Air Force Marathon

Congratulations to all those who participated in the 23rd annual Air Force Marathon.

### **Marathon Challenge (5K/10K/Half):**

Ken Gold

### **Full:**

Donald Oreskovich, HQ AFMC/FMAI

Brian Pruitt, AFLCMC/WFFQ

### **Half:**

Tom Brown, HQ AFMC/FMM

Joanne Hutchison, HQ AFMC/FMAI

Deb Leister

Denette Marshall, HQ AFMC/FMFW

Sandra Moncree

Stephanie Olinger, 88 CPTS

Michelle Prausa, AFSC/FZROL

### **10K**

Jeannette Dennis, AFLCMC/WFF

Keith Tarnovich, 88 CPTS

### **Volunteers:**

Jeannette Dennis, AFLCMC/WFF

Lisa Donauer, AFRL/RQOB

Anita Kerns, 711th HPW/FMA



ASMC Members Continue to Shine

Congratulations to the 2019 AFLCMC Financial Management Functional Award Winners.

| Award Category Individual                        | Award Winner  | Location | Organizaton |
|--|---|----------|-------------|
| Senior Cost ACAT I/II                            | Lisa Maciejewski  | WPAFB    | WIH         |
| Mid-Level Cost ACAT I/II                         | Katherine Jeffery   | HANSCOM  | HBDF        |
| Junior Cost ACAT I/II                            | Samantha Scheringer   | EGLIN    | EBDA        |
| Senior Cost ACAT III                             | Stephan J. Thompson   | WPAFB    | WTN         |
| Mid-Level Cost ACAT III                          | James Ellis   | EGLIN    | EBD         |
| Junior Cost ACAT III                             | Courtney Heyne  | WPAFB    | WNS         |
| Senior Financial Manager ACAT I/II               | Lt Col Michael Giacomazzi   | HANSCOM  | HNSF        |
| Mid-Level Financial Manager ACAT I/II            | Jason Sipe  | WPAFB    | WVB         |
| Junior Financial Manager ACAT I/II               | Laura R. Viggiano   | HANSCOM  | HBDF        |
| Senior Financial Manager ACAT III                | Michelle K. Woolgar   | EGLIN    | EBF         |
| Mid-Level Financial Manager ACAT III             | Cassandra Smith   | WPAFB    | WIS         |
| Junior Financial Manager ACAT III                | Sandra D. Berkley   | EGLIN    | EBDS        |
| Senior Product Support Analyst                   | Terry L. Goodwin  | ROBINS   | WLMF        |
| Mid-Level Product Support Analyst                | Anthony J. Carter   | ROBINS   | WLMF        |
| Junior Product Support Analyst                   | Mary Martin   | TINKER   | WKDF        |
| Senior Staff/OL Analyst                          | Adam Ferrara  | HANSCOM  | HNAF        |
| Mid-Level Staff/OL Analyst                       | Jonathan R. Paden   | WPAFB    | WLF         |
| Junior Staff/OL Analyst                          | Alicia Murphy   | HANSCOM  | HNF         |
| Civilian Trainee of the Year                     | Zachary VanEiten  | WPAFB    | WNS         |
| CGO of the Year                                  | Capt. Garrett B. O'Hanlon   | HANSCOM  | HNIG        |
| Senior FMS Analyst of the Year                   | Grace Antoinette Wingfield  | ROBINS   | WLMF        |
| Mid-Level FMS Analyst of the Year                | Kenneth R. Williams   | PETERSON | HBQF        |
| Junior FMS Analyst of the Year                   | Taylor Ketterer   | HANSCOM  | HBJF        |
| Customer Support Analyst of the Year             | Tiffany Ehresman  | WPAFB    | FZA         |
| First Year Analyst of the Year                   | Matthew R. Kaiser   | WPAFB    | WLN         |
| Mentor of the Year                               | Katherine Allen   | WPAFB    | WWB         |
| Award Category Team                              | Award Winner  | Location | Organizaton |
| <b>Process Improvement Team</b>                  | F-16 DCN SAMIS Team (Ms. Tello CFO)                                       | HILL     | WWM         |
| <b>Technical Excellence Team</b>                 | FZC F-15 Cost Execution Team (Mr. Mitchell Division Chief)                | WPAFB    | FZC         |
| <b>Organization of the Year</b>                  | Mobility and Trainers Aircraft Directorate Finance Team (Ms. Scherer OSF) | WPAFB    | WLF         |
| Comptroller Prestigious Awards                   | Winner Name   | Location | Organizaton |
| Chief Financial Officer (CFO) of the Year        | DELL I. NORRIS  | Robins   | WNY         |
| Deputy Chief Financial Officer (CFO) of the Year | EMILY A. SCHREIBER  | WPAFB    | WIN         |
| Mike Napoli Cost Analyst of the Year             | SHAWN M. VALENTINE  | WPAFB    | FZC         |
| Donna Back Leadership Award                      | WILLIAM K. LINGVAI  | WPAFB    | WLZ         |
| Charles W. Adams Comptrollership Award           | JODIM. PIERRI   | WPAFB    | WFF         |



# TREASURER'S REPORT

## August 2019

Treasurers: Dawn O'Connell and Rebecca Workman



|                   | WPFCU -<br>Chapter General Funds | Fidelity -<br>Chapter Investments | Fidelity -<br>Augsburg Scholarship |
|-------------------|----------------------------------|-----------------------------------|------------------------------------|
| Beginning Balance | \$11,740.71                      | \$98,906.40                       | \$108,737.37                       |
| + Income          | \$5,130.06                       | \$0.00                            | \$300.00                           |
| - Expenses        | \$394.88                         | \$1,730.76                        | \$7,287.36                         |
| Ending Balance    | \$16,475.89                      | \$97,175.64                       | \$101,750.01                       |

Note:

The Fidelity ending balances are **31 August 2019**. The Fidelity account balances are investments and fluctuate with the market. This causes unrealized gains and losses, which are captured in the Income.

### Aviation Chapter Calendar

Oct 24

Oct Member Meeting, Maj Gen John Pletcher – Holiday Inn



### Some More Social Media Tips

This article (<https://www.defense.gov/explore/story/Article/1943737/social-media-security-tips-from-an-army-special-agent/source/GovDelivery>) contains social media tips from an Army Special Agent. One of the tips they had is a tip that would be more of a risk for younger users. Memes are very popular on social media. Some memes provide a formula to generate humorous random super hero names, pet names, etc. Most of these memes are harmless but some can be designed with the intent to gather information. For example, a meme may be used to create a new cat name. The user's zodiac, favorite color, and last digit of their phone numbers could be the inputs to generate the cat name. Once the user posts their cat name, a malicious user would be able to work the cat name backwards to collect pieces of information. A single instance of this does not amount to much but if the user posts on multiple memes which use different pieces of information, the malicious user can simply collect the information until they have enough to act on.

Another great tip is to close old, unused accounts. Data breaches are a fact of life now. If you allow unused accounts to sit without deleting them, your information is sitting there unnecessarily. The more places your information is stored, the more likely it will be part of a breach. So do not leave an information out on the web without a specific purpose. The article also contains a variety of other tips which can be helpful.

### Excel's Window Options

Sometimes in Excel, you need to edit a formula but the impact of your edits may not be in the same place as the formula you are editing. This causes a large amount of jumping around and can cost you time and some sanity. Microsoft Excel has a handy feature called "Split Window". This feature allows the user to create a split screen within Excel and view multiple parts of the same sheet in a single Excel window.

Alternatively, you may be changing inputs but the outputs are not on the same sheet which can cause even more jumping around. Another helpful Excel feature is called "New Window". In short, this button enables the user to open the same workbook file in two independent Excel windows. Now the user can navigate to the output of interest in one window while simultaneously going to the area in the workbook containing where the edits will be made in the other window. Since both windows are for the same file, the user will see instant changes in the output as they make edits in a different part of the sheet. Opening too many windows at a time can slow Excel down some depending on the complexity of the workbook. I would recommend only two or three windows at a time. When you are done using multiple windows you can close the extras. Both of the features described above can be accessed via the View tab in the ribbon at the top of the window. In the Window group of the View tab, you should see two specific buttons (i.e., New Window and Split). Clicking on the "Split" button will create a horizontal line across the window. Scrolling up and down can make it easier to identify where the split line is. You can click and drag to resize the split. To remove the split just click the "Remove Split" button that is in the spot the Split button was originally or double click on the split line.



Clicking on the New Window button will allow you to edit/review two parts of a workbook in two separate windows. When you are done using the extra windows, just close whichever window you no longer need. Excel will still ask if you want to save when you close the last window for a given workbook.

### **Recycling Old Electronics and Batteries**

Electronics are great but, like most things, they have a lifespan. In fact, the lifespan of electronic devices is getting shorter. This means that we all likely have some drawer or box somewhere in our homes where discarded electronic devices (i.e., e-waste) end up. Unfortunately, electronic devices contain many toxic materials. Lead, mercury, and cadmium are very common. Old CRT TVs and monitors often contain four to eight pounds of lead alone. These materials are considered toxic to the environment and should not be thrown in the trash. Some states have already made this illegal. Batteries, traditional and rechargeable, also contain toxic materials. The toxic materials in electronics and batteries can very easily seep into water supplies.

E-recycling is becoming much easier to do. For electronics which are still working, consider donating them to organizations such as Goodwill. Make sure you securely delete all of your data from any device you donate to be safe.

For dead batteries, electronics, and even large appliances some companies have made E-recycling more accessible. Best Buy accepts many electronics and appliances for recycling at no charge. More details can be found here. Firestone locations accept old car batteries for recycling. The organizations I just listed are only a few of many that will take your electronic waste.

### **Excel Wildcard Characters**

The asterisk (\*) and question mark (?) characters are special wildcard characters in Excel. They enable users to work with parts of a text string. Understanding how to use these characters can give a user a lot of flexibility in text searches or the use of text functions.

First, the asterisk can be thought of the more general wildcard as it can be used to ignore all characters before and/or after a string of text. For example, searching for “\*board” will return any cell containing the word “board” regardless of what is in front of it. Some results could be “keyboard”, “washboard”, “executive board”, “You must hammer a nail into the board to complete the assembly.”, etc. Alternatively, searching for “board\*” would return cells containing words that begin with “board” such as “boarding”, “boarded”, etc. An even more general search could be for “\*board\*”. With the asterisk before and after “board”, excel will find any cell with “board” in it regardless of what text is before or after it. For example, “aldfkwwboarda;nlonvwerv;” would be found because the specific string of “board” is contained in the cell.

Second, the question mark works similarly to the asterisk. However, the question mark is a wild card for a single character. For example, a user wants to find the word “achieve” but also knows that the sheet contains a misspelled version “acheive”. Searching for “ach??ve” would find both instances of the word as well as any other seven character word starting with “ach” and ending with “ve”. Using both wildcard characters is an option. For example, searching for “235???H??\*” in a list of serial numbers will locate any number starting with “235” and containing “H” in the seventh character.

### **Excel Keyboard Shortcuts**

Ctrl+F – Open the Find box

Ctrl+H – Open the Find and Replace boxes

Ctrl+G – Open the Go To window



ASMC – Aviation Chapter  
Executive Board Meeting Minutes  
19 September 2019 (1330-1430)

I. Call to Order - President: Ane Graham

II. Attendance/Reports

**Treasurers:** Rebecca Workman (A), Dawn O’Connell

**Secretary:** JoAnne Wills

**President-Elect:** Sheena Fast

**Vice-Presidents**

**AFAA:** Kathryn Nash (A)

**AFLCMC:** David Ohs (A)

**AFMC:** Terri Desch

**AFRL:** Kristen Wentworth

**At Large:** Amy Williams (A)

**Contractors:** Patrice Solorzano

**88th CPTS:** Shannon Noles (A)

Committee Chairs:

**Audit:** Susan Duening Erine Chandler

**Augsburg Scholarship:** JoAnne Wills

**Awards and Recognition:** Chris Lahmann (A)

**Chapter Competition:** JR Frazier

**Communications:** Colleen Robinson (A)

**Community Activities:** Markina McKnight (A)

**Health & Wellness:** Fernando Mason

**Membership:** Angela Brown, Cynthia Payne

**Professional Development:** Regina Elliott, Julie Louthain

**Programs:** April Kettlewell, Tammy Pendergast,

**Ways & Mean:** Nathaniel Belvo (A)

(A) = In attendance

III. General Business:

A. OLD:

i. Open positions:

1. Aviation Chapter Air Show POC: Markina McKnight

2. Community Activities & Golf Outing POC still vacant – Ane asked VPs to advertise to membership and encourage them to volunteer

ii. 2019-2020 Budget – Ane reminded committee chairs to submit budget inputs if they haven’t done so already

iii. Mini-PDI lunch discussion – Ane reviewed communications involving the FY19 mini-PDI lunch.

1. JA’s interpretation of guidance pertaining to conferences is that it is not appropriate for the government to pay for food or refreshments for employees not in a travel status; therefore, the ASMC Aviation Chapter voted to pay for attendee lunches for the FY19 mini-PDI.



2. Ane named off the following options for FY20 mini-PDI:
  - a. Brown bag
  - b. Release attendees for pay out-of-pocket lunch in the local area
  - c. Have attendees pay for catered lunch out-of-pocket
    - i. Charge different fees for members & non-members
  - d. Solicit sponsor(s) to cover the cost of meals for all attendees
3. Ane opened up discussion for any other lunch options
  - a. Nathaniel Belvo asked about the possibility of providing lunch as a Chapter fundraiser from Chick-fil-A or a pizza place and having the members pay out-of-pocket.
    - i. Ane mentioned that might require a lot of paperwork for JA and Public Health.
      - ii. Christopher Lahmann brought up that the Hope Hotel is off base and might not require the same process. He also added that Hope Hotel may charge a higher fee to rent their conference room if we don't use them for catering.
    - b. Markina McKnight suggested a combination option for lunch: attendees can either brown bag or choose the buffet & pay out-of-pocket up front.
      - i. Ane added that prepayment could be made via the Venmo app, but would have to be tracked closely to make sure lunches are being paid by attendees and not by the unit GPC.
      - c. Ane asked how many people attended the mini-PDI last year and what the cost of each meal per attendee was.
        - i. Markina provided the information offline: 301 attendees and \$20 per meal/attendee.
  4. Ane asked to continue working this issue offline instead of waiting until the next meeting to try to make a decision.

**B. NEW:**

i. Mini-PDI planning

1. Regina Elliott & Julie Louthain have come up with some great ideas for the mini-PDI that they would like to share with anyone who may be interested in helping out or in providing advice/lessons learned/guidance. They would like to set up an offsite luncheon early in October to discuss. If anyone is interested, please let them know so they can start planning the date & location.

ii. Air Force Marathon

1. If any ASMC members participate in the marathon, either as a runner or a volunteer, let Colleen Robinson know so she can include in the newsletter. Also, if you get any pictures of members participating or volunteering, send those to Colleen as well for the newsletter.

iii. Next member meetings:

1. Tuesday, 24 September, Kings Table – Offsite Networking/Social starting at 1500
2. Thursday, 24 October, Maj Gen John Pletcher – topic & location TBD

IV. Meeting adjourned at 1345



**Get CPE for Reading the Armed Forces Comptroller Journal**

ASMC offers two CPE credits to ASMC members who take and pass a ten question test based on articles published in the quarterly journal. The online version of the journal is available at <https://www.asmonline.org/journal>. When you have completed the articles, just select the link "Take Post Test" to access the exam. You must answer seven of the ten questions in order to pass the exam. For further information see the ASMC National Online Learning Center - [https://live.blueskybroadcast.com/bsb/client/CL\\_DEFAULT.asp?Client=70&PCAT=2605&CAT=10826](https://live.blueskybroadcast.com/bsb/client/CL_DEFAULT.asp?Client=70&PCAT=2605&CAT=10826)



## 2018-2019 Executive Board

|                        |   |
|------------------------|---|
| <b>President</b>       | Ms. Ane Graham                          |
| <b>President-Elect</b> | Ms. Sheena Fast                         |
| <b>Secretary</b>       | Ms. JoAnne Wills                        |
| <b>Treasurers</b>      | Ms. Rebecca Workman; Ms. Dawn O'Connell |

### Organizational Vice Presidents

|                      |                       |
|----------------------|-----------------------|
| <b>88th CPTS VP</b>  | Ms. Shannon Noles     |
| <b>AFAA VP</b>       | Ms. Kathryn Nash      |
| <b>AFIT VP</b>       | Eliminated            |
| <b>HQ AFMC VP</b>    | Ms. Terri Desch       |
| <b>AFRL VP</b>       | Ms. Kristen Wentworth |
| <b>AFLCMC VP</b>     | Mr. David Ohs         |
| <b>At Large VP</b>   | Ms. Amy Williams      |
| <b>Contractor VP</b> | Ms. Patrice Solorzano |

### Committee Chairs

|                                 |  |
|---------------------------------|--|
| <b>Audit</b>                    | Ms. Susan Duening; Ms. Erine Chandler      |
| <b>Augsburg Scholarship</b>     | Ms. JoAnne Wills                           |
| <b>Awards and Recognition</b>   | Mr. Christopher Lahmann                    |
| <b>Chapter Competition</b>      | Mr. Clarence (JR) Frazier                  |
| <b>Communications</b>           | Ms. Colleen Robinson                       |
| <b>Advertising/Publicity</b>    | Ms. Anita Kerns                            |
| <b>Newsletter Editor</b>        | Ms. Colleen Robinson; MSgt Pedro Padilla   |
| <b>Photographer</b>             | MSgt Pedro Padilla; Ms. Colleen Robinson   |
| <b>Webmaster</b>                | Mr. Jonathan Paden                         |
| <b>Community Activities</b>     | Ms. Markina McKnight                       |
| <b>Health &amp; Wellness</b>    | Mr. Fernando Mason                         |
| <b>Membership</b>               | Ms. Angela Brown; Ms. Cynthia Payne        |
| <b>Professional Development</b> | Ms. Regina Elliott; Ms. Julie Louthain     |
| <b>Early Careerist</b>          | Ms. Sandra Moncree                         |
| <b>Programs</b>                 | Ms. Tammy Pendergast; Ms. April Kettlewell |
| <b>Tickets</b>                  | Ms. Jeannette Dennis                       |
| <b>Ways &amp; Means</b>         | Mr. Nate Belvo                             |

