



Wright Flyer

December 2019

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Chapter President

Ane Graham

Happy New Year Aviation Chapter!

Another year has elapsed and the hectic holiday season is now merely a memory. Hopefully everyone was able to take some time away from work to relax and recharge with family and friends. Fortunately, the budget was approved before the CR expired which means organizations can now begin executing programs without CR restrictions. The nearly \$1.4T spending bill creates a U.S. Space Force as a separate branch of the armed services and includes \$738B in Defense funding and \$5.3B for emergency disaster recovery on military installations damaged by natural disasters. Members of the military will receive a 3.1% raise and Defense civilian employees will see an average 3.1% pay increase, the largest civilian pay raise in more than a decade.¹ The defense authorization bill also includes a program, applying to both men and women, that allows federal employees up to 12 weeks of paid time off for the birth, adoption or foster of a new child, effective October 2020.²

The start of the New Year also brings DEAMS, currently scheduled to deploy in March for HQ AFMC, 88 ABW, and tenants. Planning, training, and preparation are presently well underway for implementation of the system that is designed to deliver accurate, timely, and auditable financial management information. The highly skilled DEAMS Deployment team has already hosted DEAMS Town Hall briefings and held deep dive meetings to determine unique processes and plan a seamless transition from legacy to DEAMS. In addition, the team is working hand-in-hand with organizational leadership to facilitate a timely and successful conversion.

If you're looking for ways to serve your Aviation Chapter, now is a great time to jump right in and start filling some vacancies! April Kettlewell has accepted a job offer at the Pentagon and stepped down from her position as the Programs Committee chair. Jeannette Davis has also accepted a job offer elsewhere, thereby vacating the Aviation Chapter lead ticket rep position. The Chapter would like to extend gratitude and appreciation to April and Jeannette for serving ASMC in so many different capacities throughout the years and wish them well in their new endeavors. The Chapter is also looking for a Photographer to take pictures at the monthly luncheons and other Chapter events for publishing in the Newsletter.

Fortunately, the Programs Committee chair and lead ticket rep vacancies were quickly filled. Thank you to Tammy Pendergast for assuming the role as Programs Committee chair; however, there is still a need for a co-chair to assist with scheduling the monthly luncheon locations and speakers. Thank you also to Elaine Norsworthy for volunteering to be the lead ticket rep. If anyone is interested in helping out on the Programs Committee or being the Chapter Photographer, please reach out to your organization's VP and let them know.

Although there are several volunteer events throughout the year, it seems like the Thanksgiving and Christmas holidays always provide an abundance of opportunities to help those who are less fortunate, and our Aviation Chapter stepped up as usual! The Chapter would like to express heartfelt appreciation to all the volunteers who pitched in and helped out, especially with House of Bread and the Christmas Angels. Rhonda Pepitone, the Community Activities chair has been busy scheduling more community service events to take place in the near future. She has already reached out to Dayton Children's, Ronald McDonald House, We Care Arts, Fisher House-VA, and Fisher House-WPAFB.

Twitter: @asmctweets

Facebook: www.facebook/pages/American-Society-of-Military-Comptrollers

<http://www.asmc-aviation.org/>



The Aviation Chapter December Christmas Party luncheon proved to be a huge success with a visit from Santa and his elves to hand out prizes to some lucky attendees! I even had the distinct pleasure of being selected to be Santa's helper for a few of his other appearances in December (see pictures below). In January, ASMC will team with International Cost Estimating and Analysis Association (ICEAA) for their annual joint luncheon. Tammy Pendergast has been hard at work planning the details with the local Dayton ICEAA President. Maj Greg Brown, Instructor of Data Analytics, AFIT School of Systems & Logistics will be presenting on "Excel Tips and Tricks for Financial Managers – functions, shortcuts, and more." The luncheon will be a brown bag event and will take place on Thursday, 23 January, in the Building 1 Conference Room.

1 <https://federalnewsnetwork.com/budget/2019/12/trump-signs-shutdown-averting-spending-bills-makes-federal-pay-raise-law/>

2 <https://federalnewsnetwork.com/workforce/2019/12/lawmakers-unveil-details-of-historic-federal-paid-parental-leave-benefits/>



**December Member Meeting
Dec 16, 2019
Annual Holiday Party**



Upcoming Member Meetings:
Jan 23, 2020

Joint ASMC/ICEAA Meeting

Location: 88 CPTS Conference Room

Topic: Excel Tips and Tricks for Financial Managers -
functions, shortcuts, and more



ASMC Aviation Chapter Annual Awards

Please get the word out to your organizations that the deadline for submitted ASMC awards packages has been **extended to 24 January** due to lack of response. There are plenty of hard-working folks, so please encourage everyone to submit awards packages to nominate these deserving individuals. Base-level quarterly and annual awards calls have already gone out, and I'm sure it would take minimal effort to convert some of those packages from bullet format to narrative format.

Categories: Aviation chapter (Individual categories are marked if there are multiple awards).

Accounting - Major Command, Unit Under Major Command

Acquisition and Cost Analysis - Major Command, Unit Under Major Command

Auditing - Major Command, Unit Under Major Command

Budgeting - Major Command, Unit Under Major Command

Comptroller/Deputy Comptroller - Major Command, Unit Under Major Command

Contractor Support - Major Command, Unit Under Major Command

Finance - Major Command, Unit Under Major Command

Intern/Trainee - Major Command, Unit Under Major Command

Resource Management - Major Command, Unit Under Major Command

Small Team

Large Team

Send nominations to christopher.lahmann@us.af.mil.

2020 Dayton Air Show Volunteers

ASMC is seeking volunteers to work various shifts on 27 and 28 June 2020. If you are interested in volunteering contact Ms. Markina McKnight, 937-522-2546, markina.mcknight.1@us.af.mil

ASMC Aviation Chapter Augsburg Memorial Scholarships

The Augsburg Scholarship Fund promotes education and training through scholarships for graduating high school seniors and continuing college students who live in or attend school in Southwest Ohio, and are majoring in accounting, financial management and related courses of study.

The two High School scholarships awarded at the local chapter are \$1,000 per year for a total of \$4,000 to deserving high school seniors graduating each year, who plan to pursue a college degree in the specified areas of study. The two College Continuing Education scholarships are awarded in the amount of \$1,000 each to deserving continuing college students pursuing a degree in the specified areas of study.

All applications must be received at ASMC Aviation Chapter, ATTN: JoAnne Wills, 1269 Ponderosa Ct., Fairborn, OH 45324 by **21 February 2020** or via email at joanne.wills.1@us.af.mil.

For further information and the application form, please log onto contact JoAnne Wills, Chair, Augsburg Memorial Scholarship, 937-904-3939 or <https://www.asmc-aviation.org/augsburg-scholarship/>



Get to Know the ABCs of Continuing Education and Training (CET)

Once you have earned your DoD Financial Management Certification (DFMC), you are required to complete your continuing education training (CET) hours every two years. Below are the ABCs of CET:

Aim to meet your deadline

For example, if you were certified in 2015 or 2017, your CET cycle will end on December 31, 2019. Work with your supervisor to develop a plan to complete your requirements on schedule. Need to find your CET due date? Check out the CET Resources page on FM Online for the CET calculator under the 'CET Policy Updates' section.

Build your skills

CET helps you stay proficient, learn new techniques, stand ready for the fiscal challenges of the future, and prepare yourself for the next FM certification level. Furthermore, it is an opportunity to explore new material and challenge yourself, whether by embarking on a master's degree or obtaining an FM related test-based professional certification recognized by DoD (e.g. CDRM, CPA).

Complete your requirements

Courses taken for CET may be taken at any certification or proficiency level. A CET credit signifies that you have completed one hour of training. CETs are only required after you've achieved certification, and you can not receive credit for CET hours that were earned prior to initial certification. The number of CET hours required is based on your level:

FM Certification Level 1 = 40 CET hours

FM Certification Level 2 = 60 CET hours

FM Certification Level 3 = 80 CET hours

Recording CETs in the FM LMS

You can record your CETs as you complete each training event, annually, or when you complete all of your CETs - just be sure they are recorded before your due date. You may also decide the amount of detail you record – for example, you can record one class at a time, groups of classes, or just one big entry. Visit FM Online and select the Job Aid tab to access the FM Certification User Guide for step-by-step instructions on this process. You are not required to upload documentation for CETs in the FM LMS, but you should maintain a personal file of all of your training documentation for a minimum of two CET cycles.

If you are randomly selected for audit, you will be contacted by your Component and asked to provide documentation of your completed CET hours. Audits are randomly conducted on a monthly basis.

*reprinted from DoD FM Connection



TREASURER'S REPORT

December 2019

Treasurers: Dawn O'Connell and Rebecca Workman



	WPFCU - Chapter General Funds	Fidelity - Chapter Investments	Fidelity - Augsburg Scholarship
Beginning Balance	\$13,036.85	\$99,510.76	\$103,599.35
+ Income	\$2,323.06	\$6,284.94	\$6,251.34
- Expenses	\$1,798.44	\$0.00	\$0.00
Ending Balance	\$13,561.47	\$105,795.70	\$109,850.69

Note:

The Fidelity ending balances are as of **31 December 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

Jan 23

Jan Member Meeting, Maj Greg Brown, Instructor of Data Analytics, AFIT School of Systems & Logistics

The Aviation Chapter is planning to hold its annual combined luncheon with the International Cost Estimating and Analysis Association (ICEAA) in January. The brown bag luncheon will be held at the 88th CPS Conference Room/Bldg 1. Topic: "Excel Tips and Tricks for Financial Managers—functions, shortcuts, and more"



Cyber Resolutions

The start of the New Year often follows getting new gadgets and toys. Many of these new items can come with extra considerations if they are "Smart devices". Here are a few recommended cyber resolutions to follow to keep your information safe this year.

Secure your home network/WiFi using strong passwords to the router settings and the WiFi network(s). A good practice is to use guest networks for all of your Smart devices and toys while saving your normal network for devices which may need to talk to each other (e.g., computers you store personal information on and printers). Keep your router's firmware updated. For example, a vulnerability in TP-Link Archer C5 v4 running firmware version 3.16.0 0.9.1 v600c.0 Build 180124 Rel.28919n allows attackers to bypass the admin password and take over the router. While it is a major vulnerability, it can be addressed with patches offered by TP-Link. Automatic updates are often not an option that can be automated and requires logging into the router settings and checking for an update a few times a year but it is worth the time.

Use Bluetooth sparingly and with caution. Bluetooth has enabled a great deal of convenience and device use options. Unfortunately, Bluetooth is easy to detect and its security is not the greatest for many devices. If one device is compromised then anything it connects to is also compromised. While Bluetooth is active, your device is constantly broadcasting its availability. Anytime you are not using Bluetooth, make sure it is disabled/turned off.

Use strong unique passwords on anything that is important and only visit trusted sites and download files from safe sources.

Backup up any data you cannot risk losing on a device (e.g., external hard drive, second computer, cloud storage) that is stored in a safe place. For example, backing your files up on an external drive and storing the drive in a fire safe with important documents can help protect your data from natural disasters.

Windows 7 Support Ends January 14th

Mainstream support for Windows 7 ended in 2015 which ended the addition of new features and warranty claims. However, Windows 7 does continue to receive new updates and security patches until January 14th, 2020. While Windows 7 will still be usable on the 15th, it will rapidly become unsafe to use online starting on the 15th. Unfortunately, this leaves Windows 7 users with limited options. The first option is to upgrade your system to Windows 10. Officially, this would require the purchase of a new Windows 10 license. While it is still possible to upgrade to Windows 10 for free using your Windows 7 license, it might be worth considering hardware. The time, effort, and potential cost of upgrading an old computer may not be worth it. Some users may find that it is more practical to take this opportunity to upgrade to a new computer. A final option would be to convert the operating system to Linux but this is somewhat of a false option for many users as they have no interest in learning how to install it let alone how to use a new operating system. Whatever route you chose, continued use of Windows 7 at home is very risky as malware and ransomware will likely begin targeting Windows 7 very quickly. Businesses will be able to extend their service another three years but this can become expensive quickly.

Edge Shortcuts

Favorites can be imported and exported by clicking the ellipsis (...) button then selecting the Settings (gear icon) button. In the General Settings Pane, you will find an Import and Export button.

Ctrl+D will add the current site to your Favorites

Ctrl+I will open the Favorites pane

Ctrl+H will open the History pane

Ctrl+Shift+Del will open the Clear Browsing Data pane



**ASMC – Aviation Chapter
Executive Board Meeting Minutes
11 December 2019 (0830-0930)**

I. Call to Order at 0830 - President: Ane Graham

II. Attendance/Reports

Treasurers: Rebecca Workman (A), Dawn O'Connell

Secretary: JoAnne Wills

President-Elect: Sheena Fast (A)

Vice-Presidents

AFAA: Kathryn Nash (A)

AFLCMC: David Ohs (A)

AFMC: Terri Desch

AFRL: Kristen Wentworth (A)

At Large: Amy Williams (A)

Contractors: Patrice Solorzano

88th CPTS: Shannon Noles

Committee Chairs:

Audit: Susan Duening

Augsburg Scholarship: JoAnne Wills

Awards and Recognition: Chris Lahmann (A)

Chapter Competition: JR Frazier

Communications: Colleen Robinson (A)

Community Activities: Rhonda Pepitone (A)

Health & Wellness: Fernando Mason

Membership: Angela Brown, Cynthia Payne **Professional**

Development: Regina Elliott (A), Julie Louthain

Programs: April Kettlewell (A), Tammy Pendergast (A)

Ways & Means: Nathaniel Belvo (A)

(A) = In attendance

III. General Business:

A. OLD:

i. Open positions: Golf Outing POC

ii. 2019-2020 Budget updates

1. Ane will send out email to vote for budget approval, with a short suspense due to pending purchases that need to be made

iii. Mini-PDI questions

1. Regina sent Hope Hotel contract to Ane for review/signature. A \$250 non-refundable deposit is due with the signed contract. April will send Regina the tax exempt form to submit to Hope Hotel. Will schedule mini-PDI telecom to discuss additional details.

iv. Volunteer Opportunities

1. The Salvation Army Holiday Meal Assistance program

2. House of Bread ASMC Aviation Chapter Service Date: Saturday, 14 December, 0900-1400: received 9 volunteers so far which should be enough, but we will continue to accept names



3. 2-15 December: "Ring the Bell" for Operation Warm Heart (See First Sergeant for Schedule)

4. Christmas Angels: all Angels have been paired up with sponsors; Tammy is doing gift pick-ups at different times and locations; she will also be at the ASMC Christmas luncheon if anyone wants to bring gifts there for drop-off.

B. NEW:

i. The ASMC award nominations call was sent out in November. This year we are asking that the VP's coordinate with commanders to get maximum distribution and participation in this activity. This is our chance to show the rest of DoD how we at Wright Patt care for and promote the successes of our personnel. Chris says he has not received any awards packages so far and asked to send out another call to remind people since many will be out on leave during the holidays which won't allow much time to submit packages in January. A suggestion was made to include the Committee Chairs on the email call so that they can distribute as well.

ii. Next member meetings:

1. Christmas luncheon was moved from 88 CPTS Conference Room to Holiday Inn in Fairborn. The date has not changed, it will still take place on Monday, 16 December. April hasn't purchased the prizes yet since the budget has not been approved. Ane will send out budget for approval so April can complete purchases over the weekend.

2. TBD: working on a joint ASMC & ICEAA luncheon for January or February; topic will be Excel tips and tricks. Tammy asked whether we needed to have that luncheon at the Holiday Inn or the Club on base due to it being a joint luncheon. After discussion, it was determined to discuss with ICEAA POC and offer up the brown bag option at USO or 88 CPTS Conference Room due to the increased prices at the Holiday Inn and the Club.

iii. Ane discussed reviewing the Aviation Chapter By-Laws & Constitution. Sometime after the holidays, she will be sending out the current by-laws & constitution with her notes on possible revisions to the Executive Board for review and discuss before submitting to Legal.

iv. Need 1-2 additional ticket reps for AFLCMC, especially someone located near building 16 in Area B. April asked David to send out a call within AFLCMC for more ticket reps

v. April has accepted a job offer at the Pentagon and will be stepping down from her ASMC duties so the chapter will need an additional co-chair for Programs Committee to help Tammy with scheduling monthly luncheons and speakers. In addition, if anyone has suggestions for monthly training topics or speakers, please submit to Tammy.

vi. Jeannette Dennis has accepted a job outside of FM and will be stepping down from her ASMC duties, so the chapter will need a lead ticket rep for Aviation Chapter.

vii. Keep photos and member info flowing to Colleen for the newsletter

viii. April received a quote for a smaller amount of coins. 100 coins is the minimum purchase amount with coins costing \$3.25 each + the charge rate + shipping. This will be included in the budget for voting.

ix. Nate announced that he had been in contact with Michelle Melton from Legal concerning whether our chapter can conduct raffles and 50/50s at our luncheons and events. Michelle's initial response was that it is not permitted but she offered to look into it further. Nate has been unable to reach her since that time, but will continue to look into it and see whether he can get a determination prior to the Christmas luncheon.

x. Sheena asked about the chapter's 5-Star status and what needs to be done to maintain that, including the deadline for submission. Ane will reach out to JR and ask for that information.



Professional Development Institute

The National Professional Development Institute (PDI) is the premier training event of the American Society of Military Comptrollers (ASMC), and will take place on May 27-May 29 in Nashville, TN. Defense financial managers in the public and private sectors will converge for the three-day event to enhance their resource management knowledge and skills, as well as share best practices toward meeting the complex challenges of today's fiscal environment.

Registration for PDI 2020 will be available soon.

Presentation Slides

Workshop presentation slides from PDI 2019 are available on the PDI website, at www.pdi2019.org/workshop-slides.



2018-2019 Executive Board

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

Organizational Vice Presidents

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

Committee Chairs

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

