

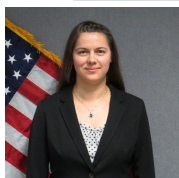


Wright Flyer

December 2020

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Chapter President

Sheena Fast

Greetings Aviation Chapter Members!

I hope everyone enjoyed the holidays and was able to spend time with family in one way or another! In case you missed it: Despite the challenges brought by COVID-19, we were able to successfully complete our Christmas Angels project again this year – a big THANK YOU to Tammy Pendergast for organizing the project and to all our wonderful volunteers who helped by purchasing gifts and gift cards to help support families in need.

AWARDS! ~ It's that time of year – time to nominate outstanding individuals and teams for the ASMC Achievement Awards! You should have received an email with the nomination forms and more information. You can also visit our website (<https://www.asmc-aviation.org/professional-development/>) for the nomination forms or more information. Additionally, if you have questions you can send me an email.

As mentioned in our previous newsletter, we are in the initial planning stages for a virtual Mini-PDI. If anyone is interested in helping plan the event, please let me know.

We're always looking for speakers – please let us know if you have a suggestion for a topic or speaker for future meetings.

The Chapter is still looking for volunteers for a few open positions, to include Professional Development Co-Chair, Awards Chair, Ways and Means Chair, and Programs Co-Chair. Please contact me or your organizational VP if you'd like to volunteer or have any questions about the positions. This is a great opportunity to get involved with our organization! See below for the responsibilities of each of these positions/committees.

- Professional Development Committee – establishes education and training goals for the Chapter; plans, coordinates, and arranges any seminars, training sessions or classes conducted by the Chapter; and accomplishes other educational activities as directed by the Executive Board to include mini-PDIs.

Twitter: @asmctweets

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

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



- Programs Committee – schedules and coordinates all chapter meetings and social affairs to include obtaining qualified speakers for Chapter meetings.
- Awards Committee – informs financial management community of awards programs, collects nominations for local and national submission, manages the review of nominations for local awards, and acquires/distributes the plaques for local award winners.
- Ways and Means Committee – organizes fundraising activities.

See below for some additional national ASMC news:

* National has released the Virtual PDI 2020, with 28.5 CPEs offered at no cost to ASMC members. Go to <https://asmconline.org/pd/virtual-pdi/> to register (make sure your membership is up-to-date first!). FREE CPE!!

* National is offering a live, instructor-led, virtual Fiscal Law course via Zoom on 25-27 January 2021 – 24 hours CPE! This course costs \$480 for members/\$520 for non-members and you can register at: <https://asmconline.org/pd/training/fal/purpose-time-amount-fiscal-law-training-3-day-course/>

* The January Tips and Tricks provided by TekSouth will be on 21 January, at 10:00 ET or 15:00 ET (one hour). Mr. Ed Fritts will be presenting at this month's sessions. He will be showing you some incredibly useful formulas and formatting tips to help streamline your data management. You will learn how to format tables, edit and replace characters for corrected data, add a total count to your data sheet, utilize functions to break out organizations, create pivot tables, and generate worksheets automatically. The sessions are free, but you must register at <https://www.teksouth.com/vtt-reg/> if you'd like to attend.

* National is having a monthly drawing for members who renew on-time or early – so remember to check when your membership expires.

I encourage everyone to find ways to be active within our Chapter, by joining a committee, calling into our virtual presentations, and/or attending Chapter events.

Sheena Fast
President, Aviation Chapter



December Member Meeting



We had a great time at the ASMC Christmas Social online on December 22nd! Many were in attendance and we had a lot of fun. President Santa Sheena called the social to order and announcements were made then the party fun began!

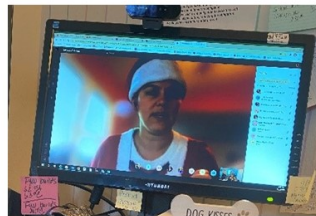
Many were in their favorite Christmas outfits and we had so much fun doing the “Merry Scavenger Hunt” and the “Name that Christmas Song” game. Past President Angela Ruter was our MC for the social hour and stumped many of us with the new Christmas songs that are out.

Congrats to Marie Ely for winning the Merry Scavenger Hunt! She had EVERYTHING that was on the scavenger hunt list and presented all items to us to confirm the win.

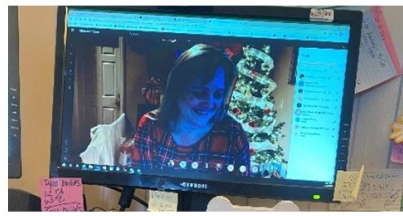
Congrats also to Sandra Moncree for winning the “Name that Christmas Song” event! Angela threw in a few “newer” Christmas singers/songs and really stumped all of us! After several tie breakers, Sandra was declared the winner.

Both received a \$10.00 Walmart card in the mail for their prize.

Be sure to attend our January virtual luncheon - January 19, 2021 from 11:30 am to 1 pm



President Sheena Fast



Angela Ruter



Congratulations to our Scavenger Hunt and Name that Christmas Song Winners

Upcoming Member Meetings:

19 Jan 2021, Speaker Mr. Michael Brame Jr, 88 FSS/FSDet Education & Training
Topic: “Telling the Story”



Congratulations

FY2020 SAF/FM Financial Management & Comptroller Annual Awards

Financial Management Civilian of the Year (GS-08 and below): Mr. Kevin Gibbons, AFLCMC/WISM

Financial Management Senior NCO of the Year: MSgt Monique Tyler, 88th CPTS/FMF

Non-Acquisition Cost Analyst of the Year: Mr. Jerome Murray III, HQ AFMC/FMC

Retirement

Stan Moulton, 88th CPTS/FMZ

ASMC Aviation Chapter CY2020 Achievement Awards

It's that time of year again to nominate outstanding individuals and teams for American Society of Military Comptrollers (ASMC) Aviation Chapter Calendar Year (CY) 2020 Achievement Awards. Please encourage your leadership teams to prepare and submit deserving individuals for one of the award categories (Accounting, Acquisition/Cost Analysis, Auditing, Budgeting, Comptroller/Deputy Comptroller, Contractor Support, Intern/Trainee, Finance, Resource Management, Small Team, Large Team). All nominees will also be submitted for the ASMC National Achievement Awards competition. Submit all award nominations to Sheena Fast, sheena.fast@us.af.mil, by 25 January 2021. She will respond to all submissions to verify receipt, so if you don't hear back within 1-2 business days, please follow-up.

In addition, members can submit an entry for the 2021 National Essay Contest – 2021 topic: ***“Historically, many federal agencies have organized based on the premise that their workforce will operate in largely traditional office spaces. The COVID-19 pandemic challenged that model, as many organizations were forced to limit in-person/on-site activities due to increased health risk. What should your organization do now to prepare to operate more effectively through future pandemics or other similar contingencies?”*** See the ASMC Aviation Chapter - Professional Development web page for essay rules and submission guidelines. The essay must be submitted to ASMC National by 28 February either by the member on the ASMC National website, or you may provide to Sheena Fast, sheena.fast@us.af.mil, by 22 February. She will respond to all submissions to verify receipt, so if you don't hear back within 1-2 business days, please follow-up.

If there are any questions regarding the awards program, please contact Sheena Fast or view more details on the ASMC website <https://www.asmc-aviation.org/professional-development/>



Leadership Competencies and Professional Development

The DoD FM Certification Program incorporates the already established DoD Civilian Leader Development Continuum into the program's requirements, using all levels of leadership development as shown below. Each level of the certification requires a certain number of hours dedicated to leadership development.

Certification Level 1 - Lead Self. This core competency involves the ability to manage human, financial, and information resources strategically. Inherent to this competency is the ability to devise solutions with an understanding of how to impact business results by making connections between actions/performance and organizational goals and results, as well as external pressure points.

Certification Level 2: Lead Teams/Projects. This core competency involves the ability to meet organizational goals and customer expectations. Inherent to this competency is stewardship of resources, the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.

Certification Level 3 - Lead People. This core competency involves the ability to lead and inspire a multi-sector group [not only employees (civilian and military), but also other government agency personnel at the federal, state and local levels, as well as contractors and grantees] toward meeting the organization's vision, mission, and goals. Inherent to this competency is the ability to provide an inclusive workplace that fosters the motivation and development of others, facilitates effective delegation, empowerment, personal sacrifice and risk for the good of the mission, as well as trust, confidence, cooperation and teamwork, and supports constructive resolution of conflicts.

Certification Level 3 - Lead Organizations/Programs. This core competency involves the ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.

Certification Level 3 - Lead the institution. This core competency involves a broad point of view of the DoD mission and an understanding of individual or organizational responsibilities in relation to the larger DoD strategic priorities. The perspective is shaped by experience and education and characterized by a strategic, top-level focus on broad requirements, joint experiences, fusion of information, collaboration, and vertical and horizontal integration of information.

For further information on leadership development visit FM Online - <https://fmonline.ousdc.osd.mil/>



TREASURER'S REPORT

November 2020

Treasurers: Dawn O'Connell and Rebecca Workman



	WPFCU - Chapter General Funds	Fidelity - Chapter Investments	Fidelity - Augsburg Scholarship
Beginning Balance	\$16,011.57	\$120,440.13	\$117,258.16
+ Income	(\$437.62)	\$10,621.64	\$10,021.86
- Expenses	\$0.00	\$0.00	\$0.00
Ending Balance	\$15,573.95	\$131,061.77	\$127,280.02

Note:

The Fidelity ending balances are 30 November 2020. 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

19 Jan 21

Telling a Story - Michael Brame



Flash Player End of Life Reminder

I shared this a couple months ago but wanted to share again. DoD support for Flash Player will end this month. For the most part, this should minimally affect most users.

Adobe launched Adobe Flash Player (i.e., Shockwave Flash) in 1996 which was over 30 versions, and 24 years, ago. We have all used this tool in one form or another. It was often used in websites to enable the use certain graphics, videos, and small games. Many of the original viral videos were likely distributed using this format. However, Adobe has set December 31, 2020 as the end of life for Flash Player. Many web browsers have been slowly pushing for the use of more advance and secure alternatives over the last few years and most will not provide support for the use of Flash Player next year. For most of us, this will be of minimal impact. However, if you have a particular site or online tool you use which is still based on Flash Player, you may want to consider an alternative if there are no plans to upgrade. Any users with Flash Player installed on their device, make sure it is kept up to date until moving to an upgraded version. As with any EOL for a major tool, users will be able to continue using it but each day it will become less secure and more of a risk to your cybersecurity.

Give and Request Control in Teams Meetings

Sometimes during a Teams meeting, a need for an attendee to control the screen another user is sharing may arise. For example, a presenter is showing an Excel workbook by sharing their screen but needs help performing some Excel functions. The presenter could give control to an attendee in the meeting so the attendee can perform the needed functions. Alternatively, an attendee can request control.

Once control has been given, both the presenter and attendee have control (i.e., click and type) over the shared window. This will enable both users to work through the issues. At any time, the presenter can take back control or the attendee can give up control. While this feature can be very beneficial, be sure to only give control to trusted users. For instance, when an entire screen/desktop is shared, the control would apply to all applications in that screen/desktop. Protections have been put in place to prevent malicious actions when control is given but nothing is guaranteed so share control with caution.

Control can be given via the screen sharing toolbar which should appear at the top of the screen when the sharing begins. Other users can request control via the Request Control button in the Meeting Task Bar (i.e., the bar with the chat, raise hand, leave buttons). To ensure that control can be given and used properly, both users should be running the Teams app (i.e., not joining via web browser). Additionally, an entire screen/desktop should be shared as control for a single window/app share cannot be given at this time. More details on sharing content can be found in this article - <https://support.microsoft.com/en-us/office/share-content-in-a-meeting-in-teams-fcc2bf59-aecd-4481-8f99-ce55dd836ce8#:~:text=To%20take%20control%20while%20another,control%20to%20stop%20sharing%20control.> which has a section on giving and taking control.

Adobe View Shortcuts

Ctrl+1 will zoom to the actual size

Ctrl+2 will zoom to fit to the width

Ctrl+3 will zoom to fit to what is visible (similar to fitting the width)

Ctrl+4 will reflow (i.e., convert a document with two columns per page to one column per page) if the file is properly tagged

Ctrl+0 resets the zoom to default (i.e., page level)

Ctrl+Y zoom to a specified level



ASMC – Aviation Chapter Executive Board Meeting Minutes None Scheduled

I. **President:** Sheena Fast

II. Attendance/Reports

Treasurers: Rebecca Workman , Dawn O’Connell

Secretary: JoAnne Wills

President-Elect: Beth Jankowski

Vice-Presidents

AFAA: Heather Brodess

AFLCMC: Dawn Holding

AFMC: Terri Desch

AFRL: Kristen Wentworth/Helen Barfield

At Large: Amy Williams

Contractors: Patrice Solorzano

88th CPTS: Shannon Noles

Committee Chairs:

Audit: Stephanie Burd, Michelle Hatton

Augsburg Scholarship: JoAnne Wills

Awards and Recognition: Vacant

Chapter Competition: JR Frazier

Communications: Colleen Robinson

Community Activities: Rhonda Pepitone

Health & Wellness: Fernando Mason

Membership: Angela Brown, Cynthia Payne

Professional Development: Markina McKnight

Programs: Tammy Pendergast

Ways & Mean: Vacant

(A) = In Attendance

III. General Business:

A. OLD:

B. New:



Last month, ASMC hosted our first Virtual Chapter Leadership Town Hall. Over 70 chapter leaders were in attendance. To those that were able to attend, thank you and for those who were not able to make this event, we missed you and look forward to seeing everyone soon!

ASMC Board President, Mr. Ed Gardiner and ASMC Executive Director, Mr. Al Runnels delivered remarks on the current status of ASMC and shared the vision for the future. Each department within the organization also shared updates and passed along information on procedural changes and current happenings such as virtual professional development opportunities. To access the information shared, please use the following links:

- Full audio recording of the session, on our YouTube channel: <https://www.youtube.com/watch?v=ooS8TZPEkXY>
- ASMC Chapter toolkit (PDF): https://higherlogicdownload.s3-external-1.amazonaws.com/ASMCONLINE/1694795d-8e18-4408-abd5-a48e3f6fff01_file.pdf?AWSAccessKeyId=AKIAVRDO7IEREB57R7MT&Expires=1608130503&Signature=IJy4NmTYJz4adyoEli79TrfXKZk%3D
- ASMC Professional Development opportunities: <https://asmconline.org/pd/>
- The ACH Form for Chapter Rebate Deposits can be found in the Files section of Engage.

Everyone at ASMC appreciates the time, commitment and support from each of you, and we truly thank you!



2020-2021 Executive Board

President	Ms. Sheena Fast
President-Elect	Ms. Beth Jankowski - AFMC
Secretary	Ms. Susan Duening
Treasurers	Ms. Rebecca Workman; Ms. Dawn O'Connell

Organizational Vice Presidents

88th CPTS VP	Ms. Shannon Noles
AFAA VP	Ms. Heather Brodess
HQ AFMC VP	Ms. Terri Desch
AFRL VP	Ms. Kristen Wentworth; Ms. Helen Barfield
AFLCMC VP	Ms. Dawn Holding
At Large VP	Ms. Amy Williams
Contractor VP	Ms. Patrice Solorzano

Committee Chairs

Audit	Ms. Stephanie Burd; Ms. Michelle Hatton
Augsburg Scholarship	Ms. JoAnne Wills
Awards and Recognition	Vacant
Chapter Competition	Mr. Clarence (JR) Frazier
Communications	Ms. Colleen Robinson
Advertising/Publicity	Ms. Anita Kerns
Newsletter Editor	Ms. Colleen Robinson
Photographer	Ms. Tracey Hearn
Webmaster	Mr. Jonathan Paden
Community Activities	Ms. Rhonda Pepitone
Health & Wellness	Mr. Fernando Mason
Membership	Ms. Angela Brown; Ms. Cynthia Payne
Professional Development	Ms. Markina McKnight
Early Careerist	Ms. Sandra Moncree
Programs	Ms. Tammy Pendergast
Tickets	Ms. Elaine Norsworthy
Ways & Means	Vacant

