

ISSUE 2 • APR 2021



FMWR GAZETTE

Quarterly Newsletter for Carlisle MWR Employees



Greetings...

Bruce A. Wooten, DFMWR Director

Hello MWR Team,

Let me congratulate the entire MWR and CYC team on your outstanding performance during the recent IMCOMID-T Command Inspection. We received a score of 96%, there is no doubt everyone within FMWR worked very hard to prepare for this inspection.

Great team effort!



This issue:

PAGE 1

Greetings from MWR Director

PAGE 2

Luis' IT Wisdom
Employee Birthdays

PAGE 3

Employee Spotlight
Civilian of Quarter/Year Award

PAGE 4

Slice of Life
Courtney Failor
Cody Elwell
Adam C. Morales

PAGE 5

Hails & Farewells
Natalie Main
Alexandra Flom
Gabriela White

PAGE 6

Training Opportunities
Outdoor Fitness Classes
Checking Back In...

This Is The Way...

Luis' IT Wisdom

Luis Davila Hernandez, Garrison Information Support Officer FMWR

Most of MWR facilities are capable of accepting payments of some kind, but before accepting payments, point of sales have to be programmed, clerk accounts have to be created and menus have to be made.

Let's talk a bit about user accounts. There are four main groups that all accounts flow from; system administrator, clerks, manager, and custom.

1. The **System Administrator account** is the account that allows big changes in the database. Big changes like creating/deleting accounts; creating/deleting cost centers, and other financial related tools. Having said that, there are various system administrator levels. For example, the IT SysAc has more access than a Financial Management Administrator, but the FMA has more financial tools at its disposal. System administrators are not allowed to process any payments, they are only responsible for setting up equipment and guiding the other accounts to the proper procedures.

2. A **manager account** is the second highest type of account. It allows program managers to oversee, troubleshoot, inspect, audit and supervise the clerks within their own facility. Managers also have a secondary account that allows them to be a clerk in an emergency situation.

3. A **custom account** is one that takes bits and pieces from the rest. These accounts are "exceptions" to meet a certain criteria determined for the given position.

4. A **clerk account** only allows the person to process payments and complete end of shifts for their drawers. This type of account has the basic access to the MWR system.

Having said all that, how do you get access to the MWR system? Or better yet, what is the MWR system?

All MWR facilities have access to the Recreation Tracking system (RecTrac for short) or the Child and Youth Management System (CYMS for short). This system is mandatory for all Army owned-MWR



managed facilities around the globe. This system allows you to process unlimited versions of products, inventory, activities, tickets, and services and is able to produce even more options/types of reports.

A. How do you get access?

a. Depending on your type of account, your supervisor will provide you with the Cash and Internal control trainings.

b. If you are required to take payments at any given time throughout the year, you must create an account in IMCOM Academy and complete the Basic RecTrac, or Basic CYMS, PCI and Card Pointe trainings and provide the certificates to your supervisor.

c. Once the above have been completed, your supervisor can send an email with a copy of all training certificates to the GISO requesting an account.

i. This account request needs to specify what type of account and any custom options if needed.

d. It's important to know that the PCI and Card Pointe trainings are an annual requirement. The Basic RecTrac/CYMS training is only required to be taken one time, unless the DFMWR determines a need to retrain personnel.

B. Can you make modifications to an account?

a. Have your supervisor send an email to the GISO requesting the change (be specific). Once the GISO reviews the request, if there are no internal control conflicts, the request will be processed; otherwise, the supervisor will be notified and a possible solution will be found.

Rules, requirements and consequences are in place to ensure that sensitive information like names, accounts and credit card information is secure and safe. It may sound like a lot, but **THIS IS THE WAY** we comply with the Army security standards.

As always, feel free to send us your comments, questions or doubts to luis.a.davilahernandez.naf@mail.mil.

Employee Birthdays

April

- 2 - Gina Hedge
- 2 - Melody Irwin
- 3 - Nelson Potter
- 7 - Aaliyah Ravenel
- 10 - Ann Miller
- 10 - Holly Wentz
- 13 - Jessica Hershey
- 13 - Shari Smith
- 15 - Jorge Rubio
- 17 - Gretta Culbreth
- 19 - James Price
- 22 - Carter Gallahue
- 22 - Jere Miller
- 25 - Megan Foose
- 27 - Jacqueline Schultz
- 28 - Barbara Barnes
- 30 - Sue Bower

May

- 4 - Beshoy Habashy
- 7 - Kellie Heim
- 13 - Karen Alexander
- 13 - Katherine Brown
- 13 - Dustin Rutz
- 14 - Grace Morrissey-Harding
- 16 - Teresah Foster
- 16 - John Murphy
- 17 - Alexander Romanias
- 18 - Kristen Smith
- 18 - Elizabeth Vinette
- 21 - Celeste Amerena
- 21 - Mark Bailey
- 23 - Cloyd Hollenbaugh Jr.
- 24 - Dwayne Wiser
- 25 - Julie Hempt
- 25 - Michael Rutten
- 26 - Karen Stine
- 27 - Hannah Geesaman
- 28 - Jessica Weibley
- 29 - Norma Furman
- 30 - Christopher Reitman

June

- 1 - Lauren Byers
- 2 - Luis Davila-Hernandez
- 7 - James Wenger
- 8 - Patricia Eberts
- 13 - Cameryn Som
- 18 - Angelique Gardner
- 23 - Tiffany Siwemuke
- 26 - Sam Bowers
- 27 - Karmen Matheney
- 28 - Jennifer Gilliam
- 29 - Alyssa Brown
- 30 - Barry Main



Employee Spotlight

Alexander Romanias, CYS Youth Sports & Fitness Asst. Director

Congratulations to Alexander Romanias for being selected for Civilian of the Quarter, 4th Quarter 2020.

Alex stepped up to support both CYS and MWR in some BIG ways throughout the 4th Quarter of 2020. Whether it was covering staff for daily School Age Program operations, performing facility/equipment maintenance & snow removal, dressing up for Halloween to read to the youth, or playing the part of Santa Claus for the Carlisle Barracks Holiday Tree Lighting Ceremony, Alex took initiative to tackle the task head on and with great enthusiasm. We are happy to have him as part of the MWR team and congratulate him on this achievement!



“You need to be aware of what others are doing. applaud their efforts, acknowledge their successes, and encourage them in their pursuits. When we all help one another everyone wins.”

Civilian of the Quarter/Year Award

Frank Sgrignuoli III Workforce Development Specialist

What is the award in recognition for?

The Civilian of the Quarter/Year Award is a way for Directors and Supervisors to recognize their employees.

How are employees nominated for this award?

I send out an email to all USAG Directors as well as Human Resource POCs for the USAWC and DUSAHC. Any civilian employee, GS12 and below, who is not a supervisor, is eligible to be nominated. The competition is only open to full-time employees. If any supervisor or director has a question they can email/call me or refer to CBks Regulation 672-2. This program is based on the Calendar Year (CY) and NOT the Fiscal Year (FY). When nominating an employee, the supervisor should write the nomination on CBks Form 765-R-E.

How are the nominees evaluated?

The nominees are evaluated by a panel of GS11 and above supervisors from around the installation.

What does the winner receive?

Civilian of the Quarter winner is awarded with a Civilian Service Achievement Medal, Commanders Coin, and an 8-hour Time Off Award. The Civilian Employee of the Year will receive a Civilian Service Commendation Medal, and a 24-hr Time Off Award.

How is the award presented?

In years past we would hold a ceremony in the LVCC and present the awards with a large audience. Since COVID there has been a pause in our ceremonies but we livestreamed on Facebook LIVE on Friday, 19 March 2021 presenting the awards to the Quarter winner and announcing the Civilian of the Year winner. Only the Quarter winners and select Commander was present at the ceremony.

For questions and information:

I am usually in the office 3-4 days a week, so they can call, email or message through MS Teams.

Please contact: Frank R. Sgrignuoli III

Email: francis.r.sgrignuoli.civ@mail.mil

Phone: 717-245-3688

MS Teams: Search for Francis R. Sgrignuoli III

Slice of Life

Expecting #2

Courtney Failor
Administrative Assistant -
Moore Child Development Center



Working for Moore Child Development Center has a laid back family oriented program. I like working with the great families and children. Our Christmas celebrations are always fun and memorable. My family will be creating new memories soon. My husband and I are expecting our second child in May. We are expecting a little boy.

A memorable moment for our family was when my family found out that we were expecting a boy at our gender reveal. My husband, Derek, really wanted a son so he is super excited. My family is full of girls, so he is the first grandson as well.

My daughter, Payton, is 5 years old. We are super excited for the arrival of the baby, I am excited to see my daughter interact with her little brother for the first time. She is super excited to be a big sister. Although we are excited I am also a little sad that my family cannot be there when he is born due to COVID restrictions, but we are trying to make the best of the situation.

My family and I are just trying to get our home ready for the baby. We are currently working on the nursery and getting all of his essentials put together prior to the arrival.

New Car

Cody Elwell
CYS SAC Lead CYPA

Working for School Age Children (SAC) at McConnell Youth Center the kids are the best part of the job. The most memorable thing with working at SAC would be all the different Halloween Parade costumes.

I just purchased a new car. It's a 2015 Nissan Versa Note.



“If you want to be happy, set a goal that commands your thoughts, liberates your energy, and inspires your hopes.”

ANDREW CARNEGIE
(ENTREPRENEUR)

Learning to Drive

Adam C. Morales,
1757 Bar & Grille Business Manager

Right now, I have a 16 year old son, Colby, about to get his license.

What is it like teaching Colby to drive?

I enjoy every chance I get to teach my son what I know. He may not want to hear it being at the age where he thinks he knows everything. My wife tried to teach him, but she is not a good passenger. I must be a little calmer than she is, because he prefers me over my wife to teach him.

Do you have a memorable moment that happened while he is learning to drive?

Talking about what my wife does to annoy him. Just the bonding moment we get to have and I hope it will be a good memory for him when he gets older.

What have you shared with Colby to help encourage him?

I try to calm his nerves by letting him know that a car is just a car, I expect that he is going to bang up the car in one way or another. I think after telling him that he was little better.

What are you looking forward to after Colby receives his driver's license?

I am looking forward to not having to drive him everywhere. He can drive himself to school, work and to the book stores.

The roads will not be safe!



Hails and Farewells

Welcome Back Natalie

Natalie Main
Administrative Support Assistant -
McCconnell Youth Center



We would like to welcome back Natalie Main to the McConnell Youth Center.

We asked her a few questions.

What's going on in your life?

I returned back to work December 3, 2020 after 3 months of maternity leave. It was difficult to return having to leave a newborn so soon but she is going to care next door to where I work, so it made it an easier transition. I am navigating motherhood with a six-month old that will not sleep!

How would you describe working at McConnell Youth Center?

Entertaining the kids, keeping them occupied, teaching them a new skill or helping them with school work.

What do you like about the Youth Program?

The friendliness of the staff. The ever-changing atmosphere; everyday is a different challenge or experience.

What makes it memorable working for the Youth Program?

I sometimes feel we work for a circus, we have to be flexible and adapt to ever-changing circumstances to make sure we take care of our children in our programs. The circus music continuously plays here at the center.

Welcome Alexandra

Alexandra Flom
Child & Youth Professional -
McCconnell Youth Center

McCconnell Youth Center would like to introduce Alexandra Flom, who joined our staff as a Child and Youth Professional.

What does Alexandra like about her program?

Alexandra enjoys being around the children and staff at McConnell Youth Center.

What is the funniest thing that happen to you while working?

The funniest moment while working has been when the children start laughing with you.

On a personal note we are pleased to announce that Alexandra made the Dean's List at her school.



“Life is what we make it, always has been, always will be.”

GRANDMA MOSES

Farewell Gabi

We are sad to announce losing Gabriela White with Child and Youth Services.



Gabriela's farewell:

Though I'm sad to go, I will be leaving on February 12 after 5 years with Family, Morale, Welfare and Recreation on Carlisle Barracks. I have enjoyed working here, and appreciate having had the opportunity to work with you.

Even though I will miss my colleagues, I am looking forward to starting a new phase of my career while my husband will enjoy his well deserved retirement.

I enjoyed my time working with you. especially my Child and Youth Services family. Thank you for being my colleagues, friends and family. It's been a pleasure working with you. Farewell!

Please keep in touch.



Training Opportunities

Chuck Head, Training Instructor

OPEX Training (Operation Excellence) Customer Service Training

Introduce new IMCOM team members to the IMCOM Customer Pledge so that every employee has the opportunity to develop a personalized action plan that exhibits standards of excellence in customer service. This workshop is an opportunity to educate employees about how customer service fits into our Army culture, gain a greater appreciation for the challenges of our customers and how IMCOM is a culture of service.

2nd Quarter OPEX Training Needs

Division	Initial	Refresher	Change
Rec	14	24	-25
Bus	21	48	-23
CYS	0	55	-1
Admin	1	4	1
Total	36	131	-48

Employee Engagement

(3 hour virtual)

This workshop will explore the importance of employee engagement, teach methods leaders can use to create a more engaged workforce, and discuss what impact an engaged workforce has on our work environment.

Managing Competing Priorities

(3 hour virtual)

This workshop will teach techniques leaders can use to create a more productive workforce and manage competing priorities to lead to a more engaged and less stressed work environment.

NAF Internal Controls Workshop

(4 - 2 hour virtual sessions)

Ensure your Internal Controls are effective and being used as intended. Enroll now in this interactive, four-session virtual classroom course. Together with other Family and MWR professionals around the world, you will learn how to prevent fraud, waste and abuse – and improve operations – by examining current policies, procedures, and methods.

For more information about training opportunities contact: Wendy Paul, Training & Curriculum Specialist, USAG

Email: wendy.e.paul.naf@

mail.mil

Phone: 717-245-4555



Outdoor Fitness Classes

Outdoor Fitness Classes will start on Monday, 5 April. Classes will be held on the tennis courts at Thorpe Hall gym. Classes are open to anyone in MWR and the cost is \$3.00 per class. Call 717-245-3418 to sign up!

We look forward to seeing you there.

Body Blast

This high powered, total body, conditioning HITT workout that works all major muscle-groups of the body. By using some of the following equipment such as dumbbells, body bars, resistance-tubing, the resist-A-Ball the step platform, Ab dolly, agility Ladders and your own body weight.

This workout will build your endurance and speed your Metabolism for increased fat-burning. All fitness levels are welcome. Conducted at 0900 on Monday Wednesday.

Body Blast 30 Minute Workout

This is a 30 minute version of the 60 minute Body Blast class with the same fitness goals giving the participant with a restricted time schedule the opportunity to get a supervised HITT workout in 30 minutes before going back to work. A great stress reliever. Conducted at 1200 on Monday and Wednesday. For those with a limited amount of time to work out.

Yoga

Yoga for everyone and everybody. Each class we will begin with the breath. Then with Vinyasa flows we will warm up the body encouraging flexibility and strength. From there, we will work up to a more Hatha style of holding poses, aligning the mind, body, and spirit. The ending of the class will be with final relaxation methods. Start where you are - everyone's journey is different! Tuesdays and Thursdays at 0900.



Checking Back In...

Adam C. Morales,
1757 Bar & Grille Business Manager

Describe 1757 Bar & Grille?

We are a restaurant with a full service bar, located at the great Carlisle Barracks Golf Course. Guests can enjoy looking out onto the beautiful golf course while dining. We are open to the public.

What features would you like to share?

We have great daily specials, a full bar and we are kid friendly. We are here for soldiers, golfers and our surrounding community.

What was the most memorable challenge?

Trying to open a new restaurant during COVID-19 pandemic. What were we thinking?

What would you like people to know about 1757 Bar & Grille?

We look forward to meeting new people, WOWING them, and making them our new regulars. We are expanding our hours starting April 1st. So stop on by and become friends with all our staff.

