



Air Force Sergeants Association
Division 3 "Heartland of America"
17015 "O" Circle, Omaha, NE 68135



2013 Division 3 Conference Minutes
Council Bluffs, IA
April 11 – April 13, 2013

The Division 3 Annual Conference was held April 11-13, 2013 at the Holiday Inn Express Ameristar, Council Bluffs, Iowa. It was hosted by Chapter 984, Offutt AFB, NE; Conference Managers MSgt Nick Melenka and TSgt Amber Saienni. Below is a summary of events and the Conference Minutes.

Thursday, 11 April 2013

The Credentials' Desk was open from 1:00 P.M. to 5:00 P.M. in the lower level of the Holiday Inn. The Hospitality Suite was open from 8:30 P.M. to 11:00 P.M. The President's Reception and Dinner was held from 6:00 P.M. until 8:30 P.M. From 'America's Got Talent', the comedian, "Granny Lee", performed for us as after dinner entertainment.

Pre-conference meeting was hosted by Division 3 President Lutzen and his council between 3:00 and 5:15 P.M. Attendees were: President Dale Lutzen, Steve Zalesky, Roland "Bud" Kolwitz, Charlie Dalzell, Terry Turner, Gary Swanson, Don Sullivan, and SSgt Nichole Link, along with guest, Jean Kolwitz.

Invocation—Terry Turner

Pledge—SSgt Nichole Link

AFSA Preamble—Roland "Bud" Kolwitz

The meeting was called to order at 3:05 P.M. by Div 3 President Dale Lutzen. A quorum was present to conduct business. He welcomed and introduced all present, and presented each member a token of appreciation for serving in Division 89.

The first order of business was to review reports.

President's Report:

- President Lutzen brought up the merging of Chapters 856 with 851 and Chapters 991 with 985. President Lutzen has requested to see where the monies have gone to. There were postcards sent out to inform members of the merging of the Chapters, which seemed to produce a positive result.
- President Lutzen received a letter from the first Division 8 President, Bob Wright, to thank him for his continued support to the Division, and that he is doing well.
- A goal of President Lutzen this past year was for AFSA to create a phone application and for a mobile optimized web site, mobile computing via smart phones and/or IpadS-these are the future, and AFSA needs to be on the leading edge of technology. President Lutzen is happy to report that mobile technology for AFSA is being developed and hopefully this technology will be available for rollout at the upcoming International PAC. He sees this technology as a tool to recruit, retain, and excite people to get engaged with AFSA.

- There was also a Division 3 wide post card mailing for members to update their information; 15,000 were mailed out, and 930 members responded.
- The geographical alignment project of the AFJROTC and CAP programs with the Division Chapters was a success (as long as the correct mailing addresses are used). President Lutzen praised Mark Clark from Chapter 804 for taking on this project, and is hopeful the other Chapters will use this to stay in contact with the programs within their area of responsibility as well.
- Positions of AFSA to be held as dual positions needs to be re-worded so those that are Chapter Presidents can serve as Division Trustees if elected as well.
- Don Sullivan has made certificates for all of the award nominees and winners.
- Medallions will be presented to the 2012 Division 3 Award Nominees to be worn throughout the conference
- Airman of the Year, NCO of the Year, Member of the Year, and Auxiliary Member of the Year will be announced at the Honor's Banquet on Saturday evening.
- AFSA's 'voice' was heard regarding the suspension of TA

Treasurer's Report: President Lutzen stated our financial standing is good with \$6,589 in Checking and \$5,811 in Savings and an audit was completed in January.

Question: Don Sullivan inquired about the \$4,500 budgeted to send out postcards; can this be done about every two years? Yes, this can be adjusted 2-3 years.

Steve Zalesky motioned to approve the 2013 Budget; Charlie Dalzell seconded, and the 2013 Budget was approved.

Awards by VP Steve Zalesky: This year 8 of the 13 Division Chapters submitted awards. We had 6 Airmen and 6 NCO nominees this year. (1) He suspects this can be contributed to the lack of continuity and he will continue to review the awards process and help chapters in building an awards continuity program. (2) Chapter Presidents need to be reminded of the importance of these awards and recognizing their members. (3) An improvement that he plans to address during this convention is how the Chapters are writing their award submissions and discuss the areas of improvement (placing bullets under the correct category on the 1206). (4) Plans to convene a "Murder Board" to scrub the Division award winners to make the awards sound/read better with impact; this could greatly increase our chances at sweeping the awards at the International PAC.

Scholarships by Senior Advisor Charlie Dalzell: 1 of the 2 submissions for the \$500 scholarship was a completed package. Every year the Division raises funds to give away two \$500 scholarships. The application includes transcripts, a letter, and application; it parallels the AFSA scholarship; the scholarship is for member's dependents or grandchildren. A fundraiser will be held during the conference to help raise money so the program can continue next year.

Question: Gary Swans inquired about using the other \$500 for 5 \$100 grants to be awarded to Active Duty AFSA members.

Membership by Terry Turner: The 2012 recruiting year was very successful. The International Membership Committee set a goal of between 24,000 total recruits and retains in 2012; we fell a bit short. When we looked at the final totals, dedicated AFSA

Recruiters and Retainers recruited 19,238 new members and retained 2,642 members. Our 2012 total ended at 21,880; although we did not quite make it we grew our overall membership numbers by 2,338 or 2.17%. Division 89 had 11 SKYHIGHers and 5 HighFLIERS. Due to all who recruited or retained just one member, Division 89 is a leader ranking 3rd in recruiting and 1st in retention in AFSA. We claimed a 10% share of total recruiting and a 63% share of total retentions throughout AFSA. In fact, we had 3 recruiters in the top 25 worldwide, and 2-3 of only 5 HighFLIER qualifiers were in top 5 worldwide, which were of course the decisive retention leaders in AFSA.

- Division 89 is off to a running start in 2013. As of mid-April 2013, we have 12 of our 13 chapters on the board in the recruiting/retention arena. 10 Members from those 12 chapters have recruited 590 new members. One member from Chapter 872 has already qualified for HighFLIER this year and two members are half way there to recruit 100 new members.

- AFSA HQ has created a Chapter 8888 for the tech school grads; there is a spreadsheet that gets worked to give credit where credit is due as the tech school grads join their first base's AFSA Chapter.

Communication by Gary Swanson: Our Division Newsletter won at International for a third year in a row and he thanked all the Chapters for their story inputs. The Division website and Facebook is our best opportunity to connect with younger generation. Gary would like to see Chapters submitting information or events that take place in 'real-time'. A Web hosting option has been added to help Chapters to get a website set-up and he will be available to provide training. The domain name has been secured. There is a mobile optimized application being worked, along with a mobile website for upcoming International Professional Airman's Conference (\$14,000 has been approved to make this happen).

Division 3, 3rd Trustee Report by Roland "Bud" Kolwitz: Since last year, he has been mailing to the Chapter 856, Wausau, WI President all the information that comes from the Division President. Where I have members' e-mails, I have been e-mailing the information to those members. I have seen to it that the Chapter President has the proper forms to fill out each quarter and after the reports are sent to me, I have been doing them up from the web and sending them to the Division President. In general I have been keeping the Chapter informed as best I could. We have been doing the renewals for their Chapter since they have had no membership activity. We have also been working with them, Chapter 851 President Bill Rheingans and Division 3 President Lutzen on the merger between Chapter 851, Milwaukee, WI and Chapter 856, Wausau, WI. After Division Conference last year, I talked to Chapter 858, Minneapolis, MN. President and offered my assistance at any time. No response after that. Also was in contact with him because Hazel Novotny (Chapter 856) contacted Jean about Chapter 856 and Chapter 858 holding a joint meeting in Minneapolis. After the initial contact, there was nothing more. I have responded to any Division communication.

Standing Rules were presented by Historian Don Sullivan. Charlie Dalzell motioned to approve Standing Rules #1, #2, #3, #4, and #5, and Roland Kolwitz seconded the motion.

Note: SR #2, Under 'Authorized Reimbursement', add to reimburse the Auxiliary Member of the Year.

Note: SR #3, Under 'Federal Identification Numbers, change Div 89 to Div 3. The membership still needs to vote on the SRs; this will take place on Saturday's meeting.

ACTION FOR THE PRESIDENT: Push to combine Financial Report/Activity Americanism Report in the "Reports Chart" on Page 51, AFSA Manual 100-2 and our SR #3; needs to address with HQ AFSA.

President Lutzen also wants to look up the territory AOR of Trustees.

The second order of business was the approval of the 2012 Conference minutes. Don Sullivan motioned to approve the minutes as written; Gary Swanson seconded, and the 2012 Minutes were approved.

The next order of business was the approval of the 2013 Conference Agenda. Don Sullivan made a motion to approve; Roland Kolwitz seconded, and the 2013 agenda was approved.

New Business:

- President Lutzen is looking at areas to host the 2014 Conference

- With the sequestration, funding for International PAC will be as follows:

AFSA will help pay for Division winners by paying for the room; Sky High members not attending the International PAC, can transfer their free registration for award winners to attend; mileage will be paid by the Division

-Gary Swanson will be selling Division 3 t-shirts for \$10

- Steve Zalesky made a motion to donate \$100 to the charity Granny Lee supports, St. Jude's Hospital; Terry Turner seconded and \$100 was presented to Granny Lee at the President's Reception/Dinner.

The meeting was adjourned at 5:15 P.M.

The President's Reception and Dinner was held from 6:00 P.M. until 8:30 P.M; dinner was buffet style catered by the Holiday Inn Express Ameristar. From 'America's Got Talent', the comedian, "Granny Lee", performed for us as after dinner entertainment. AFSA Division 3 President Lutzen presented Granny Lee a \$100 donation to support her contributing charity, St. Jude's Hospital.

Friday, 12 April 2013

The Credentials' Desks was open from 7:00 A.M. until 8:00 A.M. in the lobby.

Opening Ceremonies began at 8:30 A.M. Emcee SSgt Bridget Kramer, 20th Intelligence Squadron, and AFSA Chapter 984 member of Offutt AFB; introduced herself and welcomed all to the 2013 Division 3 Conference.

Division 3 President Dale Lutzen officially “**declared the 2013 AFSA Division 3 Conference to be in session.**” MSgt (Ret) David Bamburg, Chapter 951, gave the invocation. Bellevue High School Air Force Junior ROTC presented the Colors. TSgt Travis Sidel, Chapter 984 Treasurer, led us in the Pledge of Allegiance; and MSgt Nicholas Melenka, Chapter 984 President, read the AFSA Preamble.

Emcee SSgt Bridget Kramer made the following introductions of distinguished attendees:

1. Mr. Matt Walsh, Council Bluffs City Councilman
2. Command Chief of 55th Wing, CMSgt William W. Thomaston, Jr.
3. AFSA International President Dan Yeamons
4. Division 3 President Dale Lutzen
5. From Chapter 984, AFSA Past International President Michael Parente
6. From Chapter 804, AFSA Past International Auxiliary President Willa Hyde
7. From Chapter 804, AFSA Past International Auxiliary President Gloria Pinksaw
8. From Chapter 804, Past International Auxiliary President Kathy Oden
9. All International and Division Lifetime Trustees
10. Division 89 AFSA and Auxiliary Member of the Year Nominees please come forward to receive a medallion of recognition - nominees will be introduced individually at the Honors Banquet Saturday night.
11. Division 89 Airman of the Year Nominees, please come forward to receive a medallion of recognition - nominees will be introduced individually at the Honors Banquet Saturday night
12. Division 89 NCO of the Year Nominees please come forward to receive a medallion of recognition - nominees will be introduced individually at the Honors Banquet Saturday night

Welcome Address: Given by Councilman Matt Walsh, Council Bluffs, Iowa. Division President Lutzen presented Councilman Walsh with a memento of our appreciation for being with us this morning.

Keynote Address: Given by CMSgt William W. Thomaston, Command Chief of the 55th Wing, Offutt AFB, NE. Division President Lutzen presented Chief Thomaston with a \$100 donation for the CMSAF Fund in his name and a new AFSA Division 3 coin as a token of our appreciation for his inspiring words.

Opening Ceremonies concluded.

TRICARE United Health Care Briefing: Mr. Kenneth Williams, Beneficiary Services Education Representative.

Key points made in this excellent presentation were:

- ✓ Items in TRICARE that are not Changing:
 - Benefits and programs for Active Duty members
 - TRICARE for life contractor (<http://www.tricare4u.com>)
 - TRICARE service centers locations
 - MTF appointment lines
 - Prescription refill phone number
- ✓ What is Changing with TRICARE:
 - TRICARE West toll free number
 - The following non-military MTF TRICARE service centers are closed as of 1 April 2013: Springfield, MO; Des Moines, IA; Minneapolis-St Paul, MN
 - New TRICARE Claims Processor: Palmetto Government Benefits Administrators (PGBA)
 - TRICARE Prime Service Area (PSA) reductions:
 - Effective 1 October 2013 in ALL US regions
 - Affects approximately 117,000 beneficiaries in Prime
 - Active Duty and their families continue in Prime benefits; PSA's intend to support the delivery of healthcare around MTF's
 - Retirees and their families may be able to re-enroll in Prime; Standard option is highly rated and convenient
- ✓ Look-up tool to see if you are affected: <http://www.tricare.mil/psazip>
- ✓ To verify eligibility: <http://milconnect.dmdc.mil>

President Lutzen thanked Mr. Williams for the valuable information and presented him with an AFSA Division 3 coin as a token of our appreciation.

Division President Report/International Summary Briefing:

- ✓ President Lutzen thanked everyone for attending this year's conference and all the work that was put into it. "Division 3 is alive and well."
- ✓ Gary Swanson is selling Division 3 t-shirts for \$10
- ✓ President Lutzen brought up the merging of Chapters 856 with 851 and Chapters 991 with 985. President Lutzen has requested to see where the monies have gone to. There were postcards sent out to inform members of the merging of the Chapters, which seemed to produce a positive result.
- ✓ Our Division Newsletter won at International for a third year in a row and he thanked all the Chapters for their story inputs. The Division website and Facebook is our best opportunity to connect with younger generation.
- ✓ A goal of President Lutzen this past year was for HQ AFSA to create a phone application for a mobile optimized web site, mobile computing via smart phones and/or I Pads- these are the future, and AFSA needs to be on the leading edge of technology. President Lutzen is happy to report that mobile technology for AFSA is being developed and hopefully this technology will be available for rollout at the upcoming International PAC. He sees this technology as a tool to recruit, retain, and excite people to get engaged with AFSA.

- ✓ User friendly AAA form; fillable PDF coming soon
- ✓ The geographical alignment project of the AFJROTC and CAP programs with the Division Chapters was a success (as long as the correct mailing addresses are used). President Lutzen praised Mark Clark from Chapter 804 for taking on this project, and is hopeful the other Chapters will use this to stay in contact with the programs within their area of responsibility as well.
- ✓ Dual hat situation- will become a by-law;
- ✓ We have officially merged as Division 3; we could have gained other states to lose others, but we remained the same.

NOTE: Member of the Year category- have one for enlisted and have one for retired?
(this will be become a talking paper for President Lutzen)

International President CMSgt (ret) Dan Yeomans' Notes

- ✓ AFSA has gone from GOOD to GREAT
- ✓ Thanked everyone in attendance to the conference for their selfless acts to make this a great organization
- ✓ Discussed the AFSA Four Pillars:

1. Legislation

Legislation is AFSA's vector! Our team of professionals works 24/7 to protect the pay, benefits, and quality of life of all enlisted Airman and their families- not just AFSA members. We reach out to all members of Congress and share the Airman's story. AFSA has proven to be a "go to" organization for Congress when key testimony is needed. We stand tall and proud for you!

2. Membership

Membership is AFSA's thrust! We pride ourselves as acting as "The Voice of the Enlisted." AFSA's voice comes from our members who show their support in AFSA through their initial and continued membership. The larger our membership-the greater our voice on Capitol Hill. We are your servant leaders! Our power comes from you! Walk with us-and we will walk with you!

3. Communications

Communications is the glue that holds AFSA together. AFSA uses a combination of newsletters, alerts, web site updates, Facebook, Twitter, and more to keep our members up to date on key legislative developments. Chapter meetings, conventions, and more increase the positive flow of communications as well-and also provide opportunities for the development of oral communications, mentorship, and leadership among our enlisted Airman.

4. Fraternity

Fraternity represents the shared values that create the bond for our members. We pride ourselves on supporting-and living-the values of our beloved Air Force. We strive on integrity, service before self, and excellence in all we do! AFSA is a family of wonderful professionals! We have each other's "six"-we fight, win, and experience joy as a team! I'm good-you're good-but together-we are better!

- ✓ Discussed the positives, negatives, and learnings after the TA suspension was announced.

Positives:

- AFSA became the primary source for information on TA. Used Facebook page to constantly share, update, and motivate; likes soared from 2,800 to over 3,800 in a 3-week period.

- More than 99.9% of all postings on Facebook concurred with our approach; membership went wild. Our March recruit and retain totals crushed our previous high water mark of 2,580 in August 2011 by more than 250! Total membership soared to 112,400 prior to losing the lapsed members of 1 April.

Negatives:

- A handful of members felt that AFSA was being too “alarmist.” 2 members resigned their membership (reportedly) based on our stand on TA; they felt we were going against the Air Force.

Learnings:

- AFSA has an obligation to our membership to support their pay, benefits, and quality of life. AFSA must continue to share the Airman’s story when benefits are threatened. Anything less is not supporting what our membership expects.

- (Per high level feedback): We must be careful to avoid a “The Sky is Falling” approach. In addition, we need to focus our opposition on Congress and show a level of “understanding” when the Air Force cuts or suspends benefits. The formula of success is, “Look what you forced on us now Congress! Fix sequestration and come up with a plan!”

- ✓ Recognized SrA Angelique Tetrault, AFSA Chapter 988, for her courage and reaching out to fellow Airman by presenting her a coin as an appreciation for her hard work.
- ✓ Be sure to utilize AFSA International President Yeomans’ e-mail in the AFSA magazine to address issues or ideas.

President Lutzen thanked AFSA International President Yeomans for his leadership and presented him with an AFSA Division 3 coin as a token of our appreciation.

Lunch (provided by AFSA Division 3) – Business Continued at 1315 hours

Roll Call/Credentials Committee Report: Division 3 Senior Advisor Charlie Dalzell presented the AFSA Division 3 Credentials Reports. A roll call was performed and **President Lutzen declared a Quorum for AFSA Division 3 to do business.**

Approval of Conference Agenda: President Lutzen asked for a review and approval of the AFSA Division 3 conference agenda. MSgt Amber Callahan, AFSA Chapter 872 President motioned to approve the conference agenda; CMSgt (ret) Mark Clark, AFSA Chapter 804, seconded the motion, and the AFSA Division 3 conference agenda was approved.

Awards Report & Presentations:

Division 3 Vice President and Awards Chair, Steve Zalesky, provided information on the awards program and submission process. 8 of the 13 Division Chapters submitted awards; there were 6 Airmen and 6 NCO nominees this year. Vice President Zalesky asked International President Yeomans and Division 3 President Lutzen to join him in

making the following presentation of this year's awards. They presented the awards as he read the accompanying citations:

Annual Award Winners

- Chapter of the year over 500 members - Chapter 872, Scott AFB
- Chapter of the year under 500 members - Chapter 988, Altus AFB
- Community Service Award - Chapter 985, Tinker AFB
- Veterans Administration Service Award - Addie Davidson, Chapter 804, Kansas City
- Volunteer Service Person Award - MSgt Esmerelda Aharon, Chapter 872, Scott AFB
- Chapter Website of the Year - Chapter 872, Scott AFB
- Chapter Newsletter of the Year - Chapter 985, Tinker AFB
- Individual Legislative Award - CMSgt (ret) Mark Clark, Chapter 804, Kansas City
- Chapter Legislative Award - Chapter 985, Tinker AFB

Annual Award Runner-Ups:

- Chapter of the year over 500 members - Chapter 985, Tinker AFB
- Community Service Award - Chapter 872, Scott AFB
- Volunteer Service Person - TSgt Richard Porter, Chapter 985, Tinker AFB
- Chapter Website of the Year - Chapter 985, Tinker AFB
- Chapter Newsletter of the Year - Chapter 872, Scott AFB
- Individual Legislative Award - SMSgt (ret) Doug Bynum, Tinker AFB

Membership Training: AFSA International President Yeomans provided recruiting tips, with a "What's in it for me?" approach. We need to value the propositions that AFSA fights for \$25 a year:

1. 3 year pay freeze (15%) buy-in power
2. War stories (rumors such as retirement ending completely and the closures of commissaries)
3. Education benefits
4. Healthcare (keeping benefits while on Active Duty such as not paying for prescriptions or doctor visits)

Vice President Steve Zalesky made some key points in regards to retaining members:

1. Keep our people
2. Give members something- a niche (legislative updates, community service opportunities)-self worth
3. His philosophy: 2 months prior to member's membership expiring, he sends out a reminder regarding their membership expiring and then follows up with those he contacted
4. Keep track of your Chapter's membership roster and keep it up to date each month

Special Awards: President Lutzen presented CMSgt (ret) Mark Clark, AFSA Chapter 804, a Certificate of Commendation and a Harley Davidson gift card.

Division 89 Fundraiser: Past Division 9 President Steve Francis conducted a fundraiser among conference delegates, as all proceeds go to support the division scholarship program. "Fines" were collected and donations were made, with a total of \$1,405 raised.

<u>“Fine”/Donation</u>	<u>Individual/Chapter “Charged”</u>
\$20 donation	SMSgt (ret) Gary Swanson/Chapter 881
\$200 donation	CMSgt (ret) Steve Francis
\$100 donation	Chapter 988
\$100 “fine”	International President Yeomans (cell phone rang during meeting)
\$60 “fine”	Division 3 President Lutzen (opened meeting with small gavel as opposed to opening the meeting with the traditional big gavel)
\$25 “fine”/donation	MSgt (ret) Dave Bamburg (had no Division 3 pin on jacket)/Chapter 951
\$50 “fine”	Chapter 984 (to include all “offenses”- MSgt Melenka wore a suit with no tie; unmanned registration table; no wine glasses in hospitality suite)
\$100 donation	Chapter 984
\$100 “fine”	Chapter 964 (members did not wear service dress)
\$20 “fine”	Terry Turner (had no name tag on suit jacket)
\$70 “fine”	Steve Zalesky and Don Sullivan harassing Steve Francis to grade award packages last minute
\$100 donation	Chapter 804
\$150 “fine”	Chapter 872 (2 members were on the elevator with wrong uniform)
\$100 donation	Chapter 985
\$25 donation	Chapter 851
\$100 donation	CMSgt (ret) Miroslav Pivrnec
\$25 donation	“Auctioned” pen with flash drive
\$20 “fine”	International President Yeomans (cell phone rang a second time during meeting)
\$40 “fine”	Chapter 959 (no service dress)

President Lutzen concluded the business session for the day and Conference Manager MSgt Melenka provided a few more raffles.

Meeting adjourned at 1430.

Saturday, 13 April 2013
Business continued at 0825.

Credentials Report: Senior Advisor Charlie Dalzell provided the final credentials statistics. A quorum was present.

Approval of 2012 Meeting Minutes: President Lutzen asked for a motion to accept the 2012 Division 89 meeting minutes as written. Don Sullivan, Chapter 985, motioned to approve the 2012 Division 89 meeting minutes; Steve Francis, Chapter 988, seconded the motion, and the 2012 Division 89 meeting minutes were approved as written.

Approval of 2013 Budget: President Lutzen asked for a motion to approve the 2013 budget. Michael Parente, Chapter 984, motioned to approve the 2013 budget; Charlie Dalzell, Chapter 804, seconded the motion, and the 2013 budget was approved.

Approval of Standing Rules: President Lutzen asked for a motion to accept the rules as written. Don Sullivan provided changes to President Lutzen to address the council that were discussed on Thursday's pre meeting with the executive council.

- ✓ President Lutzen asked for a motion to approve SR#1. Steve Zalesky, Chapter 872, motioned to approve SR#1; TSgt Jared Langenstein, Chapter 964, seconded the motion, and SR#1 was approved.
- ✓ President Lutzen asked for a motion to approve SR#2. Terry Turner, Chapter 985, motioned to approve SR#2; David Bamberg, Chapter 951, seconded the motion, and SR#2 was approved.
- ✓ President Lutzen asked for a motion to approve SR#3. Mark Clark, Chapter 804, motioned to approve SR#3; MSgt Nicholas Melenka, Chapter 984, seconded the motion, and SR#3 was approved.
- ✓ President Lutzen asked for a motion to approve SR#4. MSgt Amber Callahan, Chapter 872, motioned to approve SR#4; Charlie Dalzell, Chapter 804, seconded the motion, and SR#4 was approved.
- ✓ President Lutzen asked for a motion to approve SR#5. Steve Francis, Chapter 988, motioned to approve SR#5; TSgt Jared Langenstein, Chapter 964, seconded the motion, and SR#5 was approved.

Scholarship Report: Senior Advisor Charlie Dalzell, Chair of the Scholarship Program, advised the division awarded one (1) \$500 scholarships for 2012. The scholarship is for member's dependents or grandchildren. The application includes transcripts, a letter, and application; it parallels the AFSA scholarship. One of the two submissions for the \$500 scholarship was a completed package. Our \$500.00 winner for 2012 was Shelby Perez, Daughter of CMSgt (Ret) Ivan Perez, Chapter 804, Kansas City.

Membership Report: Trustee Terry Turner gave statistics on Division 3's productivity and worldwide ranking in these categories. 1,609 Recruits! 805 Retentions! Dedicated AFSA Recruiters and Retainers recruited 19,238 new members and retained 2,642 members. Our 2012 total ended at 21,880; although we did not quite make it we grew our overall membership numbers by 2,338 or 2.17%. Division 89 had 11 SKYHIGHers

and 5 HighFLIERS. Due to all who recruited or retained just one member, Division 89 is a leader ranking 3rd in recruiting and 1st in retention in AFSA. We claimed a 10% share of total recruiting and a 63% share of total retentions throughout AFSADivision 3 had 11 SkyHIGHERS and 5 HighFLIERS.

2012 Recruiting Awards

- Recruiter of the Year - CMSgt (ret) Michael Parente, Chapter 984
- Retainer of the Year - MSgt (ret) Bud Kolwitz, Chapter 851, Milwaukee
- Recruiting Chapter of the Year - Chapter 959, Minot AFB
- Retaining Chapter of the Year - Chapter 872, Scott AFB

Recruiting Runner Up Awards:

- Recruiter of the Year - CMSgt (ret) Steve Francis, Chapter 988, Altus AFB
- Retainer of the Year - SMSgt (ret) Steve Zalesky, Chapter 872, Scott AFB
- Recruiting Chapter of the Year, Chapter 985, Tinker AFB
- Retaining Chapter of the Year, Chapter 851, Milwaukee

SkyHIGHERS

		Recruits
PARENTE, MICHAEL	Chapter 984	110
FRANCIS, STEPHAN	Chapter 988	107
TURNER, TERRY	Chapter 985	106
LEWIS, SHAUN	Chapter 959	104
PARKER, RAPHAEL	Chapter 984	102
EKKER, STEVEN	Chapter 959	102
BYNUM, LOWELL	Chapter 985	101
ZALESKY, STEVEN	Chapter 872	101
FINDLEY, HILDA	Chapter 985	101
TETRAULT, ANGELIQUE	Chapter 988	100
REED, RONAL	Chapter 881	100

HighFLIERS

		Retains
KOLWITZ, ROLAND	Chapter 851	163
ZALESKY, STEVEN	Chapter 872	131
LINK, NICHOLE	Chapter 872	108
KOLWITZ, JEAN	Chapter 851	107
HYDE, WILLA	Chapter 804	102

Special Awards: President Lutzen presented a Levitow painting to the top recruiting/retained chapter over 300 people, and Chapter 959 was drawn, and won the Levitow painting.

Legislation Report: Presented by Trustee Terry Turner and CMSgt (ret) Mark Clark. Division 3 currently has 15,000 members.

- ✓ Key points by CMSgt (ret) Mark Clark:
 1. Take time read bills on CAPWIZ
 2. Personalize your letters to your state representatives
 3. Continue to fight the fight- condition of life (the promises that were made to you when you joined the Air Force)
- Chain CPI (reducing purchasing power)
- TRICARE Prime vs. TRICARE Standard
- Threats of closing Veterans homes
 - ✓ Key points by Terry Turner in ways to contact Congress:
 1. CAPWIZ (personalize your letter and request to be contacted)
 2. <http://www.contactingthecongress.org> (direct line to Congressman)
 3. Ranking your priorities on HQ AFSA website (if you contact HQ AFSA, please contact AFSA International President Yeomans your concerns as well)
 4. <http://www.congress.org> (Mega vote)

Communication Report: Trustee Gary Swanson expressed how important how 'Content is key'. Our Division Newsletter won at International for a third year in a row and he thanked all the Chapters for their story inputs. The Division website and Facebook is our best opportunity to connect with younger generation. Gary would like to see Chapters submitting information or events that take place in 'real-time'. A Web hosting option has been added to help Chapters to get a website set-up and he will be available to provide training. The domain name has been secured. Gary has revamped the website after Division 3 change, and has made it easier to maneuver.

Chapter Officer Training: President Lutzen presented a PowerPoint presentation/training on what we need to be doing with our respective Chapters.

- ✓ 4 Pillars of AFSA
- ✓ AFSA operations and governing documents
- ✓ Quarterly and annual reports
- ✓ Division Standing Rules
- ✓ AFSA award program
- ✓ Division/Chapter Leadership Glossary
- ✓ Recruiting and retentions
- ✓ Chapter checklist
- ✓ CAPWIZ Legislation tool
- ✓ Social media and web hosting
- ✓ International Professional Airman's Conference

AFSA International President Yeomans presented coins to President Lutzen, Vice President Steve Zalesky, Trustee Gary Swanson, Mark Clark, and Trustee Terry Turner for their hard work for Division 3 and their involvement with their respected Chapters

Election of Officers:

Office of President: Steve Zalesky nominated Dale Lutzen, Don Sullivan seconded. There being no others, the nominations were closed and Dale Lutzen was elected by acclamation.

For the position of 1st Trustee: MSgt Amber Callahan nominated Gary Swanson and Gloria Pinksaw seconded. There being no others, the nominations were closed and Gary Swanson was elected by acclamation.

For the position of 2nd Trustee: Gloria Pinksaw nominated Mark Clark, seconded by Willa Hyde. There being no others, the nominations were closed and Mark Clark was elected by acclamation..

For the position of 3rd Trustee: Steve Francis nominated Terry Turner, seconded by Michael Parente. Jean Kolwitz nominated Roland 'Bud' Kolwitz, seconded by Steve Zalesky. Both Trustees were asked to say a few words. Nominations closed and Terry Turner was elected by majority vote.

For the position of 4th Trustee: Consent of the new Executive Council, Roland 'Bud' Kolwitz was appointed as 4th Trustee for Division 3.

Note: Proper rules of order were observed for all offices. No oppositions to any position were nominated from the floor, therefore, in each case the nominations were closed and election by acclamation voted and carried.

Old or New Business:

✓ Question from Gary Swanson: "Is BIG AFSA considering SNCO of the year?"
AFSA International President Yeomans answered, "No."

✓ Question from Cathy Oden: "Where will the Division 3 PAC be held in 2014?"
Vice President Steve Zalesky volunteered Chapter 872 to host the 2014 Division 3 PAC.

Special Awards: President Lutzen drew Glen Henness, Chapter 881, as the \$100 winner; those who updated their information via the mailed out postcard were eligible to win \$100.

Meeting adjourned at 1150.

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**Post-Conference Executive Council Meeting.** President Lutzen convened a post-conference meeting at 1305 with the new executive council. The following members were in attendance: Dale Lutzen, Steve Zalesky, Don Sullivan, Mark Clark, Charlie Dalzell, Gary Swanson, Bud Kolwitz, Terry Turner, and SSgt Nichole Link. AFSA International President Yeomans joined us for the post-conference meeting as well

President Lutzen welcomed Mark Clark and congratulated those that have been elected into their positions for Division 3.

President Lutzen thanked everyone for their support and efforts this past year, and for attending the conference. Just a few items of interest from President Lutzen:

- ✓ Plans to visit the North Region of Division 3
- ✓ Continue to keep strong in membership- strive for #2 or #3 slot
- ✓ Awards will be swept ('murder board') to make the 1206's better/stronger before they are competed at International
- ✓ Newsletter: mailing (reaches all members) vs. e-mailing
- ✓ Division 3 access for reports will be granted to: President Lutzen, Vice President Zalesky, Trustee Terry Turner, Trustee Mark Clark, and Trustee Roland 'Bud' Kolwitz
- ✓ Name tags will be ordered to reflect Division 3 and positions of the executive council (Don Sullivan will place order and mail out the name tags)
- ✓ Consider a new treasurer for Division 3; current treasurer has too much on his plate- more to follow
- ✓ Asked Gary to continue working as our prime 'IT guy'; Gary concurred
- ✓ Looking forward to Chapter 872 hosting the 2014 Division 3 PAC

AFSA International President Yeomans made closing remarks. President Yeomans thinks Division 3 is a strong division, and thanked those on the council again for their contributions and dedication to Division 3. He thanked the council and expressed his appreciation for the invite to the Division 3 PAC.

President Lutzen adjourned the meeting at 1340, and advised all of their installation at 6:00pm prior to the Honors Banquet.

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Division Officers Installation Ceremony was conducted by International President Dan Yeomans. All current and newly elected/appointed division officers were installed into their AFSA Division 3 respective office for the year of 2013-2014.

DIVISION HISTORIAN	DON SULLIVAN
DIVISION SECRETARY	SSGT NICHOLE LINK
DIVISION TRUSTEE	GARY SWANSON
DIVISION TRUSTEE	ROLAND KOLWITZ
DIVISION TRUSTEE	TERRY TURNER
DIVISION TRUSTEE	MARK CLARK
DIVISION VICE PRESIDENT	STEVE ZALESKY
DIVISION PRESIDENT	DALE LUTZEN
DIVISION SENIOR ADVISOR	CHARLIE DALZELL

Honor Banquet 6-9pm

Emcee SSgt Trevor Crowder, from Chapter 984, introduced himself and welcomed all to the Air Force Sergeants Association 2013 Division 3 Conference and Professional Airmen's Conference Honors Banquet.

Chaplin Captain Michael Farar, Offutt AFB, gave the invocation. The posting of the colors was performed by the 55th Wing, Offutt AFB Base Honor Guard, and the National Anthem was sung by SSgt Alyssa Gomez, from Chapter 984. Emcee SSgt Crowder introduced our distinguished guests:

Our guest speaker, the 6th Chief Master Sergeant of the Air Force, Chief Master Sergeant (ret) James M. McCoy could not be with us tonight due to a sudden illness.

Our distinguished speaker this evening Chief Master Sergeant (ret) Mark Clark from Chapter 804 will do the honors to speak in place of Chief McCoy.

AFSA International President Dan Yeamons

Our Division 3 President Dale Lutzen, and his wife Renee

From Chapter 984, AFSA Past International President Michael Parente, and his wife Estu

From Chapter 804, AFSA Past International Auxiliary President Willa Hyde

From Chapter 804, AFSA Past International Auxiliary President Gloria Pinksaw

From Chapter 804, Past International Auxiliary President Kathy Oden

All International and Division Lifetime Trustees in the audience

The Commander of the Air Force Weather Agency Colonel Louis Zuccarello, and his wife Lisa

The commander of the Second Weather Group, Offutt AFB Colonel David Bacot

POW/MIA Ceremony

POW/MIA Ceremony performed by TSgt Alfredo Davila from the 55th Wing, Offutt AFB Base Honor Guard, and conducted by emcee SSgt Crowder. After the script was read, a silent toast was offered for those service members that could not be with us tonight but stay in our hearts and minds forever.

Dinner

Guest Speaker

CMSgt (ret) Mark Clark, Chapter 804

Division President Dale Lutzen presented CMSgt (ret) Clark with a \$100 check to the CMSAF Fund and a Division 3 coin as a token of our appreciation for being our guest speaker for the evening.

Awards

Division Vice President and Awards Chair Steve Zalesky, Division President Dale Lutzen and International President Yeomans presented the following Awards:

Each nominee was called and presented an AFSA Division 3 Commendation Certificate along with the Division 3 coin. The winner of each category was presented a 12x15” plaque commemorating their achievement:

Division 89 Member of the Year Nominees & Winner

FROM CHAPTER 804, BELTON, MISSOURI – CHIEF MASTER SERGEANT
(RETIRED) MARK CLARK **WINNER**

FROM CHAPTER 984, OFFUTT AFB, NEBRASKA – STAFF SERGEANT
RAPHAEL PARKER

FROM CHAPTER 985, TINKER AFB, OKLAHOMA – MASTER SERGEANT
(RETIRED) TERRY TURNER

FROM CHAPTER 988, ALTUS AFB, OKLAHOMA – CHIEF MASTER SERGEANT
(RETIRED) STEPHAN FRANCIS

Due to mission commitments, the following nominees were unable to attend:

FROM CHAPTER 872, SCOTT AFB, ILLINOIS – MASTER SERGEANT
GIOVANNA VOGT

FROM CHAPTER 959, MINOT AFB, NORTH DAKOTA – MASTER SERGEANT
JENNIFER SHELLEY

Division 89 Auxiliary Member of the Year Nominees & Winner

FROM CHAPTER 851, MILWAUKEE, WISCONSIN – JEAN KOLWITZ

The following nominee was unable to attend:

FROM CHAPTER 804, KANSAS CITY, MISSOURI – ADELINE (ADDY)
DAVIDSON **WINNER**

Division 89 Airman of the Year Nominees & Winner

FROM CHAPTER 872, SCOTT AFB, ILLINOIS – AIRMAN FIRST CLASS NIKITA
HUDSON

FROM CHAPTER 984, OFFUTT AFB, NEBRASKA – SENIOR AIRMAN TAMRA
HELM

FROM CHAPTER 985, TINKER AFB, OKLAHOMA – SENIOR AIRMAN
MICHELLE HERRERA

FROM CHAPTER 988, ALTUS AFB, OKLAHOMA – AIRMAN FIRST CLASS
ANGELIQUE TETRAULT

Due to mission commitments the following nominees were unable to attend:

FROM CHAPTER 964, GRAND FORKS AFB, NORTH DAKOTA – SENIOR
AIRMAN SHANE HOLLAND **WINNER**

FROM CHAPTER 959, MINOT AFB, NORTH DAKOTA – SENIOR AIRMAN
SHAUN A. LEWIS

Division 89 NCO of the Year Nominees & Winner

FROM CHAPTER 872, SCOTT AFB, ILLINOIS - MASTER SERGEANT CHAD LEE

FROM CHAPTER 964, GRAND FORKS AFB, NORTH DAKOTA – TECHNICAL
SERGEANT JARED LANGENSTEIN

FROM CHAPTER 984, OFFUTT AFB, NEBRASKA - TECHNICAL SERGEANT
JOANNE PARKER

FROM CHAPTER 985, TINKER AFB, OKLAHOMA – STAFF SERGEANT
RACHAEL LONG **WINNER**

FROM CHAPTER 988, ALTUS AFB, OKLAHOMA – STAFF SERGEANT AUDRYE
ROJAS

Due to mission commitments the following nominee was unable to attend:

FROM CHAPTER 972, MCCONNELL AFB, KANSAS - TECHNICAL SERGEANT
TIMOTHY HARMAN

President Awards

Division 3 President Lutzen presented Ms. Megan Matirano, from the Holiday Inn, a certificate of appreciation and a Division 3 coin for all of her and her staffs' efforts in planning and accommodating our delegates and guests for an enjoyable and successful conference.

Division 3 President Lutzen presented our conference manager, TSgt Amber Saienni, with a Commendation Certificate for her selfless act of putting together a successful conference for Division 3.

AFSA Division 89 President Dale Lutzen presented Vice President Steve Zalesky with the 2012 President's Award and an AFSA desk clock memento for the tremendous difference he made through his contributions, strength, experience, and mentorship to Division 3.

Honors Banquet concluded.

**Conference Closed by President Lutzen, “I HEREBY DECLARE THE 2013
DIVISION 3 CONFERENCE ADJOURNED”**

//Signed//

DALE C. LUTZEN, President
AFSA Division 3

//Signed//

NICHOLE R. LINK Secretary
AFSA Division 3

President’s Report attached

Presidents Report, March 2012

I want to thank everyone for being here this weekend

Div 3 is alive and well, I want to thank everyone who was in the room four years ago when we decided to merge.

Because we had merged we were able to keep the Div 89 families together, who knows how the merger would have, went if we had not merged ourselves into Div 89.

So again I want to thank everyone from Div 8 and 9 who came together four years ago.

The past year was extremely busy we had last year's conference in Oklahoma City and 985 did an outstanding job as the host chapter.

I attended the International conference last year in Jacksonville Florida,

The Div took home some great rewards not only at Div level but at the chapter level as well.

I am really proud that we took Div level web site and newsletter awards for the third year in a row.

VP Zalesky will talk about awards later on in our conference

I visited chapters 858 Minneapolis, 872 Scott, 972 McConnell, 985 Tinker, 990 Vance; I presented a CAP award to a squadron in Cedar Rapids Iowa as well.

At international level I serve on various committees, awards, legislative, IT, one of my goals this past year was for AFSA to create a phone application and for a mobile optimized web site, mobile computing via smart phones and ipads are the future and AFSA needs to be on the leading edge of technology and that is my vision.

I am happy to report that mobile technology for AFSA is being developed and hopefully this technology will be available for rollout at the upcoming International PAC.

I see this technology as a tool to recruit, retain and excite people to get engaged with AFSA.

Having Capwiz this Capwiz was another vision I and with the help from other members of Div 89, namely Terry Turner, Gary Swanson and Steve Zalesky, has paid off on educating our elected leaders on issues that affected us, we feel that the turn around with (TA) tuition assistance was caused because of the onslaught of letters that were generated using Capwiz

I ask everyone to use Capwiz on a weekly basis

Facebook I urge everyone to embrace this technology at the chapter/division level this is a great tool to share information and to get the word out to our member's in a timely matter especially the young mobile members we have coming into the Air Force today.

Also as part of the IT committee I helped to get the AAF form corrected and for it to become a better user friendly form, and my goal is to get all of the AFSA forms into a fillable PDF format.

This past year we decided to merge two inactive chapters with active growing chapters, we merged 856 Wausau with 851 Milwaukee, we merged 991 Tulsa with 985 Tinker, these chapters unfortunately did not hold quarterly meeting, take meeting minutes, had no computer access, had no real potential for growth, hopefully now that the members are aligned with very active chapters the members of these chapters will be better served.

This year we also sent out a Div wide post card, did everyone get theirs in the mail?

We mailed out about 15,000 post cards and had about 1,000 members either return the postcard to me or went online to update their information.

I feel the postcard mailing was great successes in letting members know that the Div and AFSA is alive and well and cares about them.

Another project we took on was the geographical alignment of the AFJROTC and CAP programs with the Div chapters, I want to thank Mark Clark from 804 for taking on this project, and hopefully chapters will use this to stay in contact with the programs within their area of responsibility.

Well this concludes my report and I would like to ask International President Yeomans to give us his AFSA perspective report.