



APG RETIREE COUNCIL AGENDA/ MINUTES



DTG: Saturday, 15 April 2023, 0900-1000

DIAL IN: 410-306-4000 X1955

LOCATION: Janet Barr Building, 6488 Rodman Road, First Floor, Soldier Support Center

I. CALL TO ORDER

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II. ROLL CALL

- Phone: In room:

III. APPROVAL OF MINUTES FROM LAST MEETING

- See page two below

IV. OPEN ISSUES

- **Retirement Appreciation Day Garrison Coordination** – update on meeting with MPD Chief on 7 and 13 April: * post cards this weekend, * DMDC email listing no movement, * VIP listing, * agencies notified, govt scrub, * color guard, * choir, * AV support, CECOM G5 for tablecloths/ artifacts, *MOI released 13 Apr/ OPORD soon, * food plan/sponsorship, * program of events govt support, * publicity
- **Council discussion and approval:** food concept, VIP listing
- **Council support:** publicity, rehearsal/set up 17 May at 1600, specific event roles
- **Garrison Commander engagements:** 30 March: Community Exchange Forum, 17 April: Office call with Senior Commander with GC

V. NEW BUSINESS

VI. ADJOURNMENT

18 March Council Meeting Minutes

In person - Andre, John, Frank, Amy, Kimberly, and Rodney/ Via phone – Jonas and Bill

Main Topics:

1. Review of the Mallette Training Facility Terrain Walk
 - a. Set up for the RAD, 17 May 2023 at 1600.
 - b. Multifunction room will hold about 45 vendors comfortably. We have one of the Multifunction rooms, the other room is being used for an installation class. KIRK will have a room for privacy, we need to verify if the VA rep needs a room for privacy while supporting our Retirees.
 - c. The main parking lot in front of Mallette Training Facility will be used for handicap parking and about five VIP spots. The main parking lot is a short walk to the building.
 - d. Lunch will be served at the training facility in the break room. No food or drinks in the Multifunction room or theater.
 - e. Garrison/RSO team/1SG – working OPORD/FRAGO to operationalize the event, AV support, Soldier support, van or golf carts for shuttle parking, color guard and possibly National Anthem, contacting base organizations for participations at RAD, and clarification of what shots or support if any will be provided by KIRK.
 - f. We will need volunteers to serve lunch.
2. Donations to support lunch.
 - a. AUSA confirmed for a \$2k donation.
 - b. John was approached by Navy Federal for a potential donation.
 - c. Potential donation from APG Federal and Freedom Federal Credit Unions, I believe Nelson and Frank are working this action. I'm ready to engage with signed memo and attached flyer, just want to verify.
 - d. Bill is reaching out to AFCEA and IRA for donations.
 - e. Our plan is to have enough food for 350/400 attendees. Maybe use wrist bands to identify Retirees/Spouses and Caregivers. Did I miss anyone?
3. Lunch
 - a. I met with SGM/1SGs Barbecue today.
 - b. He will support our RAD event at the Mallette training facility.
 - c. 17 May - Basic setup the evening prior of coolers, etc.
 - d. 18 May - Deliver food, setup food trays for serving, refreshments, paper plates, utensils, napkins and provide oversight of volunteer servers (two lanes, minimum or 4 servers).
 - e. Two menu options are being prepared for our consideration. Cost per plate between \$13 - \$15 or between \$5,500 - \$6,500.
 - f. Standing by for menu options and contract.
4. Attached APG 2023 RAD vendor list EXCEL document.
 - a. Please review and provide any and all comments and please don't be shy.
 - b. Light Blue Highlight implies -Confirmed attendance.
 - c. Green Highlight – Garrison/RSO Team organizations. Please let me know if I need to make any changes, I guessed on a few.
 - d. Bill and I added a few organizations at the end of the roster and will likely add a few more.
 - e. Please let me know if you would like to add any organizations. I will send out weekly vendor updates.
 - f. I will send one more invitation to the Vendors later this week, with the 2023 Flyer attached. Thus far I sent a save the date email and a second email with the agenda.

Kimberly and the RSO team provided the 2023 APG RAD Flyer.

Proposed VIP Listing for Discussion

- The Adjutant General, Maryland National Guard MG Timothy Gowen (timothy.e.gowen.mil@army.mil)
- Assistant Adjutants General, Army and Air Guard for Maryland BG Janeen L. Birckhead and BrigGen Drew E. Dougherty (janeen.l.birckhead.mil@army.mil; drew.dougherty.1@us.af.mil)
- Maryland National Guard Senior Enlisted Leader CMSgt Anthony Sims; Army Guard Senior Enlisted Leader CSM David Harry (anthony.sims@us.af.mil; david.c.harry.mil@army.mil)
- 175th Wing Commander, MD Air Guard BrigGen Jori Robinson and Wing Command Chief CMSgt James Bottorff (jori.robinson.2@us.af.mil; james.bottorff.1@us.af.mil)
- 29th Combat Aviation Brigade Commander COL Richard Ferguson (richard.d.ferguson12.mil@army.mil)
- Army CASA Mary Jane Jernigan
- Army Reserve Ambassadors for Maryland (Jayson Spiegel, Phyllis Wilson, and Edna Cummings) (jayson.spiegel@yahoo.com; phyllis.j.wilson4@gmail.com; ccllc2008@verizon.net)
- IMCOM CG, LTG Omar Jones IV (omar.j.jones3.mil@army.mil)
- Harford County Executive Bob Cassilly (CountyExecutive@harfordcountymd.gov)
- Cecil County Executive Danielle Hornberger (dHornberger@ccgov.org)
- Baltimore VA Regional Office Executive Director Mr. Antione Waller (SES) (antione.waller@va.gov)
- Director, Army Retirement Services COL (Ret) Mark Overberg (mark.e.overberg.civ@army.mil)

PROGRAM OF EVENTS

TIME	EVENT	LOCATION
□	0730: Agency/vendor set up	(Multi-purpose room)
□	0830: Registration/ Event opening	(Multi-purpose room)
o	Installation/Garrison Commander/ CSM/ to greet and present official US flags to retirees as they enter.	
□	1000: Formal program / Welcome	(Auditorium)
□	1005: National Anthem/ Pledge/ Invocation	
□	1010: Opening: Installation/ Garrison Commander	
□	1015: Guest Speaker: Maryland VA Secretary Tony Woods	
□	1030: Panel/ Q&A	(Auditorium)
o	DECA, Exchange, Commissary, Kirk Clinic, Legal, MWA, VA	
□	1055: Formal program closing	
□	1100: Vendor booths reopen	
□	1145: No host lunch (tentative)	
□	1230: Booths close/ end of event	