



# Recruiter

The Magazine of the Air Force Recruiting Professional

## Information Technology



Tackling the  
monumental  
needs of AFRS

**E**  
SERIES



September  
2004

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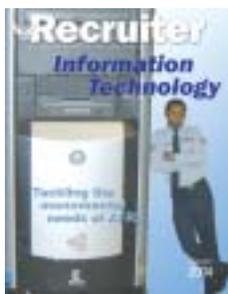
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Correspondence should be addressed to AFRS/PA, 550 D STREET WEST STE 1, ATTN: EDITOR, RANDOLPH AFB, TX 78150-4527. Phone numbers are commercial (210) 565-4678, DSN 665-4678 or e-mail afrshqpa@rs.af.mil.

## cover photo



As a member of the customer support center, Staff Sgt. Jon Singletary makes up one of three levels of support available by Air Force Recruiting Service to meet the monumental demands of information technology. His support along with online tools allow users across the globe to accomplish their recruiting mission. (Graphic illustration by Staff Sgt. Marti Ribeiro)



## Purple Heart

Brig. Gen. Dutch Remkes, Air Force Recruiting Service commander, awards the Purple Heart to Master Sgt. Greg Elmore during an Aug. 11 ceremony at Boerne, Texas. Sergeant Elmore, AFRS standardization and training manager, earned the award for injuries sustained during Operation Iraqi Freedom. While helping recruit for the Iraqi Army, Sergeant Elmore's duty station was attacked by a suicide bomber that killed 47 Iraqis.

## Recruiter Spotlight

### Staff Sgt. Clint O'Leary

**Job title:** Enlisted accessions recruiter, 362nd Recruiting Squadron

**Office location:** Temecula, Calif.

**Hometown:** Murrieta, Calif.

**Time in Air Force:** Eight years

**Time in AFRS:** Two years

**Hobbies:** Golf and mechanics

**What inspires you to do what you do?** My family and my belief in what we do in the Air Force

**What is the best advice you have received?** It's not a got to, it's a get to

**Career goals:** Stay in recruiting, make rank, progress in my career with my next assignment being in officer accessions

**What hints can you give others about recruiting?** Work smart, be creative and have fun

**Personal motto:** Life is full of ups and downs. It's what you do with the downs that counts



# AFRS conducts IT like no other

By Col. John Boggess  
Chief, Information Systems  
Division

After serving in the military for more than 24 years, I can truly say my last two years at Air Force Recruiting Service have been the best. With its unique challenges, AFRS is the first organization I have been a part of that has complete control over its information management systems, Air Force Recruiting Information Support System and network resources.

This gives us an advantage when trying to implement new information technology ideas. We conduct IT support like no other unit in the Air Force.

Last month we held our first Air Force Recruiting Information Technology Conference in three years. The feedback I received from the conference was extremely positive and our team must continue to host this event each year.

During the conference, I had the opportunity to meet with system administrators, workgroup managers and information management professionals. I truly appreciate the hard work they do in the field and the support they continually provide my staff on a daily basis.

These professionals are the first level of support for our field recruiters. Thus, they handle a lot

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***These folks are in one-deep positions, have a huge area of responsibility to cover, and they are on the road a lot taking care of the IT needs of our recruiters.***

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of IT issues before reaching the headquarters customer support center or network control center. These folks are in one-deep positions, have a huge area of responsibility to cover, and they are on the road a lot taking care of the IT needs of our recruiters.

Headquarters AFRS is continually trying to provide better IT tools for SAs and WGMs to make their jobs easier.

This month the command began its Windows XP deployment and our team provided hardware and software to reduce the workload associated with this deployment.

Another tool we're working on with the AFRS information protection experts involves researching and evaluating products that will allow SAs and WGMs to perform virus scans of their networks.

Also, we're looking at remote administration tools, which will

allow systems within AFRS to be touched from a central location. Hopefully, this will reduce the amount of time the squadron SAs and WGMs spend on the road.

In addition to working initiatives to reduce the workload for SAs and WGMs, AFRS is looking at ways to make our systems and services more user friendly.

Currently, our No. 1 initiative is to wrap up our computer room renovation project. We've expanded the size of the room as well as purchased replacements for antiquated equipment.

Upon completion of the project, recruiters and support personnel should see a significant increase in performance for AFRISS.

The IT industry is moving very quickly, and it will always be a challenge to keep up, but I'm confident that AFRS will stay on the cutting edge of technology.



# *SAs tackle one problem at a time*

**By Tech. Sgt. Daniel Elkins  
Air Force Recruiting Service**

They're perhaps the most skilled in any squadron at crisis resolution. However, what may be a crisis on one end of a phone line often results in a simple troubleshooting solution on the other end of the line.

System administrators at squadrons throughout Air Force Recruiting Service are usually at the top of the list for business calls first thing in the morning. Before they can even find the time to pour a cup of Java and check their own e-mail, these computer technical experts are glued to a phone troubleshooting connection problems with a frantic caller on the other end or having to juggle their schedules for the day to make an impromptu office visit as far as three or four hours away.

"Systems administrators have a critical job in making sure the field has the support it needs to

perform the job ... from troubleshooting problems over the phone and configuring laptop computers to setting up e-mail accounts and resolving connectivity issues," said Master Sgt. Kirk Clement, Headquarters AFRS Network Control Center chief, who spent four years as a systems administrator with the 361st Recruiting Squadron. "We realize that by the time someone has to make a call for help, he or she has already tried everything they can to make their computer work and are at the end of their rope. While many problems can be solved with a call to the system administrator or help desk, there's sometimes no substitute for hands on a computer."

Systems administrators, commonly referred to as SAs, serve in one-deep positions assigned to each of the command's 28 squadrons. Adding to the challenge of their jobs is the enormity of area for which they are responsible, explained 1st Lt. Edmund Williams, AFRS Information Technology



Branch chief.

“They spend a lot of time on the road in their areas of responsibility providing assistance to the recruiters, particularly if there is a deployment of equipment to the field or necessary software updates requiring them to spend one or two weeks visiting recruiting offices,” Lieutenant Williams said.

Helping relieve some of that burden, according to the lieutenant, are squadron information managers who, in addition to their primary duties, serve in a backup role as workgroup managers.

One of those information managers whose job has taken a sudden shift in support of systems administration is Staff Sgt. Dana Huffman of the 345th Recruiting Squadron at Scott Air Force Base, Ill. While immersed in her duties as part of the marketing office, the absence of a squadron system administrator necessitates she stay abreast of the latest in information technology.

“That’s the unique part of the position of an IM – we wear various hats,” Sergeant Huffman said. “Although we’re administrators, the majority of my job is workgroup management requiring more hands-on work with computers instead of spending time on administrative duties.”

Although she won’t overtly admit her anticipation for the arrival of a system administrator to the squadron in October, Sergeant Huffman clearly recognizes the value of temporarily filling the position, which takes about 60 percent of her time.

“IMers are appointed as workgroup managers as part of our core tasks and receive training through (career development courses) and information technology classes,” she explained. “Since we work hand in hand with system administrators, temporarily filling the position is a perfect avenue for honing those skills and being prepared to step up whenever assistance is needed in order to accomplish the mission.”

As the first level of support for the field, systems administrators and information managers are able to answer most of the questions from the field and troubleshooting problems.

For some technical issues requiring additional help, the customer support center at Headquarters AFRS provides a staff that fields approximately 300 service calls a day. Sergeant Clement said customer support center representatives typically resolve most problems in about one to two minutes. The roughly 20 or so calls requiring additional expertise are referred to Sergeant Clement and his staff, who make up the third level support, in the network control center.

“The 1,000-plus calls made across the command for support can be dwindled down to only about 20 needing additional support from the network control center,” Sergeant Clement said. “This is a true testament to the quality of work our people at the squadrons and in the customer supporter center are performing on a daily basis.”



# AFRS combines separate Web sites to create XTRAnet

Air Force Recruiting Service officials hope to provide a central location for recruiters and support personnel to gather and exchange information and clear confusion over competing Web sites with the creation of the new XTRAnet.

Previously, two recruiting service Web sites competed for the public's attention. Those were [www.afrecruiting.com](http://www.afrecruiting.com) and [www.rs.af.mil](http://www.rs.af.mil).

Originally designed to replace [www.rs.af.mil](http://www.rs.af.mil),

which provided strictly public information, officials created [www.afrecruiting.com](http://www.afrecruiting.com) in order to incorporate the collection of limited personnel data from users. Resources from this site, along with the Intranet, were eventually combined to create the XTRAnet.

The XTRAnet allows AFRS members to share resources over a publicly accessible Web site while still maintaining security of sensitive informa-

tion.

“The XTRAnet provides us a secure place to continue the development and placement of systems that track recruiting-sensitive information,” said John Noss, Headquarters AFRS Web development technician.

By offering products formerly available on the two previous systems, along with additional features aimed at easing use by anyone with an AFRS e-mail account, AFRS is now able to satisfy requirements for information sharing across the command that was not previously available, Mr. Noss added.

“One of the features of the new system is an online library that recruiting personnel can use to store and retrieve information and files, as opposed to the old method only allowing select personnel to share files and information via Outlook public folders,” Mr. Noss said.

He added that this new platform, from a field perspective, offers much more than a place to share information and resources – personnel can also post bulletins and become involved with online discussions in support of popular topics in recruiting, using the XTRAnet bulletin board.

“Now they’ll all have a way of reaching out and touching each other, which wasn’t possible before,” Mr. Noss said.

The Web development technician explained that the XTRAnet also provides a better means for tracking personnel. Because there is a command-wide need for personnel information, directories, and rosters, the benefit of the XTRAnet is that its personnel records are maintained by two methods.

“The first method collects information for new personnel from the global (e-mail) address book as well as removes that information from the XTRAnet when his or her e-mail account is removed from the AFRS system,” he explained. “The second method is driven by the fact that personnel can maintain their own contact and other identifying information on the XTRAnet.

“So, ideally the information should always be current,” he said.

Not only has this new system made it easier to track information, it continues to grow and find ways to alleviate some of the paperwork traps.

The Web site already tracks hundreds of items to include reports of survey, postal expenditures, computer equipment accounts, computer security ordinances and fitness records.

A retirement pay and compensation calculator, and other training resources are also on the horizon for the XTRAnet.

Another feature of the XTRAnet that benefits squadron and group personnel is the local unit support of activities, which includes a calendar of events, library resources, personnel directory, local weather conditions and alerts, system controls, unit resources, leadership information, and a way for the commander to immediately flash alert news items across the top of the web page in a moment’s notice.

“The XTRAnet is an amalgamation of what we were attempting to do with afrecruiting.com with the potential of what could have been done with the Intranet,” Mr. Noss said. “Combined, it offers one user-friendly site of new systems, more information and additional features to help recruiters and support personnel accomplish their mission.”

### **How do you get into the XTRAnet?**

For those at HQ/AFRS, go to:

<http://xtranet/>

For those outside of an Air Force base, type <http://afrsnet.rs.af.mil>, input your e-mail address and password and you’ll be greeted with a screen that gives you four options. Click on the fourth option, XTRAnet.

# Personal recruiting Web sites could impact network security

By Capt. Joni Grunewald  
Air Force Recruiting Service

With today's technology, building a personal Web site is just a click away. But recruiters conducting military business on personal Web sites may be unintentionally opening the "back door" to dot-mil locations.

A dot-mil site has limited links that are available to the public and certain links that can only be accessed by military people. By linking to a dot-mil Web page you run the risk of violating Air Force instructions and compromising security features in place to keep the dot-com world out of the dot-mil domain, granting access to Privacy Act information, detailed maps or training schedules.

Master Sgt. Larry Gonzales, Headquarters Air Force Recruiting Service information assurance section chief, has experienced links that allow people around Department of Defense firewalls, the electronic barricade intended to keep the public out.

"It's a scary situation," Sergeant Gonzales said. "The information someone can access by avoiding a firewall puts us all in danger. With terrorism knocking at our front door, I wouldn't want to be the recruiter who lets them in."

AFRS does not authorize Web sites for recruiters.

"Recruiting school gives each recruiter the tools they need to perform their job in the field," said Chief Master Sgt. David Gaertner, HQ AFRS Operations Division superintendent. "Individual Web sites are not currently one of those tools, even though the technology is there."

Not only are our recruiters provided other tools for recruiting, the approval process, design, content and maintenance of a Web site is a full-time job. A maintainer is responsible for obtaining necessary coordination and approval and keeping Web sites and pages updated. This process includes maintaining an original Internet Release Package and necessary coordination with the public affairs office and communication squadron.

Recruiters, however, are not totally kept out of the information age. Recruiters can send their applicants to [airforce.com](http://airforce.com).

The AFRS marketing department is dedicated to the content and maintenance of [airforce.com](http://airforce.com). This Web site contains current information for people interested in joining the Air Force as well as people in the delayed entry program.

"Airforce.com is the company Web site," said Chief Master Sgt. Jeffery Martin, HQ AFRS Marketing Division superintendent.

"It has the latest and greatest recruiting tools, programs and special events. This should be the home page on every recruiter's computer."

For more information on Air Force and DOD Web policy and keeping the back door locked go to [www.af.mil/webpolicy/](http://www.af.mil/webpolicy/).

Air Force Recruiting Service is re-introducing [www.rs.af.mil](http://www.rs.af.mil) this month. This Web site is a user-friendly source for researching a multitude of AFRS programs including Recruiter Assistance and the We Are All Recruiters. It also has information for becoming a recruiter or squadron commander, the latest news releases as well as instructions for requesting Boy and Girl Scout recognition letters.



# AFRISS gets makeover

## Recruiting database receives major upgrade

By Tech. Sgt. John Asselin  
Air Force Recruiting Service

The computer application that keeps the Air Force Recruiting Service running is getting a makeover.

The AFRS Information Systems Division is in the process of reengineering AFRISS to create a faster, more flexible and reliable information support system.

“Rather than starting from the ground up and building a new system, we’re taking the current system and reengineering it to support the Guard, Reserve and active duty with the functionality they need,” said Gail Jarratt, project manager for AFRISS reengineering.

To do this, the AFRS is upgrading software, gathering requirements and making some “behind-the-scenes” updates, according to Ms. Jarratt.

“One of the things we’re doing is bringing the current system up to the highest level of Air Force-approved technology,” she said.

During the next few months, the software will be brought up to an interim level and stabilized. It will then move to the highest level, Ms. Jarratt added.

“By being on the higher level of software, we are allowed flexibility for functionality that we do not have at our level,” she said. “We also need to be on a version approved for maintenance, so we must upgrade to be compliant with the Air Force.”

At the same time, AFRS is working on the functionality it needs to add to the system.

“We’re also looking at the requirements of the Reserve and the Guard’s officer accessions and readdressing the requirements of active duty, particularly officer accessions,” she said. “So, while the techies are upgrading the system, the functional people are looking at what new features are needed to support business requirements. The goal is to make a system that all the components can use, and provide functionality and features present users don’t have.”

Requirements will be added piece by piece, with multiple efforts taking place at the same time, Ms. Jarratt said.

“We’ll match and implement requirements with the section of the software being upgraded. When a requirement logically fits a part of the software, we’ll work them together, as well as the ‘behind-the-scenes’ upgrades. Then we’ll take the next chunk that fits together. We’ll roll out pieces as we go.”

AFRISS reengineering is under way, with changes being made in the near future, according to Ms. Jarratt.

“We should have the total software upgrade completed

in five to six months. Then we can start rolling out the additional Reserve, Guard and OA pieces. We plan to have full functionality for the Reserve in 18 to 24 months following the software upgrade.”

When the project is complete, the payback should be immense, Ms. Jarratt said.

“All of the technology and the people that run and maintain it will be in one spot, instead of each of the components running their own systems,” she added. “It’s a large savings for everyone.”

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**“Rather than starting from the ground up and building a new system, we’re taking the current system and reengineering it to support the guard, Reserve and active duty with the functionality they need.”**

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*Gail Jarratt*  
*AFRISS project manager*

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# Recruiting school marks 50 years at Lackland AFB

By James Coburn  
37th Training Wing  
Public Affairs

Photo by James Coburn

LACKLAND AIR FORCE BASE, Texas (AFPN) — More than 4.3 million people have joined the Air Force in the past 50 years through the efforts of enthusiastic recruiters trained at the Air Force Recruiting School here.

“Every recruiter has to come through this school first,” said Tech. Sgt. Lynn Bryan, one of 14 active-duty recruiting instructors at the school, which is celebrating its 50th anniversary, along with the Air Force Recruiting Service.

Sergeant Bryan said the school’s 23-member staff also includes two Air National Guard instructors and one Air Force Reserve instructor.

The Air Force began recruiting its own Airmen July 1, 1954, but Lackland’s school began teaching its eight-week charter class of 20 enlisted recruiters and four officer recruiters eight weeks before that, on May 12, according to base newspaper articles published in 1954.

Sergeant Bryan found the articles while doing research to decorate the school’s entrance with newspaper and magazine stories about Air Force recruiting in chronological order.

“I really enjoyed the re-



Recruiter instructor Tech. Sgt. Lynn Bryan shows Air Force Recruiting School commandant, Chief Master Sgt. Gerald Thayer, the school’s entrance redecorated with newspaper and magazine stories covering the school’s 50-year history.

search,” she said. “I love being a recruiter. I think it’s the most rewarding job I’ve ever had. To learn about our history and just be a part of it is very rewarding for me.”

The school has a training requirement of 589 active-duty recruiters, 96 Reserve recruiters and 72 Guard recruiters for the fiscal year ending Sept. 30.

Chief Master Sgt. Gerald Thayer, commandant of the school, said there are about 1,750 recruiters in the field today, including about 310 working to recruit officers.

According to an April 1, 1954, article in the Lackland

Talespinner, Defense Secretary Charles E. Wilson authorized the Air Force to take full control of its own recruiting, withdrawing from a joint Army-Air Force system. It was believed that more Airmen would remain for longer than a single tour if the Air Force signed up its own men. At the time, the Air Force was below its authorized strength of 970,000 men.

Nowadays, recruiters who have first served for three years in the United States have the option of going back to their original jobs or moving up to a second-tier position, such as being an instructor or one of the 10 to 15 recruiter positions overseas.



Brig. Gen. Dutch Remkes (front), Air Force Recruiting Service commander, leads the charge for the Air Force cyclist team during the Des Moines Register's Annual Great Bike Ride Across Iowa July 25. RAGBRAI takes cyclists across Iowa from July 25 - 31.

# Air Force cyclists continue RAGBRAI legacy for 10th year

**By Cynthia Bauer**  
**Air Mobility Command**  
**Public Affairs**

SCOTT AIR FORCE BASE, Ill. (AMCNS) – For the 10th year, Air Force cyclists took to their bikes for the Des Moines Register's Annual Great Bike Ride Across Iowa.

RAGBRAI XXXII got under way July 25 and concluded July 31, covering about 500 miles through the middle of the state.

The "Team Air Force" legacy began in 1995 when a group of 28 active-duty Air Force bicycling enthusiasts, a support crew of

three from the 343rd Recruiting Squadron and members from Offutt Air Force Base, Neb., formed a RAGBRAI team to bolster Air Force awareness in Iowa.

Retired Lt. Col. Stu Carter rode in eight of the nine past RAGBRAIs and has served as the team's executive director.

"One of the precepts of our team is that we are all recruiters," said Colonel Carter.

"We set a positive image all week long — on and off the bike — and talk to people about the Air Force and what we do in the Air Force."

Air Force Recruiting Service supports the team by arranging for permissive temporary-duty status for eligible riders and provides special promotional items to give to others throughout the ride.

Recruiters also take advantage of RAGBRAI, akin to a "rolling county fair," to set up displays at the overnight stops.

This year, the commander of AFRS, Brig. Gen. Dutch Remkes, led the charge for the team on the first day of the ride from Onawa to Lake View, featuring a total elevation climb of 2,685 feet in 69 miles.

# Air Force officials announce staff sergeant promotion rates

**RANDOLPH AIR FORCE BASE, Texas (AFPN)** — Twenty-three members in Air Force Recruiting Service are among 13,625 selected by the Air Force for promotion to staff sergeant. A total of 33,306 senior airmen were eligible, representing a 40.91 percent selection rate.

The Air Force released the promotion list Aug. 11. The complete list of selectees is posted to the Air Force Personnel Center's Web page, [www.afpc.randolph.af.mil/eprom](http://www.afpc.randolph.af.mil/eprom).



“Certainly the Air Force has had another banner year in terms of promotion,” said Chief Master Sgt. Mark Billingsley, the center’s enlisted promotions branch chief. “The Air Force has singled out those senior airmen who have shown they are ready for the next big step in their career. This group has worked hard for their stripes and will make valuable contributions as our newest (noncommissioned officers).”

The average score for those selected was 272.33 points, with the following averages:

- 130.85 enlisted performance reports
- 58.23 promotion fitness exam
- 54.29 specialty knowledge test
- 16.43 time in grade
- 10.88 time in service
- 0.79 decorations

The average selectee has 1.77 years time in grade and 4.39 years in service.

Those selected will be promoted to staff sergeant beginning this month through August 2005.

## AFRS Staff Sergeant selectees

Clifton E. Hensley	313 RCS
Michael P. Spinelli	314 RCS
Ronetta T. Williams	319 RCS
Charles A. Caskey	332 RCS
Vincent O. Johnson	336 RCS
Thomas F. Roberts	336 RCS
Clifton Fulkerson	337 RCS
Brandi N. Bushur	341 RCS
Christopher C. Cook	341 RCS
Richard M. Martin	341 RCS
Michael S. Whitten	343 RCS
Maria T. Beltran	344 RCS
James C. Potter	347 RCS
Regina M. Price	349 RCS
Christopher Stewart	349 RCS
Andrew W. Gill III	361 RCS
Jacob L. Hawkins	361 RCS
Veronica Billings	362 RCS
Matthew F. Leas	364 RCS
Donald C. Buske Jr.	368 RCS
Jill R. Carr	368 RCS
Ryan G. Schneider	369 RCS
Jennifer Martinez	HQ AFRS

People who tested received their score notices at the end of August.

This allowed them to see just how their promotion fitness examination and specialty knowledge test scores rank against others within their Air Force specialty.

Each Airman can also get an electronic copy of his or her score notice by logging into the virtual military personnel flight at [www.afpc.randolph.af.mil](http://www.afpc.randolph.af.mil). (Courtesy of AFPC News Service)

## ***RAPTOR gaming***

Recruiting squadrons should begin receiving flight simulator gaming software, joysticks and video cards this month for use with their RAPTOR marketing displays, according to marketing officials at Air Force Recruiting Service.

As a means for appealing to the video game target audience, Air Force advertising contractors GSD&M and Tribal worked in conjunction with Critical Mass Interactive to develop a new software program for the Cross into the Blue tour and RAPTOR kiosks.

The software includes three missions, each lasting three to five minutes, which highlight an F/A-22 dogfight, Predator surveillance flight and C-17 humanitarian food drop.

## ***Sijan nominees***

Four members from Air Force Recruiting Service were nominated for the Lance P. Sijan award recognizing senior and junior officer and enlisted Airmen who demonstrate outstanding leadership abilities.

Representing AFRS at the Air Education and Training Command level are:

— Maj. Paul Johnson, 347th Recruiting Squadron commander, senior officer category

— Capt. Michael Bliss, 331st RCS Support Flight commander, junior officer category

— Master Sgt. Kirk Clement, Headquarters AFRS network control center NCOIC, senior enlisted category

— Tech. Sgt. Ronnie Dunker, 347th RCS enlisted accessions recruiter, junior enlisted category

The Lance P. Sijan award was first given in 1981. It was named in honor of the first Air Force Academy graduate to receive the Medal of Honor. Sijan was shot down over Vietnam on Nov. 9, 1967, and evaded capture for 45 days despite severe injuries. He later died while in a Vietnamese prisoner-of-war camp.

Sijan was awarded the Medal of Honor posthumously for his heroism.

## ***OA videos***

Videos aimed at helping recruit health professions should begin arriving at recruiting squadrons in the coming months.

A general health care video highlighting doctors, dentists, nurses and biomedical service corps professionals is already being distributed to the field.

Officials from the Air Force Recruiting Service Marketing Division said videos specifically targeting the dental and biomedical service corps fields are in the editing process and expect them to be distributed this month.

## ***Operation Blue to Green***

The U.S. Army is offering bonuses to Airmen interested in transferring services as part of the new Defense Department program Operation Blue to Green intended to rebalance the size of the military.

The focus of the effort centers on grades E-1 through E-5, but the Army will consider other grades in meeting their needs. Approximately 120 Air Force specialties can transfer into 37 Army specialties. Bonuses are available for the Army's most critical military occupational specialties.

## ***Marketing displays***

The Air Force Recruiting Service Marketing Division continues to roll out new F/A-22 minijet and cutaway engine and trailer displays to the field.

Four Midwest recruiting squadrons are the latest to receive the new F/A-22 minijets for use with their RAPTOR marketing displays.

Receiving the new minijet were the 311th Recruiting Squadron, 317th RCS, 338th RCS and 339th RCS. A total of 20 minijets have been delivered to the field with the remainder to be delivered by the end of October.

Delivery of the second cutaway engine and trailer display is expected in the coming weeks to the 360th Recruiting Group. This is the second of four displays that will be assigned to each recruiting group. Marketing officials anticipate the two remaining displays to be delivered by the end of October.

## **RCG command changes**

All four Air Force Recruiting Service groups have changed command during the past few months.

Col. Glenda Raichlen replaced Col. Yvonne Schilz at the 360th Recruiting Group.

Col. Gary Kirk replaced Col. Daniel Adams at the 367th RCG.

Col. Mike Wasserman replaced Col. Earl Chase at the 369th RCG.

Col. Timothy Arrington replaced Col. Gail Gilbert at the 372nd RCG.

## **Cosmetic surgery policy**

Air Force doctors perform cosmetic and reconstructive surgeries as part of essential training, but elective cosmetic procedures such as breast augmentations are not routinely available as perks to servicemembers and their families, according to Air Force Medical Service officials.

Recent published reports in civilian media suggested that elective procedures are prevalent in the military health care system.

Some reports also indicated that free cosmetic surgery is common among servicemembers and their families.

Air Force doctors, and their counterparts across the Defense Department, perform elective cosmetic surgeries, but not to the extent people have been led to believe, according to Air Force Medical Service officials.

## **Airman's Manual**

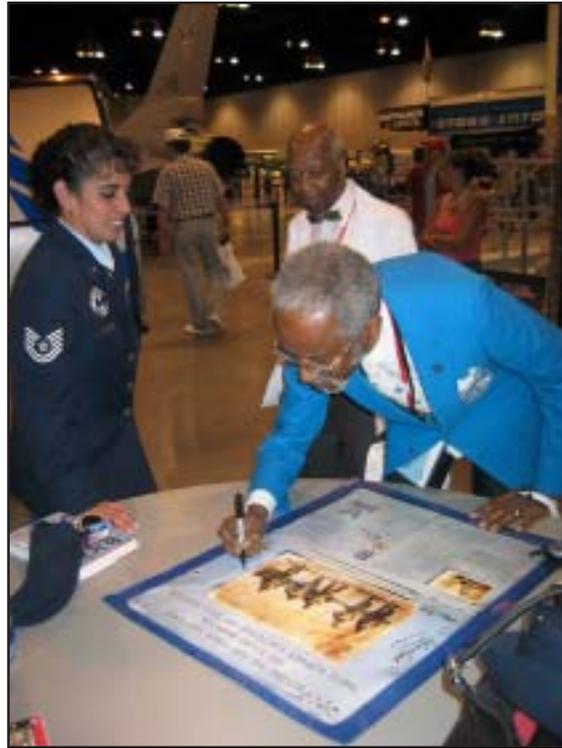
Air Force Manual 10-100, more commonly known as the Airman's Manual, has been condensed to a 250-page guide.

The newly condensed version will be distributed to all active duty members on mobility.

## **Suicide prevention**

In a move to reduce suicide risks, the Air Force has revised AFI 41-210, *Patient Administration Functions*, which will help protect privacy rights while ensuring an information flow between com-

Photo by Tech. Sgt. Steve Marciniak



## **Tuskegee Airmen**

Tech. Sgt. Sonia Kilgore, 343rd Recruiting Squadron enlisted accessions recruiter, visits with veterans during the 33rd Annual Tuskegee Airmen Conference Aug. 4-8 at Omaha, Neb. The conference featured the Air Force Cross into the Blue national display and cut-away engine trailer. Recruiters from the 343rd RCS supported the display and recruiting efforts at the conference.

manders and support agencies.

With the AFI revision, mental health providers are required to review all open and closed mental health records before active-duty Airmen transfer to another base.

They are required to use the review to determine if an Airman needs additional resources before and after the move.

Providers will also be allowed to ask commanders to help with decisions regarding an Airman's welfare.

## Air Force symbol

The Air Force symbol is now official, four years after the service first applied for trademark protection.

Trademark protection designates the symbol as exclusive property of the Air Force and gives the service authority to control and enforce its use.

Servicemembers and squadron marketing offices that design local promotional items must be aware of the guidelines when using the Air Force symbol. Department of Defense employees have implied license to use the Air Force symbol on personal products such as printed materials, clothing, literature, briefings and coins.

These items must be intended for internal use and not for retail sales, advertising or potential endorsements.

When displaying the logo, the "U.S. Air Force" is not mandatory in conjunction with use of the symbol, but is the preferred position.

The logotype is not authorized to be placed above the symbol. The symbol is not to be distorted or stretched.

Drawing or portraying objects coming through or protruding from the symbol is prohibited. Changing the symbol's texture, using shadows or using unapproved colors is also unauthorized.

For a complete list of the symbol's guidelines, visit [www.af.mil/library/symbol/](http://www.af.mil/library/symbol/).

## Quarterly Award winners

Five members from Air Force Recruiting Service were recently recognized as the Second Quarter award winners.

The winners are:

- Senior Airman Matthew Leas, 364th RCS, Airman category
- Tech. Sgt. Robert West, 349th RCS, NCO category
- Master Sgt. Laura Lindsey, 362nd RCS, Senior NCO category
- Capt. Pete Ellum, 319th RCS, CGO category
- Vilma Bernal, HQ AFRS, Civilian category I



# September Promotions

## Captain

Angel E. Betancourt	336 RCS
Bryan M. Purtell	318 RCS
Tanya H. Rapone	314 RCS

## Senior Master Sergeant

Ronald P. Atencio	367 RCS
Reginald J. Howell Jr.	344 RCS

## Master Sergeant

James P. Brown III	HQ AFRS
Kevin M. Edward	347 RCS
Alfredo Gonzalez	333 RCS
Michael T. Jackson	318 RCS
Rosalind C. Kohl	317 RCS
Rodney B. Shepherd	341 RCS
Mark I. Spivak	341 RCS
Troy D. Turner	330 RCS
Jonathan R. Weinberg	364 RCS
Jonathan P. Wissler Jr.	342 RCS

## Technical Sergeant

David Aguilar	341 RCS
David V. Ash	333 RCS
Robert W. Ashley	HQ AFRS
Gerald R. Beat	349 RCS
Kelly J. Dawson	338 RCS
John F. Fetter Jr.	341 RCS
Albert Freeman Jr.	344 RCS
Anthony W. Fullilove	341 RCS
Kimberly A. Gessling	362 RCS
William D. Hilton	349 RCS
James R. House	345 RCS
Delano M. Jackson	368 RCS
Brian K. Johnson	317 RCS
Scott A. Klaas	330 RCS
Joel A. Langton	345 RCS
Mark T. Lomax	317 RCS
Pedro F. Lozano Jr.	341 RCS
Tanya Mitchell	368 RCS
Bernhard G. Wallman	362 RCS
Edward E. Weaver	336 RCS

## Staff Sergeant

Omar Bolanos	347 RCS
Mark A. Coots	338 RCS
Jeremiah J. Mollman	368 RCS
Tiara M. Smith	341 RCS
Lateisha M. Wise	349 RCS

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