

APVR-GC

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Minutes of the 16 September 2003 United States Army Alaska (USARAK) Well-Being Steering Committee (WBSC) Meeting

1. The meeting of the USARAK Well-Being Steering Committee (WBSC) was held on 16 September 2003. Mr. Lambert, USARAK Well-Being Coordinator welcomed everyone, then COL Boltz, USAGAK Commander/Chairperson called the meeting to order at 1405 making the following comments:

a. COL Boltz stated at the first steering committee meeting an excessive amount of time was spent on the slideshow for the R&A People meeting. Col Boltz acknowledged that we made great progress in providing successful information on the R&A, and she received positive feedback from USARAK leadership.

b. COL Boltz stated today's meeting will focus on those agenda items not completed during the last meeting to ensure a good plan is in place.

2. In attendance at the meeting were:

COL Donna Boltz, CP	COL Bluett
Mr. Hone	Mr. Curry
LTC Brown	Mr. Peet
CPT Valdrow	Mr. Maywald
Mr. Lambert	Mr. Hardwick
Members absent:	
CSM Allen	COL Gamble
SGM Bunting	SGM Lasher
LTC Dixon	

3. The WBSC reviewed/discussed the following documents:

a. WBSC Charter: Mr. Lambert, asked for comments and suggested changes. COL Boltz asked members were they able to review charter. Mr. Peet, FRA Garrison Deputy, and Chaplain Bluett, CMD Staff Chaplain, stated that they support charter as written.

b. COL Boltz asked if To be determined (TBD) and To be published (TBP) in the authority section referred to draft documents for General Order 3 or the Command Policy. Mr. Lambert replied that at the August 03 meeting, of the Well-Being Council of Colonels, AR 600-20 and 10-15 were approved and should be available by the end of the year.

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d. COL Boltz asked Mr. Lambert about voting membership on the WBSC. COL Boltz stated we have a USARAK Chaplain and no other USARAK representation at the leadership level for the largest tenant organization we support.

e. Mr. Lambert stated that we are at the initial stages of developing a charter, and this is the appropriate time to examine the list of voting members and consider additional key players.

f. COL Boltz asked does USARAK have a board for Well-Being and whether the CG has a committee. Mr. Curry replied CG does not have a Well-Being committee but rather a "people" quarterly review and analysis committee.

g. COL Boltz suggested that we should include some USARAK leadership as a voting member of the committee. CSM Beam, COL Wood, Ms. Shoffner, and representatives from the major units were suggested as possible members. COL Boltz stated she would ask COL Wood if he would like to be a member of the WBSC. LTC Brown, Fort Wainwright Alaska (FWA) GC, outlined several changes he will submit to Mr. Lambert.

h. The recommended changes highlighted in the attached document will be sent to members for review/adoption.

4. Next, the council reviewed the following proposed action and communication plans:

a. Mr. Curry suggested that instead of doing surveys every six months tie the surveys to critical events, which are happening throughout the command, such as the increase in troop levels taking place at Richardson and Wainwright. Mr. Lambert stated this would be possible once we acquire the survey software packages. Mr. Peet commented that the baseline surveys administered in early 03 were very helpful in determining the priority Well-Being areas.

b. LTC Brown stated he would e-mail his suggested changes to the action plan to Mr. Lambert.

c. COL Boltz decided to table the review of the communication plan document to the next meeting. This will give Public Affairs Office (PAO) and Directorate of Information Management (DOIM) an opportunity to review the document. COL Boltz recommended that non-WBSC members who are involved in implementing Well-Being actions be invited to future meetings.

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5. The council reviewed the status of the list of taskers generated at the 12 August 03 quarterly R&A People meeting. Adjustments to the status and proponents were made, and the list will be sent to the proponents requesting a progress report.

6. Recommendations/Comments:

a. There was consensus that the council's focus will be more and more on Well-Being issues and those issues be related to readiness, resources, and strategic initiatives.

b. The risk reduction, a Well-Being function report, is limited to those areas of significant adverse/positive impact to the entire community and/or one of its constituent groups.

c. At the fitness center, the impounding of unsecured items left in lockers. The council felt this solution could result in a liability, and it is best left to the individual responsible. The matter will be further reviewed with the SJA.

d. With regard to including family members and civilian employees in the R&A report, Mr. Lambert stated databases other than the Drug and Alcohol database will have to be relied upon. As for civilian employees, we will probably run into confidentiality and privacy act issues in some areas.

7. The meeting adjourned at 1520.

8. Minutes prepared by Mr. Lambert, USARAK Well-Being Coordinator.

//ORIGINAL SIGNED//

DONNA G. BOLTZ

COL, MP

Commander, US Army Garrison Alaska

DIST:

USAGAK XO

USARAK CHAPLAIN

USARAK DCA

Garrison XO/,FRA/FWA

CDR, MEDDAC

USAGAK CSM

USARAK SAFETY DIRECTOR

GC, FRA/FWA

GARRISON SGM, FRA/FWA

CDR, DENTAC