

C

Preparing Army Communities Today for the Hazards of Tomorrow



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Many events can trigger emergency situations with the potential to escalate into disaster. Hazards such as power outages or disease outbreaks can happen anywhere at any time, so you should become familiar with the spectrum of possible dangers and how you will be notified about them. It is also important to give special consideration to hazards likely to affect your local area, such as hurricanes, tornadoes, flooding, earthquakes or severe winter weather. Living abroad presents additional preparedness challenges and sometimes less familiar hazards like volcanic eruption and tsunamis.

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While the potential threats can seem overwhelming, keep in mind that most of what you address in your family emergency plan or put in your emergency kits will be useful regardless of the hazard. And in many cases, the same protective alternatives apply—evacuate or shelter-in-place.

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Notification and Emergency Actions

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You should understand the local mass warning system(s) and, when notified, be prepared to evacuate, move to a civilian shelter or designated safe haven or temporarily shelter-in-place.

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Mass Warning Systems: Each local community is responsible for warning the public of impending danger due to an emergency. Army installations support this effort by establishing mass warning and notification procedures. Overseas, these procedures may include warning family members living off the installation, ideally in cooperation with local or host-nation authorities.

N

In the United States, the main agencies that warn of natural hazards are the National Weather Service (NWS) and the U.S. Geological Survey (USGS). NWS uses the following terms for specific natural hazards:

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* *Warning*—A hazardous event is occurring or imminent. Take im-

E

MAKING A FAMILY EMERGENCY PLAN

One of the most important tools you and your family can have to protect yourself in possible emergencies is a family emergency plan. It is important that you plan ahead as a family for all types of emergencies and responses. Everyone in the family should understand what to do, where to go and what to take in the event of an emergency.

All personnel should maintain a basic level of preparedness for all potential hazards.

You are encouraged to get an emergency supply kit, make a family emergency plan and be informed about what might happen.

Be Informed

- Find out what disasters are most likely to happen in your area and the history of their occurrence.
- Stay informed of any specific instructions or information you may need to know regarding these specific disasters.

Establish an Evacuation Procedure

- Know your installation's evacuation plan.
- As a family, discuss where you will go in the event of an emergency.
- Discuss where your children will go if they are in school at the time of the emergency, and make sure they understand where you will intend to be.
- Be aware that in the event of an emergency, phone lines and cell phone towers may be out. It may be necessary to have a contingency plan for reaching each other. Consider using text messaging if normal communication options are not available.
- Plan how you will evacuate family members with special needs.
- Include pets in your family plan.

Develop a Family Communications Procedure

- Develop a comprehensive procedure as a family for communicating in the event that you are separated during an emergency.
- Create a sheet or card with all the phone numbers and information every individual in the family may need, including an in-case-of-emergency (ICE) name and number.
- Make sure every member of the family has a copy of the communications procedure.
- Save the ICE information in everyone's cell phone.
- Be aware that in the event of an emergency, phone lines and cell phone towers may be out. It may be necessary to have a contingency plan for reaching each other.

Practice Your Plan

- Set up practice evacuations or shelter-in-place drills for your family to ensure everyone knows what to do and where to go in the event of an emergency.
- Keep your emergency supply kit up to date, replacing water and perishables periodically. Make sure everyone knows where it is and to take it when sheltering or evacuating.
- Check your smoke alarms regularly.

Where to Find Additional Information

- Ready Army—www.ready.army.mil
- American Red Cross—www.redcross.org
- Department of Homeland Security (Ready.gov)—www.ready.gov/america/makeaplan/index.html
- Federal Emergency Management Agency (FEMA)—www.fema.gov/plan/prepare/index.shtm

mediate protective action.

* *Watch*—Conditions are favorable for a hazard to develop or move in. Stay alert.

Evacuation: If advance warning and other circumstances permit, the preference for nonessential and nonemergency personnel is evacuation using specified routes and transportation methods. Installation emergency management organizations have plans and procedures to direct evacuation or direct movement of personnel and family members to safe havens or civilian shelters.

Safe and effective evacuation

requires planning ahead—there may be no advance warning. You should plan primary and alternative evacuation routes in advance, with appropriate maps to take along in your emergency supply kit.

Moving to Civilian Shelter: A shelter is a publicly identified, certified, supplied, staffed and insured mass care facility where endangered people can find temporary protection for a limited time. Army installations coordinate shelter needs with appropriate state, local, host-nation and private agencies. The American Red

See PLANNING on Page 12

Commander's View

At the request of the Responsible Retrograde Task Force (R2TF) and the 1st Sustainment Brigade, SIAD was asked to assist the W2N yard (located in Camp Arifjan, Kuwait) in their efforts to improve/refine their materiel receipt, storage, and shipping processes/procedures. This past month, I had the opportunity and privilege to travel to Kuwait with our team and meet with the R2TF Chief of Operations and the 1st Sustainment Brigade Deputy Commander to discuss Sierra's charter, higher headquarters expectations, command and control (who will our team fall under and more importantly report to), weekly battle rhythm/meeting requirements, and potential/recommended process improvements for W2N. It was truly a great and productive visit.

Our team arrived safe and sound into theater in late August. During the first day of our stay, we were able to successfully establish/set-up all administrative and life support requirements for our folks. We also participated in



Lt. Col. Joseph G. Dalessio

a "joint" analysis of W2N's current retrograde process to identify where we could potentially inject some process flow improvements to help them increase the velocity of materiel out of their yard. To support this effort, SIAD shipped to Camp Arifjan/W2N, two 20-foot containers (each stocked with the requisite material to assemble two plus receiving/processing lines...items included conveyor belts, lifting tables, pack

tables, inspection tables etc...). The timing/arrival of the containers in Kuwait couldn't have been planned any better as both hit the ground just a few days prior to the team's arrival. Once we (as a collective group) have taken a detailed look at the W2N "process/flow" piece and implemented any necessary changes, we will then shift our focus/efforts toward teaching, coaching, and mentoring their workforce.

Sierra is looking forward at the opportunity to assist the 1st Sustainment Brigade and W2N in their efforts to better their operation; we know we can make a difference (when it comes to managing retrograde/dirty stocks, there is no one better in this business than us)! To our teammates that are deployed forward in support of this effort, we couldn't be more proud of you!

To the depot workforce....stay safe, take care of one another, and enforce the standards!

**PRIDE IN
EXCELLENCE!**

New Hires at SIAD

As you go about your day to day operations, in some type of fashion you have probably come in contact with one or several new employees. Take a few minutes to welcome these individuals to the Depot. Here are a few more names to be added to the welcome list.

Benjamin Burgsteiner
Susie Burl
Preston Flowers
Muddie Green
Kathy Johnson
Anthony Malis
Colleen Mode
Corey Norvell
Susan Sariti
Brenda Troit

THE UNION'S POSITION- AFGE LOCAL 1808

Brothers and Sisters, it has been brought to my attention regarding taking leave to take care a "family member".

This question turns on whether your loved one qualifies as a "family member" under the Office of Personnel Management's definition for the purpose of taking sick leave.

On July 14, 2010, Office of Personnel Management issued a Final Rule (5 C.F.R. 630) incorporating Section 1 of the President's June 17, 2009, Memorandum on Federal Benefits and Non-Discrimination, into regulations regarding sick leave. This is an effort to help ensure that agencies are taking into consideration their diverse work force's needs to better support and balance their many personal, family, and

work obligations.

Effective July 14, 2010, the definitions of "family member" and "immediate relative" will include domestic partners, both same sex and opposite sex, to the list of relationships that allow a federal worker to take leave. This brings us one step closer to treating every employee equally, whereas OPM previously had allowed each agency to interpret the phrase themselves.

These new definitions will ensure consistency in applying the regulations, and mean that many fed-

eral workers will no longer have to struggle to choose between their jobs and their loved ones.

You CAN take leave to care for

your boyfriend or girlfriend as a domestic partner since it includes opposite sex partners too. Also, note these new definitions apply to military members as well, that wish to take leave to care for their domestic partners. This enables members of the military to take leave without disclosing whether he or she is in a same sex relationship, thereby allowing military members to confirm to the current "don't ask, don't tell" policy.

Union meetings are held the first Tuesday of the month at 5:00 p.m., unless it is an Election Day. Meetings will then be held on the following Tuesday. If you have any questions, contact the Union Office at 827-5375.



The Challenge

Depot Commander/Publisher _____
Public Affairs Officer/Editor _____
Photographer _____

Lt. Col. Joseph G. Dalessio
Lori K. McDonald
Lloyd Gubler



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LMP Go Live and Support

By Jennifer Howard
LMP Office

We're Post go-live! I'm sure most of you are beyond frustrated and exhausted to a point of not being sure how you are going to stay awake for that overtime you need to work; Friday, Saturday and/ or even Sunday. Hopefully the following information will help your spirits.

At the moment the LMP Team is focused on supporting our end user customers-training will not be complete for months. Some of you are still pending your initial training and many of you will need additional Workshops and most of our energy must be focused on this training. However, at the same time we are establishing procedures and measurements to help us determine the return on our LMP investment.

Because the Cadre trainers are multitasking and may not always be available we set up a multilayer LMP help system for our Depot. You will have expert users working with you who can answer many of your questions and solve many of your problems. There is also an LMP Site Command Center with numerous resources of their own and the ability to call in additional resources to solve many anticipated issues. While you are on the LMP system, there is always the LMP Help, Training Sustainment Tool and finally UPerform to provide additional explanation, training and step-by-step instructional material.

And don't forget the positive experience all of you represent. Collectively you have lots of training and experience which can be used to ensure our processes are optimized. The Depot will prioritize process issues you discover and apply LEAN / Six Sigma resources to determine how LMP can help us optimize our processes. These process improvement efforts could result in LMP configuration changes, the discovery of new more efficient transactions, changes in policies and business rules, and/or new equipment that compliments LMP processes and makes our customer support even better.

We have additional software improvements which will be deployed in the coming months and years. One is the Automated Information Technology (AIT) which will be implemented shortly after Go-live.

The AIT functionality will allow us to take full advantage of state-of-the-art bar code and Radio Frequency Identification Device technology in our process improvements. And a year or two after Go-live we will be integrating the Manufacturing Execution System which will allow us to fully integrate best business practices into our manufacturing processes.

We can't lose sight of the need for continuous attention to detail. The concept is prevention or taking action before problems occur. Keep your eyes open for possible process improvements or the need to improve our data. For example, if



you notice the lead time for a part in the Material Master is significantly understated, let the appropriate person know the true lead time. This will ensure that the automated ordering function (known as Material Requirements Planning) will order the part in time for the work to be

started. This type of improvement will allow us to improve project completion times and increase customer satisfaction.

Help us help our Depot make the most of the power inherent in the LMP software and we will get through this together.

Industrial Base of Operations and LMP

By Robert Beach
IBO Director

As the long awaited Logistics Modernization Program (LMP) "go-live" date to implement the Army's Enterprise Resource Planning (ERP) system for the deployment-3 approaches, several activities are in full swing.

In May, Mission Directorate OPCON from the Production, Planning, and Control Directorate to the Industrial Base of Operations Directorate (IBO) to better posture for LMP. The PP&C /IBO reorganization was successfully completed with the dedicated and professional help of Resource Management, Manpower and Analysis Division and the Civilian Personnel Advisory Center (CPAC). The IBO consists of five divisions: the Production Engineering Division; Program Management & Analyst Division; Operations and Execution Division; Demand Planning Division and the Material Activity and Monitoring Division.

The Production Engineering Division which was initially conceived and staffed within the SIAD LMP Directorate and is now part the IBO. The IBO Engineering Division provides the processes to meet our customer expectations by building the Bills of Materials (BOMS), Routes (work steps) and work centers. As the Depot hires additional personnel and refines processes, our goal is to further refine and improve our cost, schedule and quality.

The Program Management and Analyst Division are responsible to

provide project systems management oversight for customer funded workload and depot revenue. They are also the single point of contact for customers and work with the rest of the depot on plan execution. They provide cost estimates; accept, reject, or negotiate projects based upon costs, schedules, and scope of work. Also provide analysis of plan versus actual for schedule completion, cost goals, and revenue projection. In addition, this division manages the mission overhead cost center budget for such items as vendor provided material and related tasks. They also provide analysis and report of key performance indicators.

The Demand Management Division mission is responsible for creating and maintaining the Master Production Schedule (MPS) in support of customer funded Project Systems orders to meet the business goals of the depot. The MPS is part of the Material Requirements Planning (MRP) to forecast material, capacity and assets availability. The MPS drives material and labor planning for other directorates. The division also creates the planning orders and production orders used in the actual production processes. They have the capability to perform simulated order analysis to see impact of planned changes and, will on occasion, forecast independent demand.

Operations and Execution Division will execute the schedule as planned by using the work centers, routes, BOMS, and MRP to ensure end items are inducted to start pro-

duction and returned at the end of production. The division adjusts the day-to-day schedule as surprises are managed for such items as material, capacity, or equipment. Schedulers maintain the production order accuracy to properly capture actual costs for material and labor. Schedulers work closely with a work centers to learn, control and manage issues as they arise to ensure the successful completion of the MPS on time and budget.

The Material Activity and Monitoring Division became operational July 1, 2010, since any changes to SDS cataloging must also now be done simultaneously in LMP. The division provides overall management and maintenance for the LMP Material Master (MM) records for Plants 5940 and 5941 in support of all directorates. The MM contains information on materials that SIAD buys, manufactures, stores or ships. It is the central source for material-specific data to include purchasing, inventory, cycle counting frequency, warehousing, sales and distribution, accounting, costing and material requirements planning. The MM maintains the business plans to ensure the LMP planning system responds correctly. Personnel in this division manage the Warehouse Activity Monitor (WAM) to ensure Warehouse Management and Inventory Management are synchronized and processed in a timely manner. The WAM processes include monitoring, measuring, and helping to resolve unconfirmed material

See IBO on Page 10

CYSS
Day for Kids

When: September 23, 2010
Where: Back lawn of CYS
Time: 3-6 PM
Cost: FREE!

Day for Kids is a nationally celebrated day to honor the youth of our communities. There will be games and activities for all ages: Bingo, arts and crafts, a bounce house, and MUCH MORE! Join in on all the fun and make this a family event to remember!
Questions? Call CYS at 827-4696

Games, Prizes, Food and FUN!

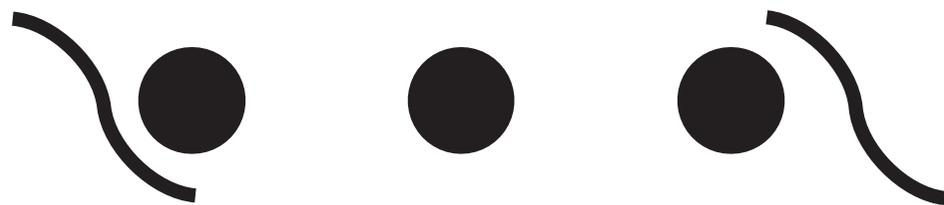


**OUTDOOR RECREATION
RENTAL PRICE SHEET**



ITEM	DAILY RATE	WEEKLY RATE
YEAR AROUND ITEMS		
ATV 4X4*	\$50.00	\$200.00
DOME TENT 3 MAN	\$4.00	\$20.00
DOME TENT 5 MAN	\$5.00	\$25.00
SLEEPING BAG	\$2.00	\$10.00
AIR MATTRESS (QUEEN)	\$10.00	\$50.00
LANTERN BATTERY W/RADIO	\$2.00	\$10.00
CAMP STOVE PROPANE	\$2.00	\$10.00
3500 WATT GENERATOR	\$10.00	\$50.00
PORTABLE DANCE FLOOR	\$50.00	
10X10 SUN SHADE	\$5.00	
20'X30' TENT	\$50.00	
SNOW CONE MACHINE	\$20.00	DOES NOT INCLUDE PRODUCT
COTTON CANDY MACHINE	\$20.00	DOES NOT INCLUDE PRODUCT
BBQ TRAILER	\$10.00	A \$25.00 FEE WILL BE ASSESSED IF NOT CLEANED WHEN RETURNED
TUBBIE 25' W/FAN	\$20.00	
BOUNCE HOUSE	\$150.00	
SUMO SET	\$75.00	
FOLDING CHAIRS	\$1.00 EA	
WOOD-SPLITTER	\$20.00	\$100.00
UTILITY TRAILER	\$20.00	\$100.00
IF RENTED WITH OTHER ITEM	\$5.00	\$25.00
FLATBED TRAILER	\$20.00	\$100.00
IF RENTED WITH OTHER ITEM	\$5.00	\$25.00
BRANCH CHIPPER	\$10.00	\$50.00
SUMMER SEASON ONLY		
4 STROKE SEADOO*	\$75.00	\$375.00
BAYLINER BOAT*	\$75.00	\$375.00
PADDLE BOAT	\$10.00	\$50.00
OPEN WATER KAYAK	\$5.00	\$25.00

*All motor craft require a depot, state, or federal boater safety card or ATV safety class ALL THESE ITEMS REQUIRE A 1 DAY DEPOSIT FOR RESERVATION REFUNDABLE ONLY WITH A 48 NOTICE.



CYS Monthly Update

Child Development Center

September will mark the one year anniversary of the SIAD CDC being operational! Within this past year we have learned a lot! We've seen staff and children go and have welcomed many new faces in! We've seen many children take their first steps and even prepare themselves for kindergarten! As we continue on this journey we invite any Depot employees who are in need of child-care to inquiry about the services that we offer. We do still maintain a wait-list, now in all of our rooms. If you should have any questions about the status of your position on the wait-list or how to get on, please feel free to contact us 5313.

CYSS Sports and Fitness

The month of September is an exciting month for Youth Sports and Fitness. There are daily activities planned as well as some exciting events. On Saturday September, 17

at 3:30 p.m. there will be an NFL Punt, Pass, and Kick competition where boys and girls ages 6-15 can compete. The NFL Punt, Pass & Kick program creates a lively and engaging forum for boys and girls ages 6-15 to compete separately against their peers in punting, passing, and kicking skills. Children who qualify can then move on to state and national competition at a NFL game during half-time. This should be a fun and exciting event, and the cost is free. Volunteers are needed for this event also. There will be a practice at 5:00 p.m. on Wednesday September 15 for the NFL Punt, Pass, and Kick. Also on Friday September 24, there will be a bowling/dance party for Middle School and Teens from 7:00 p.m. to 9:30 p.m. at Skedaddle Bowling Lanes. If you have any questions, would like to sign up for the NFL Punt, Pass, and Kick please call Billy Womble at 530-827-4696.

Why a Process?

By Debra Pruett
QEO/Lean Office

The dictionary defines the word process as the act of taking something through an established or usually routine set of procedures to convert it from one form to another.

In order to understand why it is important to have a process to follow we'll look at the simple act of changing the oil in a car—what it takes to accomplish that task and what could happen if there was no process or if the process was not followed.

Before you begin the process of changing your auto's oil you should head off to your local automotive store for supplies. If this is your first time changing your car's oil

yourself then there are a few things that you will need to buy that you will be using every time you repeat this process. The first of these supplies is a drip pan designed to catch fluids from car maintenance which, often times, are specifically designed for use during your typical auto oil changes. The next thing that you will need is a good set of ratchets, which many people already have.

Once you have those two things you will need to purchase the "replaceable" items needed to change the oil. For this part of the process you will need about four quarts of oil. Be sure to check your car's maintenance guide for the exact quantity. Also you will want to replace your oil filter which will have its own specific part number. If you don't know this number the folks at most auto parts stores will be able to get that for you.

Once you have the necessary components you can begin the actual oil change. You will first need to raise the car up about six inches using a jack (never jack up your car without using a "jack stop" or other

See PROCESS on Page 8



Powering America, We're On Target

By Steven Johnson
Energy Awareness Coordinator

Hey, October is almost here, and October is Energy Awareness Month, so let's take a break from the EUL series and target in on energy awareness.

Did you know that the federal government, bolstered by laws such as the Energy Policy Act of 2005 and Executive Orders 13423 and 13514, is pointing the way toward energy security and renewed economic prosperity? Did you know that federal agencies all across the nation are working to zero in on mandated energy targets? That is why "POWERING AMERICA; We're On Target" is the theme for Energy Awareness Month this year.

The Army is helping to lead the way by requiring that new buildings, by design, be more energy efficient, making them easier to both maintain and operate. In existing facilities at SIAD, we have increased energy efficiency in various ways such as lighting retrofits, improving the insulation envelop, and motion detectors to turn unused lights off.

The Depot replaced the aging Central Steam Plants (and their leaky piping system) with high efficiency, on demand boilers in each building. Army wide, we upgrade the efficiency of old equipment when it breaks, and use cool roof technology if possible when reroofing.

Investments in clean energy technologies are accelerating at an unprecedented pace nationwide. As clean energy production comes on line across the nation, we are

beefing-up our utility infrastructure so power can get from where it is produced to where it is used. Replacing outdated vehicles with fuel-efficient hybrid and alternative fuel vehicles is going to transform the Federal fleet and the automotive infrastructure.

Collectively, these efforts are not only expanding new industries, creating jobs, and reducing greenhouse gas emissions, but are also positioning America to achieve long-term energy and economic security. By developing renewable resources and using efficient technologies, we are also protecting the environment and increasing our energy security.

Yes, October is Energy Awareness Month, and this year the emphasis is on assuring a strong economy and secure future by encouraging everyone to Take Aim. The Army has taken aim and is on target.

We can each take aim, too. We can take aim every day in simple ways. Remember, simple actions every day can add up to big results. You can help take aim by remembering to:

- Switch off unnecessary lights and equipment
- Drive fuel-efficient vehicles
- Purchase and use Energy Star® products
- Combine trips
- Share rides
- Use mass transit
- Switch to compact fluorescent bulbs (CFLs) and solid-state lights (SSLs), and
- Reduce, reuse, and recycle.



Production Dedication

The Depot's production for September is dedicated to U.S. Army Private Chad William Bortle, 19, of Janesville, Calif.

Bortle is a 2009 graduate of Lassen High School in Susanville, Calif., and knew before graduating that he was going to join the military.

He is currently in his first year of a four year service, with an additional four year obligation in the reserves. Bortle is a Combat Medic with the 2nd Cavalry Stryker Division and on his first deployment in Afghanistan.

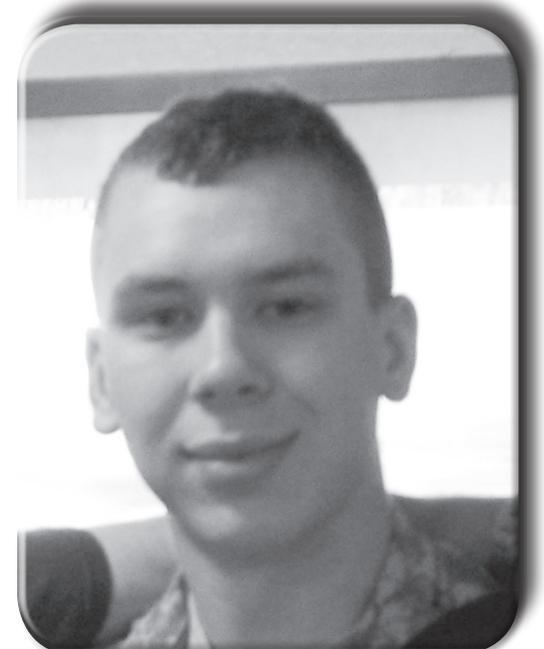
He is the second son of Mark and Terri Bortle also of Janesville. His big brother, Spec. Curtis Bortle, is with the US Army National Guard and was deployed to Iraq from September 2008 through August 2009. When he is not fulfilling his military obligations, Bortle likes to hunt, fish, read and play video games.

Bortle decided to be a combat medic because he wanted to help people and eventually further his education in medicine.

Sierra Army Depot continues to acknowledge local servicemembers each month who are in a deployed status by dedicating the monthly Depot production to them. This is just one way team Sierra can show their appreciation and express their gratitude to the men and women who generously have volunteered to step forward to defend our country.

We thank you for your selfless service to our country.

If you have a loved one or know of someone that is currently deployed or soon to be deployed, and would like to have him or her recognized, contact the Public Affairs Office at (530)827-4343.



LTC D's Top 5 Priorities

4th Quarter, FY2010

1. Safety (includes your commute to/from work, adhering to/enforcing depot safety policies and practices, and maintaining FP/AT situational awareness).
2. Mission Operations (Cost, Schedule, Quality are our bench marks).
3. Logistics Modernization Program (LMP) Implementation (just a great effort across the board from everyone, let's continue to press. Thanks to your untiring efforts, SIAD is well prepared for GO-LIVE on October 14, 2010).
4. A76/MEO (AMC audit scheduled for November 2010, we will be ready).
5. BRAC 05 Execution/Closeout (Ammo movement, APE demil/disassembly, and area cleanup... Estimated Completion Date is September 2010, one year ahead of the mandated requirement).

Commander's Town Hall

30 September 2010

Community Theater

**0630 AJ1 Directorate
Asset Management Directorate**

**1215 Command Staff
Special Staff
Garrison**

**1600 Mission Operations (All)
Logistics Directorate
Office of the Director – Mission Support**

Due to space limitation, the above organizations have been scheduled for specific timeframes in order to not exceed occupancy limitations in this facility.

Safety Stand Down Day



A Depot wide Safety Stand-Down (SSD) was held on Thursday, 19 August 2010, from 0630 hours until 1400 hours. During this time, supervisors were given 5 hours to present their employees with safety training materials provided by the Depot Safety Division and 2 hours of site specific training.

The Safety Division Team Members developed and distributed training portfolios to each work center which contained topics applicable to the Sierra Army Depot mission.

During Safety Stand-Down training, Safety Division Team Members visited various work center locations observing training and were on hand to answer questions. Highlights were seeing most of the work centers were utilizing multiple employees to conduct the different training topics. Also, some locations were successfully putting their own twist on training by playing games or acting out the training in skit fashion. Specifically, employees at Building 544 appeared to be having a really good time combining the training material with team competitions. Also, there were C & A employees at Building 357 who made cut out cars and trucks to emphasize the traffic safety message.

Every work center that was visited was thoroughly engaged in the training process, and the day was considered a success. Combining that, with the work centers that went above and beyond in order to create a fun and engaging learning atmosphere, impressed the Safety Team.



EMPLOYEE APPRECIATION DAY



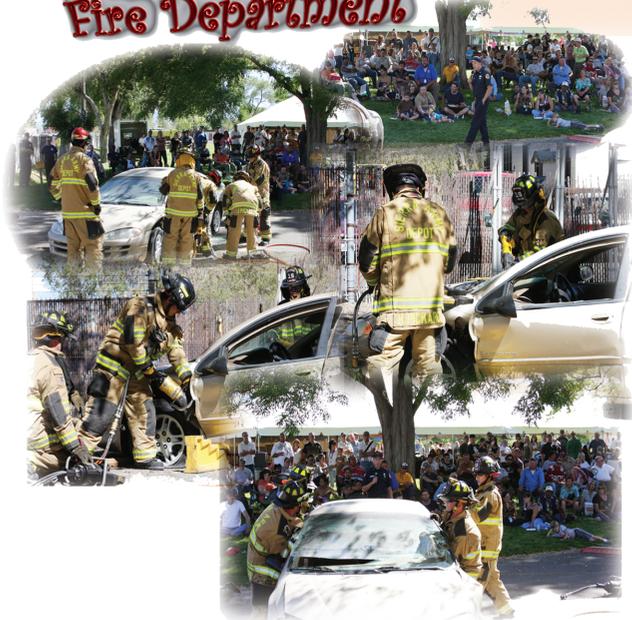
Your Support Made Employee Appreciation Day Possible!

- | | | |
|------------------------------------|--|--|
| 1. DPW CREW | 22. Jason Ingram | 42. Organizations in the Banner Contest. |
| 2. DOIM | 23. James Lux | 43. Law Enforcement |
| 3. Safety | 24. Billy Harris | 44. Lori McDonald |
| 4. Fire Dept. | 25. Heather Boatright | 45. Kerry Tugman |
| 5. Industrial Arts | 26. Karen Cervantez | 46. Sandy Kern |
| 6. Paint Shop | 27. Stephanie Scharf | 47. Pass and ID |
| 7. Box & Crate | 28. Terry White | 48. Tamra Pickard |
| 8. Kathie Tavalero & Greg Tavalero | 29. Ken Hayes | 49. Kathy Ohern |
| 9. Jim Marcotte | 30. Misty Rice | 50. Lovina Retterath |
| 10. Ken Holmes | 31. Doug Ohotto | 51. Sherie Underwood |
| 11. Bob Sanders | 32. Christina Mccoy | 52. JoAnn Davis |
| 12. Chris Long | 33. Vanessa Aragon | 53. Marge Babb |
| 13. Raul Granados | 34. GinnyLynn Babb | 54. Tina Duran |
| 14. Maintenance Directorate | 35. Lloyd Gubler | 55. Efriem Flores |
| 15. FMWR | 36. Jessica Azzano | 56. Andrea Lecuyer |
| 16. Recycling Crew | 37. Carleta Bunheirao | 57. Janis Morrow |
| 17. Command Group | 38. Norma Flores | 58. Helen Evans |
| 18. Daniel Morgan | 39. Don Olson | 59. Henry Bownes |
| 19. Josh Abbott | 40. Participants in the Pie in face Contest | 60. Paul Major |
| 20. Will Irwin | 41. Participants in the Frozen T-shirt Contest | 61. Joan Knapp |
| 21. Brian Jones | | 62. Jackie Weston |
| | | 63. Jessica Kaarbo |

SHOW & SHINE



Fire Department



Pie in the Face



The In and Out's of Facilitation

By Debra Preuett
QEO/Lean Office

To facilitate means "to make easy" or to "ease a process". Most of us have been in a facilitator's role at one time or another and probably not even been aware of it.

A facilitator should be able to plan, guide and manage a group event/meeting which ensures that the group's objectives are met effectively, with clean thinking, good participation and full buy-in from everyone who will be involved.

To facilitate effectively, you must be objective. This doesn't mean you have to come from outside the organization or team, though. It simply means that, for the purposes of the group process, you will take a neutral stance. You'll need to step back from the detailed content and your own personal views, and focus purely on the group process. (The "group process" is the approach used to manage discussions, get the best from all members, and bring the event through to a successful conclusion). How



you design this depends on many factors, and we'll explore this in a little more detail later in the article. The secret of great facilitation is defining a group process that flows - and with it will flow the group's ideas, solutions, and decisions too.

Remember, whatever group process you define, it's a question of keeping your focus on outcomes. You will want to find the best way to achieve the objectives of the overall event. Be sure all ground rules for discussion are well defined prior to beginning.

In addition to the group process you should also consider the following:

- Information and materials - What do participants need to know before or during the event? How will this be provided and when?

- Room arrangements - What room set-up will best encourage participation? Are separate rooms needed for break out groups?

- Supplies - What supplies and props do you need? Pens, flip charts, post-it notes are just the starters - make sure you have everything you need for the meeting and process you've planned. And make sure you have backups for things like data projectors, just in case these fail.

The final stage of preparation is to think about how you'll guide and control the meeting. This is

where you prepare the ground rules for the event, polish your facilitation skills, and also consider some of the what-if scenarios: What if there is major disagreement? What if a solution does not emerge? And so on.

At the meeting itself, as facilitator, you'll want to be well prepared and ensure that participants are clear about the desired outcome, the agenda, the ground rules and expectations for the event. By doing this, you help everyone focus on the task at hand. At the start of the meeting, and throughout, your role is to ensure the meeting keeps progressing towards a successful outcome.

You will want to keep the event flowing and positive by the following:

- Watch for and eliminate (or put a stop to) any side conversations. These limit the ability of others to focus, and often people are exchanging ideas that should be brought to the group.

- Keep a close eye on the timing. Be flexible, and balance the need for participation with the need to keep things flowing or running efficiently.

- Learn what to do when a discussion isn't reaching a natural conclusion. Is more information needed? When and how will the discussion proceed? Park topics that cannot be concluded, and ensure that action time is scheduled to address these issues.

- Be on the lookout for people who aren't participating fully. Are they experiencing discomfort? What is the source of the discomfort? What can you do to bring them into the conversation?

- Pay attention to group behavior, both verbal and non-verbal. Some of the most damaging behavior is silent, so know how to spot it and stop it effectively.

- Step in and mediate immediately if there are obvious personal attacks. Effective facilitators look for the least intrusive intervention first, so reminding everyone of the ground rules is often a good place to start. Whatever the issue, you can't allow bad behavior to continue so be prepared to take the steps necessary to stop attacks.

When thinking of a facilitator, it's the recording function part of their role that most often comes to mind. We see a person standing in front of an easel that is packed with paper, with felt pen in hand, and ready to write furiously when the ideas start flowing. While this is an important function, remember that, for the ideas to flow, the planning, and guiding and controlling functions must be attended to first. You can have all the paper in the world but if your meeting is not well planned, guided, and controlled, you could be facing an empty piece of paper at the end of the event.

Some of the key points to consider in being an effective facilitator are that you must know when to take a leadership role, and when to be neutral

See FACILITATION on Page 9

PROCESS

(From Page 4)

safety device) so that you will be able to work underneath with ease. Once you have raised the car you must now find the oil pan so that you can locate the nut that seals the oil pan's draining hole. This will be found somewhere in the center of the vehicle between the two front tires and should be very easy to spot. On most cars the oil filter, which looks kind of like a 12 ounce soda can, will be located near the oil pan.

When you have located the oil pan nut you can place the drip pan underneath and use your ratchet to loosen the nut and empty the oil from the automobile. Be careful during this step because the oil in your car can stay hot long after you've parked it and turned it off. You will need to wait about 10 minutes to ensure that all of the oil has drained from your car's engine and oil pan.

Once the oil has stopped dripping from the drain then you can re-affix the oil pan nut and move on to remove the old oil filter. To make this easy, there is a specialized tool that can be purchased, if desired. You'll want to be sure to move your drip pan underneath the oil filter as it holds about half a quart of oil that if allowed to drain, will flood out of the filter upon removal.

After the old filter is removed, you'll take the new filter and smear fresh oil around the inside of it before screwing it into place. Once you have installed the new oil filter you can add the new oil to the car. You will add approximately 4 quarts of oil back into your car, checking the filled level as you go.

Once all of these steps are done, and you have made sure that everything is tightened you should start up your car and let it run for a few minutes before checking the oil level again.

Finally, if you purchased your oil in a one gallon container then you can pour the used oil from your drip pan into the used container and take it back to the auto parts store for proper disposal. It is against the law and very harmful to the environment to improperly dispose of motor fluids so this step is indeed important to follow. If you have followed this process you will have successfully changed the oil in your auto.

Say you didn't have a process to follow, what do you think would happen?

Let's say, you wake up one morning and decide that you're going to change the oil in your auto. You haven't checked if the oil needs to be changed or if you have all the supplies needed to accomplish this. You crawl under the car go to reach for the wrench to loosen the nut on the drain pan and realize you don't have the tool needed to do the job, so you crawl from under the car go to your tool box get the wrench and return to the car. Once again you crawl under the car place the wrench on the drain pan nut and stop in the middle of a turn, no drip pan to catch the oil! Once again you crawl from under the car and go search for the drip pan. You get back to the car kneel down to place the drip pan under the drain pan and once again crawl under the car and finally get the oil drained. You know that there is another step that needs to

See PROCESS on Page 9

Sierra Army Depot, city of Herlong work together for clean water

By David Killam
Corps of Engineers PAO

SACRAMENTO, Calif. - For one small community in California, an Army problem turned into a welcome opportunity. The city of Herlong, Calif., is nestled high in the Sierra Nevada Mountains, right next to Sierra Army Depot. The Sierra Army Depot was founded in 1942 by a general order signed by Gen. George C. Marshall, with a mission to store and ship ammunition. The town of Herlong grew up with the depot, a quiet little rural community. Joined together in relative isolation, for years, the town relied on the depot for its water. It was not an ideal situation: military installations generally are self-sustaining, without interlacing infrastructure support to local communities. And Herlong would have liked to have its own municipal water system, but could not afford to build one.

That all changed with a water quality report issued by the depot in 2008. As part of quarterly water testing the depot reported that its drinking water was contaminated with small amounts of iron, manganese and uranium. The Environmental Protection Agency had recently made national standards for drinking water stricter – the Safe Drinking Water Act of 1974, as amended in 2006, requires the EPA to re-examine its safe drinking water standards on a six-year basis – and this put the depot's drinking

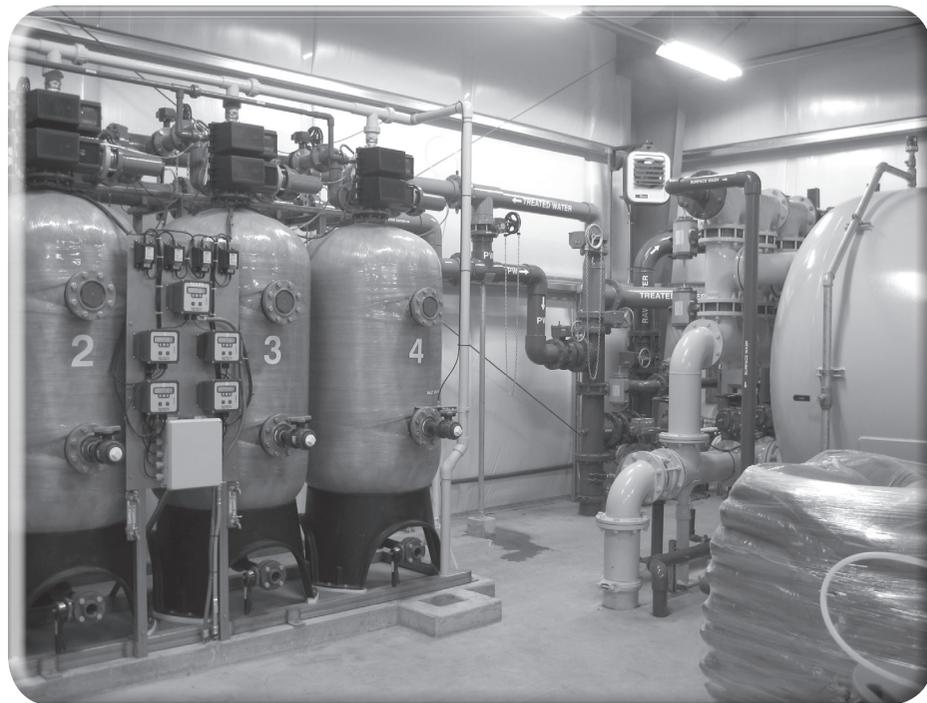
water in violation of the standards. Although the contamination was not an immediate threat to public safety, the report and the stricter standards required the California Department of Public Health to issue a compliance order to the depot to clean up the water. The Facilities Act of 1983 requires military installations to comply with state environmental directives.

The Department of Defense responded quickly with a \$12 million project, managed by the U.S. Army Corps of Engineers Sacramento District, to clean up the depot's water.

When bids for the clean-up project contract came in, though, Corps project managers were pleasantly surprised: The accepted bid was less than half the projected cost. In these days of economic downturn, project bids will occasionally come in well below expectations.

"That left about \$6.8 million on the table," said Sacramento District senior project manager Paul Feldman. "We could have turned the excess money back to the Treasury Department, but during a conference call with Department of Defense officials, I came up with a suggestion: transfer the \$6.8 million to Herlong."

The idea was that Herlong could use the money, along with whatever they could raise with municipal bonds and taxes, to build a water system of their own. The solution was win-win. Herlong would get its own water system, and the depot would no longer have the responsibility of



Sierra Army Depot's water treatment facility filters water supplied to the depot but also to the neighboring town of Herlong, Calif. Surplus funds for a water clean-up project at the depot were transferred to Herlong for construction of its own water treatment facility, making both communities self-sufficient after decades of shared infrastructure. Both the clean-up project at Sierra and construction of Herlong's water treatment facility are scheduled to be complete by December 2011.

Photo by Matt Callan; U.S. Army Corps of Engineers Sacramento District construction representative.

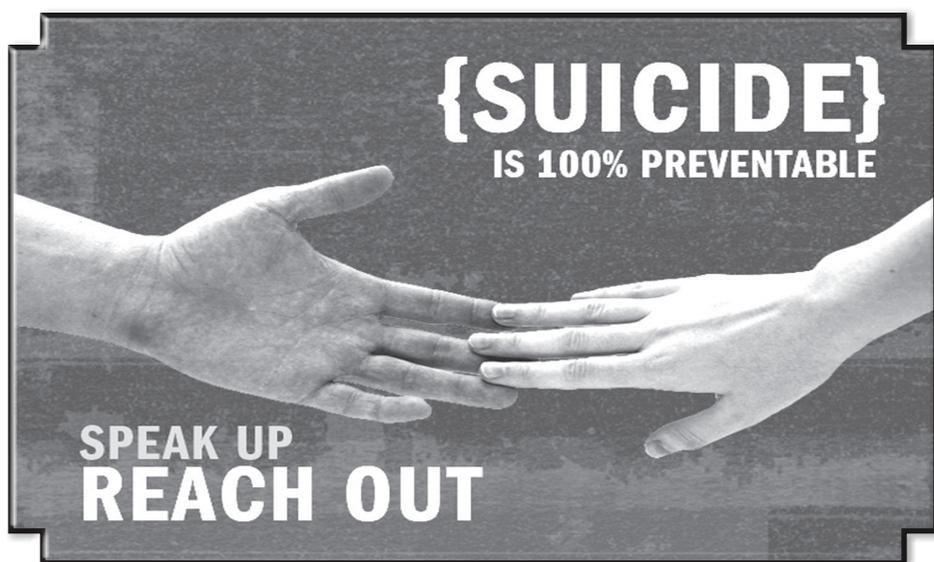
providing water to Herlong.

"I believe that this is the first time that money has been transferred from the Army to a local community to build an infrastructure like this one," said Feldman.

The water project at the depot is nearing completion, pending some final touches, said officials from the depot.

In the meantime, Herlong moves forward with plans for its own water

system, said Herlong Public Utilities Director Pat Williams. Once contract bidding is completed and the design is finalized, the city hopes to break ground for in the spring of 2011. The city has already spent \$4 million from a municipal bond measure, laying the groundwork for the water system. The city's project is expected to be finished in December of 2011.



FACILITATION (From Page 8)

and take a back seat. This is a difficult balance to maintain! The key to being proficient in the role is to plan and guide the proceedings effectively, and remain focused on the group process and outcomes, rather

than specific content and opinions involved.

For the sake of sanity, time and space it is not possible to include every item that I would like to in regards to all the many aspects of

PROCESS (From Page 8)

be done before getting from under the car, but what? You lay there on the cement and look up to see the old oil filter still in place. You're thinking to yourself "how on earth will I get that off!" and then you remember that special tool for just such a job, but where is it?

Are you beginning to get the point of how important it is to have a defined and established process which will give the directions

needed to properly complete the task being worked? I chose a very simple example to make this point, but how about our work environment? How much more do we need processes that give us that defined guidance? And how important is it for us at Sierra Army Depot to follow those processes so we can accomplish the many tasks we do in order to meet our number one objective—to support the War Fighter?

how to Facilitate. Facilitation is an interesting, rewarding and important role to take on. When facilitating, take the time to think about the process and agenda, and learn the skills you need to take the event through

to a successful conclusion. So take pride in your role of facilitator, and enjoy watching the ideas, solutions and successful outcomes flow!

LMP...The Sun After the Storm

By Steven Pernot
Production Controller

LMP...to some a dark cloud looming on the horizon inspiring doom and despair. Jokes have even been made of forthcoming retirements upon its implementation. After all the saying goes, "Red sky in morning, sailors warning". But for many LMP is the sun rising behind that cloud; a sentiment shared by the Maintenance Directorate. Make no mistake the cloud represents the growing pains we will endure when we "go live" but the ultimate gains will be a significant improvement over our current system.

The days of tracking production using a stubby pencil and paper, "hand-jamming" data into an Excel database, and using an antiquated system originally designed for use with DOS will soon be a thing of the past. LMP will provide us with real-time production status, more accurate parts inventory, accountability, and numerous other enhancements we are currently lacking. These improvements will not only directly benefit us but also our customer, the war fighter.

In an effort to best prepare the Maintenance Directorate for LMP

we have committed personnel to the expert user training, provided "shadowing" TDY's to depots already operating under LMP, and when workload permits practicing in the LMP "sandbox". Other directorates are also performing these actions to have their people prepared as much as possible.

There are many advantages which are immediately noticeable with LMP. First is a CAC login ability instead of the password feature. Also, whereas SDS has over 2,200 different applications LMP has fewer transactions and most of the transactions have functionality built into them which can link the user instantly to another needed transaction and keep the information currently being used, such as a NSN. Additionally, a user can have up to six operating transaction windows open at the same time. There are many, many more benefits with LMP which every user will eventually see.

The Maintenance Directorate is anxiously looking forward to LMP but whether you are or aren't it is coming regardless. The question to ask yourself, are you adequately preparing to withstand the storm in October or be washed away in its aftermath.

1st BSTB helps break ground at local school



While Afghan construction workers stand by, a local contractor discusses the site development with Kelley Murray, a member of the United States Army Corps of Engineers. The construction project is a new building at the Prozah Habida Balkhi School in the Dehdadi District that will shelter the students during the winter months. (Note: Kelley Murray is a Sierra Army Depot employee currently working in Afghanistan.)

IBO (From Page 3)

transfer orders (picks and put away), open material transfer requests, open material posting change notices, monitor and resolve critical deliveries, negative stock balances and interim storage stock, without movement.

The IBO implements the life cycle approach to the Manufacturing and Remanufacturing processes to include forecasting, demand management, bills of material, work centers, routings, material requirements planning, planning orders, production orders and production execution. As processes are completed LMP automatically updates numerous functions with the system to include projects, financial records, planned versus actual costs, material stocks, to mention a few.

As LMP is implemented, it

should close out U.S. Army Audit Agency's consulting report AA 00-718 dated Feb. 29, 2000, stating the depot did not have an adequate automated system for managing its operational projects and fulfill the dreams of many long time employees. Sierra Army Depot managers at the time favored purchasing an ERP software back in 2000 but were held back by cost and the need to integrate with DoD and Army Systems such as Defense Finance and Accounting Systems, Standard Depot System, and Civilian Personnel. These hurdles were overcome as LMP moves the current SIAD production processes from MS Word, MS Excel and the I-Drive to a fully shared and intergraded system used by the whole of AMC with real time updates seen by all users of the system. Dreams and goals will soon be reality.



DEPARTMENT OF THE ARMY
SIERRA ARMY DEPOT
HERLONG, CALIFORNIA 96113

11 August 2010

REPLY TO
ATTENTION OF:

Statement of Commitment to Achieve OSHA VPP Star Status

As the Commanding Officer at Sierra Army Depot (SIAD), I declare our commitment to achieving Star recognition status in the Occupational Safety and Health Administration (OSHA) Voluntary Protection Programs (VPP).

I make this commitment to advance my policy that "all employees shall be provided a safe and healthy workplace, free from recognized hazards, in compliance with Federal and Army standards" as stated in the Occupational Safety and Health (OSH) policy for Sierra Army Depot (SIAD Policy No. 385-1) dated 13 July 2009.

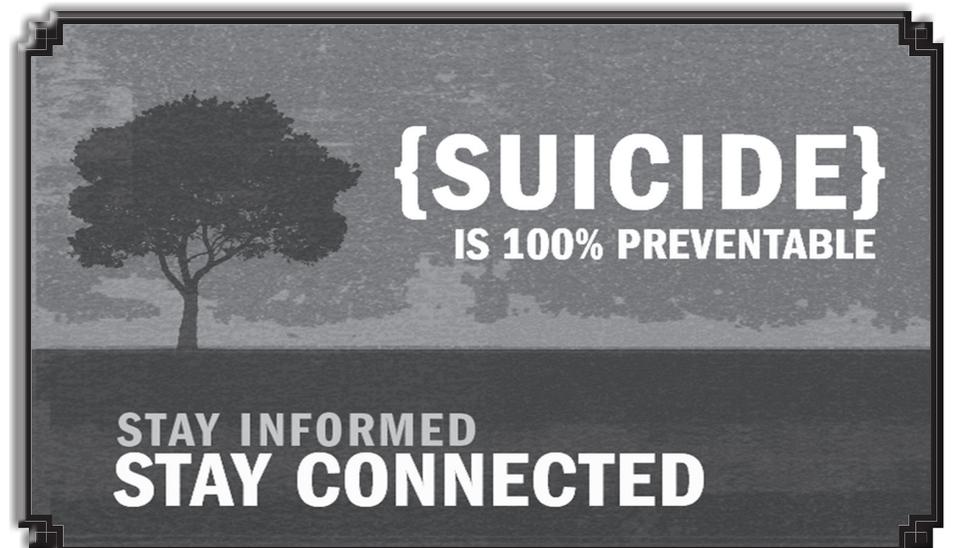
Through its Voluntary Protection Programs, the OSHA recognizes organizations with an effective safety and occupational health management system as measured in the following four key areas:

1. Management Leadership and Employee Involvement
2. Worksite Analysis
3. Hazard Prevention and Control, and
4. Safety and Health Training.

Less than 2,000 public and private sector organizations in the US have achieved the distinction of OSHA VPP Star site since the programs' inception in 1982 to date; and, they have benefited from significant gains in protecting their employees and resources, improving employee morale and increasing productivity.

Sierra Army Depot, Herlong, California, and its civilian employees, contractors and visitors living or conducting business on the Depot deserve the same positive benefits demonstrated at other organizations that have achieved OSHA VPP Star status. I am committed to make this happen and encourage your participation.


JOSEPH G. DALESSIO
VTC, LG
Commanding



EEO Focus

Communicating Through Conflicts

To all managers, supervisors, and employees: Numerous complaints have come into my office stemming mostly from lack of communication and how to deal with conflicts. What's perhaps most unfortunate about this is the hostility displayed by too many employees who could care less whether their efforts to serve our Soldiers are successful or not. There are many qualities that people look for in a leader as well as in employees: the ability to see what's going on, a high level of self-awareness, the skill to motivate and inspire others, good communication and listening skills, the ability to see the big picture and bring others along, and time management. One thing that isn't often in the "top 10" skills is the ability to manage conflict, to create conflict, and to resolve it. Take a look at the article below and focus on how YOU can prevent and/or resolve a conflicting situation and improve your work environment.

4 Steps to Handling a Difficult Conversation Without Confrontation

Loud voices. Accusing words. Cold shoulders. Heated discussions. How we deal with these tough moments, in our actions and our language is important – not only to our ability to maintain healthy relationships with others, but also to preserve our own peace of mind and self-esteem. Here are four crucial communication skills and steps to manage a difficult conversation without detrimental confrontation.

1. Speak directly (with the person)

Ask for a time that is convenient for them, and agree to talk in person. It may take some courage to speak up and have a difficult conversation with someone, so practicing with a supportive friend may be helpful. Be convincing with your body language and your words. Remember that 80 percent of your communication will be non-verbal. Practice being calm, as your tone of voice is also crucial in keeping a difficult conversation from heading toward a heated confrontation.

2. Soften the conversation

John Gottman, Ph.D., suggests using a —soft start up to prevent



Lynette Hall
EEO Manager

major arguments when differences are present, by bringing up problems gently and without blame. Making a critical remark off the bat will only cause the other person to be defensive. Also, when sharing your opinion or request, use —I statements, say something like, —I feel frustrated/confused/not appreciated when (this) happens. Being sarcastic and using the terms —always or —never are likely to cause defensiveness.

3. Be a good listener

Perhaps one of the most precious and powerful gifts we can give another person is to really listen to them, to listen with quiet, fascinated attention, with our whole being, fully present. Try to withhold any judgment and do not interrupt when listening to another other person, while you are hearing all the facts and understanding his (or her) perspective. Ask questions to clarify his/her position or opinion. Working toward mutual understanding and respect is the goal, in the midst of differing opinions. Being listened to and more importantly, being heard is a fundamental need we all have.

4. Be solution-focused

In resolving conflicts, focus on one issue, one complaint, at a time. Try to agree on what the specific problem is, and then explore options to meet both people's needs. Avoiding conversations that may be difficult – because of hurt feelings or angry words spoken, may cause more problems. Each day that passes causes detachment for those involved and is a breeding ground for further misunderstandings. Calm communication during chaos, conflict, or crisis is a skill everyone needs. Practice today these four steps to having a difficult conversation without confrontation. Greater peace in your relationships, improved health for yourself- and less stress will result!

<http://www.kellyservices.ca/web/ca/services/en/pages/effective-communication.html>

LEAN into my CORNER

One topic that always comes up whenever we start a new project is the collection and tracking of metrics. As most of you know, we track metrics at the Primary Team level as well as other levels of the organization. We occasionally adjust the list of items that we track but I think the set of metrics established by the Primary Team are pretty effective because they reflect our major business activities.

So what does this have to do with process improvement? The answer is "several things." Probably the most important from my perspective is that metrics allow us to see how a process is performing. They are a fundamental management tool and working without them is a little like sailing a boat through fog with no compass and no chart. You may have a general idea where you are and where you are going, but it sure is nice to know what your position is relative to the various dangerous obstacles that could send you to the bottom.

We have conducted numerous Lean events in the past here at Sierra that went into the books with no tangible savings (at least in monetary terms), though this is not as big a problem as it has been in the past. With some projects, dollar savings were not the point so it's not always an issue. In many cases however, we simply had no way of measuring the amount of savings because we had no data. Even if we began collecting data as a result of the event, we still couldn't track savings in many instances because we had no baseline. If you don't know where you started, it's difficult to know how far you've come.

Of course, there are a lot of other good reasons for measuring our processes that are not directly related to process improvement efforts. If good data are collected and analyzed properly, it's often possible to detect problems long before they become obvious. I once worked for an Army organization that operated thousands of



William Deming
QEO Chief

machines all over the world. By collecting and analyzing data from these machines every week, we were able to find and fix problems before they resulted in a costly shutdown. This almost always resulted in a savings of hundreds (and often thousands) of dollars because the problem was fixed before the machines broke down and went out of service.

Many people have problems when it comes to figuring out what to measure. This will vary depending on the business you are in but here are some key points to bear in mind. First, whatever you measure should be something that you have the power to affect in some way. Second, the data must be available. Finally (and most importantly), it must measure your actual business activity in some way. Take a pizza shop as an example. The delivery staff has no way to change the number of orders coming in but they can take steps to reduce average time to deliver a pizza to a customer. This information is also easy to measure and collect. It's clearly important to the overall business. So delivery time is a good metric for the delivery people.

The bottom line is that we don't want to collect numbers just for the sake of collecting numbers. We want data that we can use to drive business decisions. And as an added benefit, we can use these data to measure improvements. The information is out there if we look for it. The extra effort it takes to collect it is well worth it.

September is Suicide Prevention Month

*"Shoulder to Shoulder: I will
Never Quit on Life"*

PLANNING (From Page 1)

Cross is the principal U.S. resource for development, management and operation of certified shelters.

Moving to Designated Safe Haven: A local safe haven is a facility on the installation that provides temporary protection during sudden incidents, such as earthquakes and tsunamis. A remote safe haven is a facility on a geographically distant DOD installation or facility that provides short- to medium-term lodging of displaced personnel during large-scale incidents, such as hurricanes and extended wildfires.

Sheltering-in-Place: In some instances, evacuating or moving to a shelter or safe haven is more dangerous than remaining where you are. When there is a short- or no-notice emergency such as a hazardous materials event, you may be directed to shelter-in-place, that is, take temporary protection in a structure or vehicle, typically your workplace or residence. It is important to know for different emergencies which part of a building is safest and how best to keep the air safe to breathe.

Reporting Your Accountability Status

At the earliest safe opportunity, check in with your command. It is important to ensure that you and your Family are accounted for and receive help if you need it. If you have access to the Internet, you can report your status through the Army One Source and Military One Source Web sites (addresses are listed at the end of the booklet). If you cannot get online, the Army Info Hotline, Army One Source and Military One Source have established hotlines that you can call to relay messages to your command and to others who may be concerned about your welfare.

In some cases, the Secretary of Defense will direct all DOD-affiliated personnel in the affected area to report their accountability status as soon as possible. When this happens, if you have access to the Internet you are to report your status online through the Army Disaster Personnel Accountability and Assessment System (ADPAAS, Web address: <https://adpaas.army.mil>). ADPAAS provides a way for Army personnel and their Families in the disaster-affected area to report their status and how they were affected by the event. It also provides commanders a means to assess the impact of the disaster on Soldiers and their Families

and provide assistance where needed. For further information on ADPAAS, you may email questions to adpaas@conus.army.mil. You may also report your situation through your chain of command.

Be Part of the Solution

No matter where you are when an emergency strikes—

* Leave emergency response to the professionals. Do not put yourself in danger.

* Enable responders to focus on the most critical needs first.

* Remain flexible and cooperative. Stay alert for instructions.

* Take care of yourself and your Family; help neighbors and visitors

if you can.

* Every step you take to prepare yourself and your Family strengthens the community.

* Consider getting involved by taking first aid training or becoming a certified first responder.

Public Affairs Office
Sierra Army Depot
74 C Street
Herlong, CA 96113

*9th Annual
Holiday Ball*

*December 10
5:30 pm - 11:30 pm*

Atlantis Hotel & Casino

*Tickets: \$40.00
Room Rates: 59.00/\$79.00*

ROG:

<i>Lori McDonald</i>	<i>4343</i>
<i>Carolina Dingman</i>	<i>4666</i>
<i>Tamra Rickard</i>	<i>4358</i>

The poster features a collage of photographs showing various groups of people in formal attire at a holiday ball. The background is a light blue and white pattern. The text is written in a decorative, cursive font.