

The Challenge



Sierra Army Depot, Herlong, Calif.

November 2016

Vol 72 No 4

VETERANS DAY



HONORING THOSE
WHO FOUGHT FOR
OUR COUNTRY

Commander's View

November offers a couple of long holiday weekends for many to take a break from work and relax. This Veteran's Day (November 11), I want to take the opportunity to express my sincere appreciation to all veterans for their selfless service to our country. Your contributions have been instrumental in making this country a great nation. Thanksgiving (November 24) gives us a chance to pause and reflect on the past and to give thanks for many things. I hope you enjoy both holidays along with the extended weekends, and please make them safe.

Audit Readiness

During FY 2017, audit readiness will be a top priority for the depot. The full financial statement audit is scheduled for FY 2018, so we will spend the year focusing on taking corrective actions. Those of you who are involved need to continue to document your processes, ensure you have supporting documentation for all transactions in LMP and be proactive in responding to audit requests/taskers. Additionally, I expect managers and supervisors to place the appropriate emphasis on audit documentation. Together, we can put Sierra Army Depot in the best posture for success.

Winter is near

As we look ahead, the changing season will bring additional hazards in both our job and personal lives. By being aware of hazards around us and regularly reviewing safety procedures, we will all have a safe and healthy working environment. The first taste of winter usually brings with it, colds or flu viruses which require extra caution. Health problems brought on by cold temperatures become more prevalent in the workforce during the winter months. Dress accordingly to the weather, which might require



LTC Brian D. Kuhn

you to wear several layers of clothing. Also, wear the right type of shoes for the type of weather - good traction will help keep you in an upright position. For more information on winter safety, read the article "Safeguarding readiness during winter," on Page 7.

Combined Federal Campaign

Once again we are preparing to begin our Combined Federal Campaign (CFC). When your key person contacts you during this year's CFC drive, I encourage you to give some thought to a payroll deduction contribution to the agency or agencies of your choice. This once-a-year solicitation can be spread out over a year through this very simple process. I am confident that

See COMMANDER on Page 2

A new top cop in town



It took a while to recruit, but a selection for the top cop position at Sierra Army Depot has been filled.

Chief of Police Jason Doughty started his Law Enforcement career in the Pittsburgh area of Pennsylvania where he served in several divisions, including Patrol, K-9, Child Abuse Investigations, Motorcycle Patrol, and teaching Firearms at the Academy. Doughty retired from the department in 2007 with 21 years of service, at which time he began his federal service career for the Army still working in law enforcement.

Prior to reporting to Sierra, Doughty was the Patrol Division Chief at White Sands Missile Range in N.M. Previous to that posting, he was the Deputy Director of Emergency Services at US Army Garrison (USAG) Garmisch-Partenkirchen, Germany.

Doughty served as a Civilian Police Officer at several other installations since 2007 including a Patrol Officer at Yakima Training Center in Yakima, Wash.; Marine Enforcement Officer and Rescue Swimmer at Military Oceans Terminal - Sunnypoint in Wilmington, N.C.; and Desk Sergeant and Watch Commander for USAG in Grafenwoehr Germany.

Doughty served in the United States Air Force Reserve from 1985-2013 as a member of the Security Forces.

Doughty holds a Bachelor of Science in Criminal Justice from the University of Texas at El Paso and a Master's in Public Administration from Northwestern University.

He and his wife, Shannon, both enjoy hiking, cycling, running and competing in Triathlons.

THE UNION'S POSITION- AFGE LOCAL 1808

AFGE Local 1808 Holiday Union Ball

Come one and come all. It's time again for the AFGE Local 1808 dinner and dance.

AFGE Local 1808 will hold their annual Holiday Ball on Saturday, Dec. 17, 2016, at the Peppermill Resort Spa And Casino.

Dinner will be buffet style and the first Adult Beverage is on the House!

The cost is \$40.00 per member and \$40.00 for their Guest, which is payable in advance. The cost



for each member and their guest will be refunded at the event. Non-members are encouraged to join in on the fun as well. The cost is the same for Non-members (\$40.00); however, those costs are not refundable at the door.

There will be raffles for great prizes! Don't miss out on this fun and excitement.

The Peppermill is offering discounted room rates for this event:

\$69.00-Peppermill Tower per night (only 30 rooms available)

\$99.00 - Tuscany Tower per night (only 5 rooms available)

See UNION on Page 3

The Challenge

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

Lt. Col. Brian D. Kuhn
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Garrison operations under new leadership

Mr. Patrick J. Rothbauer was recently selected as the Garrison Manager for Sierra Army Depot. In his role as Garrison Manager, he is responsible for leading base operations activities including: Public Works; Information Technology; Logistics; Risk Management; Morale, Welfare & Recreation; and Force Protection.

Rothbauer joined the US Air Force in October 1979, and served for more than 25 years in enlisted and commissioned officer leadership positions in the United States, Europe, Africa and Southwest Asia. He provided meteorological support at the US Army Brigade, Division and Army Command levels for nine years including direct support to deployed operations in Somalia, Bosnia-Herzegovina, Kuwait and Iraq.

Rothbauer has a Master of Science in Business Administration from Boston University, Boston, Mass., and a Bachelor of Technology in Management from Peru State College, Peru, Neb. He completed the Army Lean Six Sigma Green and Black Belt Courses, Army Cost Manage-



ment Certificate Course and the Army Management Staff College Civilian Education System Intermediate and Advanced Courses. Rothbauer completed the Harvard Senior Executive Fellows Program in 2014.

His civilian awards include four Superior Civilian Service Award, three Commander's Awards for Civilian Service and two Achievement Medals for Civilian Service. Military awards and decorations include the Bronze Star Medal, Meritorious Service

Medal with three Bronze Oak Leaf Clusters, Air Force Commendation Medal with one Bronze Oak Leaf Cluster, Army Commendation Medal with one Bronze Oak Leaf Cluster, Air Force Achievement Medal, Army Achievement Medal with three Bronze Oak Leaf Clusters, the NATO Medal and the Master Meteorologist Badge.

Rothbauer is married to the former Michelle Morrow from Wichita Falls, Texas. They have two children, Elisabeth and Kristen.

Supporting Breast Cancer Awareness Month



In support of Breast Cancer Awareness Month, employees from the command & special staff showed their support by wearing matching shirts. Shirts were purchased with their own money and a portion of the cost went directly to the Susan G. Komen Foundation. Front row Rhonda Brantley (left), Lori McDonald, Steve Sarian, Robert DeMartini, and Donald Olson. Back row Aric Manner (left), Katherine O'Sullivan, Jose Gualda, Carolina Martinez, Brenda Fleming, Gregory Masnick, and Donny Lafferty.

COMMANDER (From Page 2)

all employees will again find compassion and make a contribution to those less fortunate or to those organizations dedicated to improving and protecting our quality of life. Help Sierra reach our goal this year of \$45,000.00. MAKE YOUR

PLEDGE TODAY!

The holiday season is here and that means everyone wants to take time off of work to spend with their loved ones. A reminder that it is the responsibility of every employee to properly schedule leave with their supervisor. Since there is sufficient time left in the year for employees with

Safety Talk

OSHA VPP 4 MAIN ELEMENTS

1. Management Leadership & Employee Involvement
2. Work Site Analysis
3. Hazard Prevention & Control
4. Safety & Health Training

- Employees need to know the 4 main elements of VPP
- Know how to recognize hazardous conditions
- Know the signs & symptoms of workplace related illnesses & injuries
- Ensure you all wear required PPE
- Know what to do in an emergency (evacuation routes, muster points, accountability procedures, etc.)
- Know your responsibilities & rights
- For more VPP information, contact the VPP Mgr. at the Safety Office

Employee Rights under the OSH Act

- Right to a safe and healthful workplace
- Right to report to Federal OSHA
- Use their rights under the law without retaliation and discrimination
- Receive information and training about hazards, methods to prevent harm, and the OSHA standards that apply to their workplace
- Get copies of the test results performed to find hazards in the workplace
- Get copies of their medical records

Employee Responsibilities

- Follow OSHA, DOD, and SIAD Regulations
- Ensure employee involvement in VPP
- Use safety equipment and PPE
- Report unsafe conditions, accidents/incidents, and near misses



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. Below is a list of employees who joined our team since the last edition of The Challenge was printed:

Pettigrew, Callie

Rothbauer, Patrick

Shulman, Stacy

Tice, Kyle

Willis, Carl

UNION (From Page 2)

Members who choose to stay the weekend starting Friday night need to book early. The Peppermill Tower rooms available for Friday are limited so book your rooms now!

We hope that you will come early for cocktails, appetizers, and socializing before the event kicks off - 5:00 p.m. - 6:00 p.m. Dinner starts at 6:30 p.m., with dancing 'til midnight.

For more information please contact Phil Gonzales, President at extension 5375, Babe Fain, Vice President at extension 4800, or Pua-mana Ahonima, secretary at extension 4380.



use or lose leave to schedule their time off, excess leave will not be authorized for carry over into the New Year unless a strong justification for approval is provided. We will review those requests on a case-by-case basis as needed.

My family and I, wish you and your families a Happy Thanksgiving!



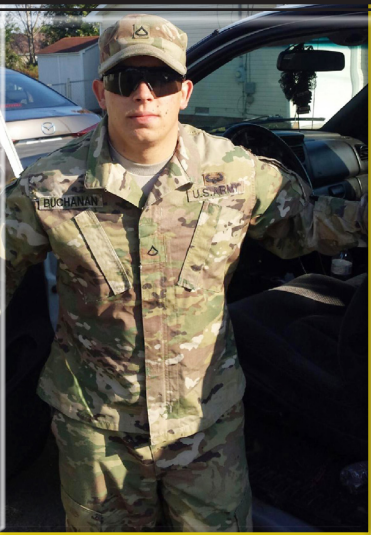
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for your selfless service to
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Contracting 101 - Splitting requirements

Splitting requirements to stay under a particular dollar threshold is prohibited by the Federal Acquisition Regulations.

Several dollar thresholds exist within the contracting process. The most common are:

- Purchases under \$3,500, commonly referred to as the "micropurchase" threshold. This is the dollar limit that purchase cardholder's within the Contracting Office are normally set at for making purchase card transactions. Requirements over \$3,500 must be submitted through LMP to the Contracting Office.

- The simplified acquisition threshold consists of all purchases under \$150,000.

When needs are known by the end user, he/she must take into account the cumulative total of all the needs known at that time. If the same or similar items are needed or several items though different can be purchased from the same vendor, you need to take into account the total estimated dollar value of all of the items.

For instance, Eddie End-user needs office supplies. Individually, the office supplies are valued under \$3,500. If they are consolidated they are over \$3,500. Eddie End-user needs to submit a purchase

request through LMP. Multiple credit card requests are not authorized, as this would be considered a "split-order". This is prohibited by the Federal Acquisition Regulation.

The end user knew that the cumulative value of the office supplies was over the purchase card buyer's threshold, but still chose to route the purchase requests to that person. The purchase cardholder didn't make the situation any better because they completed the split purchase. The splitting started with Eddie End-user and he should have initially sent all of the purchase requests to the Contracting Office because they were over \$3,500.

The same situation can occur at the \$150,000 threshold; but in those instances a purchase cardholder is not involved. However, the end user can cause the split purchase in these situations by attempting to initiate purchase requests at staggered intervals just to avoid the threshold, which may require some additional documentation.

The lesson here is that an end user needs to account for all known requirements when initiating purchase requests. Keep track of how much the entire purchase is estimated value and submit the appropriate request.



Career milestones reached



Mr. Joseph Bailey, above left, was recently presented his 25-year length of service award from Lt. Col. Brian Kuhn, depot commander. Below left, Wayne Plaster received his 30-year length of service award the awards presentation during a primary staff meeting with senior leaders.



Combined Federal Campaign kicks off



A great big thanks to everyone who helped kick off the Combined Federal Campaign during the depot chili cook-off on Oct. 24. A total of 16 employees entered to vie for the title of "Best Chili Ever." Winners this year are l-r, 1st Place Reggie Elaban (#16); 2nd Place Thomas and Victoria Flux (#11); and 3rd Place Glenn Sargent (#15). Money collected for the tickets that were used by employees to vote was given to a local organization identified as a recipient under CFC. The total amount received during this event was \$858.50.

"Never was so much owed
by so many few."

—Winston Churchill

To the enemy your trash is a Virtual Treasure Chest!

Only **UNCLASSIFIED/NONSENSITIVE INFORMATION** should be placed in **RECYCLE BINS**. Do not place **Personally Identifiable Information (PII)** in recycle bins.



Documents marked **FOUO** or containing **PII** must be **Shredded**.

Remember, more information, useful to enemies, can be found out about you and others, based upon what you throw away....



Businesses need to know their Cybersecurity Risks

Is your business and employees protected from online attacks? How about your customers? Assessing the risks is critical to all business, but especially small and medium size ventures. Cybercriminals target these businesses because the bad guys know that they have fewer defense resources than large companies.

"You don't need to be a cybersecurity expert to ensure that your business is protected, but it is critical that you understand the online threats to your Home or company's network," says Major General Don Dunbar, Adjutant General and Wisconsin's Homeland Security Advisor. "Awareness of key threats will enable you to employ practices and behaviors that limit your company's risk."

A recent study conducted by National Cyber Security Alliance (NCSA) and Symantec showed that:

66% of small businesses say they are dependent on the Internet for day to day operations.

67% say they have become more dependent on the Internet in the last 12 months.

77% don't have formal written Internet security policies for employees.

Most cybersecurity experts recommend that businesses start by developing a strategic approach to cybersecurity. This includes plans to secure existing systems, require employee training and to keep business

secure going forward. Here are some simple tips to protect your business:

Keep a clean machine: Having the latest security software, web browser and operating system is the best defense against viruses, malware and other online threats.

Automate software updates: Many software programs will automatically connect and update to defend against known risks. Turn on automatic updates if that's an available option.

When in doubt, throw it out: Links in email, tweets, posts and online advertising are often how cybercriminals try to steal your personal information. Even if you know the source, if something looks suspicious, delete it.

Don't open unsolicited email: Email scams like phishing are among the most common schemes criminals use to steal from your network. Use email filters to block these emails and be leery of any messages that ask you to provide personal information, even if they appear to come from a bank or company you've dealt with.

Protect all devices that connect to the Internet: Along with computers, smartphones, gaming systems and other web-enabled devices also need protection from viruses and malware.

Plug & scan: USBs and other external devices can be infected by viruses and malware. Use your security software to scan them.

Safeguarding readiness during winter

By Lori Yerdon
U.S. Army Combat Readiness Center

much more likely to develop an injury sooner or a more severe injury in



It's an annual ritual: With fall and winter approaching, the days get shorter and the temperature slowly drops. As cooler weather approaches, it's crucial that Soldiers understand the importance of protecting themselves to avoid becoming a cold weather injury statistic.

"Cold weather injuries are preventable," said Maj. David W. DeGroot, Ph.D., deputy chief for clinical investigation, Tripler Army Medical Center, Hawaii. "Knowing how to wear and use cold weather clothing, especially under a variety of weather and activity conditions, is one of the best ways to help combat cold weather injuries."

DeGroot added that dressing for cold weather should suit the activity, not necessarily the temperature.

"When it's 20 degrees Fahrenheit outside, the clothing requirement for someone doing light activity is different than someone doing a strenuous activity," he said.

The October 2015 issue of the Medical Surveillance Monthly Report, a publication of the Armed Forces Health Surveillance Branch, indicates that from July 2010 through June 2015, 775 Soldiers received diagnosis of a cold weather injury.

Although anyone can suffer a cold weather injury, some Soldiers are more at risk than others. Previous cold weather injuries, drinking alcohol, using nicotine, dehydration and long exposure to the cold are some of the factors that could jeopardize a Soldier's health.

"The right conditions can help set up anyone for failure when it comes to cold weather injuries, regardless of their rank, age, fitness level or gender," said Col. David C. Romine, U.S. Army Combat Readiness Center command surgeon. "However, some individuals are more susceptible than others. Soldiers with a history of injuries are

the future.

"Prevention must be factored into any pre-mission planning, and part of that preparation involves proper use of clothing and equipment by Soldiers and continual interaction by leaders with their troops," Romine continued. "Leaders must be present among their Soldiers and intentionally alert for the signs and symptoms of cold weather injury."

Hypothermia, cold/dry (freezing) and cold/wet (non-freezing) are the classifications for cold weather injuries. Frostbite is a more familiar name for freezing injuries, and the most common non-freezing injuries are trench foot and chilblains.

According to the Army Public Health Center (Provisional), it's important to recognize symptoms and seek medical assistance immediately once an injury is identified or suspected.

"Preventing cold weather injuries is the responsibility of everyone, from commanders and leaders to individual Soldiers," Romine said. "While this may seem obvious, we need to continually reiterate the awareness of seasonal weather-related injuries, and cold weather issues are no exception."

Misnomers about cold weather could result in serious injury or even death, and DeGroot cautioned Soldiers to understand the facts before they head into frigid temperatures.

"There's a misconception that fluid replacement is not as important during winter as summer," DeGroot said. "Water loss due to respiration is higher in winter since cold air is drier. Soldiers may fail to drink enough water or other fluids because it's inconvenient and uncomfortable to urinate when it's cold outside."

He also said the belief that caffeine is a diuretic is another myth.

"For individuals who are regular caffeine drinkers, caffeine does not
See WINTER on Page 8



WINTER (From Page 7)

have a diuretic affect,” he said. “It’s only for those who usually do not drink caffeine-containing beverages that it causes a mild diuretic effect.”

Soldiers are not the only ones vulnerable to cold weather injuries. DeGroot said, “Anyone who spends time outside in the cold is at risk, including kids playing in the snow and family members enjoying recreational winter sports.”

“While cold weather injuries sideline Soldiers and impact a unit’s readiness, it’s just as important for Soldiers to take their cold weather training home and share what they’ve learned with their loved ones,” said Command Sergeant Major Terry D. Burton, USACRC. “If you head out to go skiing or snowboarding, take precautions, protect yourself from the elements and always let someone know where you are.

“Many of us will be traveling home for the holidays and safety might be the furthest thing from our minds, but it shouldn’t be,” Burton added. “Safety is a state of mind that we all need to embrace, no matter what we’re doing, where we are or who we’re with.”



Well #12, What Are We Doing, And Why?

By Terry Lee White, Base Support
& Nora Chamberlain, Risk Management

Sierra Army Depot (SIAD), in conjunction with the Sacramento District of the United States Corps of Engineers, is having a new well installed near Pass and ID. The rationale behind this is to provide redundancy in cases of emergency.

Traditionally, SIAD has had three operating potable water wells, namely wells #5, #8 and #9. Any two of these wells were sufficient for the needs of the depot. In 2014, well #9 collapsed. This meant that both wells #5 and #8 were needed to supply fully the needs of the depot. If either well #5 or #8 were to go down due to mechanical failure it would mean the depot would be forced to be on water rations until the well was repaired.

Well #12 will replace the lost capacity of well water production lost when well #9 collapsed. That, however, does not mean we will be going back to the previous ways of using our precious water resources. We will continue to be water wise and conserve water where we can, and use untreated water where it makes sense to do so (dust suppression, car washing, etc.). The US Army has mandated we reduce our footprint on the land, and a part of that is eliminating the wasteful consumption of water.

Enter the drought. The State of California

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Commander holds brown bag lunch with employees



Lt. Col. Brian Kuhn brought back the commander’s brown bag lunch with employees. Kuhn will hold two separate lunch sessions each month, one for supervisors and the other for non-supervisors. Non-supervisory employees were randomly selected to come and have lunch with the commander on Oct. 13. This is just one type of forum Kuhn is using to have open communication among all employees.

along with other Western States, has been under a drought warning for the last three years. While it seems to be difficult, in particular with all the wildfires, the Depot is doing their fair share of water conservation. The state has mandated a 25 percent water reduction annually, and the Department of the Army has mandated a 10 percent reduction.

While generally a bad thing, the drought did accomplish at least one good outcome for SIAD - we have had to be more water conservation conscience. So when maintenance and other issues with the water system came up, we were already in the water rationing mode, so no major alteration from standards were evidenced. For example, rather than using purified water from the drinking

water distribution system, the Directorate of Base Support (DBS) has switched to using non-purified (though still clean) well water for dust suppression, resulting in much less water being needed to be run through the filters of the water treatment plants. This has reduced water production by a very significant amount.

Since FY 2013, the Depot has reduced water production from 244 million gallons to 46 million gallons up through Aug. 31, 2016. This is quite a water production reduction action.

This is due to team efforts. If each and every one of us had not contributed our efforts to the water conservation efforts, we would never have been able to meet the mandates as required by California and the Army.

The battle and the drought is not over yet. We are still looking for ways to conserve. This is where team efforts come into play again. Please share any ideas you may have on water conservation with us.



Together with the U.S. Corps of Engineers, Sacramento District, Sierra was able to have a new well installed to replace one that collapsed in 2014.

