

Eagle Chapter Board Member Orientation



**Eagle Chapter
Air Force Security Forces Association
January 2019**



Overview



- Chairman's Snapshot
- Background, Logo, Mission and Values
- Organization
- Membership Demographics
- Officers Roles & Responsibilities
- Monthly Board Meeting
- Resources
- Annual Events

Chairman's Snapshot



Eagle Chairman, Lee Chambers (left), with Proud Warrior, Staff Sergeant Cleo A. Lee, May 2018 at the Warrior Transition Center Walter Reed Bethesda MD prior to lunch. SSgt Lee was injured while deployed to Southwest Asia.



Eagle Chapter Chairman/CEO – Lee Chambers



Top Cop Coin
Presentation at
Chapter Luncheon



DHS Secretary,
Michael Chertof,
receives Eagle
Chapter Coin



Eagle intro FBI
Director
Mueller

- July 22, 2003 - Founded and chartered Eagle Chapter AFSFA; elected as Chairman and Chief Executive Officer, and currently serving 5th term.
- Retired Lieutenant Colonel US Air Force; served 1972 – 1997 then serving as Director of Security Air Force Pentagon Communications Agency / Director of Security, Single Agency Manager Pentagon IT Systems, The Pentagon, Washington DC
- 1997-2000, IT Security Consultant working for a small business, US House of Representatives and IBM
- In 2000, General Dynamics Information Technology supporting commercial and US Government including Newmont Mining, Sun Microsystems, Sears, American Red Cross, FDIC, Health and Human Services, Department of Labor, DHS-US Citizenship & Immigration Service (USCIS), and currently HQ DHS Office of Emergency Communications.
- US DOD Top Secret Clearance / DHS Public Trust/EOD
- CISSP, CISM, ITILV3, MS Information Systems
- Licensed Real Estate Agent – Virginia, Real Estate Investor
- Married – husband to Gail and father of three (Camille, Michael, & Daniel) and one grand-daughter (Emily Vanessa)

Background, Mission, Values & Organization



Eagle Chapter Wreath Honoring Security Force Airmen at the National Law Enforcement Officers Memorial Washington DC

Background – Who We Are



- **AF Security Forces Association**

- Created September 1986
- Located Helotes, TX
- 43 chapters

- **Eagle Chapter**

- Chartered July 22, 2003
- Board Leadership
 - Elected Chairman/Chief Executive Officer and Treasurer/Chief Financial Officer
 - Appointed Board of Officers. Each appointed officer is approved by a unanimous vote of the officers.
- 501(C)(19) Veterans Service Non-profit Organization
- *Chartered in the Commonwealth of VA.*
- *Membership is free to and we support all AFSFA members who work or live in Washington DC, Delaware, Maryland, Virginia, or West Virginia.*

Background – Our Chapter Logo



- **Five Elements**

- **Eagle** – Our Air Force
- **Beret** – “Bond of the Blue Beret” – our association’s slogan
- **Defensor Fortis Flash** – Our Career Field
- **5 Stars** – DC, DE, MD, VA, and WV – Eagle Country – the areas that we support*
- **Rope** – The continuous bond between our Air Police, Security Police, Security Forces men and women throughout the years – those who wore the beret, those who preceded the beret, and – other non-AF/police career members.

Our Mission and Values



- **Mission Statement:**

- Serve our Air Force Security Forces Airmen, members, and the Air Force Security Forces Association in activities that honor our Security Forces, our families, and our heritage from DC, DE, MD, VA and WV

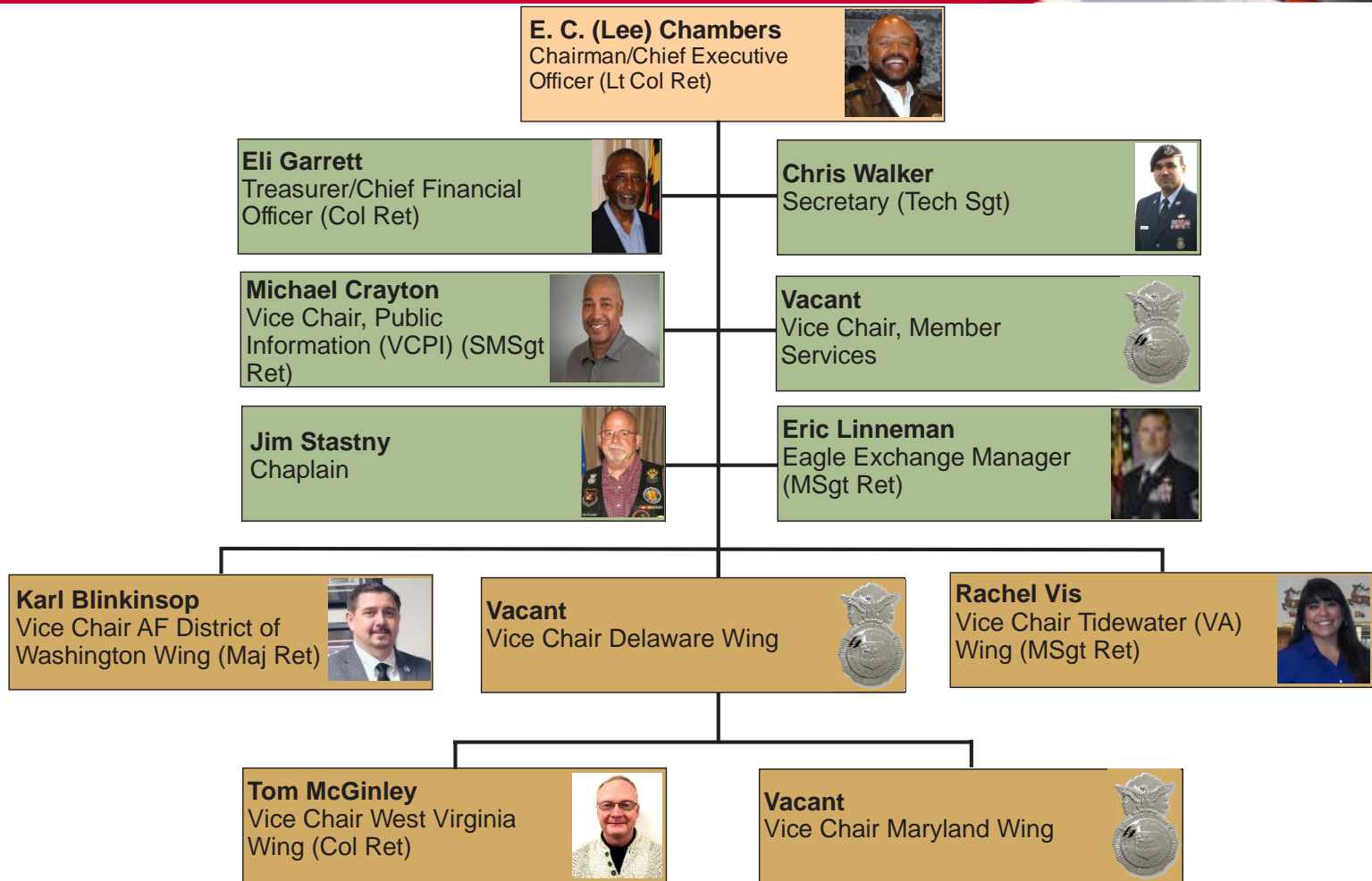


- **Values**

- Integrity first
- Service to our Airmen, members and families
- Excellence in all we do
- *Enthusiastic leadership (Eagle Board of Officers)*

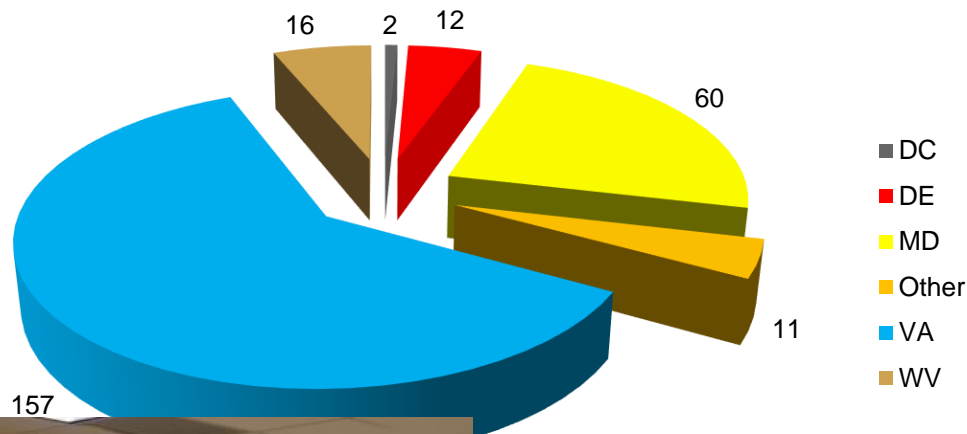


Organization – Board of Officers



Membership Demographics

Eagle Chapter Members by Location

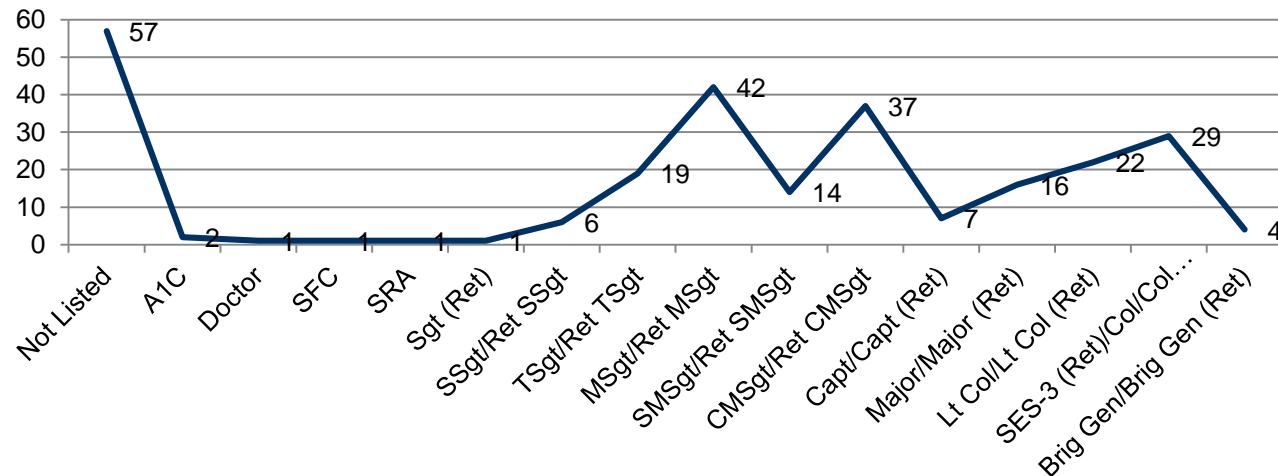


• In 2003, we started with 154 members, including 1 life member.

• Today, there are just under 300 members, including 63 life members.



Eagle Chapter Members by Grade



Officer Roles and Responsibilities



10th Anniversary SF Ruck March to Remember (2011) Change over Seymour Johnson NC to Langley VA in Amherst VA

Officers Roles & Responsibilities



- **Chapter Chairperson/Chief Executive Officer:**
 - Preside over all chapter meetings.
 - Perform all duties usually pertaining to a chief executive officer and chairman of the board for the chapter.
 - In the absence of the chapter's secretary at any chapter meeting, designate another chapter officer to perform the secretary's duties.
 - Review and approve the minutes of each chapter meeting and special activity.
- **Regional Vice Chairs operate as the CEO for their respective regions. (AFDW/DE/MD/Tidewater VA/WV)**
 - Master of ceremony at luncheons in their region.
 - Manage SF, veterans, and members in the region – MD excludes Andrews).
 - Respond to members, SF units and other organizations on behalf of the chapter.
 - Coordinate activities for their region.
- **Chief Financial Officer/Treasurer**
 - Deposit, maintain and report on chapter finances/501, C (19).
 - Report on chapter finances at each chapter meeting.
 - Register attendees at chapter luncheons.
 - Award checks for SF Booster Club/SF Key Spouse clubs.
 - Pay chapter expenses as necessary.

Officers Roles & Responsibilities (Continued)



Women's Memorial
Wreath Laying



Women's Memorial
Wreath Laying

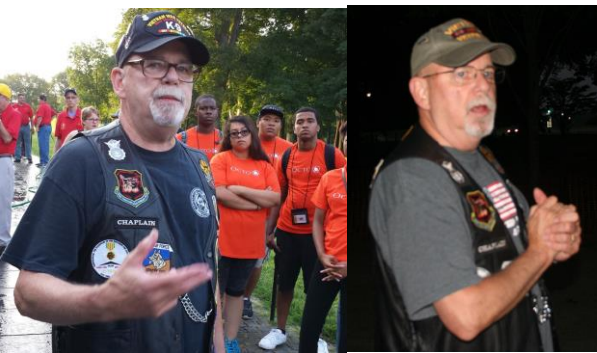
- **Secretary**
 - Record and archive minutes
 - Maintain and update policies and procedures
 - Function as the custodian for all records and chapter correspondence
- **Vice Chair, Member Services**
 - Ensure that new members are contacted,
 - Update member databases
 - Renew members having expired memberships
 - Provide membership status at chapter meetings
- **Vice Chair, Public Information (VCPI)**
 - Communicate chapter activities to AFSFA for inclusion in the AFSFA Magazine and communicate to other organizations and the general public
- **Eagle Exchange Manager**
 - Organize, manage, equip chapter memorabilia
 - Inventory and update items as required
 - Fulfill request for orders
 - Provide representative items/promotional items at chapter luncheons

Officers Roles & Responsibilities (Continued)



- **Chaplain**

- Provide for the spiritual needs of the chapter
- Attend and manage Vietnam War Veterans Wall Wash Devotional Service at each event



Monthly Board Meeting



- Eagle Chapter board meets monthly, usually the first Wednesday of each month.
- Meeting Time is 8:00PM
- Meeting occurs via conference call with documents shared and updated online.
- Contact Secretary – Chris@afspaeagle.com for minutes and other documents.
- <https://www.freeconferencecall.com/wall/chairman>
- (641) 715-3580; Access Code: _____
- CFO Treasury Report
- Every vice chair provides an update on the activities that are planned or that have taken place for their region.

Resources



- **Website – <http://afspaeagle.com>**
 - Resources page
 - 2017/2018 Chapter Update Newsletters
 - Officer Orientation Presentation
 - 10 Year Anniversary in 10 Pages



- **Events Page - upcoming and recent chapter events**
- **Archived Events Page – Other events**
- **Apply Page – Provides a source to easily apply – either online or via hard copy print, fill and send to HQ AFSFA.**
- **About Us Page – Mission, Values, Board of Officers, Eagle Proud Warrior, Our Airmen and Aircraft, Police Memorial Support**



Annual Events Jan – May 2019 as of 1/1/2019



Langley Luncheon -
2018



L.E.A.D. 2018
Pentagon Police Dept



Pentagon Luncheon 2018

- Jan 7 – USA Today End of Yr Distro
- Jan 9 – L.E.A.D. various locations
- Jan 23 – Carter internment: Arlington
- Jan 31 – Maisey Building Wreath Laying JBAB
- Feb ? – Korean War Battle of Chosin Reservoir 436 SF Ruck March Dover
- Apr 4 – Schram internment: Arlington
- Apr 27 – Vietnam War Veterans Wall Wash DC – **Tentative**
- May 12 – 18 Police Week SF Memorials
- May 13 – Candlelight Vigil
- May 26 – Memorial Day Wreath Placements/DF Flag Placements DC/Phoebus (TJ)

Annual Events May – Dec 2019 as of 1/1/2019



- May 25 – Memorial Day Wreath Placements DC/AF Memorial/Phoebus
- May 27 – Memorial Day Wreath Laying Women's Memorial
- July ? – Eagle Chapter Luncheon/Oath Of Office – Location is **TBD**
- Aug 24 – Vietnam War Veterans Memorial Wall Wash DC – **Tentative**
- Eagle Chapter Luncheons – Booster Club/Key Spouse Monetary Awards – Dover/Langley/Pentagon – **VC TBD**
- Nov 10 – Veterans Day Wreath Placements DC/Arlington/Phoebus
- Nov 11 – Veterans Day Wreath Laying Women's Memorial
- Dec 21 – Wreaths, Ornament at Arlington/Phoebus (TJ)

Summary



National LE Officers
Memorial Washington DC



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Thank-you!

The End

