

ABERDEEN PROVING GROUND RETIREE COUNCIL  
MEETING MINUTES  
Saturday, February 21, 2015

Council members present: Co-Chair 1SG (Retired) Thomas Shumate, SGM (Retired) Robert Richardson, CMSGT (Retired) Thomas Alley, 1SG (Retired) Lonzia Hawkins, MSG (Retired) Nancy West, SFC (Retired) Rich Zalusky, SFC (Retired) Tony Rose, SSG (Retired) Genaro Flores Jr., and RSO Ms Betty Willard.

Council members not present: Chair LTC (Retired) Nelson Laughton, SFC (Retired) Rich Zalusky, SFC (Retired) Tony Rose, SSG (Retired) Rita Hewitt, and DHR Mrs. Janet Dettwiler.

The meeting was called to order at 9:00AM.

**Topics of discussion:**

**Guest speaker** - Initial guest speaker request was sent to Mr. Andy Harris, Maryland 1<sup>st</sup> congressional district. Automated formal response received indicating a more specific response would be forthcoming. Additional discussion included considering other potential candidates – the council agreed that the current Garrison Commander, Colonel McClinton should be approached for this honor. Tom Shumate will provide update from Congressman Harris upon receipt.

**Vendors** – Initial contact with 2014 attendees completed; via email. Lonzia Hawkins with the assistance from Tom Alley and Betty Willard will lead this year's effort. Requirement is to validate attendance and table/chair requirements. Target date finalize vendor attendance list 18 April 2015.

**Lunch arrangements** – Rich Zalusky provided two menus for the council to vote on, pricing is the same. This item will be voted on at the 21 March 2015 council meeting.

**Vendor financial** - Initial contact with this selective organizations has been completed by Nelson Laughton.

**Program** - Program format and schedule will follow last year's. Date to finalize this year's program is 25 April by Tom Shumate. Coordination to pre-brief the Garrison Commander will be completed through Janet Dettwiler.

**Freestate Challenge Cadets support** – Cadets will assist in 8 May setup and 9 May event activities to include clean-up of the ballroom. Rich Zalusky will acquire names so that certificates can be prepared and signed by the Council Chair and Co-Chair.

**Marketing/Advertising** – Nancy West provided the follow update - Save the date flyers has been posted at PX, Commissary, Transition Center and ID Card Sections within Building 4305 and American Legion in Elkton. Additional flyers were taken by Mr. Flores to post at VFW/Legion facilities in/around Aberdeen and Rite Aid warehouse. Installation PAO, Ms. Reese, has been contacted and will post date to installation Calendar, electronic signs at 22 gate, and the installation paper. Initial contact with Cecil Whig and Aegis newspapers completed, but no word back at this time. Follow up with Nelson Laughton required. Recommendation – finalize guest speaker as soon as possible to allow final flyers and large posters to be created and distributed to key areas.

**Directional signs update** – No action taken at this point--Tom Shumate to complete action prior to 21 March 2015 council meeting.

**John Hopkins Family Health Plan giveaways update** – It was recommended that Johns Hopkins provide the similar bags that were handed last year. Tom Shumate will take the lead on this request.

**Post Access and Information for Gate Guards** – Robert Richardson will inquire on what documentation/business process have to be completed to ensure Congressman Harris has access to the installation, should he attend the event as guest speaker. Additionally, he will coordinate with Gate Guard supervisory chain to ensure the guard force on duty has knowledge of this event and location.

**Scheduled Council Meetings for CY 2015:**

**February 21**

**March 21**

**April 18**

**May 9\*\*RAD Day\*\*meet at AA Rec Center**

**June 6--RAD AAR**

**July--no meeting**

**August--no meeting**  
**September--no meeting**  
**October 17**  
**November 21**  
**December 19**