



Making Way For 35

U.S. Department of Homeland Security
United States Coast Guard Auxiliary



Homeland Security

Official Publication of
Division 35, Ninth District
(Western Region)



Division Calendar available on the Web site:

<http://wow.uscgaux.info/content.php?unit=095-35>

DIVISION COMMANDER
Melvyn Marcus

DIVISION VICE COMMANDER
Jen Hampton

May 2016
[Special Issue]

Mandatory Training Progress

AUXMT, the Coast Guard Auxiliary Mandatory Training, is essential for all members.

At your next flotilla meeting, your leadership will want to review the programs that the Coast Guard Auxiliary has provided to ensure 100% compliance with the requirements. You can find this information in the Member Training area of the Division 35 website.

Significant Events that will Involve the Auxiliary

- May 21 – 27: National Safe Boating Week
- May 21: Open House –
USCG Station Calumet Harbor
- May 30: Memorial Day
- June 10 – 12: America’s Cup
- July 8 – 10: Gary Air Show
- July 27-30: Tall Ships
- Aug 11-14: Chicago Air Show

How Can We Contribute?

Public Affairs

Take photos of activity and share them with the Public Affairs staff officers. Set up informational stations to distribute literature and answer questions.

Vessel Examiners

Provide opportunities for Vessel Safety Checks (VSC) before and during each of the events. Each Vessel Examiner should set a personal goal of at least 25 VSCs for the year.

Instructors

Establish class schedules early enough to distribute and share them. Keep SO-PE informed, so all schedules can be distributed to VEs and public affairs operations.

Operations

Commit to SO-OP for local activities that require vessel support. Offer your availability for significant vents in other areas (Air Shows, America’s Cup, and Tall Ships) when local obligations have been satisfied.

2015-6 Division Staff

Division Commander: Mel Marcus
Division Vice-Commander: Jen Hampton
Immediate Past Division Commander: Maryellen Begley

SO-CS	Mike Vannier
SO-FN	Ruth Aurigemma
SO-IS	Ruth Aurigemma
SO-MS	Jason Bogue
SO-OP	James Bell
SO-PE	Philip Aszling
SO-SR	Rita Kaspar
SO-CM	Mike Vannier

SO-DV	Atul Kumar
SO-HR	Rudy Lyles
SO-MA	David Bickel
SO-MT	James Bell
SO-PA	Frank Lizak
SO-PV	Rhonda Rush
SO-VE	Allen Bates

2015-6 Flotilla Leadership

- Flo 3501 FCKathleen Chappelle
VFC....Vacant
- Flo 3506 FCRhonda Rush
VFC....Ron Shell
- Flo 3507 FC Keith Destree
VFC....Jeff Bailey
- Flo 3509 FCFrank Lizak
VFC....Jason Bogue
- Flo 3511 FC Darline Dominiak
VFC....Josh Zajac
- Flo 3512 FC Ruth Aurigemma
VFC....Mike Parages
- Flo 3516 FCRobert Bassett
VFC.... Janice Jones

Facebook

Division 35 now has a Facebook page. This is our first social media outlet. You can find this at:

<https://www.facebook.com/Division09535/>

Only one flotilla has a Facebook page – 3506. This site serves as a model for the organization and presentation of social media content to the public. You can find this at:

<https://www.facebook.com/coastguardauxchicago/>

Division Website

The Division 35 website has been extensively revised and addition content added, especially in the Public Area and for News and Blogs. Your comments and suggestions for improvement are particularly welcome.

Testing of additional functionality for the website is underway and should become available later this year.

Member Training

Saturday morning training has completed with preparation of new boat crew and coxswain trainees.

The 9th Western Region District Training Workshop (D-Train) was held on March 11-13, 2016 in Lisle, IL. A special training event on Auxiliary Telecommunications will be held in October 2016 at the training center. Planning is underway and details will be provided in advance of this event.

Occupational Resources

Have your flotilla members let Calumet Harbor know what resources they have to share with the active duty? It's not too late to offer your help to the active duty Coast Guard.





U.S. Coast Guard Open House

Join us for a day of family fun!
Games, Food, Activities, Tours, Demonstrations & more!
Come learn about your Coast Guard!

Free and open to the public!



U.S. Coast Guard Station Calumet Harbor
Saturday, May 21st, 2016
12pm - 4pm
4001 E. 98th St. Chicago, IL
in Calumet Park



Thank you, Mr. Hinken



Jim Bell congratulates Brad Hinken, CWO and offers thanks from Division 35 for his outstanding service, most recently as our OTO. Mr. Hinken will retire from the Coast Guard in May 2016.



John "Hoppy" Hopkins presents a special cake to Mr. Hinken from Division 35 to offer our "Thanks for the Service".



Auxiliary Mandatory Training

All Auxiliarists are required to complete eight online training courses, called Auxiliary Learning Management System (AUXLMS). In addition, members are encouraged to complete ICS 100 and 700 – these courses are offered by FEMA and completions can be added to Auxiliarists' training records.

This document describes the procedures for completing the mandatory courses.

- New members must complete them within the first year from their enrollment date.
- Other Auxiliarists have until December 31, 2016.

Each course takes about an hour, maybe longer for some. They are straightforward; some have ongoing self-checks, others have a final test or no test.

Your completion is sent automatically to the Auxiliary database. However, in certain cases, computer operating systems and browsers might interfere with the completion.

TIP: Many members have had the best results using the Chrome browser (instead of Internet Explorer).

If you complete a course but the completion does not save to the system, you can sign an "attestation" that you completed it. See the FC or VFC for details.

You have the option of taking the courses in a classroom, if offered (taught similarly to a training workshop) or online on your own computer.

To take the mandated courses online:

Start from this LMS home site: <https://auxlearning.uscg.mil>

1. Get a password in AUXLMS:
 - a. Click on the "I forgot my password" link under the Login button.
 - b. Fill in the Username field with your individual primary email address currently in AUXDATA. This is your username for AUXLMS.
 - c. Click on the Submit button.
 - d. An email will be sent to your AUXDATA email address that contains your login and password. Note: If you do not receive an email, contact Andrea. The LMS system might have an outdated email address for you, which can be corrected only by a help ticket.
 - e. Return to <https://auxlearning.uscg.mil> and use the credentials provided in the e-mail to log in.
 - f. You will then be asked to change your password. TIP: Choose a friendly password that you can remember (no special rules, and you will not have to change it).
2. Register for a course:
 - a. On the LMS page, scroll down to Course Catalog (Catalog tab), and click Auxiliary.
 - b. Again under Course Catalog, click Auxiliary Mandated Training.

- c. There are eight mandated courses, but Civil Rights is waived because it must be taught in a classroom. Start with **Influenza Training and Ethics**. Then finish the others. Each one is a little different – some have a final test and others have ongoing self-checks.
 - d. Select a course to enroll in it.
 3. Start the course:
 - a. To start the course, click **My Account**, and
 - b. Under **Enrolled**, locate the course and click **GO**.
 - c. The screen changes, and you will probably have to click **GO** again.
 4. Completion:
 - d. As you finish a course, you should get a screen saying you completed it. You can go back to **My Account** and click **Completed**.
 - e. The certification goes directly into the Auxiliary database, and within a few days, it should appear on your training record – you don't have to send a certificate to me or anyone else.

The courses to complete:

- 502290 Influenza Training (one time only)
The purpose of this e-Learning course is to provide avian influenza (AI) and pandemic influenza awareness among Coast Guard personnel
- 502306 Ethics 1 - Personal Gifts (one time only)
Ethical Conduct is a self-paced, interactive lesson with tracking capabilities to demonstrate test completion and time on task.
- 502379 Building Resilience and Preventing Suicide in the Coast Guard (every 5 years)
Building Resilience and Preventing Suicide in the Coast Guard will lead participants through concepts and skills related to stress management and resilience and why they matter. In addition, you will be shown steps to take when you believe someone may be at risk for suicide.
- 810000 Sexual Harassment Prevention (every 5 years)
The purpose of Sexual Harassment Prevention training is to raise awareness among Coast Guard personnel of behaviors that constitute sexual harassment and to teach actions which should be taken to prevent or eliminate it.
- 810015 Privacy at DHS: Protecting Personal Information (every 5 years)
In our mission to secure the homeland, we need to collect personal information from citizens, legal residents and visitors, and we are obligated by law and DHS policy to protect this information to prevent identity theft or other adverse consequences of a privacy incident or misuse of data.
- 810030 Security Education and Training Awareness (every 5 years)
The purpose of this course is to provide basic **NEED TO KNOW** information to all member of the Coast Guard on the topics of Operations Security (OPSEC), Information Security (INFOSEC), and Antiterrorism and Force Protection (AT/FP).
- 810045 Sexual Assault Prevention/Response (every 5 years)
This course provides all Coast Guard personnel with the basic awareness tools and the Coast

Guard policy and procedures for sexual assault prevention and response.

- 502319 Civil Rights Awareness (every 5 years)
This course consists of a 30-min video. The purpose of this course is to provide Coast Guard Auxiliary personnel an overview of the various concepts related to civil rights, information on the Auxiliary's Civil Rights Program, and how to ensure the protection of all Auxiliarists' civil rights.

Completion records are automatically uploaded from the Coast Guard system to the CG Auxiliary database within a few days.

To take ICS 100 and 700

1. For Incident Command System, ICS-100,
go to <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.b>
Introduction to the Incident Command System, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

For Incident Command System, ICS-700,

go to <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a>

This course introduces and overviews the National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents.

2. Download the course and course materials.
3. When you are ready, click **Take the Final Exam**.
4. When you pass the final exam, you will receive an email confirming the completion.
5. Forward the email to the FC, who will submit a Help ticket to have the course added to your training record.



Has your Auxiliary member ID card expired?

Once a year, check the expiration date on your member ID card. The card is valid for 5 years. When it's time to get a new card, you initiate the process.

If it's within a few months of expiration, or has already expired:

1. Tell the FC or VFC that you need a renewed ID card. They can help you get started.
2. Have your picture taken in the office (red background, uniform shirt). Zoom in so only your head with the red background is showing.
3. In an email, send the picture to the FC. Also provide the current information on the back of your card: Height (inches), weight, eye color, hair color, blood type, date of birth, and ID number.

The FC will submit your photo and information into the system. In a few weeks, the new card will be sent to the FC, who will have it at meetings. Bring your old card to swap out for the new card.

Note: If you present an expired card at the gate of a military base, you will not be allowed entry and your card might even be confiscated.