

MEMORANDUM FOR THE RECORD

Subj: OCTOBER 2017 CAMP COMMANDER'S MEETING

Encl: (1) October 2017 Camp Commander's Meeting Attendance Roster  
(2) Camp Commander's Meeting Brief  
(3) Significant Events Calendar

1. The facilitator for this meeting was the Camp Operations Officer.
2. The following offices in attendance were per enclosure (1).
3. The following agenda items were discussed, per the enclosure (2).

a. Significant events calendar. The calendar was reviewed and over the course of the meeting, the below events were highlighted for the month of November, per enclosure (3).

(1) The Kinser Elementary School Fall Carnival was rescheduled for 3 November.

(2) Trunk-or-Treat was rescheduled for 5 November.

(3) The following MCCA events were highlighted:

(a) Family Game Night at the Kinser Library on 4 November from 1700-1900.

(b) Semper Fit Half Marathon on 19 November, beginning at 0800. Pre-registration fee is \$30; same-day registration is \$40.

(c) School-Age Center and Youth and Teen Center will be holding a Davy of Thanks and Thankfulness events on 22 November.

(d) Surfside Club will be providing Thanksgiving Meals To-Go on 23 November.

(e) Surfside Club will be holding a Thanksgiving Meal Buffet on 23 November from 1100-1500.

(4) The camp will be hosting units from the Western Army, Japanese Ground Self Defense Force, in support of Exercise Chinzei 29 from 30 October through 17 November.

(a) A Logistics Exercise will be executed from 31 October through 2 November at building 300 and the Headquarters Regiment Unit Marshalling Area. The camp is providing billeting and messing for the 11 participants. On 31 October, Rear Admiral Kondo, Director General Logistics, Japan Joint Staff, will observe the exercise.

(b) A reconnaissance exercise will be executed from 11 through 17 November at the landing zone by the theatre. A total of 24 personnel will be participating. The camp is providing

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messaging and training space. On 13 November, Major General Harada, Commanding General 15th Brigade, will observe the exercise.

b. The 30-60-90 day outlook was reviewed.

c. Tenant organizations briefed their current initiatives and concerns, per enclosure (2).

3. Outputs from the meeting were:

a. Camp Operations

(1) Regarding Kinser Festival:

(a) Provide the Kinser Festival Traffic plan to tenant units so that they can plan to minimize impact on operations during the course of the event.

(b) Determine location of Automated Message Handling System tasking in support of Kinser Festival and coordinate to get the tasking sent to required units.

(c) Due to Kinser Festival's postponement/cancellation, these products will not be sent to tenants.

(3) Provide a copy of the Memorandum of Agreement in regards to bachelor housing management to tenant S-4 chiefs.

b. Facilities Chief

(1) Provide an updated Gantt timeline to tenants for construction aboard Camp Kinser.

(2) Coordinate with Marine Corps Installations Pacific, GF, to provide infrastructure reset analysis results to tenants. Coordinate a brief to explain the outputs and what this means for tenants in the future.

c. Environmental requested to reschedule an in-call with the Camp Commander.

d. The Camp Kinser Exchange requested assistance with informing residents regarding upcoming changes to the 7-day and Exchange hours.

e. The Chaplain requested additional assistance in getting volunteers for the Mothers of Pre-Schoolers Program.

4. The following requests for information were submitted by tenants:

a. Regarding barracks 1210:

(1) What is the cost of the asbestos abatement in barracks 1210? During construction, asbestos containing materials (ACM) were found in the walls throughout the entire building. Currently, there is not cost estimate, but it was reported during a project meeting that the project was seeking prior-year funds. Instead of waiting for prior year funds, construction will resume immediately and the

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contractor will submit a Request for Equitable Adjustment (REA) after completion of the asbestos mitigation. This will save time.

(2) What is an accurate timeline for the renovation to be completed? The construction completion date is tentatively 15 September 2018. The asbestos mitigation has resumed immediately. There is nothing else that can be done to speed up the project.

b. Regarding the Installation Reset:

(1) What is the estimated timeline for completing updates to iNFADS? On 1 January 2018 data entry into iNFADS from the installation reset analysis will be complete. iNFADS is a database that contains space utilization and assignments, mission dependency index, and the facility condition index. The database uses this data to align building codes and provides a means to prioritize renovations based upon the codes.

(2) When will tenants be able to receive briefing regarding impacts of infrastructure reset on their facility usage? Tenants are to assume that there will be no impact on their facility usage. If an installation reset project is planned that may impact a space, tenants will be notified at least 2 years before the start of construction.

4. Due-ins for the next meeting are:

a. Awareness campaign for MOPS.

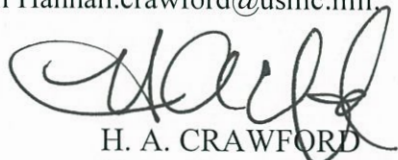
b. Information sharing plan for UEM program and energy initiative.

c. UEM program involvement campaign plan.

d. The Bongo main server for Camp Kinser is located in Barracks 1399, which is due for a renovation. Camp Kinser needs to determine a new location and plan for movement of server.

e. Building 506, bay 1, has had a leak in the fire suppression system that has taken over one year to repair. Camp Kinser operations will work with Facilities Engineering to determine why the work request has taken so long to address.

5. The point of contact for this event is the Camp Operations Officer, First Lieutenant Hannah A. Crawford via DSN (315)637-1645 or email [Hannah.crawford@usmc.mil](mailto:Hannah.crawford@usmc.mil).



H. A. CRAWFORD  
Camp Operations Officer



## October 2017 Camp Commander's Meeting

<u>Name</u>	<u>Work Section</u>	<u>DSN</u>	<u>Email</u>
RUSH, CHUCK	TP/KINSEAL	637-2311	CHARLES.D.BURKE —
Crawford/Hannah	Camp Ops	637-1645	<del>WAC</del>
MANLY, Slough	Baker	637-4319	Wally
ROEL, DAVID	CINACE CAMP/TP HOESING	637-2319	roel.david@usmc.mil
JERED HETER	3d Maint Bn	637-5665	jared.heter@usmc.mil
Rocky Chavana	DLA Disp Svcs	637-2322	rocky.chavana@dlb.mil
Irci Tsutsumi	AAFBs EXCHANGE Center	637-4460	irci@aafts.com
William Stanley	USO Kinseal Director	637-3113	wsstanley@usoc.org
Gunn, Sean	HQTRS REGT	637-3389	sean.gunn@usmc.mil
MAXEY, VANCE	ENVIRONMENTAL	637-4405	VANCE.M.MAXEY@usmc.mil
ARASAKI, MASANORI	ENV	"	masanori.arasaki.ja@usmc.mil
Beau Grezik	CLR 35, HQ CO	637-1477	beau.grezik@usmc.mil
JOHN N. MCGRAW	MCCS	637-2350	john.n.mcgraw
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Matt Edlin	G-1	645-5474	matt.edlin@usmc.mil
E. SUSTAITA	Safety	645-1457	ernest.sustaita@usmc.mil
Smith, Chad	FE	637-1884	chad.c.smith@usmc.mil
McDonnell, Ryan	CLR 35, HQ CO	637-2033	ryan.mcdonnell@usmc.mil



# Camp Commander's Meeting

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**Camp Commander, Camp Kinser**

**October 2017**



# Agenda

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- Introductions
- Opening Comments
- Status Update
- Significant Events Calendar
- 30-60-90
- Tenant Initiatives/Issues
- Due Outs
- Next Event
- Camp Director
- Camp Sergeant Major
- Camp Commander



# Status Update



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## Topic

*Resident RFI Tracker*

*Significant Events Calendar*

## Executor

*Camp Operations Officer*

*Camp Operations Officer*

## Status

*Posting to Marines.mil*

*Posting to Marines.mil*



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

# Significant Events Calendar (Weeks 5-9, November)

1	2	3	4
Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
9:00 am - 11:00 am DLA Disp. Serv. Trng.	8:00 am - 9:00 am Barracks Maintenance R	No School (Camp Kinser) Fall Carnival (KES)	11:00 am - 11:55 pm Glow Bowling
9:00 am - 10:00 am (T)Tree Lighting Ceremo	3:00 pm - 4:30 pm Weekly Update		
5	6	7	8
Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
11:00 am Glow Bowling 3:00 pm Trunk-or-Treat	9:00 am - 10:00 am Camp Kinser Staff Brief	9:00 am Barracks Walk-t Early Release Day 5:00 pm USO - Taste of collapse	8:00 am Barracks Mainte 3:00 pm Weekly Update
12	13	14	15
Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
11:00 am - 9:00 pm Glow Bowling	9:00 am - 10:00 am Camp Kinser Staff Brief	9:00 am Barracks Walk-t Early Release Day 2:00 pm NEO/TSH Planr 5:00 pm USO - Taste of collapse	9:00 am - 11:00 am DLA Disp. Serv. Trng. 8:00 am Barracks Mainte 3:00 pm Weekly Update collapse
19	20	21	22
Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
8:00 am Semper Fit Half 11:00 am Glow Bowling 12:00 pm Camp Kinser f collapse	9:00 am - 10:00 am Camp Kinser Staff Brief	9:00 am Barracks Walk-t Early Release Day 5:00 pm USO - Taste of collapse	No School (Camp Kinser) Federal Holiday - Thanksgiving 8:00 am Barracks Mainte 3:00 pm Weekly Update collapse
26	27	28	29
Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
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MCCS/USO

Kinser Elementary

Misc

Ops Battle Rythm

ComRel





# 30-60-90



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## **30 Days**

27 Oct: TTX 1-17 CBRNE/HAZMAT Spill Response  
28, 29 Oct: Kinser Fest  
31 Oct: Trick-or-Treat  
3 Nov: (T) Kinser ES Fall Carnival  
5 Nov: Trunk-or-Treat  
11 Nov: Main Water Line Outage  
19 Nov: SemperFit Half Marathon

## **60 Days**

1 Dec: Jingle Bell Fun Run  
2 Dec: Holiday Parade and Tree Lighting Ceremony  
4-8 Dec: AT Level II Course (AT)  
4-8 Dec: MCB Butler hosts Guard & Protect FTX (IP)  
9 Dec: (T) Camp Commander's Softball Tournament  
15 Dec: Kinser ES Winter Concert

## **90 Days**

TBD – Table Top Exercises for Emergency Action Plans



# Camp Operations



## Initiatives

- Kinser Fest 2017
- Camp TEEP
  - Table-top exercises to wargame emergency action plans (EAPs).
  - Culminating exercises to execute EAPs, including tenants.
- Unaccompanied Housing
  - MOA for Brks Mngrs
- Continued update/revision of Camp Orders.
- Construction aboard Camp Kinser.
- NEO/TSH Planning.

## Concerns

- Weather
- Deconflicting Camp TEEP with tenant units' TEEPs.
- Mold in Family and Unaccompanied Housing (UH).
- Please send all concerns for Camp Operations, including UH, to the Camp Kinser Org Box:  
[campoperationskinser@usmc.mil](mailto:campoperationskinser@usmc.mil)



# Installation Protection

## Initiatives

- Events:
  - 4-8 Dec: MCB G&P FTX
  - 4-8 Dec: AT Level II Course
- Goals:
  - Mature EOC pre-planned responses sets; ICS Forms
  - Post EOC Boards
- Initiatives:
  - Personnel Categorizations
  - EOC Work Stations
  - Plan April: LIA-Validation Drill
  - Plan May: FPCON-Validation Drill

## Concerns

- Challenges/issues:
  - Funding / approval for EOC SIPRNET / NIPRNET work stations (min 4 work stations)
  - EOC Level IV manning
- Trends:
  - MCB EM is fragmented: Typhoons not under EM (mission creep)
  - C4I/COP not leveraged at G3/EM; spending \$ on new system
  - Incomplete RAMs





# PMO



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## Initiatives

- RAMs Increase.
- Traffic Survey of camp to update stop, yield, and speed signs around the camp.

## Concerns

- More situational awareness regarding activities of the camp in order to work more cohesively.



# Safety



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## Initiatives

- Traffic hazard awareness.
- Report mishaps.

## Concerns

- Camp safety inspections for CY 98% complete.
- Safety review w/MCCS Kinser fest.
- Use caution around Camp Construction zones.



# Fire Department



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## Initiatives

- Facilities Inspection.
  - Fire Drills.
  - Rescue Training at Theater.
  - Night Drill of Fire dept.
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- ICO Fire, dial **911** or from cell **098-911-1911**

## Concerns

- None.





# Environmental



## Initiatives

- Began executing the ECA schedule. CRF no findings.

## Concerns

- Hazardous Waste Program Manager will be coordinating with a representative of 462 to test and properly dispose of contaminated soil currently in Camp Kinser Bldg. 212



# Bachelor Housing



## Initiatives

- SBEQ Barracks WBR
  - 35% A-E design
- Goal: Provide a clean, safe, and comfortable living environment.
- Barracks Managers MOU implementation.

## Concerns

- Barracks 1210 WBR
  - Asbestos issues
  - Furniture rqmts
- Barracks 1217 Mold
  - G-F P&E, replace tiles
  - Facility study



# DLA Disposition Services



## Initiatives

- Upcoming Training:
  - Customer 101 Training
    - 1 & 15 Nov, 0900-1100
    - Bldg 600, Bay 5, Training room
- Support the Warfighter.
- RTD Hours of Operation:
  - Tues, Wed, Thurs, 0800 – 1400
  - \*Free Issue, unit use

## Concerns

- None.





# Facilities Engineering

## Initiatives

- Provide information, guidance, instruction, policy enforcement applicable to facilities maintenance and associated projects.
- Acceptance of Work Orders/ Service Tickets.
- Reconciliations.
- Work Order Validations.
- Site Surveys.

## Concerns

- None.



# MCIPAC GF, Facilities



## Initiatives

- Gate 1, Gate 2, Trailer lot
- Gate 4
- Land Returns:  
Gate 5, Highway 58, Minatogawa Bypass
- FY18 Renovations:  
1399, 616
- Demolition projects
- Laundry Replacement

## Issues

- Containers in storage lot by 832 & 835
- Gate 4/AFN Antenna
- Laundry project



# Camp Kinser Exchange



## Initiatives

- 31 Oct, 1700-1900:  
Halloween Costume  
Event
  - 1st Prize: \$20x1
  - 2nd Prize: \$15x2
  - 3rd Prize: \$10x3
- 3 Nov: Kinser  
Elementary School Fall  
Carnival
  - Providing games and  
free snacks.

## Concerns

- 23 Nov: Thanksgiving  
Day Hours 1000-1800.
- 24 Nov: Black Friday  
Hours 0700-2000
- New Operation Hours  
for Kinser Express:
  - Old 07:00 - 23:00
  - New 07:00 - 22:00





# MCCS



## Initiatives

### **Kinser Fest**

- 28 & 29 October, Sat 1300-2200 and Sun 1300-2100
- 28 Oct at 1930 Headliner Band: Neon Trees

### **Family Game Night – Kinser Library**

- 4 Nov, 1700-1900
- Board games will be provided for all ages.

### **EFMP 101 Workshop – Ed. Ctr.**

- 17 Nov, 1100-1245
- Detailed explanation of what EFMP entails and who is qualified.

### **Half Marathon**

- 19 Nov, 0800
- Pre-registration through 13 Nov, \$30.
- Same-day registration, \$40.

### **School Aged Center/Youth & Teens**

- 22 Nov
- Day of Thanks/Thankfulness events

### **Thanksgiving**

- 23 Nov, Meals To-Go through Surfside.
- Orders accepted from 13 Nov.
- Price and Menu TBD.
- Thanksgiving Meal Buffet at Surfside, price TBD

## Concerns

- None.



# Camp Kinser Elementary



## Initiatives

- Crane Project for DoDEA School in Puerto Rico
- 2 Nov: End of First Quarter
- 3 Nov: Fall Carnival – Volunteers needed!

## Concerns

- None



# Community Relations



## Initiatives

- 28&29Oct17 - KinserFest 2017.
- 02Nov17 - COL Sasaki in-call /WA JGSDF for thanking our supporting effort Chizei Joint Exercise.
- 02Nov17 – Kokufudai HS/Chiba Pref. WWII museum visit for peace studies.
- 07, 14, 21&28Nov17 – Morinoko Children Center Visit.

## Issues

- KinserFest
  - \*First time for JSDF having a recruiting booth and tactical vehicle display.
  - \*Smooth communication among the Kinser parties and Urasoe FD and Urasoe PD.
- WWII Museum
  - \*Support for more efficient use as academic tool for ComRel.



# Chaplain



## Initiatives

- Upcoming events:
  - Trunk or Treat, 22 Oct
- Island Wide ROF  
Designated Offering
  - To benefit Puerto Rico
  - Tentatively 5 or 12 NOV
  - ~ Previous DO: 17 SEP  
Harvey Relief (Houston)

## Concerns

- None.





## Next Event

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- 29 November 2017 @ 0900
- Harbor Lounge, Surfside



# Tenant Commanders

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- Headquarters Regiment
- CLR-35
- 3d Maintenance Battalion
- 3d Supply Battalion



# Camp Director

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# Camp Sergeant Major

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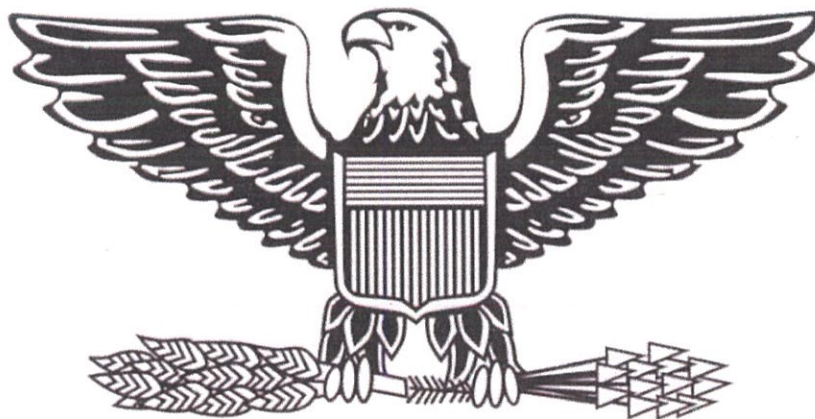






# Camp Commander

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# Significant Events Calendar (Weeks 5-9, November)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
			Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
			aiding 300 and HQTRS Regt UMA		No School (Camp Kinser ES)	11:00 am - 11:55 pm
			8:00 am - 11:00 am DLA Disp. Serv. Trng.	8:00 am - 9:00 am Barracks Maintenance Reconciliation	Fall Carnival (KES)	Glow Bowling
			9:00 am - 10:00 am (T)Tree Lighting Ceremony - Confirmation Brk - collapse	3:00 pm - 4:30 pm Weekly Update - collapse		5:00 pm - 7:00 pm Family Game Night
5	6	7	8	9	10	11
			Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
11:00 am Glow Bowling	9:00 am - 10:00 am Camp Kinser Staff Brief	9:00 am Barracks Walk-through Early Release Day		8:00 am Barracks Maintenance Reconciliation 3:00 pm Weekly Update	Federal Holiday - Veteran's Day	11:00 am - 11:55 pm Glow Bowling
3:00 pm Trunk-or-Treat		5:00 pm USO - Taste of Home - collapse				
12	13	14	15	16	17	18
			Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
11:00 am - 9:00 pm Glow Bowling	9:00 am - 10:00 am Camp Kinser Staff Brief	9:00 am Barracks Walk-through Early Release Day	9:00 am - 11:00 am DLA Disp. Serv. Trng.	No School - Parent Teacher Conferences (Camp Kinser ES)		12:00 am - 3:00 pm Camp Kinser Flea Market
		2:00 pm NEO/TSH Planning 5:00 pm USO - Taste of Home - collapse		8:00 am Barracks Maintenance Reconciliation 3:00 pm Weekly Update - collapse	11:00 am - 1:00 pm EFMP 101 Workshop - collapse	11:00 am - 11:55 pm Glow Bowling
19	20	21	22	23	24	25
			Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
8:00 am Semper Fit Half Marathon	9:00 am - 10:00 am Camp Kinser Staff Brief	9:00 am Barracks Walk-through Early Release Day	Day of Thankfulness Events (SAC, Y&T Ctr)	Federal Holiday - Thanksgiving		11:00 am - 11:55 pm Glow Bowling
11:00 am Glow Bowling		5:00 pm USO - Taste of Home - collapse	No School (Camp Kinser ES)	8:00 am Barracks Maintenance Reconciliation 11:00 am Thanksgiving Meal To-Go 11:00 am Thanksgiving Buffet 3:00 pm Weekly Update - collapse		
12:00 pm Camp Kinser Flea Market - collapse						
26	27	28	29	30		
			Native American Heritage Month (Camp Kinser ES - DoDEA Wide)			
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