



## American Society of Military Comptrollers

Southside Virginia Chapter  
P.O. Box 5417  
Fort Lee, Virginia 23801-0417

### 2021-2022 Southside Virginia ASMC

### Executive Board and Committee Chair Meeting

**Date:** Thursday, January 6, 2022

**Time:** 1130 hrs

**Location:** MS TEAMS

**Agenda:** Monthly Executive Board and Committee Chairperson Meeting

**Attendees:** Anthony Starks (President), Nisha Dowdell (President Elect 2022-2023), Dee Christian (Vice President CASCOM), Cathy Dale (Vice President DCMA; Community Service Chair), Steven Orth (Vice President DeCA), Simone Woodford (Vice President IMCOM), Monica Rakes (Treasurer), Marina Goode (Charter Competition Chair), Mark Patterson (Membership Chair; Ways and Means Chair), Yoenid Gordon (Newsletter; Publicity), and Lisa Headrick (Secretary)

Not in attendance was Shannon McDowell (Vice President DLA)

#### GENERAL AND NEW BUSINESS

- Treasurer (Monica Rakes) – A copy of Form 990 was sent to Marina Goode to satisfy the requirement for Chapter Competition. A copy of the annual audit was sent to ASMC National and a copy will be provided to Nisha Dowdell for submission to MWR. Marina confirmed she received a copy of the audit for Chapter Competition. Cathy Dale continues to work with DCMA to satisfy payment for the 2021 Mini-PDI.
- Chair Handbooks (Lisa Headrick) – No additional input was received by the Board on the proposed Handbook template. *Action: Lisa will resend the Handbook template so Board members can begin drafting for their respective Chapter positions and responsibilities.*
- Chapter Awards Program (Marina Good) – Marina distributed draft award criteria and justification and respective certificates for Board review and response by COB tomorrow. The award year was designated from 1 Apr- 31 to correspond with the Chapter Competition year. It will also allow ample time to identify award recipients so they can be presented by the current Chapter President. *Action: Yoenid will post award criteria on the Chapter website and check on capability to publish links on the website or build for direct award submissions.*

#### COMMITTEE CHAIRS

- Chapter Competition (Marina Goode) – Chairs were reminded to send program updates for Chapter Competition so they can be recorded in the tracker and points can be allocated.
- Newsletter/Publicity/Webmaster (Yoenid Gordon) – The spring newsletter will be coming out in March and Yoenid needs someone to recommend someone for Member highlight. Yoenid also asked for Chapter Award and Mini-PDI updates for posting on the Chapter website. A video from the Christmas party was posted to the website, however, the video is not working as expected and Yoenid is working with server personnel to resolve the issue.

- Scholarship and Awards (Nisha Dowdell) – Nisha shared last year’s Scholarship distribution and the Board agreed to the same award distribution for this year. Nisha asked everyone to think about whether we want to mail the awards or host a function to recognize recipients.
  - \$4,000 total for 5 total scholarships
    - Top 3 - \$1,000
    - Next 2 - \$500
- Ways and Means (Mark Patterson) – Yoenid is still checking Chapter eligibility for the Amazon Smiles program. Once she receives a copy of the Form 990, she should be able to confirm eligibility.
- Education & Training (Vacant) – A presentation is still needed for the January ASMC training. Please send recommendations to Lisa.
- Mini-PDI (Board) – The virtual Mini-PDI will be held on 17 March 2022. It was suggested that we follow the same schedule and format as last year with five presenters. Steve Orth volunteered to reach out to Astrid Myers for an ASMC Tips & Tricks resource as a potential speaker if Mr. Torronex falls through. The Board further agreed to retract pursuit of Dr. Wilcoxon and Mr. Franceschi as speakers. The Board also settled on maintaining last year’s cost for attendance at \$10 for members and \$30 for non-members. Yoenid will create a flyer for the event. She would like bios on presenters so they can be published on the website in advance. The current status of presenters:
  - Confirmed
    - Ms. Riesbeck (FM Certification)
    - Kevin Smith (Resource and Workload Modeling at DCMA)
    - Chip Fulghum (Endeavors COO) - How do leaders maintain pace with Modernization and adapt to changing technology
    - Rich Brady (ASMC CEO) – Working with leaders on how to profile useful data
  - Pending
    - Troy Terronez (Data Analytics)
    - Dr. Wilcoxon (DCMA Comptroller)
    - Ms. Franceschi (DFAS)
  - Deferred
    - Honorable Robert F. Hale (former DoD Comptroller)

The meeting adjourned at 1230 hrs.

Anthony Starks  
 Southside VA Chapter ASMC, President

Minutes were prepared by Lisa Headrick, Southside VA Chapter ASMC, Secretary