

JOINT BASE SAN ANTONIO  
MILITARY & FAMILY READINESS CENTER

# FEBRUARY–MARCH 2024

*calendar of events*



- ARMED FORCES ACTION PLAN • CASUALTY ASSISTANCE • DEPLOYMENT READINESS • EMPLOYMENT ASSISTANCE •
- EXCEPTIONAL FAMILY MEMBERS • FAMILY LIFE • FINANCIAL READINESS • INFORMATION & REFERRAL •
- MILITARY & FAMILY LIFE COUNSELORS • MILITARY RELIEF SOCIETIES • PROFESSIONAL DEVELOPMENT •
- RELOCATION READINESS • RESILIENCY • SURVIVOR BENEFIT SERVICES • TEAM BUILDING • TRANSITION ASSISTANCE •
- UNIT FAMILY READINESS • VOLUNTEER OPPORTUNITIES • WORK LIFE • VOTING ASSISTANCE •

THREE LOCATIONS TO SERVE JBSA  
**FORT SAM HOUSTON - LACKLAND - RANDOLPH**

A 508 COMPLIANT DIGITAL VERSION OF THIS PUBLICATION IS AVAILABLE AT [JBSA.MIL](http://JBSA.MIL)

# JBSA-MILITARY & FAMILY READINESS FLIGHT

The Joint Base San Antonio-Military & Family Readiness Centers incorporate services from all branches: Air Force Military & Family Readiness Center (M&FRC), Army Community Service (ACS), and Navy Fleet & Family Support to support the community. M&FRC programs and services support self-reliance, mission readiness, resiliency, and eases adaptation into the military way of life.

Regardless of specific duty station location, patrons assigned to JBSA can attend trainings and utilize the services offered at all three locations. We offer a variety of classes, trainings, and workshops that promote, educate, and facilitate readiness and resiliency:

Aid Societies, Financial Relief  
Air Force Families Forever  
Armed Forces Action Plan  
Casualty Assistance  
Deployment Readiness  
Employment & Career Development  
Exceptional Family Member Program  
Financial Readiness  
Heart Link  
Hearts Apart  
Information & Referral

Unit Family Readiness  
Military & Family Life Counselors  
Military Family Team Building  
Personal & Work Life  
Relocation Services  
Resiliency Training  
Survivor Benefit Plan  
Transition Assistance Services  
Volunteer Opportunities  
Warriors in Transition  
Voting Assistance Program

Briefings for groups, units, or one-on-one consultations are available by request. Programs and events are subject to change. Some services require a minimum number of participants to be effective. Classes not meeting the minimum number of registered participants may be canceled or rescheduled. Other services may have a limited number of seats or space. Register in advance to guarantee service availability.

(FSH)  
**JBSA-Fort Sam Houston**  
(210) 221-2705

(LAK)  
**JBSA-Lackland**  
(210) 671-3722

(RND)  
**JBSA-Randolph**  
(210) 652-5321

All services provided by the JBSA-M&FR Flight are free and open to all branches of the military, Active Duty Military and their families, Reservists, Coast Guard, National Guard, Retirees, Surviving Spouses, DoD civilian employees (APF and NAF), and DoD contracted employees, unless otherwise stated. The JBSA M&FR flight encourages all people to participate in its programs and activities. If you anticipate needing any type of accommodation or have questions about the physical access provided, please call in advance of your participation or visit.



**JBSA-Fort Sam Houston**

Mon-Fri 7 AM-4:30 PM

*Closed: 1st & 3rd Thursday 1-4:30 PM,  
Federal Holidays & AETC Family days*



**JBSA-LACKLAND**

Mon-Fri 7:30 AM-4:30 PM

*Closed: 1st & 3rd Thursday 1-4:30 PM,  
Federal Holidays & AETC Family days*






**JBSA-RANDOLPH**

Mon-Fri 7:30 AM-4:30 PM

*Closed: 1st & 3rd Thursday 1-4:30 PM,  
Federal Holidays & AETC Family days*

# Services & Operational Status

M&FRC offers different modes of services and workshops:

-  **Face-to-Face (F2F):** In-person.
-  **Virtual (V):** Online Synchronous.
-  **Hybrid (H):** Hybrid or In-person and Online Synchronous.

If the workshop modality type is not listed, call to confirm. Services are subject to change based on the current HPCON status. To schedule one-on-one consultation or to register, contact the hosting location:

JBSA-Fort Sam Houston  
(210) 221-2705  
802fss.fsyrcenterbox@us.af.mil




JBSA-Lackland  
(210) 671-3722  
802fss.fsfrc@us.af.mil





















JBSA-Randolph  
(210) 652-5321  
randolphmfr@us.af.mil

For up to date information regarding JBSA operations, visit [www.jbsa.mil/coronavirus](http://www.jbsa.mil/coronavirus).

## CALENDAR OF EVENTS FEBRUARY-MARCH 2024

JOINT BASE SAN ANTONIO-MILITARY & FAMILY READINESS FLIGHT












































Site Legend:  Face-to-Face (In-Person)  Virtual (Online)  Hybrid (Synchronous & Alternating)

EVENT		FEBRUARY	MARCH	PAGE	SITE
RELOCATION	Guided Tour, Trails & Tales of Fort Sam Houston	8	21	p. 9	 FSH
	Guided Tour, Lackland	28	27	p. 9	 LAK
	Guided Tour, Randolph	5	4	p. 9	 RND
	Immigration & Citizenship	28	27	p. 8	 FSH
	JBSA Pre-Arrival Orientation	27	26		 JBSA
	Newcomer's Orientation	2, 15	1, 14	p. 8	 FSH
	Newcomer's Orientation	14, 21	6, 20	p. 8	 LAK
	Newcomer's Orientation	5	4	p. 8	 RND
	Newly Assigned CC/CCC/CCF	--	5	p. 9	 RND
	Supplemental Sponsorship Training	--	21	p. 8	 FSH
	Supplemental Sponsorship Training	--	27	p. 8	 LAK
	Supplemental Sponsorship Training	Call to Register	Call to Register	p. 8	 RND
FINANCIAL	Car Buying	--	14	p. 10	 LAK
	Credit & Debt Management	20	--	p. 10	 FSH
	Developing A Spending Plan	27	--	p. 10	 FSH
	Developing A Spending Plan	8	--	p. 10	 RND
	Fundamentals of Finance	--	26	p. 10	 LAK
	Mandatory Financial Touchpoint	6	5	p. 10	 FSH
	Money & Personality	6	--	p. 10	 LAK
	Moving Out of the Dorms	--	26	p. 10	 FSH

This bi-monthly publication is produced by the 802d Force Support Squadron (FSS), JBSA-Military & Family Readiness Centers. Although every effort is made to publish accurate information, classes and guest speakers are subject to change due to unforeseeable circumstances. Some services require a minimum number of attendees in order to be effective. If the minimum is not met, the class may be canceled or rescheduled. Other services may be limited in size due to classroom space. To ensure availability, call to register.

Event		February	March	Page	Site
FINANCIAL CONT.	Moving Out of the Dorms	15	21	p. 10	LAK
	Officer First Duty Station Financial Training	13	12	p. 10	FSH
	Officer First Duty Station Financial Training	1	7	p. 10	LAK
	Officer First Duty Station Financial Training	--	12	p. 10	RND
	Saving & Investments	--	29	p. 10	FSH
	Saving & Investments	22	--	p. 11	LAK
	Simple Spend Plan	13	5	p. 11	LAK
	Social Security & You	15	--	p. 11	RND
	Your Insurance Needs	--	22	p. 11	FSH
EMPLOYMENT	Acing the Interview	21	20	p. 13	FSH
	Acing the Interview	6	--	p. 13	LAK
	Acing the Interview	--	5	p. 13	RND
	LinkedIn 101	28	27	p. 13	FSH
	LinkedIn with a Recruiter	27	--	p. 13	LAK
	Microsoft Office: Excel Advanced Formulas	6	--	p. 14	FSH
	Microsoft Office : Excel (3-day)	--	26-28	p. 14	FSH
	Microsoft Office: Outlook Clinic	7	--	p. 14	FSH
	Microsoft Office: Word (3-day)	--	26-28	p. 14	FSH
	Quarterly Employer Showcase	--	14	p. 13	FSH
	Ready, Set, Resume	--	19	p. 13	RND
	Renovating your Resume	14	13	p. 13	FSH
	Resume Writing Live	--	26	p. 14	LAK
	Salary Negotiation	--	19	p. 14	LAK
	Salary Negotiation	13	--	p. 14	RND
	USAJOBS Navigation & Federal Resume	7	6	p. 14	FSH
	USAJOBS Navigation & Federal Resume	27	26	p. 14	RND
	Using USAJOBS to Apply	--	5	p. 14	LAK
	Your Pathways to Employment	26	25	p. 14	FSH
TRANSITION ASSISTANCE PROGRAM	Individualized Initial Counseling (Step 1)	Call to Register	Call to Register	p. 15	FSH
	Individualized Initial Counseling (Step 1)	Call to Register	Call to Register	p. 15	LAK
	Individualized Initial Counseling (Step 1)	Call to Register	Call to Register	p. 15	RND
	Pre-Separation Counseling (Step 2)	7, 14, 21, 28	6, 13, 20, 27	p. 15	FSH
	Pre-Separation Counseling (Step 2)	13, 20	12, 15	p. 17	LAK
	Pre-Separation Counseling (Step 2)	7, 21, 28	6, 20, 27	p. 17	RND
	DoD Transition Day (Step 3)	5, 12, 26	4, 25	p. 15	FSH
	TAP Workshop (3-day) (Step 3)	5-7, 26-28	4-6, 18-20	p. 17	LAK
	TAP Workshop (3-day) (Step 3)	12-14	11-13	p. 17	RND
	VA Benefits & Services	6, 13, 27	5, 26	p. 15	FSH
	VA Benefits & Services	23	22	p. 17	RND



Event		February	March	Page	Site
TRANSITION ASSISTANCE PROGRAM	DoL Employment Fundamentals of Career Transition	7, 14, 28	6, 27	p. 16	 FSH
	DoL Employment Workshop (2-day)	12,8-9,15-16, 29-1March	7-8, 28-29	p. 15	 FSH
	DoL Employment Workshop (2-day)	8-9, 29- 1 March	7-8, 21-22	p. 17	 LAK
	DoL Employment Workshop (2-day)	15-16	14-15	p. 17	 RND
	DoL Career & Credential Exploration (2-day)	22-23	21-22	p. 16	 FSH
	Entrepreneurship: Boots to Business (2-day)	–	6-7	p. 17	 RND
	Managing Your (My) Education (2-day)	5-6, 20-21	4-5, 18-19	p. 16	 FSH
	CSP Overview	6, 20	5, 19	p. 16	 FSH
	Benefits Delivery at Discharge Workshop & Claims	22	20	p. 16	 FSH
	Benefits Delivery at Discharge Workshop & Claims	29	28	p. 17	 RND
	Health Benefits Workshop	–	13	p. 16	 FSH
	Mock Interviews with TVC	6	5	p. 16	 FSH
	TAP Employer Spotlight	–	14	p. 16	 FSH
EFMP	Eggapalooza	–	30	p. 18	 RND
	EFMP Adult Crafting	10	–	p. 18	 FSH
	EFMP: Family Connections	27	–	p. 18	 FSH
	EFMP: National Alliance on Mental Health	29	–	p. 18	 LAK
	EFMP Orientation	5	4	p. 18	 RND
	EFMP: Positive Behavior Support for the Home	–	28	p. 18	 LAK
	Lunch & Learn with EFMP	 21	 20	p. 18	 FSH
	Lunch & Learn with EFMP	15	21	p. 18	 RND
	Strike out Challenges	2	15	p. 18	 FSH
PERSONAL, FAMILY & WORK LIFE	AFAP Focus Group	 14	 13	p. 20	 FSH
	Bundles for Babies	–	28	p. 20	 LAK
	Bundles for Babies	–	6	p. 20	 RND
	Car Seat 101	6	5	p. 20	 FSH
	Harmony in the Digital Age	–	27	p. 20	 RND
	KEYping Connected D.I.S.C. Personality Assessment	13	–	p. 21	 LAK
	Key Spouse Continuing Education	28	–	p. 21	 FSH
	Key Spouse Mentor Training	14	–	p. 21	 FSH
	Key Spouse Mentor Training	Call to Register	Call to Register	p. 21	 RND
	Key Spouse Refresher Training	–	13	p. 21	 FSH
	Key Spouse Refresher Training	Call to Register	Call to Register	p. 21	 RND
	Play & Learn Playgroup	13, 27	12, 26	p. 21	 FSH
	Survivor Benefit Plan Group Briefing	7, 15, 21, 29	6, 14, 20, 28	p. 22	 LAK
	Survivor Benefit Plan Group Briefing	8	14	p. 22	 RND
	Twogether in TX	8	–	p. 21	 FSH
	What to Expect if you have an Aging Parent	21	–	p. 21	 RND
	Virtual Friday Q&A for Military Spouses	23	29		 JBSA

EVENT		FEBRUARY	MARCH	PAGE	SITE
MFTB & VOLUNTEER	Facilitator Training Course	13-14	--	p. 23	FSH
	Instructor Training Course	--	12-13	p. 23	FSH
	VMIS OPOC Training	20	19	p. 23	FSH
	Volunteering 101	20	19	p. 23	FSH
	Volunteer Awards Nomination Writing Workshop	14, 28	--	p. 23	FSH
DEPLOYMENT	Pre-Deployment Briefing	8, 22	14, 28	p. 25	FSH
	Pre-Deployment Briefing	M & W	M & W	p. 25	LAK
	Pre-Deployment Briefing	Call to Register	Call to Register	p. 25	RND
	Post-Deployment Reunion & Reintegration	8, 22	14, 28	p. 25	FSH
	Post-Deployment Reunion & Reintegration	M & W	M & W	p. 25	LAK
	Post-Deployment Reunion & Reintegration	Call to Register	Call to Register	p. 25	RND
	Couples & Deployment	13	12	p. 25	LAK
	Kids & Deployment	15	--	p. 25	FSH
	R.E.A.L. Command Family Readiness Representative Training	1	--	p. 25	FSH
	R.E.A.L. Fund Custodian Training	--	21	p. 25	FSH
	R.E.A.L. Key Contacts Training	--	7	p. 25	FSH

## HOLIDAYS, SPECIAL OBSERVATIONS, & CLOSURES

## February 2024

## Teen Dating Violence Awareness Month

2 National Wear Red Day

14 Valentines Day

19 Coast Guard Reserve Birthday

## 19 Washington's Birthday

(President's Day (All Centers Closed))

## March 2024

American Red Cross Month

Cerebral Palsy Awareness Month

3 Navy Reserve Birthday

4 Hug a GI Day

13 National K9 Veteran's Day

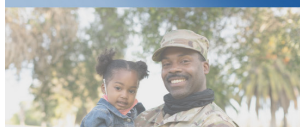
25 Medal of Honor Day



- Air Force Families Forever
- Crisis Support
- Deployment Readiness
- Employment Readiness
- Financial Readiness
- Information & Referral
- Personal & Work Life
- Relocation Assistance
- Transition Assistance
- Volunteer Resources



Armed Forces Action Plan  
 Casualty Assistance  
 Survivor Benefit Plan  
 Exceptional Family Member  
 Key Spouse Program  
 Military Family Team Building  
 Personal & Work Life  
 Voting Assistance  
 Warrior & Survivor Care



**Fort Sam Houston**  
3060 Stanley Road, Bldg. 2797  
210-221-2705



**Lackland**  
**1550 Wurtsmith Street, Bldg. 5725**  
**210-671-3722**



**Randolph**  
**555 F Street West, Bldg. 693**  
**210-652-5321**

**FEB-MARCH**

# EVENTS SCHEDULE

**2024**

**FEB  
8**

## **TWOGETHER IN TEXAS**

JBSA-Fort Sam Houston • 3060 Stanley Rd. Bldg 2797

## **EFMP-NATIONAL ALLIANCE ON MENTAL HEALTH**

JBSA-Lackland • 1550 Wurtsmith St., Bldg 5725 Rm. 214

**FEB  
29**

**MAR  
14**

## **QUARTERLY EMPLOYER SHOWCASE**

JBSA-Fort Sam Houston • 3060 Stanley Rd. Bldg 2797

## **EGGAPALOOZA**

JBSA-Randolph • 555 F Street West, Bldg 693

**MAR  
30**



**MORE INFO:**

**WITHIN CALENDAR OF EVENTS**

# Relocation Assistance

## RELOCATION ASSISTANCE

Reduce or eliminate problems arising due to frequent moves with specialized services such as sponsorship and pre-arrival information; mandatory overseas briefings and post-move orientations; lending closet; and immigration services. Call for more information or to sign up for a class.

### LENDING CLOSET

**FSH • Monday-Friday**

**8 a.m. to 4 p.m.**

**RND • Monday-Friday**

**8 a.m. to 4 p.m.**

**Closed 1st & 3rd Thursday**

**1-4 p.m.**

The Lending Closet loans essential household goods - like kitchen equipment, sleeping mats, irons, and more - while you're in transit. Permanent party, technical school students, TDY, and civilians may borrow items for up to 30 days. A copy of your orders is needed.



### IMMIGRATION & CITIZENSHIP

**FSH • Feb. 28 & March 27**

**12:45-1:30 p.m.**

Service members and immediate family enrolled in DEERS meet with a Citizenship & Immigration Service Officer (USCIS) for assistance with applications during a Q&A session. Join us in observing service members and their families take the Oath of Allegiance during the Naturalization Ceremony. Registration is not required.

*Mode: In-Person.*

### PLAN MY MOVE - SMOOTH MOVE

**Contact your servicing M&FRC**

Service members PCS'ing for the first time, and all ranks PCS'ing OCONUS are required to complete this training. After completion, virtual out-processing tasks can be cleared by M&FRC. Family members are encouraged to attend.

## Welcome

### NEWCOMER'S ORIENTATION

**FSH • Feb. 2, 15 & March 1, 14** **8 a.m. to Noon**

**LAK • Feb. 14, 21 & March 6, 20** **8 a.m. to Noon**

**RND • Feb. 5 & March 4** **8 a.m. to Noon**

A mandatory in-processing brief for all military personnel newly assigned to JBSA. Family members are welcome. To register for JBSA Randolph Newcomers, service members must contact their Unit Personnel Office. To register service members must contact their Unit CSS or CPO.

*Mode: In-Person.*

### JBSA PRE-ARRIVAL ORIENTATION

**JBSA • Feb. 27 & March 26** **8-9 a.m. & 5-6 p.m.**

Early preparation is key to a smooth PCS. Inbound service members, families, and DoD civilians are introduced to JBSA by learning about local housing, child care, health care, education and school options, employment opportunities, and more prior to their arrival. *Mode: Virtual.*

### SUPPLEMENTAL SPONSORSHIP TRAINING

**FSH • March 21**

**9-10 a.m.**

**LAK • March 27**

**2-3 p.m.**

**RND • Call to schedule an appointment**

In accordance with AFI 36-3009, the Sponsorship Application & Training (eSAT) at <https://millelearning.militaryonesource.mil> features a checklist, newcomers' needs assessment, customizable letters, and more. Family members may become a sponsor by completing the eSAT. Once completed, this optional supplemental training offers additional assistance with information on local resources and tips to support incoming personnel. Registration is required. *Mode: In-Person.*



## LACKLAND GUIDED BUS TOUR

**LAK • Feb. 28 & March 27 8:30-11:30 a.m.**

Join us for a guided tour to familiarize yourself with key sites and amenities on JBSA Lackland; registration is required. Open to all DoD ID cardholders.

*Mode: In-Person; Welcome Center at Mitchell Hall, Bldg. 2300.*

## TRAILS & TALES GUIDED TOUR

**FSH • Feb. 8 & March 21 8-11 a.m.**

Located in the heart of San Antonio, Fort Sam Houston hosts the most extensive collection of historic buildings in the Department of Defense! Join us for a guided tour to familiarize yourself with the installation; registration is required. Open to all DoD ID cardholders. *Mode: In-Person.*

## RANDOLPH GUIDED TOUR

**RND • Feb. 5 & March 4 1-2 p.m.**

Join us for a guided tour to familiarize yourself with key sites and amenities on the installation; registration is required. Open to all DoD ID cardholders.

*Mode: In-Person.*

## NEWLY ASSIGNED COMMANDERS & FIRST SERGEANTS BRIEFING

**RND • March 5 8-11:45 a.m.**

Newly assigned Commanders, Command Chiefs, and First Sergeants: this mandatory briefing satisfies AFI requirements while introducing key personnel from installation support agencies such as Family Advocacy, Military & Family Readiness, and Sexual Assault Prevention Response.

*Mode: In-Person.*



# NEW TO

# JOINT BASE SAN ANTONIO?

➔ **GET FAMILIAR**  
Attend our Newcomer's Orientation and learn about all that JBSA and the surrounding area has to offer!

➔ **BUS TOUR**

Go on a tour at all three of our locations!

➔ **VISIT M&FRC**  
Check out all the services we have to offer across JBSA for you, your family, your unit and community!

**Unlock your potential and elevate your skills by attending our upcoming classes! Whether you're a beginner eager to learn or an experienced individual looking to enhance your knowledge, these classes offer a unique opportunity for personal and professional growth.**



# Financial Readiness

## FINANCIAL READINESS

Personal Financial Readiness provides information and guidance to assist with financial matters such as budgeting, debt reduction, and basic investment planning. Services are designed to address money management issues, financial readiness education, and basic spending plans

### CAR BUYING

LAK • March 14

8-10 a.m.

Review topics associated with purchasing a new or used car to avoid sales traps, dealer scams, and predatory lending.

*Mode: In-Person.*



### CREDIT & DEBT MANAGEMENT

FSH • Feb. 20

11 a.m. to 12:30 p.m.

Review debt reduction and management strategies, helpful tips to prevent debt from reoccurring, and learn how resolving debt improves your credit. *Mode: In-Person.*

### DEVELOPING A SPENDING PLAN

FSH • Feb. 27

10-11:30 a.m.

RND • Feb. 8

11 a.m. to Noon

Establishing a financial plan is a crucial part of budgeting. Review the components of a spending plan and a financial planning worksheet, and discuss tips to control spending, SMART goals, and an ideal budget breakdown.

*Mode: Refer to the Table of Contents.*

### FUNDAMENTALS OF FINANCE

LAK • March 26

8-10 a.m.

Discuss the importance of SMART goals, track expenses and build a spend plan, savings & Investing, prioritizing debt, and credit maintenance. *Mode: In-Person.*

### MANDATORY FINANCIAL TOUCHPOINT

FSH • Feb. 6 & March 5

8 a.m. to 3 p.m.

Each phase of your military journey comes with exciting new milestones and important financial considerations. These mandatory financial touchpoints help you navigate each stage of your journey by covering topics like PCS, Vesting in TSP, Promotion, Continuation Pay, and Divorce.

*Mode: In-Person.*

### MONEY PERSONALITY

LAK • Feb. 6

8-10 a.m.

Each of us have a specific feeling, attitude, and value towards finances and investing. This class will help you identify your financial disposition and how there could be both positive and negative effects.

*Mode: In-Person.*

### MOVING OUT OF THE DORM

FSH • March 26

10-11 a.m.

LAK • Feb. 15 & March 21

8-10 a.m.

Planning to move out of the dorms? Learn how to create a comprehensive budget



and review Basic Allowance for Housing (BAH), associated costs of renting, and renter's insurance.

*Mode: In-Person.*

### OFFICER FIRST DUTY STATION MANDATORY FINANCIAL TRAINING

FSH • Feb. 13 & March 12

8-10 a.m.

LAK • Feb. 1 & March 7

8-10 a.m.

RND • March 12

10 a.m. to Noon

Mandatory for all non-prior enlisted officers serving at their first duty station within 90 days of arrival—explore all aspects of finances to include pay, entitlements, insurance, credit management, Thrift Savings Plan, and more. *Mode: In-Person.*

## SAVING & INVESTMENTS 101

FSH • March 29

LAK • Feb. 22

1-2:30 p.m.

1-3 p.m.

Discuss the risks and rewards of investing, identify strategies to help reach your investment goals, and review different saving options. *Mode: In-Person.*



## SIMPLE SPEND PLAN

LAK • Feb. 13 & March 5

8-10 a.m.

Building a budget and spending plan can help identify signs of impending financial challenges. Learn how to create an effective plan that integrates income, savings, expenses, and debt. *Mode: In-Person.*

## SOCIAL SECURITY

### SOCIAL SECURITY & YOU

RND • Feb. 15 10-11:30 a.m.

Learn about changes to Social Security benefits and how it can affect your retirement—facilitated by a subject matter expert in Social Security. *Mode: In-Person.*

## YOUR INSURANCE NEEDS

FSH • March 22

9:30-11:30 a.m.

Covers the basic types of insurance and what they can do for you including life, health, homeowners and rental insurance, as well as SGLI and DIC. *Mode: In-Person.*

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[facebook.com/mfrcjbsa](https://facebook.com/mfrcjbsa)

## QUICK TIPS FOR SAVING MONEY

CREATE A BUDGET



EVALUATE SPENDING HABITS



EMERGENCY FUND



LIMIT DEBT



COMPARE PRICES



INVEST FOR THE FUTURE



MONITOR YOUR CREDIT



FOR MORE INFORMATION  
CONTACT YOUR  
M&FRC FINANCIAL TEAM

# PERSONAL FINANCIAL READINESS ROADMAP

You will receive financial training at each of these touchpoints:



## Initial entry training

**Learn** about financial readiness, create and understand a budget, learn how to read your Leave and Earnings Statement, review your retirement system and make a plan for paying off debt.

## Each promotion

**Review** your budget, maximize savings, minimize debt, understand the impact of your credit score on your long-term plans and reassess Thrift Savings Plan contributions.

## Arrival at first duty station

**Register** for all benefits, complete general financial training, update your financial plan, focus on emergency savings, attend workshops on key topics, and save by using your commissary, fitness center and recreation program offerings.

## Vesting in Thrift Savings Plan\*

**Invest** as much cash as possible, identify long-term financial goals and create steps to reach them, maximize contributions now for a greater payoff in retirement and attend workshops on investing offered by your Family Center.

## Entitlement for continuation pay

**Invest** this pay wisely, review your budget, maximize savings, minimize debt and understand the impact on taxes.

## Disabling condition/death

**Update** your financial plan and goals, review insurance policies, reach out to the Exceptional Family Member Program and revisit your plan for long-term savings.

## At each duty station

**Plan** ahead for PCS expenses, review changes to your pay, benefits and taxes, consider cost-of-living expenses and update your financial plan.

## Birth and adoption

**Register** your child in the Defense Enrollment Eligibility Reporting System, update health, dental and life insurance policies, review and adjust your budget, and consider opening a college savings plan.

## Divorce

**Update** your DEERS information, update paperwork and insurance policies, notify creditors, and review and adjust your budget.

## Marriage

**Register** your spouse in DEERS, update health, dental and life insurance policies, identify joint financial goals and adjust your budget accordingly.

## Leadership training

**Understand** the value of financial readiness and its impact on mission readiness, identify financial red flags in subordinates, get to know available financial readiness resources, and understand the impact of debt on job performance, such as on clearances, which could impact promotions.

## Pre- and post-deployment training

**Update** paperwork and insurance policies, consider freezing your credit report and setting up credit alerts, review and adjust your budget, increase savings, understand any changes in pay and allowances, meet with a personal financial manager/counselor and review the Savings Deposit Program.

## Recurring required training

**Review** and adjust your budget with every change you face throughout the military lifecycle, always look to increase savings and perform regular reviews of your credit report.

## Career transition

**Examine** your goals, budget and savings, notify civilian employers (for Reserve component members coming off of active duty), meet with your personal financial manager/counselor, attend transition workshops and review lump sum options for retired pay, if enrolled in the Blended Retirement System.

A personal financial counselor is available through the M&FRC for education and training. Turn to the M&FRC to learn more about money management, including saving, investing, retirement planning and credit and debt management.

# Employment Readiness

## EMPLOYMENT READINESS

Employment Readiness helps patrons improve essential skills needed to secure employment in a competitive job market. Services include job counseling, resume writing assistance, educational information, and more. Call for more information or to reserve a seat.

### MILITARY FAMILY SUPPORT PROGRAM

Meet with a career counselor from community partner Workforce Solutions Alamo to learn about employment opportunities for military spouses. To schedule an appointment, call (210) 850-2152.

### ACING THE INTERVIEW

**FSH • Feb. 21 & March 20**

**1-2 p.m.**

**LAK • Feb. 6**

**1-3 p.m.**

**RND • March 5**

**10-11:30 a.m.**

It's essential to know how to prepare for an interview and interview with confidence. Discover ways to prepare for a job interview, how to make a lasting impression, and discuss different interviewing methods. [Mode: In-Person.](#)

### INTERVIEW PREP/MOCK BOARD

**RND • By appointment**

Need to ace your job interview? Don't leave anything to chance. Schedule a mock interview with our employment assistance team to gain confidence, master body language, and prepare for behavioral questions.

[Mode: In-Person or Virtual.](#)

### LINKEDIN 101

**FSH • Feb. 28 & March 27**

**1-2 p.m.**

**FSH • March 27**

**9-10 a.m.**

LinkedIn is a great tool to optimize your executive social media presence. Learn how to create your profile, and make it

stand out while building your professional network. [Mode: Refer to the Table of Contents.](#)

### LINKEDIN WITH A RECRUITER

**LAK • Feb. 27**

**1-3 p.m.**

This business and employment-oriented social media site is an excellent resource for finding employment. Learn how to build a profile with professional imagery and brand yourself to attract employers and recruiters. Discover trade secrets from top recruiters from different fields and sector. [Mode: In-Person.](#)

### QUARTERLY EMPLOYER SHOWCASE

**FSH • March 14**

**1-2 p.m.**



Grab your lunch and join community partners in industries like IT, Healthcare, Business, Financial, and more. Learn about current trends, hiring practices, tips and tools for your job search/career change.



[Mode: In-Person.](#)

### READY, SET, RESUME

**RND • March 19**

**10 a.m. to Noon**

Knowing what to put on your resume can be confusing. This workshop introduces the different types of resume formats, including the federal style. [Mode: In-Person.](#)

### RENOVATING YOUR RESUME

**FSH • Feb. 14 & March 13**

**1-2 p.m.**

When was the last time you updated your resume? If it's been a while, the format you're using could make you look outdated. Get practical tips to help modernize a general resume.

[Mode: In-Person.](#)

**RESUME WRITING LIVE****LAK • March 26****1-3 p.m.**

This hands-on resume writing lab provides instructions for preparing a viable resume for job searching and offers participants an opportunity to update their resumes on the spot. [Mode: In-Person.](#)

**SALARY NEGOTIATION****LAK • March 19****5-9 p.m.****RND • Feb.13****10-11:30 a.m.**

Know your worth! Review ways to determine your earning potential, interviewing tactics, what to do once a job offer is received, and participate in a mock salary negotiation scenario.

[Mode: Virtual.](#)**USAJOBS NAVIGATION & FEDERAL RESUME****FSH • Feb. 7 & March 6****1-3 p.m.****FSH • March 6****9-11 a.m.****RND • Feb. 27 & March 26****10 a.m. to Noon**

A detailed federal resume class that covers how to navigate USAJOBS and how to develop a federal resume. Learn how to interpret federal vacancy announcements and become familiar with the USAJOBS website, and tailor your resume. [Mode: Refer to the Table of Contents.](#)

**USING USAJOBS TO APPLY****LAK • March 5****1-3 p.m.**

Learn how to use USAJOBS to apply for federal jobs. Learn how to set-up your account, search for jobs, customize your resume, and submit your application through the online application process.

[Mode: In-Person.](#)**YOUR PATHWAYS TO EMPLOYMENT****FSH • Feb. 26 & March 25****10-11 a.m.**

Discover your path to employment by setting a foundation for success. Meet with Workforce Solutions, Texas Workforce Commission, USO, NAF & Civilian Personnel, CSP, and M&FRC to learn about local resources, services,

and workshops that best support your employment goals. [Mode: In-Person.](#)

**MICROSOFT OFFICE: EXCEL ADVANCED FORMULAS****FSH • Feb. 6****8-9 a.m.**

Learn about advanced formulas in Excel that go beyond basic arithmetic and include functions and techniques that enhance data analysis and manipulation. [Mode: Virtual.](#)

**MICROSOFT OFFICE: EXCEL****FSH • March 26-28****11 a.m. to 1 p.m.**

Dive into the fundamentals of Excel, covering basic spreadsheet navigation, data entry, and simple formula usage to empower you in efficiently organizing and analyzing data. [Mode: Virtual.](#)

**MICROSOFT OFFICE: OUTLOOK CLINIC****FSH • Feb. 7****10 a.m. to Noon**

Take your Outlook skills to the next level by learning how to use notes, quick parts, quick steps, and use automation tools to improve efficiency and save time.

[Mode: Virtual.](#)**MICROSOFT OFFICE: WORD****FSH • March 26-28****8-10 a.m.**

Whether you're trying to impress your boss, land a new job, or just want to expand your capabilities, computer skills transfer to nearly any industry. Get familiar with templates, formulas, themes, formatting and more. [Mode: Virtual.](#)





# Transition Assistance Program

## TRANSITION ASSISTANCE PROGRAM

TAP is a mandatory program for all service members separating or retiring from the military. Members must begin TAP no later than 365 days before transition date, earlier is better. TAP helps service members meet their post-military goals and plan for a smooth transition.

### INDIVIDUALIZED INITIAL COUNSELING Monday-Friday Call to Register

Those separating or retiring from active duty must meet with a counselor to officially start the transition process. This one-on-one counseling session must occur no later than 365 days before the service member's separation or retirement date. It includes completion of a self-assessment, establishing post-transition goals and developing an Individual Transition Plan. **Core Requirement: Step 1.**  
*Mode: In-Person.*

## FORT SAM HOUSTON TAP

### PRE-SEPARATION COUNSELING FSH • Feb. 7, 14, 21, 28 & March 6, 13, 20, 27 9 a.m. to Noon

This class is the second step in the TAP process. Separating and retiring members must attend at least 365 days before their transition date. Meet the by-law requirement for transitioning service members to receive information about benefits, entitlements, and eligibility for additional transition resources. Transition impacts the whole family, and members are encouraged to invite their spouses or caregivers to attend this class with them. **Core Requirement: Step 2, prerequisite: IIC.**  
*Mode: In-Person.*

### DOD TRANSITION DAY FSH • Retirement: Feb. 5, 26 & March 25 Separation: Feb. 12 & March 4

8 a.m. to 4 p.m.

This day is comprised of the following required instructional classes: Managing Your Transition, MOS Crosswalk, and Financial Planning for Transition. **Core Requirement, prerequisite: Pre-Separation Counseling.**  
*Mode: In-Person.*

### VA BENEFITS & SERVICES FSH • Retirement: Feb. 6, 27 & March 26 Separation: Feb. 13 & March 5

8 a.m. to 4 p.m.

This course explains how to navigate your transition journey with the Department of Veterans Affairs. Benefits and services discussed include: supporting yourself and your family, getting career-ready, finding a place to live, maintaining your health, and connecting with your community. **Core Requirement, prerequisite: DoD Transition Day.**  
*Mode: In-Person.*



### DOL EMPLOYMENT WORKSHOP FSH • Retirement: Feb. 8-9, 29-1 March & March 28-29 Separation: Feb. 1-2, 15-16 & March 7-8

8 a.m. to 4 p.m.

This 2-day workshop hosted by the Department of Labor provides information to stay current in a competitive job market by reviewing emerging technology for networking and searching for employment. Learn how to build an effective resume and brush up on interviewing skills. **Transition Track, prerequisite: DoD Transition Day.**  
*Mode: In-Person.*

## **DOL CAREER & CREDENTIAL EXPLORATION**

**FSH • Feb. 22-23 & March 21-22**

**8 a.m. to 4 p.m.**

This 2-day workshop hosted by the Department of Labor guides those pursuing career technical training. Discuss different vocational fields and identify the skills needed to develop an action plan for achieving career goals. Review accredited training institutions and credentialing programs. **Transition Track, prerequisite: DoD Transition Day.** *Mode: In-Person.*



## **MANAGING YOUR (MY) EDUCATION**

**FSH • Feb. 5-6, 20-21 & March 4-5, 18-19**

**8 a.m. to 4 p.m.**

This 2-day track helps service members achieve academic success by reviewing credit transfers, researching schools, exploring financial aid assistance, providing vocational education counseling, and more. **Transition Track, prerequisite: DoD Transition Day.** *Mode: In-Person.*

## **DOL EMPLOYMENT FUNDAMENTALS OF CAREER TRANSITION**

**FSH • Executive: Feb. 7, 28 & March 27**

**Separation: Feb. 14 & March 6**

**8 a.m. to 4 p.m.**

This course sets the foundation for transitioning from military to civilian careers by introducing essential tools and resources needed to evaluate career options, gain information for civilian employment, and understand the fundamentals of the employment process. **Core Requirement, prerequisite: DoD Transition Day.** *Mode: In-Person.*

## **CAREER SKILLS PROGRAM OVERVIEW**

**FSH • Feb. 6, 20 & March 5, 19**

**1-2 p.m.**

Interested in the Career Skills Program(CSP)? Get an overview about the requirements and opportunities within the CSP. *Mode: In-Person.*

## **BENEFITS DELIVERY DISCHARGE WORKSHOP & CLAIMS**

**FSH • Feb.22 & March 20 9-11 a.m. & 1-3 p.m.**

A representative from the Bexar County Veterans Services Office will provide an overview of the BDD claims process for transitioning service members and review all required documents and forms. Service members must attend the workshop before scheduling a claim filing appointment. *Mode: In-Person.*

## **HEALTH BENEFITS WORKSHOP**

**FSH • March 13**

**9-11 a.m. & 1-3 p.m.**

For those interested in getting more information about Tricare, US Healthcare, Benefeds, VA Healthcare and more. *Mode: In-Person.*

## **MOCK INTERVIEWS WITH TVC**

**FSH • Feb. 6 & March 5**

**8 a.m. to 4 p.m.**

A Veterans Career Advisor from the Texas Veterans Commission will conduct a custom mock panel interview specific to the career field of the service member's choice. *Mode: In-Person.*

## **TAP EMPLOYER SPOTLIGHT**

**FSH • March 14**

**11 a.m. to 1 p.m.**

Network opportunity with a 15 employer panel to learn what companies are looking for in employees, how to apply for a job and ask them questions. *Mode: In-Person.*

## **DOD SKILLBRIDGE CAREER SKILLS PROGRAM**

The DoD SkillBridge, Career Skills Program on JBSA provides transitioning service members opportunities to help turn their military skills into post-service careers by connecting with apprenticeships, internships, and certification training during their final 180 days of active duty service. There are over 60 different opportunities ranging from career fields in healthcare, IT, finance or accounting, management, engineering, government, law enforcement, and more. Skillbridge hosts a webcast spotlighting approved partners every Wednesday at 1 p.m. on [jbsaskillbridge.eventbrite.com](https://jbsaskillbridge.eventbrite.com).

For more information, call your hosting location: FSH (210) 488-4119, LAK (210) 563-8223, or RND (210) 727-1281.

## LACKLAND & RANDOLPH TAP

### PRE-SEPARATION COUNSELING

**LAK • Feb. 13, 20 & March 12, 26**

**Separating: 8-10 a.m.**

**Retirement: 1-3 p.m.**

**RND • Feb. 7, 21, 28 & March 6, 20, 27**

**12-3:30 p.m.**

This is the second step of the formal transition process, like the Individualized Initial Counseling (IIC), it must also begin no later than 365 days **before** your transition date. Review by-law information to include benefits, entitlements, and resources for eligible transitioning service members. **Core Requirement: Step 2, prerequisite: IIC. Mode: In-Person.**

### TAP WORKSHOP

**LAK • Retirement: Feb. 26-28 & March 18-20**

**Separation: Feb. 5-7 & March 4-6**

**7:30 a.m. to 4 p.m.**

**RND • Feb. 12-14 & March 11-13**

**8 a.m. to 4 p.m.**

This mandatory 3-day workshop provides a standardized core curriculum. Review common challenges, financial planning, and VA benefits to help service members to depart career-ready. Facilitated by the Department of Labor, Veterans Administration, and M&FRC. After completion, additional workshops aligned with an individual's post-transition plan are offered. **Core Requirement, prerequisite: Pre-Separation Counseling. Mode: In-Person.**

### VA BENEFITS & SERVICES

**RND • Feb. 23 & March 22 8 a.m. to 4:30 p.m.**

This is a repeat of the course held on the second day of the 3-day TAP Workshop for those who want to review the information again. Review VA services, disability compensation, and GI Bill benefits. This

course is also offered at [tapevents.mil/courses](https://tapevents.mil/courses). **Repeat of Core Requirement, prerequisite: 3-day TAP Workshop. Mode: In-Person.**

### DOL EMPLOYMENT WORKSHOP

**LAK • Feb. 8-9, 29-March 1 & March 7-8, 21-22  
8 a.m. to 4 p.m.**

**RND • Feb 15-16 & March 14-15**

**8 a.m. to 4 p.m.**

A 2-day workshop hosted by the Department of Labor provides information to stay current in a competitive job market by reviewing emerging technology for networking and searching for employment. Learn how to build an effective resume and brush up on interviewing skills. **Transition Track, prerequisite: TAP workshop. Mode: In-Person.**



**RND • March 6-7**

**8:30 a.m. to 4 p.m.**

This 2-day entrepreneurial education track hosted by the Small Business Administration is for transitioning service members interested in starting their own business. Review opportunities and challenges of business ownership, steps for evaluating business concepts, foundational knowledge for developing a business plan, information on SBA resources available to help access start-up capital, and additional technical assistance. Register online at <https://sbavets.force.com>. **Transition Track, prerequisite: DoD Transition Day. Mode: In-Person.**

### BENEFITS DELIVERY DISCHARGE WORKSHOP & CLAIMS

**RND • Feb 29 & March 28**

**8:30-9:30 a.m.**

A representative from the Bexar County Veterans Services Office will provide an overview of the BDD claims process for transitioning service members and review all required documents and forms. Service members must attend the workshop before scheduling a claim filing appointment. **Mode: In-Person.**

# Exceptional Family Member Program

## EXCEPTIONAL FAMILY MEMBER PROGRAM

EFMP is a mandatory enrollment program that assists service members and their families with special, physical, emotional, developmental, or intellectual needs. EFMP works with military and civilian agencies to provide comprehensive and coordinated medical, educational, housing, community support, and personnel services. Call for more information.



### EFMP ADULT CRAFTING (COUPLES)

**FSH • Feb. 10** **10 a.m. to Noon**

In honor of Valentine's Day EFMP couples will enjoy a session of communication, games while creating lovely charcuterie board with healthy hors d'oeuvres. This event is open to EFMP members ages 18 and up and is intended for couples.

*Mode: In-Person.*



### EFMP FAMILY CONNECTIONS

**FSH • Feb. 27** **1-2 p.m.**

Join EFMP on a field trip to the USO Warrior and Family Support Center to learn about the mission of the USP, participate in a crafting session and meet other EFMP Families. *Mode: In-Person at USO 3138 Rawley Chambers.*

### EFMP ORIENTATION

**RND • Feb. 5 & March 4** **11 a.m. to Noon**

Discover who qualifies as an exceptional family member, how to enroll or dis-enroll, the 3 pillars that make up the program, and how it factors into assignment choices. Learn how the program can support you and your family through respite care, TRICARE, ECHO, education rights, and more. *Mode: Virtual.*

### LUNCH & LEARN WITH EFMP

**FSH • Feb. 21 & March 20** **11:30 a.m. to 1 p.m.**

**RND • Feb. 15 & March 21** **11 a.m. to Noon**

Join us in sharing helpful resources and ways to overcome challenges. Call to register. *Mode: Refer to the Table of Contents. In Person session held at Army Wellness Center at 2490 Stanley Rd. Bldg. 367.*

### STRIKE OUT CHALLENGES

**FSH • Feb. 2 & March 15** **5-7 p.m.**

EFMP and Hearts Apart Families strike out challenges with an evening of fun and 2 free hours of bowling. Due to a limited number of passes, registered families will be selected by drawing and notified by email. Registration closes 3 days prior to the event. *Mode: In-Person; FSH Bowling Center, Bldg. 2521.*

### EFMP- NATIONAL ALLIANCE ON MENTAL HEALTH

**LAK • Feb. 29** **2-3 p.m.**

We are all touched by mental illness. We join together no matter where you live, what language you speak, whether you are family members, friends, peers or caregivers to share our experiences with mental illness. *Mode: In-Person.*

### EFMP- POSITIVE BEHAVIOR SUPPORT FOR THE HOME

**LAK • March 28** **2-3 p.m.**

This session provides tools and strategies that enable and empower the family to clearly define, confidently teach, and consistently support their behavior expectations. *Mode: In-Person.*

### EGGAPALOOZA

**RND • March 30** **9-11 a.m.**

Eggapalooza is an exclusive event for EFMP, Air Force Families Forever, and Hearts Apart. Families can enjoy refreshments and activities to include an egg hunt and photo with the bunny. *Mode: In-Person.*



EGGAPALOOZA

JBSA MILITARY & FAMILY READINESS CENTER

Join us for our  
**ANNUAL  
EGGAPALOOZA**



**Meet The Easter Bunny,  
Fun Outdoor Games,  
and more!**

**MARCH 30 • 9-11 AM**

Open to EFMP, AFFF & Heart Apart Families. For more  
information call JBSA-Randolph (210) 652-5321.



# Personal & Work Life

## PERSONAL & WORK LIFE

Personal & Work Life programs provide educational, enrichment, and prevention services to service members, military families, and other DoD ID cardholders. It helps them develop interpersonal, self-care, problem-solving, and help-seeking skills that help build the readiness and resilience needed to thrive throughout the military life cycle.

### TEXAS WIC

The national Supplemental Nutrition Program for Women, Infants and Children (WIC) supports expecting parents from pregnancy to delivery to raising a child to 5 years of age. Meet with a clerk, Licensed Vocational Nurse, or Nutritionist at the M&FRC every 1st Tuesday and 3rd Wednesday from 7:30 a.m. to 4 p.m. to learn about nutrition, breastfeeding, counseling services, and more. Open to all JBSA patrons. Call (210) 954-4566 to schedule an appointment. WIC is an equal opportunity program.



### AFAP FOCUS GROUP

**FSH • Feb. 14 & March 13 10-11 a.m.**

Have an idea that could improve the readiness or well-being of the military community? Bring your ideas and join us for a brainstorming session. Discuss what qualifies as an AFAP issue, then submit your issue for future review by military leaders to take action and offer a resolution.

*Mode: Refer to the Table of Contents.*



## Bundles for Babies

**LAK • March 28**

**RND • March 6**

**9 a.m. to Noon**

**9-11:30 a.m.**

Information is provided on financial planning from conception to college and support programs offered within the community. Active-duty expecting parents are encouraged to attend. At the end of the class, patrons affiliated with the Air Force, Navy, Marine Corps, or Coast Guard will receive a gift, courtesy of the Air Force Aid Society. This training fulfills a DoD Financial Touchpoint requirement.

*Mode: Refer to the Table of Contents.*

### CAR SEAT 101

**FSH • Feb. 6 & March 5**

**9-11 a.m.**

Forward-facing, rear-facing, convertible-seat, angles, tether straps, hooks, and anchors - there are many aspects to consider when installing a car seat and adjustments to make as your baby grows. This course provides information about the different types of car seats and reviews the basics of car seat installation to keep your child safe. After the class, sign up for the Car Seat Safety Clinic to have your car seat checked by a Child Passenger Safety Technician and Senior Checker. Service members E-5 and below may be eligible for a free car seat.

*Mode: In-Person.*

### HARMONY IN THE DIGITAL AGE

**RND • March 27**

**10-11 a.m.**

Learn how to use technology and AI to your advantage, not as a source of stress. You will discover different tricks and tips to enhance your creativity, and improve your productivity. You will also explore various tools and resources that can help you achieve work-life harmony in the digital age. *Mode: Virtual.*

## KEYPING CONNECTED: D.I.S.C. PERSONALITY ASSESSMENT

LAK • Feb. 13

1-3 p.m.

Continuing Education for Key Spouses but ALL Military spouses are welcome to attend!!! This personality assessment helps you better understand yourself and those you live with and work with.

*Mode: Virtual.*

## KEY SPOUSE CONTINUING EDUCATION

FSH • Feb. 28

9-10:30 a.m.

Key Spouses and Key Spouse Mentors participate in professional development training and networking opportunities to maintain skills and learn about new resources. This quarterly training complements the Initial Training. Call to Register. *Mode: In-Person.*

## KEY SPOUSE MENTOR TRAINING

FSH • Feb. 14

9-10 a.m.

RND • By Appointment

After completion of the Key Spouse Initial Training, KS Mentors are required to take this 1-time mandatory training. The class duration may vary depending on participants and interactive scenarios. Call to Register. *Mode: In-Person.*

## KEY SPOUSE REFRESHER TRAINING

FSH • March 13

9-10 a.m.

RND • By Appointment

Key Spouses and Key Spouse Mentors who've had a break of service in their role or just PCS'ed to JBSA must attend this refresher training before functioning as a KS or KSM. Call to Register.

*Mode: In-Person.*



KEY SPOUSE

## PLAY & LEARN PLAYGROUP

FSH • Feb. 13, 27 & March 12, 26

9-11 a.m.

A fun-filled interactive meet-up to help children, ages 0-5, improve social, cognitive, and motor skills. Parents have an opportunity to network with other parents and must remain on-site. Walk-ins welcome! *Mode: In-Person.*

## TWOGETHER IN TX

FSH • Feb. 8

8 a.m. to 4 p.m.

Are you engaged? Couples review communication skills, conflict resolution, and other key components for a successful marriage. Upon completion, receive a Premarital Education Course certificate and present it to a Texas county clerk to receive \$60 off your marriage license and waive the 72-hour waiting period. Certificates are valid in Texas for one year after the date of completion.

*Mode: In-Person.*

## WHAT TO EXPECT IF YOU HAVE AN AGING PARENT

RND • Feb. 21

9 a.m. to 1 p.m.

What type of things do you need to consider if you have an aging parent? We will explore identification, evaluation, interventions, and how it may affect your current family dynamics. We will provide resources regardless of where your parent is geographically located as well as relevant Legal, Financial and Medicare information. *Mode: Virtual.*

## VIRTUAL FRIDAY Q&A FOR MILITARY SPOUSES

JBSA • Feb. 23 & March 29

11-11:30 a.m.

Join us each week to receive valuable resources and talk with experts as we explore ways to get and stay connected. *Mode: Virtual.*

## MILITARY & FAMILY LIFE COUNSELORS (MFLC)

Military & Family Life Counselors help service members, their families, and significant others by discussing issues from deployment and reintegration, marriage and relationships, stress, anxiety, anger, grief and loss, and other life concerns. Consultations are anonymous, no records kept. Unit briefings or trainings are also available. Call to schedule a one-on-one consultation or a group meeting. For Child and Youth Behavioral, call (210) 627-0400, 627-5665, or 627-7617.

# SURVIVOR BENEFITS

The Survivor Benefit Plan briefing is required by law for all retiring service members and their spouses no later than 60 days (minimum 90 days recommended) prior to their approved retirement date. SBP Counselors make contact 190 days before the approved retirement date to ensure all service members are scheduled for this essential briefing. Call to schedule an appointment or register.

## SURVIVOR BENEFIT PLAN GROUP BRIEFING

**LAK • Feb. 15, 29 & March 14, 28**

**LAK • Feb. 7, 21 & March 6, 20**

**RND • Feb. 8 & March 14**

**9-10 a.m.**

**1-3 p.m.**

**9-10:30 a.m.**

The Survivor Benefit Plan briefing with the SBP Counselor is required by law and helps the service members and their spouse become familiar with the options, effects, and advantages of SBP. Prospective retirees are required to attend a Survivor Benefit Plan briefing and meet with an SBP counselor to complete the DD Form 2656 and data for Payment of Retired Personnel.

*Mode: Virtual.*



**SUBSCRIBE**  
to receive our  
Calendar of Events

**Send** an email to

[usaf.jbsa.502-abw.mbx.802-fss-mfr-marketing@mail.mil](mailto:usaf.jbsa.502-abw.mbx.802-fss-mfr-marketing@mail.mil)

with "add me" in the subject line to receive a digital copy of our upcoming events and workshops.  
Or scan the QR code.



## ARMED FORCES

# ACTION PLAN AFAP

**Service Members • Retirees • Teens  
• Military Spouses • Gold Star Families •  
Reservists • Civilian DoD Employees**

What does Tricare for Life, In-State College Tuition for Military Spouses, Standardized Military ID Cards, Military Spouse Preference for Federal Jobs, Paternity Leave for married soldiers, School Liaison Officers, and Video Surveillance at Child Development Centers have in common?

**They were all AFAP issues.**

AFAP is a platform to voice ideas and suggestions for improving the standards of living within our military community. It gives patrons an opportunity to identify critical issues and present them to senior leadership for action and resolution.

**Issues and ideas can range from healthcare benefits to childcare, recreation to education, employment to entitlements, and more.**

**Submit an issue!**



<https://ims.armyfamilywebportal.com/submit>

# Military Family Team Building & Volunteer Program

## MILITARY FAMILY TEAM BUILDING (MFTB)

MFTB is about mission readiness and family readiness. It helps service members grow as leaders and teaches families how to adapt and embrace challenges. Open to all DoD cardholders on JBSA. Unit training is available by request.

### FACILITATOR TRAINING COURSE (FTC)

**FSH • Feb. 13-14** **8 a.m. to 3 p.m.**

A 2-day professional development course reviews the different personality styles in a group, how to reach a group consensus, and other skills needed to be a successful facilitator. *Mode: In-Person.*

### INSTRUCTOR TRAINING COURSE

**FSH • March 12-13** **8 a.m. to 3 p.m.**

This 2-day professional development course is designed to improve instructional skills. Develop platform skills and learn to teach adult learners, manage the learning environment, methods of instruction, and the preparation process.

*Mode: In-Person.*

## VOLUNTEER SERVICES

**JBSA-FSH • M&FRC, Bldg. 2797**  
**(210) 221-2705**

Volunteers support the military and the community through various capacities such as coaches, office assistants, Key Spouses, Ombudsman, SFRG leaders, program assistants, and more. Volunteer Services coordinates with the community to connect patrons with volunteer opportunities. Call for details.

### VMIS OPOC TRAINING

**FSH • Feb. 20 & March 19** **10-11 a.m.**

Appointed the Organizational Point of Contact for your unit or organization (OPOC)? This training covers the basics of volunteer recruitment, orientation, retention, and recognition. Training will cover policy, regulations, tracking hours and more capabilities of the Volunteer Management Information System (VMIS). *Mode: In-Person.*



### VOLUNTEERING 101

**FSH • Feb. 20 & March 19** **1-2 p.m.**

Learn about volunteer opportunities in the community and how to navigate the Volunteer Management Information System. Participants also discuss rules and regulations for volunteering on a military installation. For more information or to reserve a seat call your servicing M&FRC. *Mode: Virtual.*

### VOLUNTEER AWARDS NOMINATION WRITING WORKSHOP

**JBSA • Feb. 14** **1-3 p.m.**

**JBSA • Feb. 28** **9-11 a.m.**

Do you have an extraordinary volunteer? The JBSA Annual Volunteer Awards Ceremony identifies and recognizes outstanding and innovative volunteer efforts by the military community. Review award criteria for the Volunteer of the Year Award (VOYA) and the Volunteer Excellence Award (VEA), nomination forms, and how to write an effective package. Nomination packages are accepted through 1 March 2024. For more information or to reserve a seat, call your servicing M&FRC. *Mode: Virtual.*



# CALL FOR NOMINATIONS

## Joint Base San Antonio VOLUNTEER CEREMONY *Awards*

### Nomination Deadline: Friday, March 1, 2024

#### Do you know any amazing JBSA volunteers?

Nominate them to be recognized during the 2024 Annual JBSA Volunteer Awards Ceremony



#### VOLUNTEER AWARDS



##### ★ VOLUNTEER OF THE YEAR AWARD (VOYA)

Volunteer service performed during January 1, 2023-December 31, 2023. These awards do not require a minimum number of hours served.

Categories:

- Outstanding Service Members
- Outstanding Youth, ages 13-17
- Outstanding Family Member
- Small Groups
- Outstanding Civilian
- Outstanding Retiree
- JBSA Family of the Year
- Large Groups

##### ★ VOLUNTEER EXCELLENCE AWARD (VEA)

A lifetime achievement award recognizing exceptional long-term community support that is significant in character, tangible results, and reflects favorably on the United States Armed Forces. Open to federal civilians, family members, and retirees (military or federal) from all military branches, who have not previously received this award.

##### ★ PRESIDENTIAL VOLUNTEER SERVICE AWARD

The President's Council on Service and Civic Participation recognizes the vital role of volunteers in America's strength and national identity. This award honors individuals whose service positively impacts communities in every corner of the nation and inspires those around them to take action. The Bronze, Silver, Gold, and Lifetime Achievement awards require specific hours per age bracket. Open to United States citizens or lawful permanent residents of the United States who are at least 5 years of age.



Scan the QR code or visit <https://www.jbsa.mil/Resources/Military-Family-Readiness/Volunteer-Resources/> for award criteria instructional guides and to download nomination forms. Submit nomination packets by March 1, 2024, to 802FSS.FSYR.VolunteerServices@us.af.mil or drop them at the JBSA-Fort Sam Houston Military & Family Readiness Center, ATTN: Installation Volunteer Corps Coordinator. Each JBSA-M&FRC offers nomination writing workshops.

The Annual JBSA Volunteer Awards Ceremony is slated for April 17, 2024. For assistance with the nomination process, call the Fort Sam Houston-M&FRC at (210) 221-2705, Lackland-M&FRC at (210) 671-3722, or Randolph-M&FRC at (210) 652-5321.





# Deployment Readiness

## DEPLOYMENT READINESS

**JBSA-FSH • M&FRC, Bldg. 2797**  
(210) 221-2705

Deployment Readiness offers workshops, briefings, and support groups to enhance mission preparedness and self-reliance throughout the phases of a deployment cycle. Registration is required for unit family readiness workshops no later than 48 hours prior.

### PRE-DEPLOYMENT BRIEFING

**FSH • Feb. 8, 22 & March 14, 28** 9-11 a.m.

**LAK • Mondays & Wednesdays** 9-10 a.m.

**RND • Call to schedule an appointment**

All service members scheduled to deploy, TDY longer than 30 days, or go on a remote assignment are required to attend. Review tips to help prepare for a deployment to include financial management. This training fulfills a DoD Financial Touchpoint requirement. [Mode: In-Person.](#)

### POST-DEPLOYMENT REUNION & REINTEGRATION

**FSH • Feb. 8, 22 & March 14, 28** 1-3 p.m.

**LAK • Mondays & Wednesdays** 1-2 p.m.

**RND • Call to schedule an appointment**

Required for all service members returning from deployment; this training covers reintegration into home life, finances, and provides resources to deal with associated stressors. Spouses are highly encouraged to attend. This training fulfills a DoD Financial Touchpoint requirement. [Mode: In-Person.](#)

### R.E.A.L. KEY CONTACTS TRAINING

**FSH • March 7** 9-11 a.m.

All SFRG Key Contacts must attend this training. Receive an outline of roles and responsibilities, learn how to address potential issues, and identify resources and pointers for executing the job.

[Mode: In-Person.](#)

### COUPLES & DEPLOYMENT

**LAK • Feb. 13 & March 12** 10-11 a.m.

Deployment is a regular part of the military. Still, it can be a challenge for even the most seasoned military couple. Preparing together is key for supporting each other and strengthening your relationship from a distance. Discuss ways to improve communication, review common emotions and reactions, and get your financials in order. [Mode: In-Person.](#)

### KIDS & DEPLOYMENT

**FSH • Feb.15** 9-11 a.m.

Develop a foundation for helping your child of any age navigate the emotional stress of a deployed parent. Discuss ways to include your child in an open and positive conversations, anticipate common reactions, tips for coping, and how to talk about unanticipated, real-life situations that have developed. [Mode: In-Person.](#)

### R.E.A.L. COMMAND FAMILY READINESS REPRESENTATIVE TRAINING

**FSH • Feb.1** 9-11 a.m.

Soldiers appointed as the CFRR receive information to assist with operational, logistical, and administrative aspects of the SFRG. As a liaison between the command and SFRG Volunteers, it's essential to know the ins and outs of the SFRG, and how their role assists both command and volunteers. Discuss the CFRR roles, Rear Detachment, VMIS, CARE Team, Informal Fund Custodian, Social Media, OPSEC, and other elements of the SFRG. [Mode: In-Person.](#)

### R.E.A.L. FUND CUSTODIAN TRAINING

**FSH • March 21** 9-11 a.m.

Current and incoming SFRG Fund Custodians are required to attend this training and review regulations for managing informal funds and fundraising. [Mode: In-Person.](#)

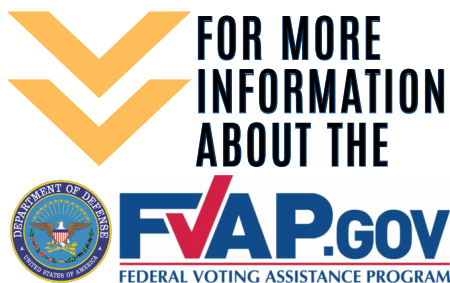
# Federal Voting Assistance Program

## FEDERAL VOTING ASSISTANCE PROGRAM

The Federal Voting Assistance Program (FVAP) provides information and guidance to active duty service members, their families, and all eligible voters with information and guidance on the voting process by contributing to a better understanding of voter rights and absentee voting. For more information, e-mail the corresponding locations at vote.fortsam@us.af.mil; vote.lackland@us.af.mil; vote.randolph@us.af.mil for details.

As a Service member, you can vote absentee while living away from your voting residence. Here's how:  
<https://www.fvap.gov/military-voter/overview>

To check on your voter registration deadlines for your state, visit :  
<https://www.fvap.gov/guide>



CONTACT ANY OF THE THREE JBSA INSTALLATION VOTING ASSISTANCE OFFICES AT

JBSA-FSH • M&FRC, Bldg. 2797  
(210) 221-8683

JBSA-LAK • M&FRC, Bldg. 5725  
(210) 671-3723

JBSA-RND • M&FRC, Bldg. 693  
(210) 652-3112



**FVAP.GOV**  
FEDERAL VOTING ASSISTANCE PROGRAM

The following states have elections for federal office in the next 90 days:

- (P) Presidential Primary
- (S) State Primary
- (D) District Primary
- (T) Territory Primary

**\*Dates subject to change. \*Election dates marked with an asterisk are updated and state approved.**

February 2024 – Next 30 Days

Feb 3rd: South Carolina (P) – Democratic

Feb 6th: Nevada (P)

Feb 24th: South Carolina (P) – Republican

Feb 27th: \*Michigan (P)

March 2024 – Next 60 Days

Mar 5th: \*Alabama (P)(S), Arkansas (P)(S), California (P), Colorado (P), Maine (P), Massachusetts (P), Minnesota (P), North Carolina (P)(S), Oklahoma (P), Tennessee (P), Texas (P)(S), Utah (P), Vermont (P), Virginia (P)

Mar 12th: Georgia (P), Mississippi (P)(S), \*Washington (P)

Mar 19th: Arizona (P), Florida (P), Illinois (P)(S), Kansas (P), Ohio (P)

Mar 23rd: Louisiana (P)

April 2024 – Next 90 Days

Apr 2nd: Arkansas (R), Connecticut (P), Delaware (P), Mississippi (R), New York (P), Rhode Island (P), Wisconsin (P)

Apr 16th: \*Alabama (R),

Apr 21st: \*Puerto Rico (P) – Republican

Apr 23rd: \*Pennsylvania (P)(S)

Apr 28th: \*Puerto Rico (P) – Democratic

**Absentee Voters Still Have Time to Register and Request a Ballot:** Deadline to register and request a ballot depends on your state of residency. Check out your state's specific deadlines via [www.fvap.gov/FPCA](http://www.fvap.gov/FPCA), <https://www.fvap.gov/military-voter>

# TELL US HOW WE'RE DOING

*Leave an*



*Comment*



## **Fort Sam Houston M&FRC**

Please scan the QR code, or visit  
[https://ice.disa.mil/index.cfm?  
fa=card&sp=132154&s=1024&dep  
=&sc=6](https://ice.disa.mil/index.cfm?fa=card&sp=132154&s=1024&dep=&sc=6) to leave us feedback.



## **Lackland M&FRC**

Please scan the QR code, or visit  
[https://ice.disa.mil/index.cfm?  
fa=card&sp=133524&s=1024](https://ice.disa.mil/index.cfm?fa=card&sp=133524&s=1024)  
to leave us feedback.



## **Randolph M&FRC**

Please scan the QR code, or visit  
[https://ice.disa.mil/index.cfm?  
fa=card&sp=133523&s=1024&dep  
=\\*DoD](https://ice.disa.mil/index.cfm?fa=card&sp=133523&s=1024&dep=*DoD) to leave us feedback.



## JBSA-FORT SAM HOUSTON

### MILITARY & FAMILY READINESS CENTER



Scan to email

3060 Stanley Road, Building 2797  
(210) 221-2705; [802fss.fsyr.centerbox@us.af.mil](mailto:802fss.fsyr.centerbox@us.af.mil)

#### Hours of Operation:

Monday-Friday 7 a.m. to 4:30 p.m.

Closed 1st & 3rd Thursday from 1-4:30 p.m. (staff training)

Closed for all Federal holidays & AETC Family days

### TRANSITION ASSISTANCE PROGRAM



Scan to email

Joint Transition Readiness Center

3931 Okubo Barracks, Bldg. 3639

(210) 916-7322 or 916-6089; [802fss.fsyr.tap@us.af.mil](mailto:802fss.fsyr.tap@us.af.mil)

#### Hours of Operation:

Monday-Friday 7:30 a.m. to 4:30 p.m.

Closed for all Federal holidays.

## JBSA-LACKLAND

### MILITARY & FAMILY READINESS CENTER



Scan to email

1550 Wurtsmith St., Building 5725, Room 212

(210) 671-3722; [802fss.fsfr@us.af.mil](mailto:802fss.fsfr@us.af.mil)

#### Hours of Operation:

Monday-Friday 7:30 a.m. to 4:30 p.m.

Closed 1st & 3rd Thursday from 1-4:30 p.m. (staff training)

Closed for all Federal holidays & AETC Family days

### TECHNICAL TRAINING AIRMAN READINESS ELEMENT

1550 Wurtsmith St., Building 5725, Room 214

(210) 671-5406 or 671-5408

#### Hours of Operation:

Monday-Friday 7:30 a.m. to 4:30 p.m.

Closed 1st & 3rd Thursday from 1-4:30 p.m. (staff training)

Closed for all Federal holidays & AETC Family days

## JBSA-RANDOLPH

### MILITARY & FAMILY READINESS CENTER



Scan to email

555 F Street West, Building 693

(210) 652-5321; [randolphmfrf@us.af.mil](mailto:randolphmfrf@us.af.mil)

#### Hours of Operation:

Monday-Friday 7:30 a.m. to 4:30 p.m.

Closed 1st & 3rd Thursday from 1-4:30 p.m. (staff training)

Closed for all Federal holidays & AETC Family days



[www.jbsa.mil/Resources/MilitaryFamilyReadiness](http://www.jbsa.mil/Resources/MilitaryFamilyReadiness)



[facebook.com/mfrfjbsa](https://facebook.com/mfrfjbsa)

