



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 121 AIR REFUELING WING (AMC) (ANG)  
7370 MINUTEMAN WAY  
RICKENBACKER AIR NATIONAL GUARD BASE OHIO

3 Nov 2010

MEMORANDUM FOR 121 ARW

FROM: 121st ARW/LPC

SUBJECT: Local Partnership Committee (LPC) Meeting Minutes

1. Individuals present for the 3 Nov 2010 LPC meeting:

Bill Alford	John Schmitt	Mike Troxel
Mark Miesse	Leslie Miller	Dan Wayble (New member)
John Gibson	Tom Calhoun	
Dan Gladman	John Schmitt	
Charles Holloway	Cassandra Seward	
Scribe – Kelley Walker	Mark Stephens	

2. Hand-outs:

- Draft of changes recommended for 121 LPC SUP 04-01 Alternate Work Schedule

3. Agenda items included:

- Update Appraisals – TPR 430
- Areas on the Flightline Designated Smoking
- Member Wing CC Update LPC Charter –
- New Business

4. Appraisals – TPR 430 Update – This issue is on the JPEC Agenda for their next meeting. A Training Plan for the implementation of the on-line Appraisals will be finalized. Also the Mid-Term appraisals due on the fourth to sixth month will soon become mandatory. HRO will send guidance. **OPEN ISSUE**

5. Core Customer Service Hours and Dress-Down-Day – Customer Service hours have been set to Tuesday thru Friday from 0800-1100 and 1300-1600. This revision will have to be made in the Technician Handbook and verbiage will be presented next meeting. The announcement of Dress-down-days will have reminders of policies stated in the Technician Handbook **CLOSED ISSUE.**

6. Designated Smoking Areas on the Flightline – A diagram was reviewed designated smoking areas on the flightline were decided 5 ft from center line. Need approval from Fire Chief and have added to the Airfield Management Operation Instruction, as per 121 ARWI 32-2001. **OPEN ISSUE.**

7. Reserved parking spots for Quarterly and Yearly Wing Officer and Airman of the Year.  
**OPEN ISSUE**

8. The next LPC meeting is 1 December 2010, 1400, in the Wing Conference Room.

//SIGNED//  
KELLEY L. WALKER  
Scribe

Approved as written

//SIGNED//  
JOHN SCHMITT  
LPC Co-Chair

//SIGNED//  
CHUCK HOLLOWAY  
LPC Co-Chair