

HQ INDIVIDUAL RESERVIST READINESS & INTEGRATION ORGANIZATION

The Readiness Report

New iPhone app helps IRs access career resources

By Master Sgt. Timm Huffman,

In June, the Headquarters Individual Reservist Readiness and Integration Organization released a mobile app that allows Individual Reservists to quickly access important career resources directly from their Apple devices.

The HQ RIO Mobile App for iOS devices can be downloaded for free from the Apple App Store.



This new application places valuable career resources at the fingertips of Individual Reservists, without the need for them to remember a complicated web address. It offers direct access to resources located on the HQ RIO website, including information on readiness, finance, travel, and contact information. It features an option to email HQ RIO directly.

The app also includes HQ RIO, Air Reserve Personnel Center and Air Force news feeds to keep members up-to-date on the latest news and information.

To download the app, launch the App Store from your iOS mobile device, search "HQ RIO" and select "Get" and then "Install."

The app was developed by HQ RIO and the Air Reserve Personnel Center "Skunkworks" team.

"Our vision is for IRs to be able to easily access important news and information from anywhere in the world, any time of the day," said Senior Master Sgt. Deana Rossi, HQ RIO plans and programs, who was a driving force behind the project.

The HQ RIO App is currently only available for Apple devices.



Brig. Gen. Samuel Mahaney, ARPC commander, transfers command to Col. Carolyn A. Stickell in an assumption of command ceremony, June 24. Watch the full ceremony on the HQ RIO YouTube channel by at www.youtube.com/watch?v=9IVF8Hs3Le8.

HQ RIO hosts assumption of command

By Tech. Sgt. Rob Hazelett

Col. Carolyn Stickell formally assumed command as the Headquarters Individual Reservist Readiness and Integration Organization commander during a ceremony held at Buckley AFB, June 24, 2015.

Stickell became the second commander of HQ RIO following Col. Christopher Cronce's move to the Pentagon, where he is now the deputy director for Reserve Personnel. Cronce had been the HQ RIO commander since its activation Oct. 28, 2014.

The ceremony was presided over by Brig. Gen. Samuel "Bo" Mahaney, Air Reserve Personnel Center commander.

"Col. Cronce did a wonderful job bringing HQ RIO from a concept to a full-fledged organization. His execution of the standup was as close to perfect as anyone could expect. He showed superior agility in confronting challenges, and his relationship with the handoff from the Reserve Management Group was impeccable," he said. "Col. Stickell brings years of experience as an IMA and a strategic perspective that has been perfected during her time at ARPC."

Mahaney said HQ RIO, like ARPC, is shaping the future by focusing on the creation of an effortless customer experience, thereby enabling the Air Force to focus on the mission to fly, fight, and win.

As the HQ RIO commander, Stickell is responsible for the readiness, accountability, personnel and administrative servicing of more than 8,500 Individual Reservists worldwide.

Before coming to HQ RIO, she served as the Individual Mobilization Augmentee to the ARPC vice commander, an assistant professor of finance at the U.S. Air Force Academy, an acquisition program manager, resource manager, executive officer and manpower officer. She holds a Bachelor of Science degree in finance and a Master of Business Administration degree, both from the University of Colorado.

Stickell, an IMA for 15 years, said she looks forward to working with her HQ RIO team members.

"I'm really excited to be coming on board as part of HQ RIO. I understand many of the challenges IRs face in their careers and the importance of supporting them and their active duty units," she said. (Assumption of Command | Continued on page 4)

Connect with HQ RIO

Phone | 720-847-3RIO

Email | arpc.det1.rio@us.af.mil

<http://www.arpc.afrc.af.mil/Home/HQRIO>





HQ RIO Leadership



Col. Carolyn A. Stickell
Commander



CMSgt. J. Seth Perron
Superintendent



MSgt. Jerrod Kester
First Sergeant

[Enlisted leader biographies](#)

HQ RIO Quick Links

- [HQ RIO Website](#)
- [Detachment Directory](#)
- [The IR Guide](#)
- [IMA Travel Guide](#)
- [Wingman Toolkit](#)
- [CMSAF Roll Call](#)
- [www.Move.mil](#)
- [MyPers](#)
- [AROWS-R](#)
- [Defense Travel System](#)

Share your story!

Have an incredible Air Force story? Tell it by contacting the HQ RIO Public Affairs office at 720-847-3787.

AMRDEC SAFE approved for PII

As of June 17, the AMRDEC SAFE website is authorized for submittal of unclassified Privacy Act information, including Personally Identifiable Information (PII) during electronic transmittal.

To protect sensitive personal information, Individual Reservists who need to send PII information electronically should utilize AMRDEC SAFE at <https://safe.amrdec.army.mil/SAFE/>.

- Examples of PII include:
- Social Security Number (SSN) in any form
- Alien registration number (A-number)
- Biometric identifier
- Financial account numbers

When grouped with an individual's name or other unique identifiers, such as address or phone number, the following are also considered PII:

- Driver's license number
- Medical information
- Citizenship or immigration status
- Passport number
- Full date of birth
- Authentication information such as mother's maiden name or phone passwords

Monthly IR Refresher Trainings available

By Senior Master Sgt. Tammi Soto, Superintendent, Integration Cell

The Headquarters RIO Integration Cell offers monthly, online training sessions for Individual Reservists. These DCO courses cover topics such as readiness, career management and more.

Upcoming trainings:

- Topic: AROWS and DTS; Aug. 13, 8:00 and 11:00 a.m. (MT)
- Topic: IR Retirement Process; Sept. 10 and Oct. 8, 8:00 and 11:00 a.m. (MT)
- Topic: Line of Duty Process; Oct. 8* and Nov. 12, 8:00 and 11:00 a.m. (MT)

**additional 3:30 p.m. (MT) training sessions in July and October*

These training sessions are available via DCO and teleconference. Information on how to log-in to these trainings and how to obtain supporting training materials will be available on the HQ RIO Integration Cell public webpage the week prior at www.arpc.afrc.af.mil/Home/HQRIO/IntegrationCell.

Did you know? | Tips for the Individual Reservist

Individual Reserve enlisted members may be eligible to replace their uniform items at no cost. Under the fair wear and tear policy, the Air Force will issue new items to replace worn out ones after a period of 36 months.

A newly revised standard operating procedure outlines the process for these IRs to follow. This SOP can be downloaded from the HQ RIO website directly at <http://www.arpc.afrc.af.mil/Portals/4/Documents/RIO/RIO-IR-Clothing-Replacement-Process.pdf> or by visiting the [HQ RIO Resources page](#).

Questions regarding the clothing replacement process should be directed to the member's servicing HQ RIO detachment.



PA chief authors book on AF Medal of Honor recipient

By Master Sgt. Timm Huffman

In his new book, *At All Costs*, Chief Master Sgt. Matthew Proietti captures the life and death of a Vietnam War, Medal of Honor recipient with a narrative fit for Hollywood.

The book, Proietti's first, tells the story of Chief Master Sgt. Richard L. "Dick" Etchberger, a radar repairman during the Vietnam War, who was posthumously awarded the Medal of Honor in 2010, 42 years after he was killed, March 11, 1968. Etchberger was shot while riding in a rescue helicopter following an overnight battle at Mount Phou Pha Ti, where he helped maintain a secret radar site that aided the U.S. bombing campaign in North Vietnam.

At All Costs was released during the Senior Non-Commissioned Officer Academy graduation at Maxwell Air Force Base, Alabama, April 21.

Proietti, who is an Individual Mobilization Augmentee, began his journey to write the book seven years ago while he was backfilling as chief of the news team at the Secretary of the Air Force Public Affairs office in 2008. He said there were rumblings that Etchberger would be nominated for the Medal of Honor. He asked his team if anyone was interested in researching and preparing an article on the Vietnam War hero. When it became apparent that none of his Airmen could shoulder the assignment, Proietti took it on himself.

As Proietti began learning more about Etchberger, he became intrigued with the life and career of the man who was credited with saving the lives of two fellow Airmen during the battle for Lima Site 85 in Laos. He started his research in August 2008 by traveling to Hamburg, Pennsylvania, Etchberger's hometown. It was there that he met high school friends and family members of the Airman. What he learned was that the Air Force Cross and future Medal of Honor recipient led a life focused on helping others long before his actions that earned him the nation's highest honor.

"I got really excited about the story, and I knew one [article] just wouldn't be enough," he said.

From his initial research, Proietti crafted a three-part series. His orders to the Pentagon ended in September and he would have been done with the story except Cory, one of Etchberger's three sons, reached out to him in December, asking if he was interested in working on a book with him.

Cory said he contacted Proietti after reading his articles.

"Lots of people have written articles about dad, but Matt is the only one who got every detail right," said Cory.

Etchberger's son, a 25-year veteran of the college lectern, started work on the book in 2006 and had done research, gathered a contact list and developed an outline. However, because he lacked a strong writing background, he knew he would need some help. He talked to his brother, Richard, and they agreed that Proietti was the man for the job.

Despite his rookie status as an author, Proietti had plenty of writing chops to qualify him for the job. He is a thirty-year veteran of the Public Affairs career field who has won the Department of Defense's coveted Thomas Jefferson award for communications four times. He began writing in grade school, and when the Air Force gave him the opportunity to write professionally, he couldn't believe it.

"Not a week goes by that I'm not thankful to the Air Force for giving me the opportunity to write," he said.

After transition to the Air Force Reserve in 1988, he spent a decade working as a journalist and editor in Southern California. Since becoming a traditional reservist, and later an IMA, Proietti has served in a variety of roles, writing, editing and mentoring young writers. Additionally, his role as a chief master sergeant gave Proietti a unique understanding of the responsibilities Etchberger would have had as an enlisted leader.

Proietti's first meeting with Cory was in 2009 at Cory's then-home in Switzerland. They went through his dad's old service records, and Proietti explained what the different documents and forms meant. What unfolded was a clearer picture of the career of an outstanding Airman. The biographer said he became fascinated by the narrative because so many Medal of Honor stories are about young Airmen who made a split decision to do something heroic, while the story of Dick Etchberger revealed the full career of a man who lived the Air Force core values, was a good wingman, and was loved and respected by superiors and subordinates alike.

Etchberger was finally nominated for the Medal of Honor in 2010 and President Barack Obama presented the award to sons Cory, Richard and Steven, Sept. 21. (Ceremony: https://youtu.be/HrQCVCWT_HQ)

The initial plan was for Proietti and Cory to co-write the story, but as the project progressed, they decided it would be best for the Air Force writer to take over the pen. He spent the next several years researching the book, spending hours at the Lyndon B. Johnson presidential library in Texas and interviewing and writing letters with Etchberger's former supervisors and the men whose lives he saved, including Tech. Sgt. John G. Daniel of La Junta, Colorado.

"He should have a 55-gallon drum full of medals. I wouldn't be alive without him," said Daniel.

In the hours preceding his death, Etchberger defended Lima Site 85, where he manned a top-secret radar site which helped guide bombers on missions to North Vietnam, against an attack from North Vietnamese special forces. Etchberger used a handheld radio to call for a rescue and air strikes. According to Daniel, they basically had to call air strikes in on themselves, figuring they were dead men anyway.

Etchberger, Daniel and Capt. Stan Sliz survived the night by returning small arms fire and exchanging grenades with the enemy. When the light of day finally brought a CIA rescue chopper, Etchberger repeatedly exposed himself to heavy fire while helping Daniel and Sliz, who both suffered serious injuries, onto the helicopter. Daniel lost consciousness as soon as he was aboard. After ensuring his men were safely loaded, Etchberger joined them. As the helicopter peeled away, an enemy round pierced the floor and hit Etchberger, resulting in serious internal injuries and bleeding. He died later that morning.

Daniel, who was unconscious until the next day, was confused by the news of Etchberger's death.

"It didn't make sense to me. He was the only one who wasn't injured (that night). I thought, 'what the hell?'" said Daniel. "He told me, 'I'll be right up. I'll see you in a minute.'"

Proietti, who traveled on business a good deal over the last five years, said he would work on the story everywhere he went. The biography was written on

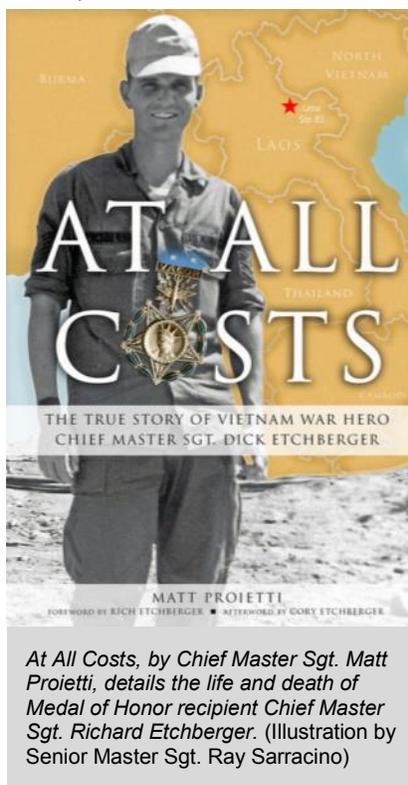
airplanes, in hotel rooms and on weekends at his home in the hills outside Los Angeles.

Finally, on December 1, 2014, Proietti said he officially finished writing and began proof reading. Fellow public affairs IMA Senior Master Sgt. Ray Sarracino created the cover illustration, which features a full-length photograph of Etchberger in his uniform, the Medal of Honor and a map of Laos and North Vietnam. The book went to press in early 2015; 5,000 copies paid for by the Etchberger Foundation, which will receive half the profits. The foundation will use the proceeds to educate others about the life and sacrifice of its namesake, provide leadership and service awards to ROTC students, and to assist Air Force families in financial need.

Cory said he's pleased with the book and credits Proietti's ability to ask the right questions and build historical context with creating an accurate portrayal of his father. He hopes that those who read *At All Costs* will come away inspired to continue his dad's legacy of helping others.

With the first edition of the book in print, Proietti is now working on a screen adaptation and hopes to have a script completed in the next few years. He also plans to write more books in the future, including works of fiction.

For more information on Etchberger or the new book, visit www.atallcosts.org or <http://www.chiefetchbergerfoundation.org/>.



At All Costs, by Chief Master Sgt. Matt Proietti, details the life and death of Medal of Honor recipient Chief Master Sgt. Richard Etchberger. (Illustration by Senior Master Sgt. Ray Sarracino)



Online SAPR training available for IRs who cannot complete with AD unit

By Master Sgt. Timm Huffman

Individual Reservists who are unable to complete their annual Sexual Assault Prevention and Response training with their active-duty unit may now perform training online.

In a memo dated May 14, 2015, Maj. Gen. Richard S. Haddad, Air Force Reserve Command vice commander, directs IRs to make every possible attempt to complete the face-to-face SAPR training. However, when that is not feasible due to scheduling conflicts, the online training is available to fulfill the training requirements. ([View the memo](#))

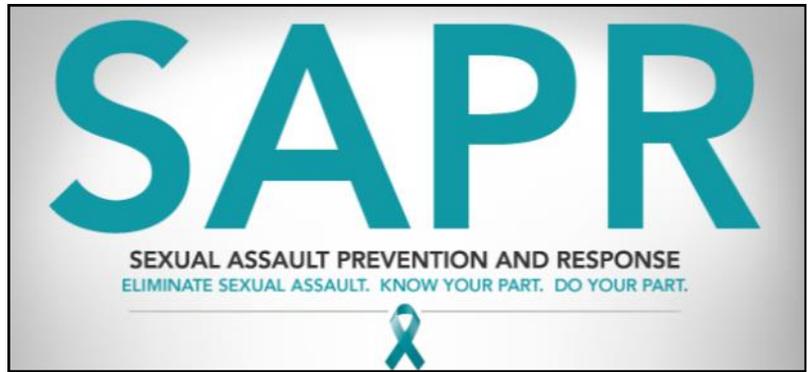
The online SAPR training is available

at www.arpc.afrc.af.mil/home/hqrio/SAPRTraining. After completing the course, IRs should print their certificate and send it to their unit reserve coordinator or unit training manager to update their training record in ADLS.

[Note: The website and/or embedded videos may be slow to load when accessing from a .mil network. Please hit Ctrl+F5 to refresh and allow the videos sufficient time to load before viewing. If an error is received and this training is not accessible from the .mil network, IRs will need to complete the training from a home computer or a computer outside the .mil domain.]

If IRs have already attended the 90-minute SAPR briefing and only need to complete the two required breakout sessions, they can complete those portions of the training using the link above and choosing "Breakout Sessions." This option requires the member to provide their URC or UTM a copy of the attendance roster or a message from their supervisor indicating they attended the 90-minute training along with the certificate of completion for the online trainings.

IRs should direct all questions regarding SAPR training to their URC or servicing HQ RIO detachment ([Detachment Directory](#)).



Update new GTCC expiration date in Defense Travel System

During the next several months, Individual Reservists will receive new GTC cards featuring chip and PIN security features. These cards will use the member's existing card number but will have a new expiration date. Because of this change, card holders must update the expiration date in their DTS profile.

To update card information, log-in to DTS, select "travelers setup" and then "update personal profile." Next, select "my account information" and enter your new card's expiration date in the appropriate field. This is also a good opportunity to update your personal bank account information. GTCC updates must be completed prior to creating new orders in DTS, as the new information will not flow to orders that are already in the system.

Use the following link for detailed instructions for updating your personal information:

http://www.defensetravel.dod.mil/Docs/Updating_Profile_In_DTS.pdf.

(Assumption of Command | Continued from Page 1)

"Unlike traditional Reservists, who are assigned to Reserve units that regularly perform duty together, IRs work with their active component supervisors to create a custom duty schedule to meet mission requirements."

She said as the new organization matures, it will continue to evaluate and streamline processes, ensuring the Air Force has an efficient, well-equipped and battle-ready individual reserve force.

HQ RIO first opened its doors for business and began assuming the management of the individual reserve force, Feb. 1, 2014. The transition continued over the next several months, with the Readiness Management Group inactivating at the end of September. Additionally, the 15 RMG detachments were restructured into seven detachments and eight geographically separated operating locations.

DoD launches integrated lodging pilot program

On June 15, the DoD launched a new Integrated Lodging Program Pilot that will direct travelers who are TDY at select pilot sites to stay in government or preferred commercial lodging facilities and use the DTS to book their stay. This program will ensure that travelers are staying in quality lodging facilities that are close to TDY locations, are protected from certain fees, and are offered amenities such as free internet and parking at no additional cost, all while staying in rooms that are below per diem costs.

Per the Joint Travel Regulations (section 1265), travelers on TDY at one of the following pilot locations must book lodging in DTS (when available) and select from the available directed lodging. Pilot sites include: Charleston, SC (Joint Base Charleston); Dayton, OH (Wright-Patterson Air Force Base); Norfolk, VA (Select area U.S. military installations); Saratoga Springs, NY (Naval Support Activity Saratoga Springs); Seattle-Tacoma Airport area, WA; Tampa, FL (MacDill Air Force Base); Twenty-nine Palms, CA (Marine Corps Air Ground Combat Center).

Travelers are directed to first use government lodging when TDY to a military installation at a pilot site. If not available, travelers are then directed to book DoD preferred commercial lodging before booking other lodging accommodations. If government or preferred commercial lodging is available and the traveler chooses other accommodations, reimbursement of lodging costs is limited to the amount the government would have paid if the available directed lodging was used. A copy of the official Joint Travel Regulation policy is available for download on the Defense Travel Management Office website at:

<http://www.defensetravel.dod.mil/site/lodging.cfm>.

As of June 15, 2015, DTS includes new functionality to support this program. For those travelers TDY to a pilot site, DTS will automatically route them to the lodging reservation module and to directed lodging based on their TDY location (pilot site city/metro area or installation). The system includes new pop-ups and pre-audits with justifications for non-use.

Additionally, DTS will provide a non-availability confirmation number when government lodging is not available, precluding travelers having to go directly to the lodging facility to obtain. Please note that DoD Lodging properties will be incrementally added to DTS. DoD civilians are not required to use government lodging when TDY to pilot site U.S. military installations until government lodging is available in DTS. Service members, if directed, must check government lodging availability.

The Defense Travel Management Office offers several resources to help you better understand this program and the associated DTS modifications. Click the link above for FAQs, a user guide, information on the DoD Integrated Lodging Program Pilot distance learning class, and more.

For more information, contact the IMA Travel Office at 1-800-808-5942, DSN 625-5800 or Dobbins.imatavel@us.af.mil.



Taking aim: Reservist prequalifies for 2016 Olympic Trials

By Master Sgt. Timm Huffman

Standing at the 10-meter firing line, Capt. Caitlin Harris slowly raises her precision air pistol. She takes careful aim as she steadies her breathing; a slow, steady in and out. She knows that the moment to pull the trigger will surprise her. A sharp crack pierces the calm.

The Air Force Reserve Individual Mobilization Augmentee and member of the Air Force International Shooting team, would repeat this same, pain-staking procedure over 100 more times on her way to placing first in her division at the 2015 Shooting National Championship, held at Fort Benning, Georgia, June 24 through July 1.

Overall, the sharp shooter finished 18th out of 41 participants and her performance earned a prequalification to the 2016 U.S. Olympic Trials.

Harris's first exposure to sport shooting came in high school, when she competed on the national modern pentathlon team, a five-discipline sport consisting of fencing, swimming, horse-back riding, running, and shooting. After starting her studies at the Air Force Academy, she found the shooting club there had nearly died out and helped to breathe new life into it.

As a young Airman, Harris said what she discovered and enjoyed about shooting was the mental challenge it presented. She said it takes extreme focus and patience to score high marks at a shooting event. In an international shooting competition, participants have 50 minutes to fire 40 shots at a target placed ten meters away. Harris said she will raise her weapon 60 or more times to ensure those shots are placed as precisely as possible.

Even more challenging, she said, is ignoring the emotional impact of each shot.

"If you're nervous and shaking and make a bad first shot, you have to ignore that and look at every shot as its own," she said. "You have to get into a rhythm. What works best is to make it mechanical and not over think it; make each shot the same."

It was during her time at the Academy that she first learned about the Air Force International Shooting team. Harris said that after her performance at a local event, she was approached by the then-coach of the Air Force

shooting team, Col. (ret.) Richard Poore. He told her about the team and invited her to join when she became eligible following graduation. In 2006, she did just that. She would go on to earn a spot at the 2008 Olympic Trials, where she placed in the top 20, as well as the 2012 Olympic Trials.

After representing the Air Force at the 2012 trials, a number of life circumstances, including a permanent change of station and a deployment, caused the sharp shooter to take a break from the firing-line for the next several years. The 2015 national event was her first time back.

To prepare, Harris took an unconventional approach to training. Since she lacked the equipment to recharge her weapon's air canister and a

proper firing range, she relied on her past training and muscle memory. She would stand in her garage and aim at the wall, focusing on her arm raise, breathing and finding a sight picture, before dry-firing her pellet weapon. Only time would tell if her fundamentals were solid enough to score high marks at the competition. The first thing she had to do before competing at the national championship was to have her Feinwerkbau Model P44 .177 air pistol inspected. She said she was sweating bullets because she wasn't even sure if her equipment was still legal and fully functional. Fortunately, everything checked out, and she moved on to competition.

In past years, Harris said she would feel pressure to benchmark her performance off of other recent competitions. However, because she hadn't competed in so long, she was able to go into the 2015 event with the goal of just focusing on the competition at hand. As the competition unfolded, Harris found that her fundamentals were solid, and her training approach had worked.

The contracting officer, who is currently serving on active duty orders with the 24th Special Operations Wing at Hurlburt Field, Florida, said she would like to compete in the Olympic Trials next year, but that it doesn't look likely. Budget cuts to the Air Force Sports shooting program will likely result in the elimination of her team next year, taking away her opportunity to represent the Air



Capt. Caitlin Harris, an Individual Mobilization Augmentee and member of the Air Force International Shooting team, took first in her division at the 2015 Shooting National Championship (Courtesy photos)

Force at the high-visibility event.

"It would be great to compete and benchmark my performance [against past Olympic Trials]," said Harris.

Regardless of what happens next fiscal year, Harris knows she is fortunate to have had the Air Force support this aspect of her life for so long. She said the pride she has felt in representing the United States and the Air Force is difficult to put into words.

IMA Travel, Reserve Pay Office, Orders Writing Cell talk their "Big 3"

In the videos below, learn the top three errors found by the IMA Travel, Reserve Pay Office and Orders Writing Cell when processing Individual Reservist's documents and how to correct them. Click on the video icon to watch in your web browser.

IMA Travel



Reserve Pay Office



Orders Writing Cell

