

# ARMY FAMILY ACTION PLAN

(AFAP)



**Current Fort Lee Issues  
from the AFAP Conference**



FY 07



Army Community Service - "Putting Soldiers and Families First!"



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# ACTIVE FORT LEE INSTALLATION ISSUES

## ISSUE 03.8.02: School Credit Transfers

- a. **Status:** Active
- b. **Entered:** AFAP 03
- c. **Final action:** No
- d. **Subject area:** Morale, Welfare & Recreation (MWR)/Child & Youth Services Division (CYSB)

e. **Scope:**

Students are losing credit hours when transferring from Department of Defense (DoD) schools to public schools. Students must take classes beyond the regular curriculum. Some students are held back because they do not meet the requirements for graduation.

f. **Conference Recommendations:**

1. Implement a standard for credit hours equal to that of the average advanced diploma in DoD schools.
2. Allow students to keep the credit hours previously earned.

g. **Required Action:**

1. Evaluate existing Memorandum of Agreement (MOA) with school liaison office.
2. School liaison office to continue to pursue MOA with Petersburg and Chesterfield.

h. **Progress:**

This is DA Issue 191, which was completed in 1986. Findings of this issue are as follows:

Incoming Students going into DoD Dependent Schools (DoDDS): Students enrolled in DoDDS in their senior year may graduate by meeting the requirements of their previous school if they cannot meet DoDDS graduation requirements within their senior year.

Stateside Transfers (from DoDDS) Students: A senior student who transfers from a DoDDS school to a stateside school and has met the DoDDS requirements up to that point of the transfer, may graduate at the new school with a diploma from the DoDDS school if the student cannot meet or complete the stateside school's requirements for graduation within the student's senior year. This permits the former DoDDS student to participate with classmates in the graduation ceremony at the stateside school. A DoDDS diploma is provided to the stateside school for the graduation. Students transferring schools during the school year should enroll in the Education Advocate Assistance Program immediately upon arrival at the new school. The Education Advocate will arrange for issue of a diploma from the student's former high school through the DoDDS system.

State-to-State Transfers:

- a. Although there are differing requirements for graduation among the States, generally, students who would graduate with their class in the school from which they transferred will graduate from the new school in the same year of matriculation.
- b. There are potentially severe disruptions in student education programs when permanent changes of address (station) moves are made at inappropriate times during the school year. Inappropriate times are those that occur at a point in the grading period when an appropriate evaluation of the achievement of the student cannot be reported by either the losing or gaining school. Military family moves should occur at a time when students complete a specific marking period, preferably during the summer.

c. Administrative guidance is in place to emphasize summer PCS, with special planning consideration suggested for families with graduating seniors, provide an Education Advocate Assistance Program at each DoDDS, Section 6 and Section 10 School and provide education fact sheets in welcome packets.

d. DoDDS credits. DoDDS high schools are accredited by the North Central Association of Colleges and Schools, which have educational standards that equal or transcend those required by most State educational agencies; therefore, credits earned in DoDDS schools generally are accepted by stateside schools. DoDDS constantly is striving to ensure that the transition for students between a DoDDS school and a stateside school is a smooth one. If there are specific instances where problems have occurred, it is important to share that information with DoDDS staff.

4/04 - Petersburg officials signed the Secondary Education Transit MOA. We are still working with Colonial Heights and Chesterfield.

6/05 - Will move to close once MOA complete with Chesterfield County. MOA signed with Colonial Heights.

11/05 - Brief history was given. Currently working on MOA with the remaining school districts. Issue remains open once the MOA with Chesterfield County is complete.

3/06 - The MOA with Colonial Heights is currently being finalized. When the MOA is complete, the issue will close. A motion was made and seconded to leave this issue open pending signatures, motion passed.

2/07 -

- The only school district that has not signed an MOA is Colonial Heights City Public Schools.
- This school district was last pursued on January 25, 2007.
- School Liaison Officer (SLO) continues to partner with Colonial Heights City Public Schools from a transition standpoint for continued service to our military students, Colonial Heights City Public Schools is compliant with all requests.

(OPEN)

***i. Lead Agency:***

MWR/CYSD

Lucretia Nickelson, SLO 765-3857

## ISSUE 06-19: Additional Medical Facility and Personnel Needed

- a. Status:** Active
- b. Entered AFAP:** 2006
- c. Final Action:** No
- d. Subject Area:** Medical/Dental

**e. Scope:**

Currently, the Kenner Army Health Clinic (KAHC) is understaffed, affecting walk-ins, appointments and overall care and treatment. Service members and their family members have expressed concerns about not receiving timely appointments. With BRAC approaching, the situation will only worsen.

**f. Conference Recommendations:**

Turn KAHC into Kenner Army Health Hospital with supporting Troop Medical Center (TMC) with additional staff.

**g. Required Action:**

Facility space, providers and support staff determine capacity for providing health care. We must continue to assess our utilization of space and staffing levels to maximize the capacity of KAHC, determine when we have met our capacity and refer to the TRICARE Network as required to meet TRICARE Management Activity directed access standards.

**h. Progress:**

3/06 - Renovations are currently underway at KAHC which will allow patients to be seen in an efficient manner. KAHC also recognized it is currently only 80% staffed and discussion ensued on the time it takes to hire for a known vacancy. The entire process could take more than two months. They are looking at possibly filling some of those vacancies with individuals from Germany due to downsizing. A motion was made and seconded to keep this issue open. Motion passed.

1/07 - KAHC staff actively pursued solutions to both staffing and facility issues affecting access. The pharmacy and pediatric clinic are open in the newly renovated areas. Completion of this project allowed the Active Duty Clinic to relocate to the second floor. Providers have been added and the current number of providers in the Active Duty clinic meets the staffing level models for our active duty population. In addition, the renovations and moves allow us to improve efficiencies by meeting the recommended space requirements for each provider in the Pediatric Clinic. The TMC expansion and renovation is scheduled for completion in March 2007. Upon completion of this project, additional space within Bldg 8130 (KAHC) will be available. Provider staff within Behavioral Health Services increased to a level of 82% above FY 07 projections. KAHC hosted a visit by MEDCOM facilities staff to address the facility requirements needed to increase the capacity generated by BRAC growth. MEDCOM facilities and the Health Facility Planning Agency are actively working with the Kenner staff to plan, design and fund identified projects supporting BRAC growth. (OPEN)

**i. Lead Agency:**

KAHC  
COL Pierson 734-9256

## ISSUE 06-93: Extended Gas Station Hours

- a. Status:** Active
- b. Entered AFAP:** 2006
- c. Final Action:** No
- d. Subject Area:** Consumer Services/Entitlements

**e. Scope:**

The long lines and overcrowding deter the customers from using the station. It is the only gas station on Fort Lee but it does not fully meet the community's needs. Operation hours are not compatible to duty hours.

**f. Conference Recommendations:**

A trial period of 3 months with extended hours of operation. Extended hours to agree with the Sisisky Gate opening and closing. Ensure adequate staffing to accommodate the extended hours.

**g. Required Action:**

Conduct further studies and review of immediate changes in the landscaping of the service station as it relates to the closing of the Sisisky Gate and the redirecting of all traffic thru alternate gate or gates.

**h. Progress:**

3/06 - Plans are underway to rebuild the gas station which, when complete, will be open 24/7. The possibility of extending the current hours while under construction is not likely since the new operation will be built where the existing structure is located. The new facility will contain a 24-hour Shoppette, car wash, Popeye's Chicken and 12 pumps that accept card swiping at each pump. A motion was made and seconded to leave this issue open while the facility is under construction. Motion passed.

2/07 - Contract bid was more than available funding. Project was referred back to Army and Air Force Exchange Service (AAFES) Board of Directors for increased funding. Project is now projected for FY 08 funding and construction to begin in late 08. (OPEN)

**i. Lead Agency:**

Beatrice Strickland - AAFES

## ISSUE 06-169: Open Teen Center for Ages 11-18

- a. Status:** Active
- b. Entered AFAP:** 2006
- c. Final Action:** No
- d. Subject Area:** Youth Group

**e. Scope:**

The youth center should be reserved for young adults between the ages of 11-18. Young adults have different needs and interests. The teen center should be a place away from home, away from younger children for age appropriate activities to encourage more participation in a safe and productive environment. This would provide young adults a positive influence to become mature, socially responsible adults.

**f. Conference Recommendations:**

Youth center should be restricted to young adults ages 11-18.

**g. Required Action:**

Plans are currently underway to build a Youth Center for Teens ages 11-18 only. Milestones: Initial plans include a temporary facility, subject funding. Long-term plans include building a School Age Services permanent facility. Completion of these plans are directly related to funding.

**h. Progress:**

3/06 - Due to lack of space at the current time, attempts to allocate separate space by ages is not an option at this time. MWR will look into other ideas and options. A motion was made and seconded to keep this issue open for further study. Motion passed.

1/07 - This issue is still active and awaiting funding. Upon funding approval and allocation, the status of this issue will be updated. (OPEN)

**i. Lead Agency:**

Donna Nelson - CYSD

**ISSUE 06-195:  
Library  
on Fort Lee**

- a. Status:** Active
- b. Entered AFAP:** 2006
- c. Final Action:** No
- d. Subject Area:** Youth Group

**e. Scope:**

There is no library available on post for Soldiers and family members to read, conduct research, assist with school projects, use of computers and story time purposes. Many Soldiers (to include trainees) and family members have limited or no transportation to travel off-post to utilize local community public libraries. Adding a library on post would prove that Fort Lee is committed to literacy and education of the entire Fort Lee community.

**f. Conference Recommendations:**

Provide a library on Fort Lee.

**g. Required Action:**

Identified as a need under BRAC requirements.

**h. Progress:**

3/06 - Based on Installation Management Agency (IMA) requirements, Fort Lee is in compliance since several libraries are available to individuals within a 20-minute travel time. Discussion ensued regarding computer use being the main reason for individuals wanting a library on post. Army Community Service (ACS) and CYSD have limited computer use for Soldiers and their family members. Three libraries are available at this time in surrounding localities and the book mobile also comes to CYSD with little use. A motion was made and seconded to combine both issues and keep them open for further discussion. Motion passed.

2/07 - The R & R on Fort Lee has computer access available for a fee. Otherwise, no change has occurred since the last progress update. (OPEN)

**i. Lead Agency:**

MWR

# FY 07 FORT LEE AFAP CONFERENCE ISSUES

## ISSUE 07-18: Family Member Accompanying Patients to Medical Appointments

- a. **Status:** Active
- b. **Entered:** AFAP 07
- c. **Final action:** No
- d. **Subject area:** KAHC

**e. Scope:**

Under current policy, individuals are unable to bring children to a doctor's appointment. Many families are unable to find short-notice daycare for their children when they or their dependents have a doctor's appointment. Due to this policy, Soldiers and their families are negatively impacted by requiring Soldiers to temporarily halt duty so that their family members can go to the doctor. The loss of a Soldier affects the unit's ability to perform its mission and also degrades Soldier morale.

**f. Conference Recommendations:**

1. Establish a staffed playroom at the MTF.
2. Provide more hourly spaces for short-notice and short-term child care at the Child Development Center (CDC), specifically for health care appointments.
3. Change the current policy to allow family members, regardless of age, to attend medical appointments.

**g. Required Action:**

1. KAHC Policy 27 outlines the clinic's guidance regarding non-patient children accompanying patients to clinic visits.

2. Joint Commission on Accreditation of Health Care Organization standards require we provide a safe environment for our patients to be treated.

A. Establishment of a playroom at KAHC is not a feasible option. KAHC does not have available space to accommodate this option. Social Work Service (SWS) and Family Advocacy are currently in a Garrison building because we do not have space within Bldg. 8130.

B. This recommendation is not under the purview of KAHC. This recommendation belongs to the CDC.

C. KAHC stands by the current policy in order to provide a safe environment for our patients and staff. Medical facilities inherently contain dangers for children and those who are not sick should not be subjected to potential harm.

**h. Progress:**

4/07 - The Child Development Center (CDC) currently does have short-notice appointments available for those registered with the CDC on a first come first served basis. Kenner Army Health Clinic (KAHC) does not have the space available for a staffed daycare. (UNATTAINABLE)

**i. Lead Agency:**

## ISSUE 07-14: Housing Policies for EFMP Families

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** EFMP/Housing/Residential Communities Initiative (RCI)

**e. Scope:**

Housing policies and procedures for EFMP families vary from post to post. Each installation is allowed to set their own policies regarding in-bound EFMP families. Additionally, posts with privatized housing may have additional policies affecting EFMP families. For example, one post may give all EFMP families priority on the housing list while others only give priority to families with certain diagnoses. Other posts give no priority at all. This causes stress on families already dealing with medical hardships.

**f. Conference Recommendations:**

1. Create a DA level policy giving housing priority to all EFMP families.
2. Ensure RCI and privatization companies follow this policy.

**g. Required Action:**

1. Those enrolled in the EFMP will be treated as they always have here at Fort Lee. Our partnership will follow similar guidelines previously used in Army Regulation (AR) 210-50, Housing Mgmt, 3 Oct 05. Additionally, we will adhere to the Americans with Disabilities Act.
2. Sponsors with an exceptional family member (EFM) may forward a written exception to policy request for special housing consideration to the Directorate of Public Works & Logistics (DPWL) RCI office. The housing manager, in collaboration with KAHC and the EFMP Committee, will make a recommendation to the Garrison Commander for approval.
3. There are many degrees as to what constitutes an EFM. Therefore, it would not be practical to assign priority housing for all those enrolled but to do it on a case-by-case basis.

**h. Progress:**

4/07 - Currently, DA RCI states that Installation RCI Offices should work with their EFMP Subject Matter Expert (SME) on a case by case basis to determine raising priority of EFMP households to be housed on the installation. There is no formal policy.

4/07 - Upon discussion, it was decided to send this issue forward to MACOM. A motion was made and seconded to send this issue forward to MACOM. Motion passed. (ELEVATED TO MACOM)

**i. Lead Agency:**

## ISSUE 07-44: Mall on Post

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** AAFES

**e. Scope:**

Not having a mall on post or a variety of retail stores is an inconvenience for teens because they have to go off-post to buy things they want. Teens cannot always get to the stores easily because they would have to use a taxi and parents don't always trust taxis. A mall on post would also give teens more jobs and make more money for the post. Soldiers and families would also benefit.

**f. Conference Recommendations:**

Expand the present Post Exchange (PX) mall and lease to popular retail stores.

**g. Required Action:**

1. Currently, Fort Lee has two AAFES malls: the Main PX and the PXtra. These malls have all the usual stores and services that are common to malls in the civilian community.
2. Plans and funding have been allocated for the new service station which will be an additional mini-mall like facility.
3. These will meet current and projected requirements.

**h. Progress:**

4/07 - An extensive survey was conducted by Army Air Force Exchange Service (AAFES) to see the economic feasibility of expanding the Main PX to include popular retail stores. It was found that surrounding mall's are having financial difficulties. Upon discussion, it was found that this issue is unattainable. (UNATTAINABLE)

**i. Lead Agency:**

## ISSUE 07-45: Movie Theater on Post

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** AAFES

**e. Scope:**

Teens that cannot drive are unable to get to the movie theater off-post easily. Also, not having a movie theater on post affect families and Soldiers. If people on post do not have good transportation, they must take a taxi and some parents and teens are afraid to allow teens to use a taxi by themselves.

**f. Conference Recommendations:**

1. Build a new facility to serve as a movie theater.
2. Convert the current theater in a way that movies can be shown.
3. Obtain a contract with or from AAFES or movie distributor to get new released films.

**g. Required Action:**

1. AAFES, proponent for movie theaters, closed the one on Fort Lee in 1995 because it was not economically feasible to continue operations. At that time, and at least once since then, they conducted market surveys and determined there was not sufficient demand on post to justify the expense. With the construction of a multiplex at Southpark Mall, premium cable channels, and the growing popularity of Movies on Demand through local cable and satellite television, it is almost certain that a new survey would not justify an on post movie theater.
2. Recommendation 2 was considered 4 years ago and determined to be cost prohibitive. The Playhouse operates community theater and is constantly, nearly everyday, either in rehearsal or performance except for a small period of time between the middle of June thru the middle of July. Additionally, the Playhouse is used regularly for training.
3. Only commercial movie theaters, who charge a regular ticket fee and OCONUS installations, are eligible for new releases.

**h. Progress:**

4/07 - Only OCONUS installations and commercial movie theaters are eligible for new release movies. The construction of a new movie theater or refurbishment of an existing theater on Post is cost prohibitive. Upon discussion, it was found that this issue was unattainable. (UNATTAINABLE)

**i. Lead Agency:**

**ISSUE 07-46:  
Fort Lee  
Teen Club**

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** MWR/CYSD

**e. Scope:**

Teens do not have a place to go that is just for teens. Teens do not want to use the youth center because there are lots of little kids around. Teens hang out at playgrounds and bus stops because they feel like there is no place to go that is just for them. Teens could have more opportunities to volunteer if they had their own space in a structured environment.

**f. Conference Recommendations:**

1. Build a facility that is just for teens.
2. Move the younger kids into a different building and give the youth center back to the teens.

**g. Required Action:**

Responses to 1 and 2 above. Child and Youth Services Division (CYSD), has worked this issue for several years. The Youth Center was originally designed and constructed specifically for middle school and teen youth (11-18 years). Due to past and current facility constraints, the teens must share the building with children in the School Age Services (SAS) program (6-10 years old). There is a project planned (pending receipt of funding) to construct a separate SAS facility which would free up the Youth Center, and allow it to be used exclusively for middle school youth and teens. It is hopeful that funding will be provided to support the influx of teens and youth resulting from BRAC.

**h. Progress:**

4/07 - Pending budget restraints, a project to construct a separate School Age Services (SAS) facility is in the plans. Completion is projected to be in FY 12–FY 13. Upon completion of this facility, the current Youth Center will be used only for ages 11-18. (OPEN)

**i. Lead Agency:**

## ISSUE 07-47: Post Entertainment Activities

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** MWR

**e. Scope:**

The variety of low cost or free entertainment activities for Soldiers and family members on post is limited. The options currently offered are often unaffordable for large families and junior enlisted Soldiers. The affect of high cost and lack of variety is low participation.

**f. Conference Recommendations:**

1. Show free weekly movies (some early run, not just movies on DVD/VHS) per month at the Lee Playhouse. Movies to be shown on Friday or Saturday night when the Playhouse is available.
2. Extend free family bowling to Saturday, as well as Sunday.
3. Other activities, such as family-friendly musical concerts, should be offered once per month at a nominal fee.
4. Establish an annual carnival to include face painting, petting zoo, inflatable castle, carnival rides (merry-go-round, bumper cars, ferris wheel), food and funhouse with local vendors. This should take place in the month of Sep.
5. Additional activities should be included in the coupon book for deployed Soldiers' families.

**g. Required Action:**

1. MWR is always looking to expand its entertainment opportunities. Participation is a critical element in providing these services as it takes the patrons involvement to support these events.

2. MWR has provided free movies on Saturday evening since January 2007. AAFES sends us the movies on VHS to show at either the Playhouse, Clark Gym and in the summer months on the lawn at the Lee Club. Fort Lee receives these movies within 45 days of release to the off-post movie theaters. MWR will look at the availability of facilities to show movies on Friday night.

3. Our Bowling Center has a long history of supporting the recreation needs for our youth. Our rates are below the established benchmarks for bowling. We made these decisions to make it more affordable for families. In the last two years alone, our center has invested \$3000 in supplying team shirts, transportation and entry fees to tournament program in addition to our Sunday Open Bowling, primarily geared toward families.

A. The Bowling Center has a Friday night program that allows families unlimited bowling from 1800 - 2100 for \$12, including shoes (\$2 less if you have your own shoes). This is, unquestionably, the least expensive Friday night bowling in VA. In the last 16 months, the Bowling Center has instituted a contract Birthday Party Program. This program is complete with party attendants, when possible, for half the price of similar packages available elsewhere. On school holidays, the center offers a "Family 4 Fun Pack" which includes up to 4 pair of shoes, 8 games of bowling, a 1 topping 18" pizza and up to 4 unlimited refill drinks, all for \$25.

B. The new Anytime League concept will be expanded this summer to include youth and family. Come in to bowl once a week, anytime that is convenient and lanes are available. This is an excellent program that allows those who are on a tight schedule the opportunity to bowl in a league. Our Bowling Center strives to provide a world-class facility and programs to compliment the world-class Army it serves.

4. Fort Lee does offer family friendly musical concerts. Our Fort Lee Army Band offers free concerts every week during the summer. MWR offers weekly concerts for a nominal fee during the summer months providing both local and

national named groups. We offer two free concerts during the summer, 4<sup>th</sup> of July celebration and a Back to School concert in August.

5. MWR offers two events annually which include activities for children. Our annual 4<sup>th</sup> of July celebration offers rides, face painting, food and a Kids Zone. We offer the same activities at our annual Oktoberfest celebration.

6. MWR has discount cards offering a variety of discounts to our facilities for the families of deployed Soldiers. These cards are issued to the Family Readiness Groups out of the ACS office. MWR will look at expanding them but all of our business activities are already included in the discounts.

7. MWR will put more emphasis on getting the information out in the community.

***h. Progress:***

4/07 - Morale Welfare and Recreation (MWR) has a variety of low-cost activities available for families on post. The Bowling Center offers the least expensive Friday night bowling in Virginia. MWR shows free movies, weekly concerts given by the Fort Lee Army Band and other concerts are held for a nominal fee during summer months. MWR will continue to put emphasis on advertising the entertainment events. (COMPLETE)

***i. Lead Agency:***

## ISSUE 07-48: Urgent Care on Post

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** KAHC

**e. Scope:**

There is not an Urgent Care facility available on Fort Lee. Soldiers and their battle buddies often miss an entire day of duty for a minor injury. Family members can spend a whole day in local area hospitals. This can leave a bad impression of Fort Lee because other posts of comparable size offer these services. More importantly, this interferes with the mission.

**f. Conference Recommendations:**

1. Conduct a business case analysis to include external costs to units due to lost duty hours spent seeking urgent care.
2. Create, equip and staff an urgent care facility.

**g. Required Action:**

1. KAHC offers appointments from 0700-1800, Monday thru Friday. The clinic is closed Thursday afternoons from 1200-1600 and all federal holidays.
2. Urgent Care Clinics are available through the TRICARE Network in the local community. These facilities are open various hours, including late evenings, seven days per week.
3. KAHC previously offered appointments until 2000. These appointments had low utilization and high no-show rates. As we continue to grow under BRAC, we will assess the demand and cost through a Business Case Analysis (BCA). KAHC cannot incorporate lost duty hours into the BCA as we do not have data to utilize and this is not a component of the MEDCOM BCA process. The Active Duty Clinic is trying new methodologies for seeing permanent party Soldiers in order to reduce the requirement for Network Urgent Care referrals during the duty day.
4. An Urgent Care Clinic will only be established if supported by the BCA and funded through MEDCOM.

**h. Progress:**

4/07 - Upon discussion, it was recommended to keep this issue open for a periodic review and assessment of this need on Fort Lee. (OPEN)

**i. Lead Agency:**

## ISSUE 07-49: Swimming Pool Fees

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** MWR

**e. Scope:**

The current pool fees to swim are too expensive based on summer '06 fees. The cost is especially high for families of four or more and junior enlisted. Military families arriving from posts with either low or no-cost fees experience a financial hardship for a fun summer activity. This results in a negative view of Fort Lee activities because there is not a standardized fee across military installations.

**f. Conference Recommendations:**

1. Survey and equate rates to other large-sized posts.
2. Pursue post-wide tasking of the different Fort Lee units (i.e. Garrison, CASCOM, QMC&S, 49th Group) for life guards to help reduce operating cost.
3. Once reduced pricing is implemented, market lower costs for greater participation.

**g. Required Action:**

1. MWR did survey other installations (Eustis and Aberdeen) of comparable size within the Northeast Region. It showed that Fort Lee was slightly higher in a few areas and lower in others.
2. Past experience has shown that recommendation 2 is not a viable solution. The most challenging issues have been finding Soldiers with the required certifications and who could be scheduled to meet the hours that the pool would be open.
3. The issue at Fort Lee is that there is only one pool on post. Therefore, on occasion, we have to deny access due to capacity restrictions.

NOTE: The regulatory number of life guards on duty has been reduced. This, along with some other cost saving initiatives, has allowed a slight decrease from 2006 in the 2007 rates.

The 2007 pool fees are as listed:

	Daily Fees	Monthly	Season
Single E1 – E4	\$3	\$50	\$100
Family E1 – E4	\$3	\$60	\$120
Single E5 & above	\$4	\$80	\$160
Family E5 & above	\$4	\$90	\$180

There will be an additional \$20 discount for Season Passes only. With the purchase of a season pass, you will, in essence, be getting one month free compared with the monthly rate.

**h. Progress:**

4/07 - MWR conducted a survey of other Installations in the region of equitable size and found that they were comparable in cost. The fees were lowered for FY 07 with additional discounts available with the purchase of a season pass. (COMPLETE)

**i. Lead Agency:**

## ISSUE 07-50: Availability of Updated Medical Records

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** KAHC

**e. Scope:**

The Military Medical Record System is presently ineffective. Currently, it is a requirement to fill out a form to check out your medical records. The expectation upon checking out records is that the medical history will be up to date. Whether the records are electronic or standard, they need to reflect all current medical information on the service member.

If medical data is not current, a delay or insufficient treatment may occur. Due to the existing system, Soldiers are faced with the disadvantage of lost duty time resulting in degraded mission performance, as well as diminished medical care.

**f. Conference Recommendations:**

Merge paper based and electronic medical records at MTF's.

**g. Required Action:**

1. The Military Health System is transitioning to an Electronic Medical Record (EMR) through the Armed Forces Health Longitudinal Technology Application (AHLTA).
2. During the period of transition, the paper medical record is used in conjunction with the EMR.
3. Per AR 40-66, paragraph 1-5, Army medical records are the property of the government and will remain in the custody of the MTF at all times.
4. As we transition to the EMR, paper documents are not being placed in the paper record. Results from visits at other installations are available through AHLTA. Results from Network providers and facilities are currently scanned into AHLTA. The paper medical record will be phased out as more care is documented in AHLTA. Frequently, the documentation from a Network provider does not reach the MTF prior to the patients next visit. It is advisable to always bring any paperwork from a Network provider to your appointment and if the documentation is not in AHLTA, you can provide a copy for scanning. With over 40,000 records at KAHC, scanning historical paper records into AHLTA is cost prohibitive.

**h. Progress:**

4/07 - This system is being implemented through the Armed Force Health Longitudinal Technology Application (AHLTA). (COMPLETE)

**i. Lead Agency:**

## ISSUE 07-51: Communication between Military Treatment Facilities

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** KAHC

**e. Scope:**

Currently, there is a miscommunication when booking referral appointments from Kenner to other MTF. Due to this miscommunication, the Soldier arrives at the MTF to discover that there is no appointment scheduled. This results in Soldiers loss of duty time which impacts Soldiers health and efficient use of time due to dropped referrals/appointments.

**f. Conference Recommendations:**

1. Implement a more efficient universal tracking system between MTF's.
2. Create access through Army Knowledge On-line (AKO) to receive referral appointment notification from treating MTF's.

**g. Required Action:**

1. The referral process is managed through the Referral Management Center (RMC) at KAHC.
2. KAHC frequently refers patients to Ft Eustis, Portsmouth, Langley AFB, and Walter Reed.
3. The staff of the RMC will investigate this complaint and the process for booking the appointment at other MTF's. The MTF with the appointment is responsible for notifying patients of any facility-cancelled appointments. Patients can always come to KAHC the day prior to their appointment to verify their appointment and receive a printed appointment slip. Additionally, whenever booking an appointment, patients should verify that their phone number in the system is correct. This is the number that will be utilized in the event of any cancellations.

**h. Progress:**

4/07 - A recommendation was made to gather data and provide specific examples of actual events to better determine where the communication break down is. (OPEN)

**i. Lead Agency:**

## ISSUE 07-52: Barracks Living Space Allocation

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** DPWL

**e. Scope:**

Adherence to Army barracks policy fluctuates between installations. Deviation from the original standard of one plus one varies greatly. Installations are using the barracks to make up for living shortages. Mission morale retention is greatly affected by these shortcomings.

**f. Conference Recommendations:**

1. Create/upgrade barracks to allow for the one plus one standards in order to allow Soldiers their own private sleeping areas.
2. Enforce the one plus one standard in current facilities.

**g. Required Action:**

1. Current DoD & DA minimum adequacy and assignment standards for Permanent Party (PP) UPH is 90 SF/SM net living area; not more than 4 per room, central bath per table 4-2 in AR 210-50, Housing Management, 3 Oct 05. The PP UPH construction standard is for each PP member to have their own private room. Fort Lee has a "deficit" of PP UPH due to unit stationing increases and BRAC. We will work with ACSIM and U.S. Army Installation Management Command (IMCOM) UPH Planners to build out our deficit at the new construction standard while classifying our existing PP UPH assets as 1 PRS RMs in P-8401, P-8402, & P-8150. NOTE: We explored the possibility of modifying existing barracks sleeping rooms to provide private sleeping rooms but the final product resulted in sleeping rooms that were the size of closets.

2. Per response above, it is doubtful that we can do this across the board in all of our PP UPH assets since we would be cutting our capacity in half. This would require issuing Statements of Non-Availability (SNA's) for single Soldiers who exceeded our on post capability to reside off-post and draw Basic Allowance for Housing (BAH) (an added MPA Bill). This would have an added domino effect on the number of available units in the community which would exacerbate a community-wide, off-post housing shortfall. We will try to level the occupancy rate in all PP UPH so quality of life standards are equitable in all assets.

**h. Progress:**

4/07 - We need to quantify the cost to bring existing barracks that had previously been Barracks Upgrade Program (or not) up to the full 1+1 standard.

Salient functional features are:

1. Privacy - Every Soldier gets his/her own room with a lockable door
2. Amenities - Bath, Shower and kitchenette
3. SF. 360 GSF per Soldier

4/07 - This issue is still being worked at many levels. (OPEN)

**i. Lead Agency:**

## ISSUE 07-53: Fire Safety in the Barracks

- a. Status:** Active
- b. Entered:** AFAP 07
- c. Final action:** No
- d. Subject area:** DPWL

**e. Scope:**

There is a lack of fire safety in the barracks. Fire alarms are not inspected enough throughout the year. There is not a written fire safety policy for Fort Lee. The procedure for work orders with fire safety equipment is extremely lengthy. A lack of fire safety in the barracks greatly endangers the lives of Soldiers.

**f. Conference Recommendations:**

1. Create a fire safety inspection policy.
2. Require that fire safety inspections are increased from once a year to quarterly.
3. Create a record of inspections to be distributed to chain of responsibility and Fire Chief.

**g. Required Action:**

1. A fire safety inspection policy is in effect at this time and was signed on 30 Nov 05 by Fort Lee Commanding General Major General Stevenson requiring the use of the Single Source Safety Document. (SSSD). Chapter 14 lists the required fire safety inspection procedures. This document is located on the shared public folders in Outlook under Installation Safety Office. A CASCOM & FL supplement to AR 420-90 for Fort Lee Fire Prevention Program has been drafted at this time and will be staffed for review within the next couple of weeks.

Fire safety inspections are required, scheduled and conducted on an annual basis for barracks by Fire and Emergency Services Fire Prevention personnel at this time. The SSSD requires that each organization have the Organization Fire Marshal conduct quarterly inspections and forward DA Form 5381-R (Building Fire Risk Management Survey) to the Installation Safety Office. These reports are now being sent to the Fire Prevention Office. Additional SSSD requirements are that the Building/Unit Fire Warden will conduct inspections monthly using the Monthly Inspection Report to identify and correct potential fire hazards and maintain a file. Personnel can request a fire inspection or assistance visit at any time by calling the Fire Prevention Office at 765-6597.

2. Fire Detection and Alarm system inspections are conducted annually. Eagle Fire, who has Fort Lee's Annual Service Fire Alarm Service contract, conducts a 100% physical inspection of a building's fire alarm system to include fire alarm panels, horns, smoke detectors, heat detectors, etc. Any deficiencies found are either corrected by Eagle Fire on reimbursable basis or thru our A-76 Maintenance Contractor. These inspections will be coordinated with the Fort Lee Fire and Emergency Services Prevention Inspections/Exercises to minimize the inconvenience to residents.

3. Currently, all fire inspection records are maintained by the Fire and Emergency Services Prevention Office. Records are reviewed and approved by the Assistant Fire Chief of Prevention and inspection data is entered into a computerized database program called FireHouse. The Fire Chief has 24/7 access to these records (actual hard copy in each building file and FireHouse access) at this time. The Fire Chief works closely with the DES Director, Garrison leadership, the DPWL Director and pertinent personnel to correct any hazards noted during any of the inspections. Copies of the fire alarm inspections and repairs completed are maintained by Eagle Fire as well as DPWL's Operations Division.

**h. Progress:**

4/07 - Immediately following the FY 07 AFAP Conference Outbrief on 7 Mar 07, this issue was dealt with. (COMPLETE)

**i. Lead Agency:**