



9 June 2020

Marines, Sailors, Civilians, and Contractors of Training and Education Command,

Well, things are starting to ease up some with regard to COVID protective measures and we will start having folks come back in to work where it makes sense to do so. Since teleworking has worked well, for the most part, we are not in a hurry to get everyone back in and certainly do not need to press the issue with anyone who has health concerns. We will move cautiously and do what makes the most sense. TECOM has continued to accomplish the mission and we reached a sort of equilibrium with the entry level training pipeline. Through a lot of hard work, we have solid ROM arrangements for all recruits arriving at our Depots and all Candidates arriving here at Quantico for OCS or Lieutenants for TBS. We have also set up protected movement for all of our young Marines from Recruit Training to the SOIs, and from MCT at the SOIs out to their formal MOS schools all over the country. Lastly, our officer PME schools successfully finished out their school year on line and our enlisted courses are also continuing on line to ensure those coming up for promotion meet their PME requirements. Everything mentioned so far has been accomplished with none of the Marines entrusted to our care getting sick enough to require hospitalization, and for those who tested positive, they have all recovered and did not spread it as we have seen happen in other places. That is due to a great deal of solid leadership across the entire Training and Education continuum and I thank all of you for that.

As always, we have a stand out performer and retiree I would like to recognize:

Lieutenant Colonel (LtCol) William P. "Bay" Dobbins who merits recognition for his herculean efforts standing up what will be, at the conclusion of the 2-to-3 star transition, a full-function and fully staffed G-5. Pursuant to his preeminent leadership, he was selected to participate in a transition program called the "Corporate Fellowship Program", an innovative 12-week Department of Defense (DoD) Skillbridge program that provides transitioning Marines with professional training and hands-on experience in the civilian workforce while they are still on active duty. Running a demanding syllabus only three times a year, each cohort selects a mere 15 to 30 active duty service members for résumé building, interviews, and on-the-job training. LtCol Dobbins' selection for this unique program is undeniable evidence that his leadership, vision, and work ethic are of the highest possible caliber and his departure from TECOM and the Marine Corps will be an immeasurable loss.

And now for the individual standouts:

1. G-1 – Civilian Workforce Development and Training (CWD&T). G-1/CWD&T provides TECOM civilians organizational training opportunities, tracks mandatory training, Individual Development Plans for TECOM civilians, and coordinates the new Civilian Professional Education program. Another area CWD&T manages are the Work Life Programs which TECOM supports. This includes the Telework program which has proven to be of vital importance during this COVID-19 outbreak.

**Person to be recognized:** As the Assistant Operations Officer, Captain Bartucco was responsible for assisting Major Subordinate Commands (MSC) with requests for forces (RFF) and requests for support (RFS) due to COVID-19 restriction of movement and additional operational manpower augmentation requirements. Proving her skill at Operational Administration, she quickly generated an RFF/RFS template and forwarded to the MSCs for their use to ensure a standard format for all key information was adequately captured and validated prior to forwarding to TECOM for validation and follow on sourcing solutions or coordination and submission to Headquarters Marine Corps (HQMC). Recognizing the need to track many augmentation requests, she established a web based RFF/RFS tracker and manning document; both were used to track over 350 augment requirements to both Marine Corps Recruit Depots, Officer Candidates School, and Plans Policy

and Operations, HQMC. Her direct involvement with coordinated sourcing solutions, reporting instructions, and maintaining status updates of augmentee assignment and movement directly contributed to the mission success enjoyed by TECOM MSCs during a period of heightened operations and with limited manpower.

2. Staff Secretary / Adjutant – While much of the command has been tele-working, the Staff Secretary/Adjutant (SSEC / ADJ) Marines have come in every day to process and route correspondence packages. Due to their steadfast resolve and teamwork, the Marines have processed over 300 packages and dozens of awards while maintaining timeliness and accuracy. Despite the added challenges of the command working remotely, these Marines have ensured that TECOM is still accomplishing its mission. For their continuous attention to detail and devotion to duty, we would like to recognize and thank Gunnery Sergeant (GySgt) Mahovich, Staff Sergeant Villarreal, Sergeant (Sgt) Gutierrez, Sgt Walker, Corporal (Cpl) Crain, Lance Corporal (LCpl) Washington, LCpl Goncharenko, and LCpl Mondragonzavaleta.

**Person to be recognized:** LCpl Washington is an asset to the SSEC / ADJ section. He is a quick learner, adaptable, and can be depended upon to accomplish the task at hand. His functional areas include; process and review all correspondence for the Commanding General's signature, update the Electronic Logbook to include making liaison with higher headquarters to obtain package statuses, distribute mail, review awards, and manage all DON TRACKER tasks for the section. He has distinguished himself as the "go-to" Marine.

3. G-3 - The G-3 has recently reorganized, in order to best meet the demands of the impending transition from a two star to a three star command. This reorganization also postures the G-3 to implement the TECOM Campaign Plan which describes how the command will "operationalize" the TECOM Vision and Strategy. The G-3 Training Integration Branch shouldered the load of the development, staffing and initial implementation of the campaign plan, and has set the conditions for a successful transition of the campaign plan to the recently formed Campaign Integration Branch. The Campaign Integration Branch will oversee the further development and execution of the campaign plan through the management of the Command's Boards, Bureaus, Centers, Cells, and Working Groups "B2C2WG" process. During the COVID-19 Crisis, the Campaign Integration Branch has taken the lead for all COVID related planning, execution and reporting actions for the TECOM Headquarters. This has enabled the command to continue to focus on and strive to meet CG TECOM's goals and objectives with little to no disruption. Throughout this quarter, the Joint Interagency and Multinational Branch has continued to plan, coordinate, and synchronize the USMC Joint Training Integration Process, and strengthen our relationships with our Joint partners. In the coming months the Joint Interagency and Multinational Branch will be instrumental in leading the way for developing plans for a greater focus on Naval Integration. The G-3 Support Branch has provided and coordinated superb administrative, logistical and communications support to the G-3 during this maximum telework period.

**Persons to be recognized:** The G-3 says farewell to some key leaders who have been instrumental in leading and guiding the Division and associated branches during a chaotic, uncertain time with significant change. Major (Maj) John Dexter departs for duty in operational flight status at the Marine Heavy Helicopter Squadron-466; Maj Pat Hecox departs for duty as the Operations Officer at 3d MEF Support Battalion, Okinawa, Japan; LtCol Roy Draa departs for duty as the Executive Officer of Fourth Marine Regiment; LtCol Tom Noel, departs for duty as the Operations Officer of Mountain Warfare Training Center; and Colonel (Col) Aaron Cunningham departs for duty as the Senior Marine Faculty at the Air War College. We thank these men for their leadership and unwavering sense of duty. Fair winds and following seas. We also welcome Col Howard Hall as he takes over the helm as the G-3 in June. Welcome aboard sir!

4. G-4 – During March and April, the G-4 Logistics Operations Branch hosted a Rifle Combat Optic Sustainment working group with the Ordnance Officers, G-4 representatives at the Marine Corps Recruit Depots (MCRDs) and Schools of Infantry, the TECOM G-3, Logistics Command, Program Manager Infantry Weapons, and Deputy Commandant, Combat Development and Integration. The working group served to

problem frame emerging challenges in combat optic sustainment. The TECOM G-4 was able to provide valuable feedback to Program Manager Infantry Weapons for operational degraded and deadline language that will be included in a rifle combat optic technical manual that is planned for release late summer 2020. The working group also served to inform the release of TECOM policy that standardized the operational employment of rifle combat optics at the MCRDs. All of these initiatives collectively improve upon TECOM's ability to sustain uninterrupted training across periods of instruction that employ the rifle combat optic.

**Persons to be recognized:** Sgt Carman Krichbaum and Cpl Rolando Navarrete for their superb initiative and hard work in obtaining Personal Protective Equipment and cleaning supplies needed for TECOM Headquarters personnel. They spent countless hours researching multiple sources of supply, including ServMart, General Services Administration vendors, local store vendors, and online vendors to locate and purchase the cloth masks, hand sanitizers, and disinfectant wipes that enabled personnel to return to work in a safe manner.

5. G-5 – Despite the challenges of social-distancing due to the COVID-19 pandemic, the G-5 aggressively engaged in a series of planning efforts to sustain the irreversible momentum. During this period, the Training and Education Vision and Strategy was endorsed and signed by the CG. The G-5 Programming Branch assisted in the collection, validation, prioritization and submission of 21st Century learning initiatives. Additionally, Ms. Desiree Kinney and Dr. Keysha Gamor led a cross functional writing team in the construction of the Collections and Assessment Annex to the Training and Education Campaign Plan. This learning assessment framework, also known as the Campaign Plan Implementation Process (CPIP), incorporates PSD's rigorous assessment model that collects and analyzes data that will improve the quality of information we collect by aligning data requirements to the Vision and Strategy document's three focus areas. Finally, as part of the Force Design Phase III, the G-5 took lead and initiated the planning, development, and implementation of the 2 to 3-star transition for TECOM, an effort that will ensure that TECOM possesses the required authorities, resources, and capabilities to provide information age education and training to prepare and sustain the Fleet Marine Force for a peer maritime conflict.

**Persons to be recognized:** Mr. Chase Collins' personal initiative, passion, and dedication to creating high-quality and collaborative products on short timelines were essential to the team's success. As a digital native, Mr. Collins has been an integral part of the initiative to create a digital interactive workbook for MCDP-7. Following the creation of the workbook, Mr. Collins assisted in planning the beta test and personally led 12 focus groups that consisted of over 100 student and instructor participants across 9 Marine Corps entry-level schools. In conjunction with this project, Mr. Collins led the TECOM Outcomes Based Learning (OBL) initiative, working with Mr. Don Vandergriff from TECOM G-5 and Marine Corps Base Quantico Combat Camera to produce the first OBL Training Support Package Video. For this effort, Mr. Collins led the process of developing an outline, writing the script, creating a storyboard, and coordinating closely with Combat Camera that resulted in the first video of the upcoming TECOM OBL video series. Additionally, Mr. Collins played a key role in the development of the TECOM Intellectual Edge Video. For this project, Mr. Collins wrote the script for the video, collaborated with other stakeholders with TECOM to finalize the script, and worked with Combat Camera and Marine Corps Combat Development Command (MCCDC) to approve its publishing on the Defense Visual Information Distribution Service. Lastly, Mr. Collins collaborated with Combat Camera, Strategic Communications, and MCCDC to finalize and publish the audiobook version of MCDP-7 to the marines.mil website.

6. G-6 – During the second quarter of Fiscal Year 2020, the G-6 operational tempo accelerated dramatically with the emergent COVID-19 threat and resulting quarantine implementations. The Enterprise Service Management (ESM) Branch was able to successfully coordinate the licensing expansion of Office 365 / Microsoft Teams to over 460 TECOM Marine Corps Enterprise Network (MCEN) end-users during the month of April, which helped pave the way toward the TECOM-National Capitol Region licensing for all end users by the beginning of May. Other ESM efforts this quarter include supporting full end-user migrations to Office 365, TECOM mobility device refresh, Task Management Tool (TMT) rollouts to include submitting,

establishing, and supporting over 280 TMT email distribution lists, processing over 900 MCEN user account related request, and executing the FY20 MCEN refresh for more than 1,300 TECOM computers.

In the G-6 Operations Branch, the Virtual Collaborative Environment (VCE) SharePoint administrators, in coordination with the G-6 cyber security branch, conducted a comprehensive policy review, covering 400 pages of policy, and implementing 180 DoD configuration standards supporting the VCE's authority to operate. Formal Schools Technical Refresh, in cooperation with Marine Corps Systems Command, prepared a shipment of 3,864 computers to be delivered to TECOM schools in the summer of 2020, and may soon execute \$1M in funding for COVID-19 response and wireless network efforts for Training Command's Future Learning Centers. Ops wants to welcome aboard Ms. April Canty, who was hired in February as our new Financial Analyst, and Mr. Zachery Telford, who arrived in May as a SharePoint Developer with the VCE team.

The TECOM G-6 Cybersecurity Branch (CSB) meticulously manages over one hundred Risk Management Framework accreditation packages for the command and tracks Cybersecurity Compliance for over 2,500 information systems command wide. Of particular note during this period, Cybersecurity Branch worked with the Human Performance Office on the ongoing cloud migration effort for two major TECOM initiatives, Force Plate Machine Learning, and FitForce Application, as well as working with MCRD Parris Island on approval for their Drill Instructor Web Application, GideonSoft. CSB also guided the completion of self-assessment requirements for the TECOM VCE SharePoint environment, ensuring the system will be successful during the validation testing phase of the A&A process. CSB also completed reviews and recommendations of numerous Information Technology Procurements ensuring TECOM MSCs, Formal Training School Houses, and Formal Learning Centers were able to continue training while adhering to DoD and USMC guidelines regarding social distancing. CSB would like to hail a recent new join, Sgt Shelby Carson, who joined the team in May as a Cyberspace Defensive Operator.

**Person to be recognized:** Cpl Scott Grimm Jr. has demonstrated exceptional initiative, hard work, and dedication within the G-6 during the second quarter as he stepped up to execute the duties associated with the Information Technology Procurement Review and Approval System (ITPRAS) Unit Command Coordinator (UCC). Over the past three months, Cpl Grimm processed, reviewed, and approved nearly 150 ITPRAS submitted by TECOM and its five MSCs which represented a 300% increase in workload largely due to widespread IT spending across TECOM in support of COVID-19 response efforts during the months of March and April.

7. G-8 – The 3rd quarter began fast and it is ending just as fast for everyone in the G-8. They began the quarter by quickly developing and executing a COVID-19 contingency plan allowing the conduct of operational requirements under a directed telework environment. Working with HQMC Program & Resources (P&R) and G-4's across the command, we formed Operation Planning Teams (OPT) to plan and execute sanitized transportation to follow-on training for Marines graduating Recruit Training and Marine Combat Training, which avoided the 14 day Restriction of Movement and unnecessary costs associated. They established a weekly COVID-19 Budget Execution Update brief with the purpose to defend TECOM dollars by capturing cancelled, rescheduled and emergent requirements within the first week of Quantico entering HPCON-C and in anticipation of HQMC tasking. They were able to secure \$9.7M in contingency funding from the Coronavirus Aid, Relief, and Economic Security Act through a data call with a suspense of 24 hours, which compiled all COVID-19 contingent requirements across the TECOM enterprise, and submitted 12 initiatives included in the POM to Budget Process realigning civilian labor resources identified in POM22 in support of the Commandant's Planning Guidance, 21st Century Learning and the two-three star transition. We entered into a Memorandum of Agreement between P&R and G-8 which resulted in far fewer erroneous or over payments for Marines in a temporary duty under instruction status. Conducted OPTs with TECOM, Training Command, and Manpower and Reserve Affairs (M&RA) to identify and execute mission essential training from the stop movement order affecting over 700 Marines. Throughout the quarter, G-8 continued to process Formal Schools travel documents including 4,450 vouchers and 2,050 authorizations from 16 March to 17 May. Coordinated with M&RA to complete a virtual, annual Marine Corps Administrative Analysis Team assessment for Formal Schools Training Support. The G-8 conducted the FY21 Service Requirements Review Board reviewing 61 contract totaling \$224M. We also managed, compiled and submitted the TECOM MICP

annual Command Statement of Assurance in coordination with MSCs and TECOM HQs. They are in the process of supporting the Full Financial Statement Audit by assembling key supporting documentation from across the TECOM enterprise and ensuring timely submission of 46 required audit samples, with more samples coming in the near future. They welcomed three new employees and ensured that they were properly on-boarded. In Coordination with Marine Corps Special Operations Command G-3 and G-4, the G-8 supported the sanitized transportation for 40 Marines attending mission essential training at the Multi-Mission Parachute Course in Coolidge, Arizona.

**Person to be recognized:** Ms. Lori McCuin, since joining this command on 24 November 2019, she has quickly grasped the Formal Schools Travel Support (FSTS) processes at a pace far exceeding normal expectations for someone in her grade. During this period she has processed over 1,900 travel documents within the Defense Travel System. Her performance and decision making abilities are that of an analyst with far more experience in FSTS. In her short time as a new member of the G-8, Ms. McCuin has brought with her a wealth of knowledge that has become a valuable asset the organization. She continues to excel in her position and grows more confident everyday as she gains advanced skills in other areas within financial management. Her dedication to service reflects greatly on the United States Marine Corps, TECOM, and the G-8.

8. PSD – PSD’s focus continued to be those tasks necessary for the transformation of Marine Corps training and education from an industrial age to an information age model. This period has seen us deliver an in-depth 21st Century Learning brief to the senior Marine Corps leadership which has provided greater understanding of the goals and garnered universal support for this revolutionary initiative. In addition detailed implementation plans are being developed which contain the execution level details necessary to integrate and guide all the efforts required to make 21<sup>st</sup> Century Learning a reality. A critical objective of this effort has been the continued development of the new Training and Readiness (T&R) manual process that will improve our ability to train and evaluate individual Marines and Marine units. We have now kicked off a proof of concept in coordination with the infantry community to validate the new T&R construct, a standard evaluation framework, and a new infantry squad leader syllabus. The squad leader syllabus will establish the Service level standard for the billet of the infantry squad leader. The development of this syllabus is working towards delivering a more effective tool for commanders to train their squad leaders through technology, via distance education, and the use of 21st Century Learning Methodologies. The proof of concept will follow a Marine unit as it trains in preparation for deployment utilizing all these newly developed tools and will allow us to evaluate their value. We have continued to refine Marine Corps Training Information Management System (MCTIMS) 2.0 requirements with enterprise stakeholders, and are conducting a business capability analysis to adapt existing business rules to accommodate cloud-based system integration with existing and emerging training, education, and talent management architectures. PSD’s Innovative Instruction initiative continues to receive high acclaim from formal school and professional military education instructional staff who have attended. The IIW team is currently focused on development of a virtual delivery workshop that will provide critical aspects of the current instruction to online learners in a COVID-restricted travel and hands-on learning environment. Additionally, our IIW team just produced several videos that highlight key topics from our course curricula. The purpose of these videos is to allow former IIW students to reflect on specific aspects of these topics, and to expose other learning leaders to facilitative adult learning methodologies. These approximately five minute videos address the following adult learning areas: Creating a Learning Environment; Facilitation Techniques: Chalk Talk and Gallery Walk; Decision Forcing Case Applications; and Communities of Practice. To access these videos: (1) log into your MarineNet account; and (2) once in MarineNet, enter the following link into your browser:  
<https://www.marinenet.usmc.mil/mvs/Channel/Home.aspx?Id=1156>.

**Person to be recognized:** Mr. Dave Lance serves as the MCTIMS Program Manager within the Policy and Learning Branch, Policy and Standards Division. Over the past 15 years, and particularly during the most recent quarter, Dave has been actively engaged in driving TECOM's transition to 21st Century Learning by developing a MCTIMS transition strategy to create a more user-intuitive, agile, and capable MCTIMS 2.0 system. MCTIMS 2.0 will be fully coordinated and integrated with EDCOM's eLearning

Ecosystem, Aviation's MSHARP system, and M&RA talent management systems to more seamlessly support enterprise training planning, tracking, execution, documentation, and Service readiness reporting moving forward. Dave has been instrumental in leading and coordinating efforts to develop and refine future system requirements to ensure MCTIMS 2.0 will be central to the development of a Marine Corps Total Learning Architecture that supports the continuum of learning for every Marine. Most recently, Dave helped to materially develop and staff a viable plan to increase the responsiveness of MCTIMS field support representative (FSR) support within the III MEF area of responsibility. Dave's detailed knowledge of MCTIMS, his strong program management skills, and well-planned and detailed coordination with the FMF units, key enterprise stakeholders, and MARCORSYSCOM have been invaluable in the ongoing advancement of our authoritative enterprise training and readiness reporting database. Bravo Zulu and keep charging!

9. RTPD - is current in the process of staffing two key documents to support implementation of the Commandant's Planning Guidance and the TECOM Vision and Strategy: the Marine Corps Training Environment Modernization Plan (MCTEMP) and the Marine Corps Training Systems Plan (MCTSP). The MCTEMP charts a course for delivering a modern, integrated, world-class training environment that supports 21st century operating concepts and prepares the FMF for the future fight. The MCTSP addresses challenges with the management of training system programs such as requirements traceability, decision criteria for closing training capability gaps, quantitative assessment of skill proficiency, informing system evaluation through aggregate proficiency trends, and informing resource decisions with defensible return on investment analysis.

**Person to be recognized:** Dr. Aaron Lang recently joined the Government team at Range and Training Programs Division as the Services and Support Section Head, Synthetic Training Integration and Management Branch. He has been a key player in the writing, staffing, and adjudicating of the MCTEMP and MCTSP. Dr. Lang has coordinated with the Marine Corps leaders in multiple related disciplines, and has maintained momentum by adjudicating hundreds of staffing comments in a matter of days. As of 28 May, the MCTEMP is in general officer staffing and the MCTSP is in O6/GS15 level staffing with final signatures anticipated in June and July, respectively. Dr. Lang has been considered a great asset since he joined the RTPD team.

10. HPO – In the last quarter, the HPO hosted a resiliency T&R OPT to collect input from the fleet to assist in creating T&R standards that address optimizing total fitness in four domains of fitness: physical, social, spiritual, and mental. HPO published MARADMINs 260/20 and 269/20 to announce and amplify details associated with the Physical Fitness Test, Combat Fitness Test, and Body Composition requirements during the COVID-19 restriction period. In addition, HPO developed information sheets and resources for Marines to address their overall fitness during stay-at-home/ROM postures. Finally, HPO continued to develop and staff Marine Corps Order 1500.62E “Marine Corps Water Survival Training Program” and Pregnancy Post-Partum Physical Training Pocket Guidebook for review and publication.

**Person to be recognized:** Gunnery Sergeant Justin Gates, was promoted to First Sergeant and is transferring from HPO to Marine Security Guard detachment. After 3 years at HPO his enthusiasm, motivation, and leadership will be missed. We thank him and his family for their support, dedication, and lasting impact they have had on the HPO and Marine Corps. Fair winds and following seas.

11. MCJROTC – MCJROTC and our 261 host High School had to adapt and persevere for the Spring semester of school year 2020. COVID-19 has created a semester like no other before. MCJROTC cancelled nearly all events, competitions, Leadership Camps, and travel in support of the program of instruction but, remained steadfast in our support to the nearly 500 instructors committed to ensuring each cadet remained academically engaged. In support of that effort, the MCJROTC Operations and Instructional Support (O&IS) Branch works to provide instructor support for the program operations, instructional curriculum, and instructor administration. These dedicated individuals adjusted to new tele-working environments and methods to accomplish their duties allowing our MCJROTC instructors to focus on the cadets and their host programs. Additionally, we want to welcome Mr. Cody Stewart (Maj. USMC Ret.) to our team as the new Regional

Director for Region 5. Mr. Stewart joins us as a permeant teleworker from Conroe, Texas, where he was formerly the Senior Marine Instructor for The Woodlands College Park High School.

**Person to be recognized:** Mrs. Anna Henson, continues to be an exemplary member of the O&IS Branch. Serving as the Instructor Manager, she is the point of contact for any retiring Marine interested in becoming a MCJROTC Instructor. Utilizing outstanding customer service skills she thoroughly explains the application completion and submission process to Marines, receives and reviews applications, schedules the application review board, and prepares all resulting correspondence. Mrs. Henson is also responsible for minimum instructor pay calculation, receipt and submission of instructor pay forms to Defense Finance Accounting Service (DFAS) to start and stop instructor pay, and coordination with school district Human Resource Specialist to ensure the monthly government reimbursement of instructor salaries are accurate and being received. She also manages all of the MCJROTC instructor personnel records from cradle to grave and the administration of our instructor database. Mrs. Henson is recognized for her vast experience and lasting contributions to the MCJROTC team.

As some of you may have heard already, I will be retiring after the change of command in August. I was nominated for a 3 star Joint Staff position, but the Chairman chose the Navy nominee for the position. Since we are capped by law on the number of General Officers we can have in the Marine Corps (Generals in Joint jobs do not count against the cap), there will be no room for me under the cap once I give up this command. It is nothing personal, just the business of the Marine Corps at this level. It is time to figure out what comes next and Vicki and I will be doing that in the Denver, CO area. I already know that what we will miss the most are the fantastic people we have had the privilege of working with over the past 34 years. Thanks again for all that each of you do every day and I hope all of you are able to get back to some semblance of "normal" as soon as possible.

Semper Fidelis,



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