



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1382

NGB-ARP

27 January 2009

MEMORANDUM FOR Military Personnel Officers (MILPOs) of all States, Puerto Rico, the US Virgin Islands, Guam, and the District of Columbia

SUBJECT: Military Personnel Officer (MILPO) Workshop, 9-13 Mar 09

1. The 2009 MILPO Workshop will be held in Destin, FL, at the Hilton Sandestin Beach, Golf Resort & Spa (4000 Sandestin Boulevard South, Destin, FL 32550) from Monday, 9 Mar 09 to Friday, 13 Mar 09 (Workshop Agenda enclosed). Monday and Friday are travel days for conference attendees. Anyone involved in the out briefs should not make travel arrangements prior to 1300 on Friday, 13 Mar 09. There will be a Military Personnel Action Committee (MILPAC) Executive Committee (EC) meeting Sunday, 8 Mar 09, at 0800 and the G1 will have a mandatory meeting with all MILPOs and Division Chiefs on Monday, 9 Mar 09, at 0730. The opening ceremonies for the conference will be Tuesday, 10 Mar 09, at 0800, with the work groups to follow at 0930.

2. UNIFORM. Conference attire will be the Army Combat Uniform with appropriate civilian attire for the social events and outside activities.

### 3. AGENDA/REGISTRATION.

a. The workshop will have 10 work groups and registration will be closed. The MILPAC will choose up to 3 representatives from each MILPAC Region to make up the work groups. The work groups will be posted on the web site listed below. The work groups will meet for 3 full days with a set agenda and an identifiable goal. All work groups will brief the final product at the conclusion of the conference.

b. For the latest information on the conference, go to the Guard Knowledge Online (GKO) Website: sign into GKO, click ARNG, then Human Resources (G1) and you'll see the link to the MILPO Workshop.

### 4. ACCOMMODATIONS.

a. RESERVATIONS. Contact the Hilton Sandestin Beach, Golf Resort and Spa, at 1-800-367-1271 and request the "NGB MILPO Workshop". The per diem rate of \$135.00/day plus tax is being honored as long as reservations are made on or before 25 Feb 09. Individual cancellations must be made at least 72 hours prior to arrival date to avoid being billed for one night's lodging. Hotel check-in is generally 1600 and check out is 1100.

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b. SHUTTLE SERVICE. Taxi service is available from the Destin Ft. Walton Airport for approximately \$50 one way. The Fort Walton Airport is the closest airport to Destin (the airport code is VPS).

c. PARKING. For those who do drive (privately owned vehicle or rental car) parking is \$8/day.

d. ON-SITE CONFERENCE REGISTRATION. Registration will be from 0730 to 1700 Monday, 9 Mar 09, thru Tuesday, 10 Mar 09. A MILPO Workshop Conference sign will direct you to the registration area.

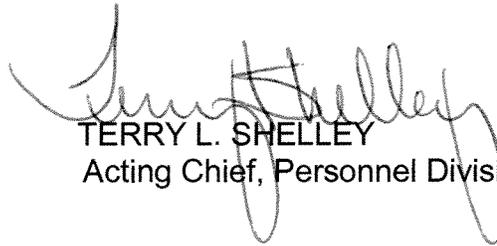
e. HOTEL AMENITIES. The daily fitness center fees will be waived for conference attendees. There are several restaurants to dine for breakfast, lunch and dinner. The hotel will provide complimentary coffee on Tuesday, Wednesday and Thursday. To find out more about the hotel and surrounding area the website is [www.sandestinbeachhilton.com](http://www.sandestinbeachhilton.com).

5. CONFERENCE FEES. TBD

6. SOCIAL EVENTS. The Tuesday night social will be held outside near the hotel pool area from 1800-2000.

7. Point of contact is CW3 Tracy L. Dooley, OER Management, ARP Division, at DSN 327-9268, 703-607-9268 or [tracy.dooley@us.army.mil](mailto:tracy.dooley@us.army.mil).

Encl  
Workshop Agenda

  
TERRY L. SHELLEY  
Acting Chief, Personnel Division

<b>MILPO WORKSHOP 2009 CONFERENCE AGENDA</b>				
Day/Date	Time	Agenda Item	Location	Sponsor
<b>Friday</b>	1700 -	Advanced Party Arrival		
<b>Saturday</b>		Arrival of MILPAC EC/G1/Update Briefers		
<b>Sunday</b>		MILPOs (-) EC, Division Chiefs (-) Update briefers Travel		
	0730 - 1700	Registration		
	0800 - 1700	MILPAC Executive Council (EC) Brief		
<b>Monday</b>		Travel Day for all others		
	0730 - 1700	Registration		
	0800 - 1700	MILPO Updates		
<b>Tuesday</b>				
	0730 - 1700	Registration		
	0800 - 0900	Conference welcome by State Leader		
		State of the State from COL Watson		
		NGB Updates		
	0900 - 0930	AM Break		
	0930 - 1700	Workshop Groups (Workshop Titles & Locations on below)		
	1200 - 1300	<b>Break</b>		
	1300 - 1700	Workshop Groups (Workshop Titles & Locations on below)		
	1500 - 1530	<b>Break</b>		
	1700 - 1800	Personal Time		
	1800 - 1900	<b>Social (Food available)</b>		
<b>Wednesday</b>	Time	Day Two Conference		
	0730 - 0930	Workshop Groups (Workshop Titles & Locations on below)		
	0930 - 1000	<b>Break</b>		
	1000 - 1200	Workshop Groups (Workshop Titles & Locations on below)		
	1200 - 1300	<b>Lunch</b>		
	1300 - 1500	Workshop Groups (Workshop Titles & Locations on below)		
	1500 - 1530	<b>Break</b>		
	1530 - 1700	Workshop Groups (Workshop Titles & Locations on below)		
<b>Thursday</b>	Time	Day Three Conference		
	0730 - 1130	Workshop Groups (Workshop Titles & Locations on below)		
	1130 - 1230	<b>Lunch</b>		
	1230 - 1700	Out Brief Preparation		
<b>Friday</b>	Time			
	0730 - 1130	Out Briefs		
	1130 - 1700	Travel		

<b>WORKGROUP TITLES</b>	<b>LOCATION</b>
G1 Group (select individuals)	
Personnel Life Cycle Management (LCM) Tools/ARFORGEN	
TTHS Account Execution & IRR-G	
Yellow Ribbon Issues - template/best practices	
Casualty Operations/Business Practices	
Mobilization Processes	
Emergency Operations	
Enlisted Policy - Assessment	
Officer Policy	
Defense Integrated Military Human Resource System (DIMHRS)	
Topics: Transformation & Data Cleansing	
Education/Incentives Review	