

**DISTRICT STAFF OFFICER – INFORMATION SERVICES
DISTRICT 11N**

To: Wallace Smith, DCO
Mary Kirkwood, COS
Georgieanna Scheuerman, DSO-SR

From: Anita Farnholtz, DSO-Information Services

Date: November 8, 2018

HIGHLIGHTS

- Answered questions from division and flotilla staff IS officers
- Set up and reset READ ONLY AUXDATA access for members at request of IS officers
- Forwarded information to SO-IS's and FSO-IS's from National IS staff
- Sent any requested reports to DCO and staff officers
- Information Services Officers continue to update AUXDATA with information from form 7028 completed by members. Robert Aston continues to monitor member input to Skills Bank. (See Status Report at end of this report). If members have not updated their information in AUXDATA, please encourage them to do so.
- The end of the year is approaching. Please encourage members to submit their hours to their FSO-IS before the end of the year.
- **If you are interested in training to become an Information Services Officer, please let me know, so I can send you materials and arrange a mentor for you to prepare you for the class. (Some mentors include Marilyn McBain, Rob Firehock, Pam Berger and Robert Aston). The next scheduled classes are January 28-31, March 19-22, and August 19-22.**
- All FSO-IS or SO's should run the Training Management Report for their flotilla each month. A hard copy can be taken to flotilla meeting and/or emailed to members. This enables members to check the status of their certifications to see if there are any problems. It is difficult and sometimes impossible to "fix" things when DIRAUX is notified months or years after any problem has occurred.
- Continue to work with Marilyn McBain, past DSO-IS to learn more about the position
- Continue to provide Administrative Assistance at DIRAUX one day each week

UPCOMING EVENTS, DATES AND LOCATIONS

- November 10 Flotilla 88 Meeting, Elections of 2019 officers
- November 17 District Board Meeting and Memorial Ceremony
- December 2 Division 8 COW, Garberville, CA
- January 12 Flotilla 88 COW, tentative date
- January 12-13 PCA Fair at Coast Guard Island

Skills Bank and & Open 7028 Status Report

As of: November 8, 2018

ALL DISTRICTS

District	Members	Members with Skills/Occ.	% in Skills Bank	Open 7028 Webforms	% of Dist. Members†	
1NR	2024	916	45%	31	1.5%	
17	314	144	46%		1%	
7	4498	2849	63%	49	1.1%	
1SR	2949	1298	44%	10	0.3%	BZ!
5NR	1845	975	53%	3	0.2%	BZ!
13	1000	599	60%	49	4.9%	
5SR	2364	1539	65%	59	2.5%	
11NR	1241	682	55%	4	0.3%	BZ!
9CR	966	583	60%	29	3%	
8WR	1018	643	63%	6	0.6%	BZ!
8CR	1388	887	64%	18	1.3%	
8ER	991	610	62%	8	0.8%	
9ER	761	460	60%	4	0.5%	BZ!
9WR	923	618	67%	6	0.7%	BZ!
11SR	1626	856	53%	25	1.5%	
14	393	195	50%	3	0.8%	
TOTALS	24301	13854	57%	304	1.25%	

†Open 7028 goal is 0.7% of membership or below. 5% or worse is flagged.

This report may be run any time at <http://jwcofficer.copwv.org/jwcoff/status.php?unit=>