DISTRICT STAFF OFFICER – INFORMATION SERVICES
DISTRICT 11N

To: Mary Kirkwood, DCO
Dean McFarren, COS
Georgieanna Scheuerman, DSO-SR

From: Anita Farnholtz, DSO-Information Services

Date: August 21, 2019

<u>HIGHLIGHTS</u>

- 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.
- Rob Firehock will work to update our page on District website.
- **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).*

   AUX 10 Class Dates:

   September 26-28, Baltimore, MD – Last class. Roger ASAP, if interested.

- **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 any problems. It is difficult and sometimes impossible to "fix" things when DIRAUX is notified months or years after any problem has occurred.
- **Risk Management 100202 – online – AUXLMS. If member has not taken this course, they have been placed in REYR. When member takes course, he needs to notify DIRAUX.**
- **Operations Workshop 2019. Coxswain, Crew, PWC Operators need to complete course by June 30, 2019, or they will be put into REWK. When course is complete, notify DIRAUX using MT3, so they can remove REWK.**
- July 24, attended DSO-IS webinar, and sent notes from meeting to Information Services team.
- 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
- Let me know if there is other information you would like me to include in reports.

EVENTS, DATES AND LOCATIONS

- August 28   DSO-IS Webinar
- September 21-22   PCA, CGI; District Meeting
- October 16   District Board and Staff Meeting, Webinar
- November 16-17   Elected Officers Training, CGI

Skills Bank and & Open 7028 Status Report

As of: August 21, 2019

ALL DISTRICTS

District	Members	Members with Skills/Occ.	% in Skills Bank	Open 7028 Webforms	% of Dist. Members†	
1NR	2027	978	48%	15	0.7%	BZ!
7	4523	3006	66%	83	1.8%	
1SR	2873	1314	46%	19	0.7%	BZ!
5NR	1800	1032	57%	3	0.2%	BZ!
13	998	655	66%	42	4.2%	
11NR	1245	710	57%	1	0.1%	BZ!
9CR	886	568	64%	48	5.4%	FLAG
8WR	959	638	67%	28	2.9%	
8CR	1332	891	67%	44	3.3%	
5SR	2324	1599	69%	115	4.9%	
8ER	983	632	64%	24	2.4%	
9ER	776	474	61%	3	0.4%	BZ!
9WR	974	686	70%	9	0.9%	
17	292	144	49%	11	3.8%	
11SR	1536	904	59%	101	6.6%	FLAG
14	367	190	52%	8	2.2%	
TOTALS	**23895**	**14421**	**60%**	**554**	**2.32%**	

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

This report may be run any time at http://auxofficer.cgaux.org/auxoff/status.php?pilot

Program by Steve Johnson, 11SR