



DEPARTMENT OF THE NAVY
COMMANDER NAVY RESERVE FORCES COMMAND
1915 FORRESTAL DRIVE
NORFOLK VA 23551-4615

Canc: Sep 2027

COMNAVRESFORCOMNOTE 5420
N01
17 Aug 26

COMNAVRESFORCOM NOTICE 5420

From: Commander, Navy Reserve Forces Command

Subj: ASSIGNMENT TO PRIMARY AND COLLATERAL DUTIES, BOARDS
COMMITTEES AND TEAMS

Encl: (1) Primary Duties Listing
(2) Collateral Duty Assignments
(3) Boards and Committees

1. Purpose. To publish primary and collateral duty assignments, boards, committees, and teams of Commander, Navy Reserve Force (COMNAVRESFOR) and Commander, Navy Reserve Forces Command (COMNAVRESFORCOM).

2. Scope and Applicability. This notice applies all military personnel assigned to COMNAVRESFOR and COMNAVRESFORCOM.

3. Action

a. Deputy chiefs of staff will review all enclosures and submit proposed changes to the chief of staff (COS).

b. When a collateral duty becomes available, an email will be sent to all personnel soliciting applications. Personnel interested in a collateral duty must submit a digitally signed NAVPERS 1336/3 Special Request Chit through their respective chain of command for review and approval by their deputy chief of staff and the current program manager. Once approved by the deputy chief of staff, the request will be forwarded to the command collateral duty coordinator for consolidation and review. For enlisted Sailors, the command master chief (CMD CM) will review the recommendations provided by the command collateral duty coordinator to determine the best fit for available collateral duties. If conflicts arise for highly desired collateral duties, the CMD CM will convene a board with all staff master chiefs to collectively determine the best fit based on the needs of the command and the qualifications and suitability of the applicants. For officers, the command services director will provide recommendations to the COS regarding the best fit for available collateral duties.

c. All personnel assigned a primary or collateral duty must familiarize themselves with enclosures (1) through (3) and the directives and any additional guidance relating to their duties. Personnel must comply with the provisions outlined in the directives prior to assumption of their assignment. Personnel assigned to boards, committees, and teams will ensure they attend all

scheduled meetings. Any circumstance which would regularly prohibit the attendance of a member will be reported to the immediate supervisor who will initiate action to obtain a suitable replacement. Matters discussed and information obtained at meetings will be passed to the COS for further dissemination.

d. If Sailors are interested in a collateral duty that requires mandatory training, it is the Sailor's responsibility to obtain a quota or certification within 30 days of selection. Failure to comply will result in removal from the duty.

e. The command collateral duty coordinator is responsible for updating and preparing the collateral duty notice as changes occur and routing the revised notice to command services for processing.

4. Records Management. Records created as a result of this notice, regardless of media or format, must be managed per Secretary of the Navy manual 5210.1 of September 2019.



S. D. UHLIR
Chief of Staff
Acting

Releasability and distribution:

This notice is cleared for public release and is available electronically only via COMNAVRESFORCOM Web site, <https://navyreserve.navy.afpims.mil/Resources/Official-Guidance/Instructions/>

17 Aug 2026

PRIMARY DUTIES LISTING

EXECUTIVE OFFICE

<u>CODE</u>	<u>TITLE/POSITION</u>	<u>NAME</u>
N00	COMMANDER	RADM FROST, LUKE
N00B	EXECUTIVE DIRECTOR	MR. JOHNSON, RANDY
N01	CHIEF OF STAFF	CAPT DROLL, JOSEPH
N00C	COMMAND MASTER CHIEF	CMDCM LYONS, ROBERT

N00A FLAG AIDE

<u>TITLE/POSITION</u>	<u>NAME</u>
FLAG AIDE	LCDR REGNAUD, THOMAS

N002 INSPECTOR GENERAL

<u>TITLE/POSITION</u>	<u>NAME</u>
INSPECTOR GENERAL	CAPT SPAGNOLI, JOSEPH
DEPUTY INSPECTOR GENERAL	MR. BUCK, GREG

N00CP HUMAN RESOURCE/CIVILIAN PERSONNEL

<u>TITLE/POSITION</u>	<u>NAME</u>
DIRECTOR	MR. ROWE, JOHN

N00EE0 CIVILIAN EMPLOYMENT EQUAL OPPORTUNITY

<u>TITLE/POSITION</u>	<u>NAME</u>
DIRECTOR	MS. MARSHALL-BARNES, VIKKI

N00J JUDGE ADVOCATE

<u>TITLE/POSITION</u>	<u>NAME</u>
FORCE JUDGE ADVOCATE	CDR MITTELSTAEDT, ADRIANNE
DEPUTY FORCE JUDGE ADVOCATE	LCDR MCMURDO, JACOB
SENIOR ENLISTED LEADER	LNC LOPEZ, NICOLE

N00L OFFICE OF GENERAL COUNSEL

<u>TITLE/POSITION</u>	<u>NAME</u>
COUNSEL	MR. JENNINGS, TIMOTHY

PRIMARY DUTIES LISTING

N00P PUBLIC AFFAIRS OFFICE

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CDR MYER, ROBERT
SENIOR ENLISTED LEADER	MCC KOLMEL, DAVID

N00TR SEXUAL ASSAULT PREVENTION AND RESPONSE OFFICER

<u>TITLE/POSITION</u>	<u>NAME</u>
FORCE SAPR VA	LT PEREIRA, HANNAH

N00SA SAFETY

<u>TITLE/POSITION</u>	<u>NAME</u>
DIRECTOR SOH/FED FIRE	MR. SARMENTO, RONALD
SAFETY MGR SOH/FED FIRE	MR. CANTU, DANIEL

N01A COMMAND SERVICES

<u>TITLE/POSITION</u>	<u>NAME</u>
DCOS/FLAG SECRETARY	LCDR THOMAS, JEREMY
SENIOR ENLISTED LEADER	YNCM LEE, LANI

N01C COMMAND CAREER COUNSELOR

<u>TITLE/POSITION</u>	<u>NAME</u>
COMMAND CAREER COUNSELOR	NC1 CASTILLO, VIVIANA

N01D DATA ANALYTICS AND EMERGING TECHNOLOGY

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CDR ROCKWELL, MONICA
ASSISTANT DEPUTY CHIEF OF STAFF	MR. MORENO, MARK

N01E COMMAND CLIMATE SPECIALISTS

<u>TITLE/POSITION</u>	<u>NAME</u>
CNRF COMMAND CLIMATE SPECIALIST	PSCM HOWE, NATALIE
CNRFC COMMAND CLIMATE SPECIALIST	YNCS MASON, MARISA

PRIMARY DUTIES LISTING

CNRFC COMMAND CLIMATE PSC MULLEN, AMY
SPECIALIST

N01G FORCE CHAPLAIN

<u>TITLE/POSITION</u>	<u>NAME</u>
FORCE CHAPLAIN	CAPT SIEMER, MARGARET
DEPUTY FORCE CHAPLAIN	CDR FULLER, AARON
SENIOR ENLISTED LEADER	RPC JEDDING, JOSEPH

N1 MANPOWER AND PERSONNEL

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT LIPPS, JOSHUA
ASSISTANT DEPUTY CHIEF OF STAFF	MR. TROTTER, THOMAS
SENIOR ENLISTED LEADER	PSCM LONG, JOHN

N2 INTELLIGENCE/SECURITY

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT HARRIS, PENNY
ASSISTANT DEPUTY CHIEF OF STAFF	CDR HOWE, VICTORIA
SENIOR ENLISTED LEADER	YNC SPANNUTH, RACHAEL (SECURITY)
SENIOR ENLISTED LEADER	MAC BURROWES, TABITHA (INTEL)

N3 OPERATIONS

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT ROBERTSON, CHRISTINA
ASSISTANT DEPUTY CHIEF OF STAFF	MR. BORKOWSKI, PAUL
SENIOR ENLISTED LEADER	PSCM PEREZ, TEUANCHAY

N4 LOGISTICS

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT DAVIS, DAVID
ASSISTANT DEPUTY CHIEF OF STAFF	MS. WOZENCRAFT, HEATHER

PRIMARY DUTIES LISTING

SENIOR ENLISTED LEADER LSCM STANTON, YINETTE

N5 PLANS AND POLICIES

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT MORAVAN, MELISSA
ASSISTANT DEPUTY CHIEF OF STAFF	MR. NAIDYHORSKI, JASON

N6 INFORMATION TECHNOLOGY

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT UHLIR, SHANE
ASSISTANT DEPUTY CHIEF OF STAFF	MR. ISBELL, CHRISTOPHER
SENIOR ENLISTED LEADER	ITCM COATES, MATTHEW

N7 EDUCATION AND TRAINING

<u>TITLE/POSITION</u>	<u>NAME</u>
DEPUTY CHIEF OF STAFF	CAPT LABISSIERE, CHRISTOPHER
ASSISTANT DEPUTY CHIEF OF STAFF	MR. KELSO, GLENN
SENIOR ENLISTED LEADER	DCCS CHEESBROUGH, SCOTT

N8 FINANCIAL RESOURCES

<u>TITLE/POSITION</u>	<u>NAME</u>
FORCE COMPTROLLER	MR. DENNING, MICHAEL
DEPUTY COMPTROLLER	MR. HECKELMAN, LOREN
SENIOR ENLISTED LEADER	VACANT

N9 MEDICAL

<u>TITLE/POSITION</u>	<u>NAME</u>
FORCE SURGEON	CAPT SHRIVASTAVA, VIKAS
DEPUTY FORCE SURGEON	LCDR SMITH, ZACHARY
SENIOR ENLISTED LEADER	HMCM WILLIAMS. TIFFANY

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
ALCOHOL AND DRUG CONTROL OFFICER	PSCS	JACKSON, RASHIDA	N1
ALCOHOL AND DRUG CONTROL OFFICER ASSISTANT	MAC	BURROWES, TABITHA	N2
	YNC	BEARDSLEY, LORENA	N3
	YNC	MITCHELL, JENAY	N1
	YN1	BRIGHT, JOSHUA	N3
	YN1	HUNTER, RAFAEL	N3
	PS1	ZHENG, BENLI	N3
ALTERNATE COMPUTER TERMINAL REP	ITCS	TUCKER, ALEXANDER	N6
	ITC	LANDIS, CAMERON	N6
ANTITERRORISM OFFICER	MAC	BURROWES, TABITHA	N2
ARMS, AMMUNITION AND EXPLOSIVES SCREENING OFFICER	CWO3	POME'E, ALOFI	N3
AUTOMATED EXTERNAL DEFIBRILLATION WARDEN	HM1	PRIESTER, AN	N1
AUTOMATED EXTERNAL DEFIBRILLATION WARDEN ASSISTANT	HM2	PATTON, NATHANIEL	N1
AUXILIARY SECURITY FORCE COORDINATOR	YNCS	HENLEY, KEITH	N1
AUXILIARY SECURITY FORCE COORDINATOR ASSISTANT	PSC	WELLS, VANESSA	N01A
BSO72 MAP BOARD COORDINATOR	YNC	TERRY, TIANDRA	N00
BSO72 MAP BOARD COORDINATOR ASSISTANT	YN1	SMOTHERMAN, BRANDON	N1
CASUALTY ASSISTANCE CALLS OFFICER	LT	CASABAR, CHESTER	N6
CASUALTY ASSISTANCE CALLS OFFICER ASSISTANT	PS1	CHRISTOPHER, KENNETH	N01A
CHIEF'S MESS TRAINING COORDINATOR	PSC	KHAN, KIMBERLY	N1
CMT COORDINATOR FORCE/COMMAND	LT	PEREIRA, HANNAH	N7
CMT COORDINATOR FORCE/COMMAND ASSISTANT	MMC	ROEDER, LUKAS	N7
COLOR GUARD LCPO	LSC	NEW, PATRICK	N4
COLOR GUARD LPO	YN2	KENYA, FRANCIS	N1
COMBINED FEDERAL CAMPAIGN COMMAND COORDINATOR	MAC	BURROWES, TABITHA	N2
COMMAND BARRACKS COORDINATOR	NCC	STANFORD, ASHA	N1
COMMAND CAREER COUNSELOR (FORCE)	NCCM	HERRERA, MILTON	N1
	NCC	STANFORD, ASHA	N1

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
COMMAND CAREER COUNSELOR	NC1	CASTILLO, VIVIANA	N00C
COMMAND CAREER COUNSELOR DEPARTMENTAL	PS1	BONNER, KAITLYN	N1
	IT1	BURITICA-CARDENAS, SEBASTIAN	N6
	YN1	GONZALEZ, LAYANDRA	N00
	YN1	LACH, EMILY	N7
	YN1	PARSONS, LAVONNE	N3
	DC1	STEWART, LINDSEY	N7
	LS1	WALSH, WILLIAM	N4
	PS1	ZHENG, BENJI	N3
	PS2	DAVIS, JASMINE	N1
	YN2	ALVAREZ, ISABELLA	N01A
	RP2	CATON, CARRIE	N01G
	YN2	KUEHN, TARA	N2
COMMAND FINANCIAL SPECIALIST PROGRAM MANAGER	PSC	JOSE, GABE	N3
	YNC	SPANNUTH, RACHAEL	N2
	PSC(sel)	STHROME, STEPHANIE	N1
COMMAND FINANCIAL SPECIALIST ASSISTANT	PS1	COLL, ELIZABETH	N1
	PS1	JONES, RUTH	N1
COMMAND FITNESS LEADER	LSC	HIVELY, JOSHUA	N4
COMMAND FITNESS LEADER ASSISTANT	LT	CASABAR, CHESTER	N6
	LT	HESS, LYNDEN	N01A
	LT	WASHINGTON, TYLER	N1
	PSC(sel)	HALL, ROBERT	N1
	PSC(sel)	STHROME, STEPHANIE	N1
	IT1	BURITICA, SEBASTIAN	N6
	YN1	GONZALEZ, LAYANDRA	N01A
	IT1	HILFIGER, MIRIAM	N6
	ET1	JEWELL, AUSTIN	N1
	PS1	WILLIAMS, KIMBERLY	N01A
	PS2	BUGAIN, GAELLE	N3

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
COMMAND HISTORIAN	MCC	KOLMEL, DAVID	N00P
COMMAND HISTORIAN ASSISTANT	MC2	LUDKE, CHANDLER	N00P
COMMAND HUMAN FACTORS COUNCIL COORDINATOR	NCC	STANFORD, ASHA	N1
COMMAND INDIVIDUAL AUGMENTEE COORDINATOR (CIAC)	YNC	BEARDSLEY, LORENA	N3
COMMAND INDIVIDUAL AUGMENTEE COORDINATOR ASSISTANT	PS1 AT1	JONES, RUTH SERGUSON, CODY	N1 N1
COMMAND INDOCTRINATION COORDINATOR	MAC	BURROWES, TABITHA	N2
COMMAND INDOCTRINATION COORDINATOR ASSISTANT	LS1 PS2	WALSH, WILLIAM KENYA, FRANCIS	N4 N1
COMMAND MANAGED EQUAL OPPORTUNITY	PSCS ENS	HALL, LASHARA ADOM, GEORGE	N1 N1
COMMAND MANAGED EQUAL OPPORTUNITY ASSISTANT	ITC PSC PSC(sel)	LANDIS, CAMERON SHIPLEY, VARDHINI OLIVA, KALANI	N6 N1 N1
COMMAND MENTORSHIP PROGRAM MANAGER	LSC(sel) PSC(sel)	WOODS, LAKEISHA HALL, ADAM	N4 N1
COMMAND MENTORSHIP PROGRAM COORDINATOR ASSISTANT	PS1 YN1 LS1	BONNER, KAITLYN GONZALEZ, LAYANDRA WALSH, WILLIAM	N1 N01 N4
COMMAND OMBUDSMAN	MR	D. CHANEY	
COMMAND OPSEC PROGRAM MANAGER	CDR	HOWE, VICTORIA	N2
COMMAND PRIVACY PROGRAM MANAGER	LCDR	THOMAS, JEREMY	N01A
COMMAND PRIVACY PROGRAM MANAGER ASSISTANT	YNC	MILFORD, KETURAH	N1
COMMAND RECORDS/DIRECTIVES MANAGER	YNCM	LEE, LANI	N01A
COMMAND RECORDS/DIRECTIVES MANAGER ASSISTANT	YNC	TERRY, TIANDRA	N00
COMMAND RESILIENCE TEAM LEAD	HMC	HARRIS, CHRISTOPHER	N9
COMMAND RESILIENCE TEAM LEAD ASSISTANT	YN1	GONZALEZ, LAYANDRA	N00

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
COMMAND SPONSOR COORDINATOR	LCDR	RICE, JILLIAN	N3
	LSC	GOODMAN, REBECCA	N4
	YN1	PARSONS, LAVONNE	N3
	YN1	JONES, BRITTANY	N3
COMMAND TRAINING OFFICER (FORCE)	LT	PEREIRA, HANNAH	N7
COMMAND TRAINING OFFICER (FORCE) ASST	PSC	SHIPLEY, VARDHINI	N1
COMMAND COMMUNITY VOLUNTEER COORDINATOR	LS1	ESPINOZA, ADELA	N8
COMSEC CLERK	IT2	WRIGHT, LEONES	N6
CONTINUITY OF OPERATIONS AND HURRICANE PREPAREDNESS OFFICER	LCDR	POWELL, CASEY	N3
	LCDR	ROE, RALPH	N3
COUNTERINTELLIGENCE	CDR	HOWE, VICTORIA	N2
CYBER SECURITY WORK FORCE	CDR	MOAZZAMI, ARMIN	N6
	MR.	ATKINS, MARVIN	N6
	LT	CASABAR, CHESTER	N6
	ITC	LANDIS, CAMERSON	N6
DEPLOYABILITY/PREGNANCY PROGRAM MANAGER	HMC	HARRIS, CHRISTOPHER	N9
DEPLOYABILITY/PREGNANCY PROGRAM ASSISTANT	HM1	JESSES, HAYLEY	N9
DISASTER PREPAREDNESS COORDINATOR	PSC	GABE, JOSE	N3
DRUG AND ALCOHOL PROGRAM ADVISOR	NCCM	HERRERA, MILTON	N1
DRUG AND ALCOHOL PROGRAM ADVISOR ASSISTANT	PSC(sel)	OLIVA, KALANI	N1
	BM1	COLEMAN, JOCQUETTA	N8
	PS1	HEDRICK, HALEY	N1
DUTY SECTION MENTOR (1)	PSC	NELSON, WENDALL	N3
DUTY SECTION LEADER	PS1	HEDRICK, HALEY	N8
DUTY SECTION LEADER ASSISTANT	LS1	WALSH, WILLIAM	N4

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
DUTY SECTION MENTOR (2)	LSC	HIVELY, JOSHUA	N4
DUTY SECTION LEADER	PS1	WILLIAMS, KIMBERLY	N01A
DUTY SECTION LEADER ASSISTANT	LS1	GUZMAN, RICARDO	CNAFR
DUTY SECTION MENTOR (3)	RPC	JEDDING, JOSEPH	N01G
DUTY SECTION LEADER	LS1	ROUNDTREE, MARKEATA	CNAFR
DUTY SECTION LEADER ASSISTANT	YN1	HUNTER, RAFAEL	N3
DUTY SECTION MENTOR (4)	PSC	COLDIRON, ROBERT	N1
DUTY SECTION LEADER	YN1	SMOTHERMAN, BRANDON	N1
DUTY SECTION LEADER ASSISTANT	PS1	HELPER, BENJAMIN	N1
DUTY SECTION MENTOR (5)	LSC	NEW, PATRICK	N4
DUTY SECTION LEADER	EN1	HALL, TERRELL	N3
DUTY SECTION LEADER ASSISTANT	YN1	GONZALEZ, LAYANDRA	N00
EDUCATIONAL SERVICES OFFICER (FORCE)	NCCM	HERRERA, MILTON	N1
EDUCATIONAL SERVICES OFFICER (FORCE) ASSISTANT	YNC	MILFORD, KETURAH VACANT	N1
EDUCATIONAL SERVICES OFFICER (COMMAND)	PSC	NELSON, WENDALL	N3
	YNC	MITCHELL, JENAY	N1
ENLISTED COMMISSIONING PROGRAM ADVISOR	LCDR	THOMAS, JEREMY	N01A
ENLISTED COMMISSIONING PROGRAM ADVISOR ASSISTANT	LT	CASABAR, CHESTER	N6
ETHICS ADVISOR	MR	JENNINGS, TIMOTHY	N00J
EXCEPTIONAL FAMILY MEMBER PROGRAM MANAGER	YNC(sel)	CAUDELL, MICHAEL	N1
EXCEPTIONAL FAMILY MEMBER COORDINATOR ASSISTANT	PS1	ELLOWITZ, NANA	N1
	PS1	HEDRICK, HALEY	N8
	YN2	SLAUGHTER-TISDALE, MARIAH	N01A
EXPLOSIVE SAFETY OFFICER	CWO3	POMPEE, ALOFI	N3
EXPLOSIVE SAFETY OFFICER ASSISTANT	MR	DILLARD, CHRISTIAN	N3
FAMILY ADVOCACY PROGRAM (FORCE)	YNC	MILFORD, KETURAH	N1

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
FAMILY ADVOCACY PROGRAM (FORCE) ASSISTANT	YN1	TATE, KEERIKA	N1
	YN1	CHANEY, NAOMI	N2
FAMILY ADVOCACY PROGRAM (COMMAND)	LSC	NEW, PATRICK	N4
FAMILY ADVOCACY PROGRAM (COMMAND) ASSISTANT	PS1	JONES, RUTH	N1
FAMILY CARE PLAN PROGRAM MANAGER	PSC(sel)	OLIVA, KALANI	N1
FAMILY CARE PLAN PROGRAM ASSISTANT	YN2	SIMPSON, JESSICA	N1
		VACANT	
FIRE WARDEN	MR.	CANTU, DANIEL	N00SA
FORCE OPERATIONAL SECURITY/OPSEC PROGRAM	MS.	BATES, VICTORIA	N2
FORMS MANAGEMENT ADMINISTRATOR	LCDR	THOMAS, JEREMY	N01A
	YNCM	LEE, LANI	N01A
FREEDOM OF INFORMATION ACT AND PRIVACY ACT RESPONSE	MR.	JENNINGS, TIMOTHY	N00GC
INSIDER THREAT PROGRAM MANAGER	CAPT	HARRIS, PENNY	N2
KEY MANAGEMENT INFRASTRUCTURE OPERATING ACCOUNT MANAGER	IT1	HILFIGER, MIRIAM	N6
	IT1	BURITICA, SEBASTIAN	N6
	IT2	WRIGHT, LYONESSE	N6
MOTORCYCLE MENTORSHIP PROGRAM COORDINATOR	MR.	SARMENTO, DANIEL	N00SA
	MR.	CANTU, DANIEL	N00SA
MOTORCYCLE SAFETY REPRESENTATIVES	MCC	KOLMEL, DAVID	N00P
	PS2	SUNPAYCO, EDMUND	N1
NAVY MARINE CORPS RELIEF SOCIETY COORDINATOR	MAC	BURROWES, TABITHA	N2
NAVY RESERVE ACTIVITY PQS COORDINATOR	PSC	KHAN, KIMBERLY	N1
NFAAS COORDINATOR	YNCM	LEE, LANI	N01A
OFFICIAL CORRESPONDENCE MANAGER	YN1	BLACKWELL, RINESHA	N01A
OFFICIAL MAIL MANAGER	LCDR	THOMAS, JEREMY	N01A
	PS1	WILLIAMS, KIMBERLY	N01A
	YN2	ALVAREZ, ISABELLA	
OFFICIAL MAIL ORDERLY	YN2	BLACK, JEAREL	
	YN2	DOMINGUEZ, SABRINA	
	YN2	SLAUGHTER-TISDALE, MARIAH	
	YN2	VIRGIL, SHAYLA	
	PSSA	MAYORGA, JOVANNY	
	PSSR	WHITBY, MAKAYLA	

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
OPERATIONAL RISK MANAGEMENT PROGRAM MANAGER	MR.	SARMENTO, RONALD	N00SA
	MR.	CANTU, DANIEL	N00SA
PERSTEMPO MANAGER	MR.	O'NEIL, ROBERT	N3
PHYSICAL READINESS CONTROL OFFICER	PSC	KHAN, KIMBERLY	N1
PHYSICAL READINESS CONTROL OFFICER ASSISTANT	LSC	NEW, PATRICK	N4
PHYSICAL SECURITY OFFICER	MAC(sel)	PAINE, AMANDA	N3
PROFESSIONAL MILITARY EDUCATION OFFICER	LT	PEREIRA, HANNAH	N7
	MR.	SARMENTO, RONALD	N00SA
RECREATIONAL/OFF-DUTY SAFETY COORDINATOR	MR.	CANTU, DANIEL	N00SA
RESERVE SENIOR ENLISTED MANAGEMENT COORDINATOR	YNCM	BRAY, KIM	N1
RMI/SIR PROGRAM COORDINATOR	MR.	SARMENTO, RONALD	N00SA
	MR.	CANTU, DANIEL	N00SA
SAILOR 360 COORDINATOR	PSC	CULLIGAN, AARON	N1
	PSC(sel)	OLIVA, KALANI	N1
	LS1	BATISTA, DESTINEE	N4
	PS1	PEACOCK, CHARLES	N1
SAILOR 360 ASSISTANT	LS1	WALSH, WILLIAM	N4
	PS1	WILLIAMS, KIMBERLY	N01A
	YN2	ALAPAI, PRECIOUS	N1
	YN2	ALAVAREZ, ISABELLA	N01A
SCHOOLS COORDINATOR	AMC	TURNER, CHARLES	N7
SENIOR ENLISTED WATCH BILL COORDINATOR	YNCS	HENLEY, KEITH	N1
SENIOR ENLISTED WATCH BILL COORDINATOR ASSISTANT	PSC	WELLS, VANESSA	N01A
SENIOR WATCH OFFICER	LCDR	BISHOP, RESTON	N6
SENIOR WATCH OFFICER ASSISTANT	LT	GERVATO, PHILLIP	N1
SEXUAL ASSAULT PREVENTION RESPONSE ADMINISTRATIVE VA (FORCE)	YNC	MITCHELL, JENAY	N1
SEXUAL ASSAULT PREVENTION RESPONSE ADMINISTRATIVE VA (COMMAND)	YN2	BELL, CHRISTINE	N1
SEXUAL ASSAULT PREVENTION RESPONSE VA	PS1	HEPLER, BENJAMIN	N1

COLLATERAL DUTY ASSIGNMENTS

<u>COLLATERAL</u>	<u>RATE</u>	<u>NAME</u>	<u>CODE</u>
SOY/SOQ PROGRAM COORDINATOR	ITCS	TUCKER, ALEXANDER	N6
SOY/SOQ PROGRAM COORDINATOR ASSISTANT	YNC(sel)	CAUDELL, MICHAEL	N1
SOY/SOQ PROGRAM COORDINATOR ASSISTANT	YN1	GONZALEZ, LAYANDRA	N00
STAFF CMS RESPONSIBILITY OFFICER	LT	CASABAR, CHESTER	N6
SUICIDE PREVENTION PROGRAM MANAGER (FORCE)	LNC	LOPEZ, NICOLE	N00J
SUICIDE PREVENTION PROGRAM MANAGER (FORCE) ASSISTANT	YN1	HUNTER, RAFAEL	N3
SUICIDE PREVENTION COORDINATOR (COMMAND)	AOC	GEHRKE, MATHEW	N1
SUICIDE PREVENTION COORDINATOR (COMMAND) ASSISTANT	MC2 LS2	LUDKE, CHANDLER MARTIN, ANTHONY	N00P N8
TOTAL SAILOR- FIT TO FIGHT COORDINATOR	LT PSC(sel)	PEREIRA OLIVA, KALANI	N7 N1
TRAFFIC SAFETY COORDINATOR	MR. MR.	SARMENTO, RONALD CANTU, DANIEL	
USMAP COORDINATOR	YN1 NC1	SMOTHERMAN, BRANDON CASTILLO, VIVIANA	N1 N00C
URINALYSIS PROGRAM COORDINATOR	PSC	NELSON, WENDALL	N3
URINALYSIS PROGRAM COORDINATOR ASSISTANT	LSC(sel) LS1 PS1 PS2 PS2 LS2 PS2 YN2	WOODS, LAKEISHA BATISTA, DESTINEE REARDON, CHRISTOPHER DAVIS, JASMINE FRANCIS, KENYA PEVEAR, CHRISTIAN KELIINUI, JADA VIRGIL, SHAYLA	N4 N4 N1 N1 N1 N4 N1 N01A
VICTIM AND WITNESS ASSISTANCE PROGRAM COORDINATOR		VACANT	
VOTING ASSISTANCE OFFICER	LT	DUCKWORTH, MIKAEL	N1
VTC COORDINATOR	IT1 IT2	PIERCE, DEONNA GONZALES, RAYMOND	N6 N6
WARRIOR TOUGHNESS PROGRAM COORDINATOR/	PSC	KHAN, KIMBERLY	N1

BOARDS AND COMMITTEES

AWARDS BOARD

Directive: SECNAVINST 1650.1J
Frequency: Bi-weekly or as needed
Chair: Administrative officer
Members: XO, CMDCM, company commanders, and department heads

CAREER DEVELOPMENT BOARD

Directive: NAVPERS 15878N
Frequency: As required
Chair: CMDCM
Members: CCC, Leading Petty Officer, LCPO, DH, mentor

CAREER DEVELOPMENT TEAM

Directive: NAVPERS 15878LN
Frequency: Quarterly
Chair: CCC
Members: Commanding officer, XO, CMDCM, CCC, department heads, Leading Chief Petty Officers, and departmental career counselors.

CHIEF PETTY OFFICER ASSOCIATION

President: AWFCS Sabrina Wadkins
Vice President : VACANT
Master-at-Arms: HMCS Sergio Gonzalez
Treasurer: YNC Bell, Taylor
Secretary: YNC Chumpitaz, Linda

COMMAND RESILIENCE TEAM (CRT)

Directive: OPNAVINST 5354.1G
Frequency: Quarterly
Chair: Executive Officer (XO)
Members: At a minimum, the CRT will include the XO, command managed equality opportunity manager (CMEO), CMDCM, one company commander, one department head, a company leading chief petty officer, CCC, personnel officer, legal officer, sexual assault victim advocate, drug and alcohol program advisor, command financial specialist, suicide prevention coordinator, and chaplain.

BOARDS AND COMMITTEES

FIRST CLASS PETTY OFFICER ASSOCIATION

Mentor: NCC Wynn, Shanna
President: LS1 Walsh, William
Vice President: AT1 Serguson, Cody
Master-at-Arms: PS1 Hepler, Benjamin
Treasurer: YN1 Brown, Cameron
Secretary: LS1 Batista, Destinee

HUMAN FACTORS BOARD/COUNCIL

Command Coordinator: NCC Stanford, Asha
Frequency: Identification of any at risk Sailor or monthly at a minimum
Chair: CO or Officer in Charge (OIC)
Members: XO or equivalent, Command Master Chief (CMC) or SEL, Legal Officer, Medical Officer or Independent Duty Corpsman (IDC), Command Climate Specialist (CCS), Chaplain, Individual Sailor's respective DH and SME support (as required).

JUNIOR ENLISTED ASSOCIATION

Mentor: YN1 Chaney, Naomi
President: YN2 Alvarez, Isabella
Vice President: PS2 Lewis, Atiya
Master-at-Arms: PS2 Jalapa, Luigi
Treasurer: PS2 Prendergast, Jon Bonet
Secretary: PS2 Davis, Jasmine

MORALE WELFARE, & RECREATION

Mentor: PSC Wells, Vanessa
President: YN1 Chaney, Naomi
Vice President: YN1 Parsons, Lavonne
Treasurer: YN2 Wolf, Lidia
Secretary: LS1 Roundtree, Marketa

PB4T

Directive: OPNAVINST 3120.32D
Frequency: Monthly
Chair: XO or equivalent
Members: Chief of Staff, Command Master Chief, Flag Secretary, Training Officer, Safety Officer, Medical representative, departmental DCOSs and special assistants

WARDROOM

President: CAPT Droll, Joseph
Vice President: LCDR Medlin, Justin
Treasurer: CDR Rosenberger, Nichole