

Arsenal Sentinel

PUBLISHED IN THE INTEREST OF PERSONNEL AT PINE BLUFF ARSENAL - AMERICA'S ARSENAL

AN ARMY CENTER OF INDUSTRIAL AND TECHNICAL EXCELLENCE



PBA SAFETY GLANCE



Safety Element for fiscal year 2015: Lost Day Case: 0.00 Award Goal: 0.89

* Lost time injuries for fiscal year 2016 is zero. There is zero lost time injuries as of Dec. 1.

*Recordable injuries for fiscal year 2016 are two. There is zero recordable injury as of Dec. 1.

*Pine Bluff Arsenal days without a lost time injury are 105.

*Pine Bluff Arsenal days without a recordable injury are 36.

*Estimated hours worked without a lost time injury: 475,384.

BRIEFS

Flu shots available

The flu season is again upon us. Flu shots are available at the Pine Bluff Arsenal Health Clinic. Hours are 1 to 3 p.m., Monday through Thursday and 9 to 11 a.m., 1 to 3 p.m., Fridays. Please be prepared to stay at least 15 minutes after receiving your vaccination.

Blood drive slated

The Arkansas Blood Institute will be at Pine Bluff Arsenal Dec. 10 from 11 a.m. to 3:30 p.m. for a blood drive.

The Institute personnel will be set up in the Arsenal's Recreation Services Center, Bldg. 16-310. All donors will get a "Set Sail" t-shirt and will be entered in a drawing to win a seven-day Caribbean cruise for two. Blood collected will go to Jefferson Regional Medical Center.

For information, contact Courtney Lott at 540-3658.

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Safety trends show positive results for PBA

By Rachel Selby

Pine Bluff Arsenal's safety record during fiscal year 2015 was excellent, and if trending data proves correct fiscal year 2016 expects to be another great year.

"We are at historically low levels in the area of safety and continuing that trend," said Stephen Still, chief of Safety Division, Directorate of Risk Management and Regulatory Affairs. "The challenge is building on that success with the high-risk work that we do here. We have industrial operations here that are difficult to do as well as an aging workforce."

Still said the employees do a great job and things are being done constantly to mitigate hazards. "If you take a look at our lost-time cases alone - I believe we had a total of five - two were slips on ice," he said. "This is an indicator that we are operating at a very high level as far as our safety posture goes."

Changes in the safety culture are a part of the reason for the positive trending; however, Still said there are specific areas and directorates on the Arsenal that really emphasize safety. "For example, the Directorate of Public Works has done a really good job with all the high-hazard work that they do. Mike McCormack, their director, is a former safety guy with the demilitarization program," he said. "He knows safety and can see that perspective."

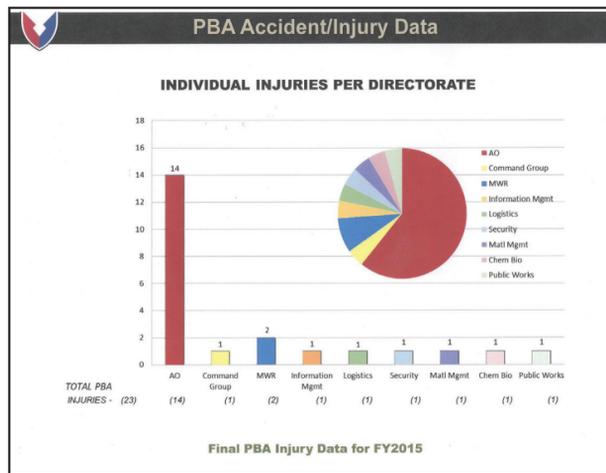
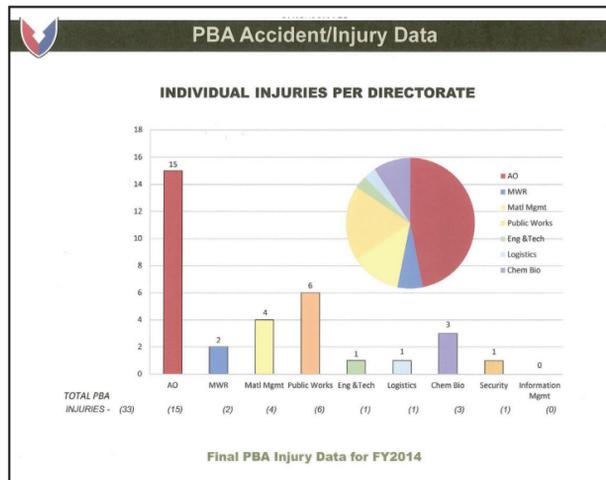
McCormack said he at-

tributes good or poor safety performance to DPW's first line supervisors. "When the first line supervisors are engaged, when they're out on the shop floor or on the job site, when they're participants in the work planning with their teams, things generally go good," he said. "We're fortunate in DPW to have some highly-skilled seasoned professionals, these supervisors know their jobs and they know their teams."

Our employees have improved in the area of safety greatly during 2015, said Todd Forthman, safety engineer. "We have seen a 33 percent reduction in injuries. That is huge," he said. "We had a 20 percent reduction in overexertion injuries. We have put a lot of emphasis in our production lines over the past few years. There has been a lag time until now when we are seeing such good results from reworking those areas."

Forthman said when you look at safety numbers in all the directorates, there were major improvements across the board. "We are expecting another historical year for fiscal year 2016," he said. "These trends stem from changes made to the safety program years ago when we started investing in and training our people better. That is the number one thing that happened."

One of the goals for 2016 is to expand Process Safety Management across the Arsenal. This is



Shown above are safety charts for Pine Bluff Arsenal's accident/injury data per individual directorate for fiscal year's 2014 and 2015. Trending data shows that the Arsenal's safety numbers are at historical lows. U.S. ARMY

a standard requirement of the U.S. Department of Labor Occupational Safety and Health Administration for explosives operations.

"We are continuing to strengthen that process and this will be an emphasis area for us this year. We have done a really good job with this in the Directorate of Am-

munition Operations and are doing some education with the process in the Directorate of Chemical and Biological Defense Operations," said Still. "We plan to move this process into Material Management and other directorates."

Trending leading indi-

SEE SAFETY, PAGE 3

Autumn beauty



The trees around Pine Bluff Arsenal show off their autumn leaves during the early days of December.

U.S. ARMY PHOTOS BY RACHEL SELBY

CFC goal topped

By Rachel Selby

Pine Bluff Arsenal's Combined Federal Campaign is winding down its pledge drive with the final tallies being calculated last week, and totals show that the Arsenal has exceeded its goal for this year, according to Laura Hiserodt, CFC Coordinator.

"This would not have happened without all the help of our key workers,"



she said. "Thank you again for all of your support in this year's campaign."

Totals are \$52,297.72 or 104.60 percent of the overall goal of \$50,000. The campaign is under the CFC of Greater Arkansas/Heart of Arkansas United Way.

In fall 2014, Arsenal

SEE CFC, PAGE 3

Right Today

Accomplishing the mission "right today" simply means complying with regulations, policies, plans, work instructions, SOPs, and other requirements. We will not compromise the quality of products that will be used by our Warfighters and when we make these products, we will minimize impact on the environment and we will ensure no one gets hurt in the process.

Better Tomorrow

"Better tomorrow" means that every day, we will make improvements. Every time we start a manufacturing or administrative process, it should be more efficient and more environmentally friendly than it was before. Every day should be safer than the last one.

Commander's Column

Merry Christmas and Happy New Year!

I hope everyone had the opportunity to spend time with family and friends during the Thanksgiving holiday and to reflect on what you are thankful for.

During this time of the year, many of our team members take advantage of annual leave opportunities to spend time with family, friends, decompress from work, complete the Christmas shopping, and hunt.

While hunting is an enjoyable pastime for many, remember to stay safe, stay warm, and always follow the rules of firearm safety. May you all enjoy your leave -- I'm optimistic that you will come back to work refreshed, renewed, and with an energized attitude.

With the winter

months approaching, please be wary of the road conditions. Hopefully you have completed your preventive maintenance on your vehicle and home to ensure you have the necessary safety or emergency items on hand.

During your morning and evening commute, please give yourself plenty of extra time for your routes and slow down in bad weather – be vigilant when road surfaces are wet from rain, snow and ice.

Colder and wetter weather has settled in, reminding us that we need to change our safety patterns for our respective work areas.

Please be mindful of rain-slicked streets and walkways and plan accordingly. Slow down and be sure and watch



Col. Chad T. Bauld

out for deer crossing the roads during your daily commutes and throughout the installation.

The Arsenal hosted its sixth annual Wounded Warrior hunt Dec. 4-6. Once again the installation came together as a team and welcomed veterans who have fought bravely for our country – some coming back with life-long disabilities.

Wes Sparks, the Fire Department, MWR

Lodging, Army Community Service, the Directorate of Public Works and many others are to be commended for their efforts and making this a memorable experience every year for our service members. A story and photos about the event will be published in the January edition of the *Arsenal Sentinel*.

The Arsenal will host a Christmas Party Dec. 18 for mothers and children from CASA Women's Shelter in Pine Bluff and Dorcas House in Little Rock. This is an annual event for the installation, hosted by the Arsenal commander, Bluff Center Chapter of Federally Employed Women, the Arsenal Fire Department and Recreation Services.

This year's event will be held at the Arsenal's

Fitness Center. Children from both shelters are being adopted by individuals from the Arsenal and FEW. Bounce houses, food and a visit from Mr. and Mrs. Claus will round out the evening's event.

The Arsenal's Continuous Process Improvement program is a great way to make a difference here on the installation. Not only can you suggest improvements to a process or program, individuals can also receive cash awards for their ideas.

The CPI office, which is manned by Nova-Dawn Mauldin, helps the Arsenal bring together ideas for project improvements through Lean Six Sigma or Value Engineering. These ideas generate

cost savings for the installation and are a win-win for all of us. Project ideas for fiscal year 2016 are needed. Individuals may contact Nova-Dawn directly or go to their directors with their ideas for submission. For further information, contact Mauldin at 540-2916 or novadawn.e.mauldin.civ@mail.mil

Thank you for what you do every day to support the Arsenal, our Nation, and our service members. Enjoy what you do; make a difference, and most of all have fun.

Thank you for being part of the PBA team. My family and I wish you all the best this holiday season. May you have a very Merry Christmas and a Happy New Year!

Social Security Your savory recipe for retirement

By Tonya Dees

Social Security Public Affairs

Wright Brothers Day, observed Dec. 17, marks the day in 1903 that two adventurous brothers in Kitty Hawk, N.C., took to the air for the first time. It was a modern miracle at the time and a catalyst for the age of intercontinental travel. Over a hundred years later, it's commonplace for people to fly across the country. Most of us don't consider all the preparation and patience it took to achieve this modern feat of flight.

Luckily, planning your financial future isn't as daunting as pioneering modern aviation. Social Security has secure and easy-to-use online resources that can ensure your retirement soars above the clouds. The sooner you start planning for retirement, the better prepared you'll be. Just like building a reliable airplane, you'll need finely tuned parts that will work together for you to take flight.

Think of your retirement strategy as a flight plan that propels you higher. We have many resources at [\[rity.gov/planners/retire\]\(http://rity.gov/planners/retire\) that help you find the age at which you may first become entitled to unreduced retirement benefits, estimate your life expectancy, and calculate your estimated benefits.](http://www.socialsecu-</p>
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These tools explain how much money you will need and for how long – something you can adjust through personal savings, pensions, and other benefits.

You can also get personalized benefit estimates using the Retirement Estimator at www.socialsecurity.gov/estimator. The Estimator shows different scenarios, like how future wage changes or alternate retirement dates will affect your future benefits. Benefit amounts may differ from the estimates provided because:

- Your earnings may increase or decrease in the future.
- After you start receiving benefits, they may be adjusted for cost-of-living increases.
- Your estimated benefits are based on current law. The law governing benefit amounts may change because, by 2034, the

payroll taxes collected under current law will be enough to pay only about 79 cents for each dollar of scheduled benefits.

Your benefit amount may be affected by military service, railroad employment or pensions earned through work on which you did not pay Social Security tax.

As you can see, your flight plan to retirement may change over your lifetime. It's important you understand that no matter where life takes you, the long journey to retirement is one of your most important trips.

With every right decision, you're making your retirement flight plan a success that will carry you through the heights of your golden years.

It's never too early to start planning. Whether you are nearly ready to retire or if you're just getting off the ground in your career, I recommend you create your own my Social Security account so you can also learn about all the future benefits available to you. Visit www.socialsecurity.gov/myaccount to create your account.

Pine Bluff Arsenal
Army Substance Abuse Program (ASAP)
Employee Assistance Program (EAP)

<p>EAP can help you with:</p> <ul style="list-style-type: none"> *Emotional problems *Financial problems *Marriage and family problems *Substance abuse *Health management issues *Stress management *Anger management 	<p>EAP can help you:</p> <ul style="list-style-type: none"> *Identify problems *Resolve issues *Improve your quality of life <p style="text-align: center;"><i>..Many names..one goal, to help you in a time of personal crisis or other trouble.</i></p>
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Come visit with EAP staff members Pat Jenkins, Cassandra Cosen and Dee Nesby at Building 13-040 or call 870-540-3094.

Legal Office Holiday ethics guidance

Courtesy of Pine Bluff Arsenal Legal Office

It's that time of the year again! Parties, receptions, drinks, food and yes, even gifts! However, even at the holiday season, the Standards of Ethical Conduct apply.

To ensure you don't unwittingly violate the standards, here is a brief summary of the applicable rules.

Gifts, gifts exchanges between federal personnel

General Rule: Employees may not accept gifts from subordinates or Federal personnel who receive less pay.

a. Exception #1: During holidays, which occur on an occasional basis, an individual may accept gifts (other than cash) of \$10 or less from a subordinate or Federal employee who receives less pay.

Please be aware that employees may not collect contributions for a holiday group gift for their supervisor because the holidays occur annually and are

not a special, infrequent occasion as defined under the ethics rules.

b. Exception #2: Food and refreshments shared in the office may be accepted and the expenses of an office party may be shared.

c. Exception #3: Personal hospitality provided at a residence which is of a type and value customarily provided by the employee to personal friends.

d. Exception #4: If a subordinate is invited to a social event at the supervisor's residence, the subordinate may give the supervisor a hospitality gift of the type and value customarily given on such an occasion.

NOTE: There are no legal restrictions on gifts given to peers or subordinates; however, common sense (and good taste) should apply.

Parties, open-houses, and receptions hosted by other federal personnel

a. Invitation from

your subordinate: You may accept personal hospitality at the residence of a subordinate that is customarily provided on the occasion.

b. Invitations from your boss or a co-worker: No restrictions.

Gifts, gift exchanges that include contractor personnel

a. Gifts from contractors: Even during the holidays, may not exceed \$20 per occasion or \$50 from per calendar year from one source.

b. Gifts to contractors: Check with the contractor, since many contractors have codes of ethics that are similar to Federal rules and therefore may preclude the acceptance of gifts.

Other important information

a. Contractor employees may not be tasked or volunteer to organize holiday events.

b. You may not solicit outside sources for contributions for your party. This includes funds, food, and items.

c. Generally office parties are unofficial events, and you may not use appropriated funds to pay for them.

d. Beware that door prizes or drawings could involve gambling, which would require compliance with state statutes and Federal regulations. DoD regulations prohibit gambling on Federal property or while in a duty status.

e. You may not use appropriated funds to purchase and send greeting cards.

f. As a general rule, participation at holiday social events is personal, not official, and therefore use of government vehicles to/from such events would not be authorized.

NOTE: This guidance only highlights common questions, and does not cover every situation. Contact Dallas Heltz at dallas.w.heltz.civ@mail.mil or 540-3131 with specific questions.

Have a safe and joyful holiday season!

Army Regulation-360

AR 360-1 is the regulation that governs the release of public information. This includes what to release and how to release it to the public, non-releasable subjects, and items that need to be cleared through public affairs channels prior to release.

The Public Affairs Program is the overall responsibility of the Arsenal commander. Only the commanders and their designated representatives are authorized to speak for the Pine Bluff Arsenal.

The PAO acts as the liaison between the media and the installation. However, employees are encouraged to speak to civilian professional groups on matters in which the individual has personal knowledge and expertise.

This needs to be coordinated through the Public Affairs Office. They shouldn't comment on military matters that are beyond their knowledge and experience. Obviously, classified information won't be discussed at all.

Online Conduct Think. Type. Post

"Army Professionals, by our solemn oath, voluntarily incur an extraordinary moral obligation to uphold the Army Values, which apply to all aspects of our life. Although our lives are changed by the Internet and social media in general, the standards of our conduct have not.

Online misconduct is misconduct -wherever, whenever, and however it occurs. Whether in the form of online harassment, assault, bullying, hazing, stalking, discrimination, retaliation, improper relationships, or any other type of misconduct, we hold ourselves and others accountable.

Trustworthy Army Professionals do not tolerate double standards; anything that is unacceptable to say or do in person is also unacceptable to write or post online. When using electronic communication, members of the Army Team should apply "Think, Type, Post"

- "Think" about what messages/information is being communicated and who could potentially view it; "Type" messages or convey information that is consistent with the Army Values; and "Post" if the message/information is responsible and demonstrates dignity and respect for others. Remember whenever on online -Think, Type, Post."

Arsenal Sentinel



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David Deane, mechanical engineer with Pine Bluff Arsenal's Directorate of Engineering and Technology, receives his retirement certificate from Arsenal commander Col. Chad Bauld during a recent ceremony. Deane retires with 30 years of government service. U.S. ARMY PHOTO

Hails and Farewells

New Hires

Denise Strange, Operations Specialist, has joined the Directorate of Law Enforcement and Security.

Daniel Heinzelman, Material Handler, has joined the Directorate of Public Works.

Marvin Davis, Security Guard, has joined the Directorate of Law Enforcement and Security.

Christopher McPherson, Security Guard, has joined the Directorate of Law Enforcement and Security.

Retirements

David Deane, Mechanical Engineer, has retired from the Directorate of Engineering and Technology. Deane retires with 30 years of government service.

Billy G. Roe, Water Treatment Plant Operator, has retired from the Directorate of Public Works. Roe retires with 19 years of government service.

SAFETY

Continued from Page 1

cators of safety is something the division does constantly. "These are difficult to document. We are always looking for data to trend," said Still. "We have two people on our staff now - Ben Morse and Ben Cote - who will begin looking at information to allow us to trend deeper than we have before. We are doing a trial run this year, but I have high hopes that we will get good information."

Still emphasized that each individual has a personal responsibility for their own safety. "We can preach it but if we don't practice it and monitor our environment, none of these processes will work," he said.

New attorney joins Arsenal's legal team

By Rachel Selby

E.J. Reyes, general counsel, has joined the Pine Bluff Arsenal Legal Office. Reyes has been on the job since mid-October. He comes to the Arsenal from the Military Department of Arkansas.

"I was a general attorney for them," he said. "Before I worked for the Military Department of Arkansas I worked with the Arkansas Department of Human Services from 2008 to 2014."

According to information from the state website, the Military Department of Arkansas is responsible for all mat-



E.J. Reyes

ters relating to the command, control and supervision of the National Guard or other military organization under the jurisdiction of the gov-

ernor.

Reyes, who is originally from San Antonio, Texas, received his law degree from the University of Arkansas at Fayetteville in 2006.

He is also a new member of the Arkansas National Guard. "I was sworn in last November," he said. He said that since he has been at the Arsenal, he has been getting to know the lay of the land. "My first week

here I was given a tour, and of course getting my computer set up. I have also been reviewing policies," he said.

His focus in the legal office is going to be mainly dealing with issues around labor and employment.

"When I was in school, my focus was more criminal and trial advocacy," he said. "I kind of just fell into the labor side of things. Working with DHS, I worked with the juvenile courts some and fell into the employment side of things as a general attorney."

Reyes is married and resides in Little Rock.



Natural beauty

Tully Lake, pictured here on Dec. 1, is finally full of water again, according to Wes Sparks, Natural Resource Specialist, Pine Bluff Arsenal Directorate of Public Works. Sparks said that he hopes to get the pond stocked again with fish during the cooler weather. U.S. ARMY PHOTO BY RACHEL SELBY

CFC

Continued from Page 1

employees contributed \$51,031 against a goal of \$50,000. In 2013, the Arsenal contributed \$39,139, and in 2012, the contribution was \$67,983.

The installation was part of the six largest campaigns in the CFC organization in Arkansas.

Instead of a kickoff breakfast this year, a special training for key workers was held including door prizes and snacks.

"I don't think it has hurt us at all by not having a larger kickoff. I think it worked out better this

year by rewarding the people who actually go out and get the pledges," said Hiserodt. "My response from the keyworkers has been better. I have had a lot more questions and input from them."

Awards will also be given to individual donors during the campaign. These include the Patriot Giver-\$120 to \$249, the Supergiver-\$250 to \$499; the Hero Giver-\$500 to \$999 and the Golden Eagle-\$1,000 and up.

The CFC, which began in the early 1960s, is one of only two fund drives allowed on U.S. Army installations during work hours. It affords all employees an opportunity to contribute to one or more charitable, humanitarian or medical research organizations at a local or national level.

Federal employees continue to make the CFC the largest and most successful workplace philanthropic fundraiser in the world.



**FROM ALL OF US AT THE
CITY OF WHITE HALL**



CPAC Corner

How do I access my eOPF?

Courtesy of Pine Bluff Arsenal Civilian Personnel Advisory Center

What is eOPF?
The electronic Official Personnel Folder is a system developed as a management solution to handle official personnel files and to simplify your access to your Official Personnel Folder. The OPF contains human resource records and documents related to Federal civilian employees.

An OPF is created when an employee begins Federal service, and is maintained throughout an employee's career in accordance with the United States Office of Personnel Management regulations.

The eOPF system provides secure, Web-enabled access for employees to view their eOPF documents.

Log-on instructions

NOTE: To access your electronic Official Personnel Folder, you will need to use a work computer connected to the Internet in your organization.

1. Click on your respective link below to go to eOPF home page. The eOPF User Agreement page appears.

* Army and DCMA eOPF
* National Guard eOPF (Not scheduled to launch until February 2016)

* Army NAF eOPF
2. Read the eOPF User Agreement and all of the corresponding document links on the agreement page. When you have finished, click ACCEPT. The eOPF Web Logon page appears.

3. Type your eOPF User ID in the eOPF ID field and press the TAB key to move to the PASSWORD field.

4. Type your eOPF password in the PASSWORD field and click SUBMIT. The eOPF Welcome page appears, with the functions you

are authorized to perform listed on left side menu.

The first time you log on to eOPF, you will be requested to change your password. Your new eOPF password must be at least 14 characters long and must include at least one upper case letter, one lower case letter, one number, and one special character. The password cannot begin with a special character.

If you need a new password click the Request a New Password link, located below the SUBMIT and CLEAR buttons on the eOPF Web Logon page. You will need to provide correct responses to 3 identity challenges:

- Your eOPF USER ID
- LAST 5 DIGITS OF YOUR SSN (Example: 67890)

- FIRST 4 LETTERS OF YOUR LAST NAME - if your last name is less than 4 letters then use your full last name

If the challenge question is correctly answered, then you are prompted to change your eOPF Password. Failure results in an access denied message: Your answer to the identity challenge question does not match the information in the eOPF system. Please contact the helpdesk at eopf_hd@telesishq.com for assistance. Please use eOPF challenge questions in the subject and include your Agency, Full Name, your email address, and phone number in the body of the request. **DO NOT INCLUDE YOUR SSN IN ANY CORRESPONDENCE WITH THE HELPDESK.**

If you need further assistance regarding the eOPF system or your password, please send an email to eopf_hd@telesishq.com or contact the eOPF help desk by phone at (866) 275-8518.

Health Benefits Fair



Photo above, Evelyn McArthur reads through some dental benefits information during the Pine Bluff Arsenal Health Fair Nov. 19. The fair featured individuals from various providers who were on hand to ask questions about health benefit information. The event was held at the Arsenal's training building. Open season for 2016 federal health benefits is now through Dec. 14 Photo right, LaShauna Lamb gets a blood pressure check from a paramedic from Pine Bluff Arsenal's Health Clinic during the installation health fair. U.S. ARMY PHOTOS BY CHERYL AVERY



Open season runs until Dec. 14

The 2015 Federal Benefits Open Season will be from now to Dec. 14. During open season, employees will be able to enroll in a new plan, change their current plan, or cancel the plan for the following benefits: Federal Employees Health Benefits (FEHB); Flexible Spending Accounts (FSA); and Federal Employees Dental and Vision Insurance Program (FEDVIP).

If an employee wishes to keep their existing plan, they do NOT have to make a new Open Season election.



Brief

Pine Bluff Arsenal's Recreation Services Fitness Center will be closed Dec. 21 through Dec. 25. Additionally, as of now through Jan. 8, the center's hours will be 5:30 a.m. to 6 p.m., Monday through Thursday, and 9:30 a.m. to 6 p.m., Fridays. For further information, call 540-3778.





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AFAP Conference going virtual NAEYC recognition

Courtesy of Pine Bluff Arsenal Army Community Service

The U.S. Department of the Army is once again trying to assess issues which affect the quality of life of the citizens in military communities. The design of the Army Family Action Plant or AFAP (for Pine Bluff Arsenal it is called a "Family Symposium") is simple—have quality of life issues identified for discussion as a group, and subsequently provide command resolution to those issues, where possible.

The "Big Army" concept is that the group should be members of our military community which include active duty military, family members, retirees, as well as Department of the Army civilians. This group will meet over a three-day period to discuss how lives affect and are being affected by living and working on Army installations.

During these three days, the group splits into "focus groups," where subject matter experts (SME's) will be on hand to respond to the issues. A quick answer or resolution can sometimes be found at the installation level. However, some issues have Army-wide implications and can be carried up the chain of command. Sometimes there is an opportunity for an individual from the community to represent issue(s) at a higher level. Therefore, the purpose of having an annual conference is threefold:

1. The conference gives installation residents (military & civilian) a chance to discuss quality of life issues specific to their installation, and possibly highlight things which have not come to the attention of those who can make life better.

2. The conference gives a chance for SME's to answer questions, enlighten its community on how issues might be resolved, or suggest how to format them for getting attention from a higher level.

3. The conference gives the community an opportunity to interact with the garrison

commander and other key decision-makers so that the community can be involved in addressing issues and being part of the solutions and understanding how to help make the installation "be all it can be."

Smaller installations have the capability of morphing this process and going to a virtual concept—without losing the intent of the process and maintaining command focus. This year, the Arsenal is trying to move into the 21st century and make the AFAP process even more streamlined.

Quality of Life issues will still be solicited via any means available (e-mail, telephone, social media, etc). "Drop boxes" will be posted around PBA for the collection of those issues and every one will be considered for command attention. The issues will be numbered and presented to the Command Steering Committee, the commander and his team will address each issue and provide the best answer and/or solution to each issue posed.

Everyone's input is important to improving the quality of life for us at Pine Bluff Arsenal. A list of issues and resolutions will be published as soon as possible after command consideration—hopefully by the January issue of the *Arsenal Sentinel*.

For more information, contact Jerry Pye at 540-3588.



Megan Booker, Child Development Center Director, received the Commander's Award for Civilian Service in November. Booker's dedication and selfless service directly contributed to the renewal of the National Association for the Education of Young Children accreditation for Pine Bluff Arsenal's Child Development Center. Her continued commitment to program quality improvement has enriched the lives of our children and families in the center. Achieving NAEYC Accreditation is a significant achievement that represents the fulfillment of countless hours of hard work from many people, mostly notably Booker's staff. Because of her leadership and support, the CDC staff were able to accomplish their task and contribute to the accreditation process. U.S. ARMY PHOTOS



Pine Bluff Arsenal Commander Col. Chad Bauld recognized the staff of the Child Development Center for their achievement in the renewal of the National Association for the Education of Young Children accreditation in November. Pictured are (back row) Col. Bauld, Megan Booker, Stacy Suell, Debra Graves, Ashleigh Williams, Linda Williams, Emily Griffin, Tina Smith, April Bass, Alisa Jackson; and (front row) Missy Brodnax, Debbie Johnson, Jessica Williams, Megan Garrison, Laura Brown, Jackie Breshears, Kirell Hunter, Tiffany Penister, and Jamie Enloe. **Congratulations Child Development Center leadership and staff!**

DLES posts safety notice

Courtesy of Directorate of Law Enforcement and Security

The holidays are a time for celebrating. They are not a time to throw common sense and safe driving choices out the window. Avoid the potentially deadly consequences of driving impaired, as well as the heavy costs and personal grief of a DWI - plan for a safe and sober ride.

As part of DLES normal patrol operations, DLES enforces all laws governing the safe operation of motor vehicles. The Security Police emphasizes the Child, Youth and School Services (CYSS) crosswalk zone enforcement throughout the year. Remember to watch for children and pedestrians around CYSS and obey crossing zone speed limits. Together we can ensure that our children travel to and from school safely.

Speed Board
A digital display speed detection unit, Speed Board, is available for placement on streets or roadways in the community where speeding is identified as

a problem. Drivers are provided with a radar report of their speed through displayed information as a reminder to adhere to posted speed limits.

Traffic enforcement/extra patrol

When Pine Bluff Arsenal citizens believe there is a need for concentrated traffic or other enforcement at a particular location or in a particular area of the Arsenal, they should contact the Security Desk at 540-3501 to discuss this concern with an on-duty officer, the Patrol Supervisor, or Chief Supervisor. Arrangements will be made to address the concern with extra patrols, speed enforcement, or other appropriate responses and measures.

There have been an increased number of incidents of motorists exceeding the speed limit and NOT obeying traffic signal devices on our Arsenal.

Security will begin to place increased emphasis and monitoring the posted speed limits and compliance at ALL stop signs. DLES enforce-

ment deployments will take place throughout the

Arsenal. Arsenal-wide traffic enforcement effort is underway to identify and arrest impaired drivers, and encourage motorists to make safe decisions. Traffic violations may result in your on-post driving privileges being revoked.

Don't Rush! Speeding Kills!

The difference of a few miles per hour can mean the difference between life and death. The faster someone is driving, the less time they have to stop if something unexpected happens.

* Speed limits are there for a reason.

* There are consequences for speeding.

* Speeding is socially unacceptable.

* Driving to the road conditions will reduce opportunity for a crash.

* Unsafe driving impacts on more than the individuals involved in the crash.

* If you kill someone while speeding, you will have to live with the long-term emotional consequences.

Commander's Award



Stephen S. McQuerry, Pine Bluff Arsenal Directorate of Law Enforcement and Security, recently received a Commander's Award for Civilian Service. McQuerry was recognized for outstanding performance of duty in leading to ensure that the Arsenal was prepared for the Headquarters AMC Protection Assessment. His efforts, meticulous attention to detail, foresight and anticipation of requirements ensured the Directorate and Arsenal achieved positive results. His professionalism, motivation and dedication to duty set an example for all to emulate. U.S. ARMY PHOTO BY RACHEL SELBY

Correction

On Page 5 of the *November Sentinel*, a name was misspelled in a headline. The Honorable Debra S. Wada, Assistant Secretary of the Army for Manpower and Reserve Affairs (M&RA) visited Radford Army Ammunition Plant Oct. 21.



You could have advertised in this space!!

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Holston celebrates the holidays

Courtesy HSAAP
Public Affairs

Kingsport TN, – The annual Christmas tradition continued at Holston Army Ammunition Plant Nov. 24. The Holston staff enjoyed hot fresh out of the oven cinnamon rolls, juice and milk while decorating the Christmas tree. With Christmas carols playing in the background, the staff took time to laugh, decorate and share memories from years past as stockings were hung for each staff member. This year Holston added three new stockings for Karen Connors, administrative assistant; Ian Coker, facility manager; and Laura Peters, Restoration Environmental Engineer.



Holston Army Ammunition Plant staff are Jessica Barrett, Karen Connors, Laura Peters, Kathy Cole, Joe Kennedy, David Duncan, Jeff Worley, Scott Shelton, Ray Brame, Ian Coker, Chris Rodgers, and Brady Duff. U.S. ARMY PHOTOS BY HSAAP

The day continued with the annual Kingsport Area Safety Councils Thanksgiving luncheon. The staff enjoyed a meal of turkey, dressing and all the trimmings, while at the same time giving back to the local community. Donations were given to help support the Second Harvest Food Bank, which provides

food to local residents in need.

Holston is a government-owned, contractor-operated facility located in Kingsport, Tenn. BAE Systems is the current operating contractor. Since 1942, Holston has produced chemical explosives in support of our service members and currently produces explosive fills for every type of ordnance used by the Department of Defense.

Holston is a subordinate installa-

tion of the Joint Munitions Command.

JMC operates a nationwide network of conventional ammunition manufacturing plants and storage depots, and provides on-site ammunition experts to U.S. combat units wherever they are stationed or deployed. JMC's customers are U.S. forces of all military services, other U.S. government agencies and allied nations.

Commander's Award



Ronny Gant, Pine Bluff Arsenal Directorate of Public Works, recently received a Commander's Award for Civilian Service. Gant received this award for superior performance of duties. His consistent attention to detail ensured that over 3,000 work requests were precisely classified and scheduled for on-time completion. His meticulous record keeping guaranteed all work documentation was filed in accordance with the Government Accounting Office's Chief Financial Officers Act. Additionally, Gant's exceptional computer skills and ability to code and coordinate work orders prevented backlogs after the transfer a Facilities Assistant which left the position one person deep. Finally, Gant's selfless dedication directly contributed to the safe execution of over 360,000 labor hours and 22 million dollars of maintenance projects for the success of the Directorate of Public Work. U.S. ARMY PHOTO BY RACHEL SELBY



The Pine Bluff Arsenal Fire and Emergency Services Division received a new fire chief vehicle in October. This vehicle will be used by the department for carrying equipment and tools needed to command emergency incidents of various sizes and types. The vehicle will also carry an assortment of radio and telephone equipment for communication with the dispatch center, responding equipment and equipment already on the scene of the emergency. In the rear of the command vehicle, there is a work area containing additional communication equipment, a computer, building plans and various maps and reference materials. U.S. ARMY PHOTO BY RACHEL SELBY

Read to a Child Program

The PBA Child, Youth and School Services Program would like you to volunteer for our new Read to a Child Program! Volunteer's can come to read to our Toddler and Preschool children.

CYSS will provide the book! It will only take 10 to 15 minutes.

This program is only open to PBA Military Families, vetted PBA employees and family members of children in care.

Volunteers must be on leave or on their own time to participate. We do have volunteers who read to children during their lunch break.



If you are interested in participating, please call ext. 2360 to register.

The children love having "Special Guests" visit them, so we are excited to start this program!

Volunteers are selected monthly to read to our children.



Avoiding stress during the holidays

Courtesy of Pine Bluff Arsenal Employee Assistance Program

Research conducted by the American Medical Association indicates that stress is a contributing factor to 80/85 percent of all human illness and disease.

We know it is hard to avoid stress during the holiday season because there are so many demands for our time and attention. Here are some suggestions relating to healthy coping:

- Planning**
- Set a realistic budget for your family
 - Create a gift and task list
 - Start shopping early to avoid crowds and out of stock items
 - Go to malls that have the most stores to support your list first
 - Consider on line shopping
 - Call stores to locate special items on your list before driving around town
 - Consider inexpensive activities to enjoy with family and friends such as pot luck holiday parties, or renting movies and inviting family and friends over
- Time management**
- Set limits according to your personal situation

- Strive to relax your standards for what must be done, acknowledge and manage perfectionism tendencies
- Create realistic schedules for planned activities, to include driving time
- Prioritize activities to support the possible need to eliminate some task without unnecessary stress
- Consider short cuts

such as sending cards only to people you will not personally interact with during the holiday season

- Try not to worry about things that are out of your control, such as the weather
- Consider eliminating one stressful long distant annual visit
- Strive to relax and enjoy the things you choose to do without regrets knowing you can modify or create a different plan for next year

- Gift suggestions**
- Make a donation to a charitable cause in a friend or family member's name
 - Donate clothes to a family who has children in need
 - Send a package to someone in the armed

forces

- Smile and speak to at least three strangers every day
- Perform at least five random acts of kindness each week
- Find a charity whose mission you support and donate money or volunteer your time
- Practice finding the positive in others and share your opinion
- Remember the best way to receive is to give and make it a practice to do good things for others on a regular basis

Remember the Employee Assistant Office staff is here to offer you a safe and confidential place to discuss concerns, challenges and strategies for managing life

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Army Civilian Corps Creed

- I am an Army Civilian – a member of the Army Team
- I am dedicated to our Army, our Soldiers and Civilians
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- I support and defend the Constitution of the United States and consider it an honor to serve our Nation and our Army
- I live the Army values of Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage
- I am an Army Civilian

Which one of these is a STOP sign?



A. Requires motorist to stop before continuing. B. Requires motorist to slow down and be prepared to stop.

If you answered "A," then you are correct!

There are a couple of locations on-post where we have gotten the two confused! The intersection of Atkinson & Wise Roads and Atkinson Road & 63 Avenue Extension.

These are the last two intersections before you exit out of Dexter Gate. Both of these intersections are high traffic areas during peak times.

Not stopping (rolling, creeping, edging forward) represents a SIGNIFICANT SAFETY hazard and risk!

Don't slow down....."just enough."

By law; a stop is when all tires on a vehicle are not moving!

A stop sign means.....STOP!

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Workers' Compensation

DoD transitions from EDI to ECOMP for reporting comp claims

Courtesy of Pine Bluff Arsenal Workers' Compensation Office

Use ECOMP now to enter a worker compensation claim. Do not use EDI.

The Department of Defense is migrating to a new method of filing worker's compensation claims electronically. The new application to be used is a Department of Labor's (DOL) application titled Employee's Compensation Operation and Management Portal (ECOMP). EDI will no longer be used by Pine Bluff Arsenal.

An employee who has a job-related injury or illness to report will register with ECOMP (www.ecomp.dol.gov).

As part of the registration process, employees will be given a User ID and password, which enables them to file a claim (either a CA-1, Federal Employee's Notice of Traumatic Injury and Claim for Continuation of Pay/Compensation, or a CA-2, Notice of Occupational Disease and Claim for Compensation).

They can use the ID and password to check on claim status or if subsequently filing other claims. The employee must enter the correct .mil e-mail ad-

dress for their supervisor and the correct command.

The employee and supervisor can fill out their portion of the claim form separately, unlike EDI which requires the employee and supervisor to work together to complete and submit the claim.

The employee routes the claim form to the supervisor, who receives email notification that the claim has been submitted and requires his/her review. The computer being used does not have to be CAC enabled or connected to a .mil network, as is currently required for EDI.

ECOMP will maintain a draft of the claim form for one week if the filing process is interrupted (this capability does not exist in EDI).

Once the supervisor completes his/her review, the form will automatically be routed to the servicing Civilian Personnel Advisory Center Injury Compensation Specialist (ICS), called the Agency Reviewer, who will review the claim and submit it to DOL via ECOMP.

Employees, supervisors, and ICSs can attach pertinent documents to the claim as part of the submission, speeding up the ad-

judication process since the DOL Office of Workers' Compensation Claims Examiner will not have to wait to receive pertinent documents. Again, this is not an option in the old EDI system.

In summary, the ECOMP process:

- Filing a claim in ECOMP will require the employee to register with ECOMP. The employee will be given a User ID and password they can use when subsequently filing other claims or to check on claim status.

- Employee and supervisor can fill out their portion of the claim form separately. The computer does not have to be CAC enabled or connected to a .mil network.

- ECOMP will maintain a draft of the claim form for one week if the filing process is interrupted.

- Documentation can be attached to the claim when submitted to DOL thus speeding up the adjudication process since the DOL Office of Workers' Compensation Claims Examiner will not have to wait to receive pertinent documents. They will be submitted electronically with the claim.

Tuning yourself up for winter walking

By U.S. Army Combat Readiness/Safety Center

People wake up one morning to the heaviest snowfall of the season. They have to shovel the car out of their driveway. When they arrive at work, they realize no one has even cleared the snow away from the parking lot, walkways or even building entrances. It is then that they realize they should have worn snow boots.

With the impending onset of winter, many people are focused on getting vehicles and driving habits tuned up for the next few months of snow, slush and ice. That is great, but many people forget that they have to walk from public transportation or their cars to work and often as part of their job, too. Those who are not prepared can put themselves at risk for not only hypothermia, but also nasty falls and other injuries.

Ensure people are aware of these winter walking hazards:

- Reduced hours of daylight make it much more difficult for drivers to see pedestrians.

- Even though they are called winter boots, some products are much more about fashion than safety. A boot with a smooth sole will increase the hazard of slipping on ice or snow.

- In areas that lack sidewalks, plowed roads are often much narrower in winter. That means approaching drivers have less room to maneuver around pedestrians.

- Many sidewalks are not cleared of snow, which then hardens into ice and makes walking dangerous.

- If someone is underdressed for weather conditions and it is so cold that all he or she can think of is getting inside a warm building, that person's eyes might be averted to the ground instead of watching for traffic.

- When road conditions get treacherous -- especially in a hilly city or town, pedestrians and drivers alike may find themselves unable to stop. Imagine a pedestrian sliding into a busy intersection.

- Avoid exhaustion or fatigue because energy is needed to keep muscles warm.

These winter walking tips can help keep people on their feet:

- Dress for the conditions. Ensure people are warm and visible to traffic.

- Wear footwear with slip-resistant soles. It can help keep a person upright.

- If sidewalks are impassible or there are not any, walk facing traffic as close as possible to the curb.

- Try not to carry heavy packages, which can affect balance on slippery streets and sidewalks.

- Just because a person has the right of way does not mean that traffic will be able to stop in slippery conditions. Do not step onto a crosswalk until traffic has stopped.

- Taking shorter steps and bending your knees slightly will reduce your chances of falling.

- Wear bright clothing or reflective gear at night.

Be prepared before going to work in the cold. That is a key to meeting the challenges of winter work.

Safety: Preventing slips, trips and falls

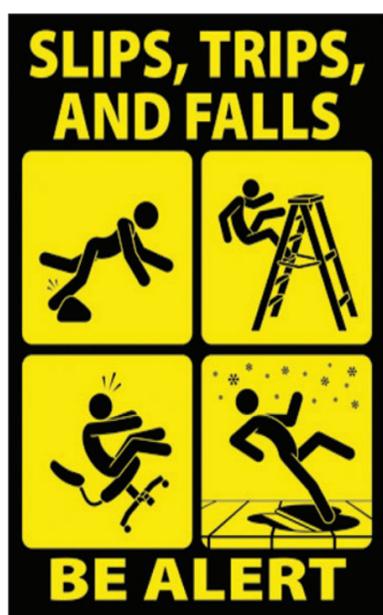
Courtesy of the Directorate of Risk Management and Regulatory Affairs-Safety Division

Cold weather has come to Pine Bluff Arsenal. Slips, trips, and falls become more prevalent during colder months.

Arsenal employees have already incurred several slip, trip, and fall accidents during inclement weather earlier this year. Slips and falls can be dangerous during cold conditions but are preventable with the right strategies and active measures.

Employees can implement a number of strategies to combat slips, trips, and falls when the weather turns cold and wet.

Worn or damaged shoes present a hazard when ice or snow covers walkways. The lack of grip on some shoes makes them slick while walking across smooth surfaces. Shoes like



work after a winter storm, personnel should consider these actions. Check office walkways for ice or snow from where you park to your workplace. Deicer should be available to melt ice or snow-covered areas. When you have to walk in areas with ice or snow,

travel along grassy edges and look out for loose patches ice and wet slick surfaces. Good sense can go a long way in lowering the risk of slipping on the ice and snow.

PBA's Directorate of Public Works has meas-

ures that can assist personnel against icy walkways. Directorates can pick up salt from DPW when it becomes available.

During snowstorms, DPW has a plan to ensure routes remain clear by pushing snow off the roads. Part of their plan is applying a pre-coating before anticipated snowstorms. This pre-coating will help slow the ice from forming on road surfaces. These measures should help lower risk to personnel in the event of inclement weather.

Personnel should practice good strategies to lower their risk. Good work shoes with a gripping sole are important.

DPW has a plan to provide crucial support in the event of inclement weather. Slips, trips, and falls are preventable with the right action and proper support to ensure everyone goes home safe.

Safety a must for New Year's eve activities

By Department of the Army

New Year's Eve is a night to have fun and celebrate the coming year. However, safety is a must when participating in the festivities. Whether you're staying in and celebrating with friends and family, or you're traveling to a party or city bash, following a few safety tips will ensure that you're safe and sound when the clock strikes midnight, ringing in the New Year!

- **Designate a driver:** If you are going to be driving New Year's Eve, don't drink and drive. If you have a friend who does not prefer to drink, make sure they take the wheel. You might even be on the water this New Year's Eve. The person in charge of navigating the boat needs to be cautious, and this still applies to them. It is important to be safe on the water as well, so drink sensibly.

- **Be alert:** Be aware of your surroundings and how others are acting. Stay away from those who are out of control and might cause harm. Taking preventive measures is key. If someone is really intoxicated, prevent them from trying to drive or leaving with someone they do not know. It's important to keep an eye out for each other.

- **Don't drive:** If you don't have to go behind the wheel, avoid it. More people will be driving under the influ-

ence on this particular night, so avoid a potentially dangerous accident by staying off the road.

Otherwise, be alert and drive defensively. Most importantly, wear your seat belt. Also, using public transportation is a wise option. If taking a cab is too expensive, crashing at a friend's place nearby is a convenient solution.

- **Stick together:** This way we can look out for our friends and family. Going out to parties and nightclubs means a fast-paced, crazy night; so be sure to travel in groups. Having a safety net around you in this environment is imperative.

- **Monitor your alcohol intake:** A majority of people will be drinking on New Year's Eve, and there is nothing wrong with that. Just be sure to pay attention to how much you and others are consuming. Drinking too much alcohol can have lethal effects. Be responsible.

- **Don't forget about your pets.** They are just as much a part of the family as everyone else. If you are using fireworks, anything with loud noises, or fire, be sure that pets are kept at a distance as well as children. None of these are a good mix.

- **Be careful with open flames:** If you're burning candles, incense or oil burners, remember to extinguish them before you turn in or before you leave the room they are burning

in. Pay extra attention to pets and children around open flames.

- **Be extra careful with fireworks:** If you are letting off fireworks in a residential area, be sure to practice proper safety precautions when using them.

Let off fireworks in a field or other open area where homes and power lines are out of sight. Have a fire extinguisher nearby and never try to re-light a

firework that did not go off when first lit. Also, be sure pets and children are at a safe distance from where fireworks are being ignited. Finally, always have an adult present when using any type of firework.

Everyone wants to have an unforgettable night -- in a good way. By simply using some common sense, we can keep it that way. Ring in the New Year safely.

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Service project teaches more than knitting skills



Tanya Tiernan, Pine Bluff Arsenal Child, Youth and School Services program lead, assists Daisy Zhu, a third grader, with her hat, as Trinity Hagood and Presley Milburn work diligently on their knitting. All three girls are part of the Nifty Knitters Club at CYSS and have been making hats as part of a service project for Arkansas Children's Hospital. U.S. ARMY PHOTOS BY RACHEL SELBY

By Rachel Selby

A continuing service project for Pine Bluff Arsenal's Child, Youth and School Services Center has fast become a favorite activity for several students at the center.

Beginning September 2012, students began learning to knit with a goal of making hats to donate to Arkansas Children's Hospital's "Knitting for Noggins" program.

Six years later, the Nifty Knitters Club is still knitting and donating hats to the same program.

"We found out about this project from Becky Vaughn-Holsted (who is the SAC/MST director) who volunteered at the hospital," said Tanya Tiernan, CYSS program lead. "We started out teaching some of the adults here with kits and decided we could teach the kids how to do

it too. It is really very simple."

Tiernan said that the club, which includes about 10 girls, meets every Monday now for their knitting circle. "After school we sit and talk and knit," she said. "Even during free time, the girls will take their looms out and knit."

The goal is to have approximately 30 hats done by March to donate.

"We started in October and are doing really well. We have knitted more this year than in years past. We knit hats for older kids and babies even," said Tiernan. "We try to make all different kinds and colors for girls and boys."

Tiernan said that the yarn is donated by some of the families. "Some of the kids having been

knitting since they were in kindergarten," she said.

"Knitting helps my brain relax," said Presley Milburn, who is in the fourth grade, has been with the club since she was in kindergarten.

The hospital has collected over 310,000 hats since the beginning of the program, according to their website.

This is a wonderful way to teach community service, said Vaughn-Holsted. "We are teaching them to give back," she said. "This is something that they can take with them into adulthood."



Trinity Hagood, a third grader, and Presley Milburn, a fourth grader, work on hats.

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