



Military Personnel Flight

PRIDE Bldg, 3rd Floor, 305A | Hours of Operation: 0730-1630

DEERS: PRIDE Bldg, 2nd Floor, 215 | Mon-Wed, Fri: 0800-1600, Thu: 0800-1500

HOW TO SCHEDULE AN APPOINTMENT WITH YOUR MPF?

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Download the
AF Connect App

Go to Team Minot

Go to MPF Appts

Click Appt Links



Click on the link of the
section that you would like
to set up an appointment
with

Choose the service

Select a date and time
slot that suit your
needs



Military Personnel Flight

Flight Commander: Capt Ronald Donnell
Flight Chief: SMSgt Jessica Thompson

Career Development Section Chief: MSgt Marissa Morrison

Programs: Assignments
Enlisted/Officer Promotions
Reenlistments/Extensions
Retirements/Separations

Force Management Section Chief: MSgt Erin Parker

Programs: Evaluations
Classifications
Adverse Actions
Special Duty Assignment Pay

Customer Support Section Chief: MSgt Karina Galaviz

Programs: In-processing
Family Care Plan
Initial Enlistment Bonus
HR Systems Access
Passports

DEERS/CAC & ID Cards Section Chief: Mr. Alex Richard

Programs: DEERS
ID Cards
Awards & Decorations

MPF Contacts

Customer Support

Leave/LOD/In-Processing

723-4368

5FSS.FSPS.CustomerSupport@us.af.mil

Passports

723-2879

5FSS.FSPS.PassportAgent@us.af.mil

Force Management

Classifications/Adverse Actions

723-1333 or 723-6256

5FSS.FSPM.Classificationsdl@us.af.mil

Evaluations

723-7611 or 723-4346

5FSS.FSPM.Evals@us.af.mil

DEERS

CAC/Award/Decorations

723-4567

5FSS.DPMPE.decoration@us.af.mil

Installation Personnel Readiness

723-4355 or 723-1396

Career Development

Outbound Assignments

723-6470

5FSS.FSPD.OutboundAssignments@us.af.mil

Retirements/Separations

723-2788 or 723-3723

BLSDMCRS@us.af.mil

Officer Promotions

723-4041

5FSS.FSMPD.OfficerPromotions@us.af.mil

Enlisted Promotions

723-1337

5FSS.FSMPD.BLSDMEnlistedPromo@us.af.mil

Reenlistments/Extensions

5FSS.FSMPD.BLSDMReenlistments@us.af.mil

723-1340 or 723-4566

The MPF is appointment only. Please use the AF Connect App to schedule an appointment.



Erroneous use of Initiate my DOS Function

It has been observed that some members are trying to incorrectly "Initiate My DOS Separation."

This myPers application is only for those enlisted members who are wanting to separate on their **contractual** date of separation (DOS), and only when **within 180 days** of their DOS. Members wanting to apply for early separation must apply via the vMPF under the rules for Prior to Expiration of Term of Service (PETS) separations.

If you applied for early separation and used the myPers Initiate MY DOS Separation application, you may have received a false approval. This is the result of use of automatic Bot technology.

The Bot only sees the DOS request and reads the DOS/ETS in the personnel data system. It does not read the requested early separation date typed in the subject line by the member.

Members received responses stating they were approved. However, the approval was for the original contractual DOS, not the requested early DOS.

As a result there has been confusion by members believing they were approved for the early date they requested.



Transfer of Education Benefits

myEducation is coming to myFSS

The Education and Training application is now available for Airmen and Guardians to use.

The new FSS program will include active duty Transfer of Education Benefits (TEB) application processing.

The myEDUCATION tile will be visible to users on the myFSS home landing page.



PASSPORT

Mandatory PCS Briefing

For all members PCSing to another station, they will receive an initial email from Outbound Assignments. The email invites them to a Mandatory PCS Briefing. The briefing's weekly schedules are as follows:

When: Tuesday (0900) & Thursday (1530)

Where: MPF Training Room, 3rd floor, PRIDE Bldg.
(unless mentioned otherwise)

For members that are not currently in the local area (TDY, deployed, etc.), immediately reply to the initial email from Outbound Assignments if not able to attend on the said schedule.

Once a member has already attended a PCS briefing, only then will the PPT slides and Outprocessing PDF checklist be emailed to the member, and the Virtual Outprocessing Processing (VOP) Checklist in vMPF be loaded.

If you have questions, or you need a 1-on-1 briefing because of an extraordinary situation, please reach out to:

5FSS.FSPD.OutboundAssignments@us.af.mil

(701) 723-6470

5 FSS WELCOMES MAJ ANDERSEN!

By Amn Garber

Arrived this June, Major Andersen makes his debut interview for the monthly MPF Newsletter. PCSing from Osan AFB, South Korea, Maj Andersen served as the Commander of the 51st Comptroller Squadron. Having served 13 years in the military, Maj Andersen is looking forward to returning to the Force Support Squadron and helping others. Born in Alaska to a military family, Maj Andersen spent the majority of his childhood in Germany. He calls Omaha, Nebraska his home where he met his wife Lindsay. Eventually, they would go on to have two daughters, Johanna and Katherine. Beginning his career with the Manpower and Personnel Flight at Ellsworth AFB, followed by a tour at Air Force Mortuary Affairs and Operations, and eventually leading his way to becoming the Services Flight Commander at Dover AFB. Least to say, Maj Andersen and his family have been stationed in many locations, from Delaware to the Pentagon, and all the way to Hawaii. Maj Andersen has also taken note of the potential at Minot AFB, and looks forward to the opportunity to make an impact.



Such as wanting to ‘start doing what we almost call the “5th FSS 2.0. Where we go and deliver the next level of care to customer service to people.’ A notable trait Maj Andersen presented throughout the interview is his love for community and helping others. These traits directly tie into why Maj Anderson likes being a Commander, ‘we are there for people... we take care of people.’

To conclude our interview, Maj Andersen’s message to the 5th FSS Airmen is he recommends everyone to read the Air Force Global Strike Command Strategic Vision, where General Cotton emphasizes, ‘People, Mission, Modernize, Engage.’ Additionally, Maj Andersen encourages Airmen, ‘To feel empowered to reach across different squadrons and create those strategic engagements.’ With a drive to improve community engagement and communication together, the MPF welcomes Maj Andersen to the 5th Force Support Squadron.

SPOTLIGHT AIRMAN OF THE MONTH



SrA Kyler Kidd

Hailing all the way from Maryland, the MPF's Performer of the Month is SrA Kidd. He Customer Support Section, SrA Kidd mentions his joy of providing support to all the smiling customers that come through the MPF. When it comes to hobbies, SrA Kidd is no joke. Aside from lifting weights, He also mentioned a prominent note of having some pretty crazy goals. When asked what his lifting goal was, he tossed around the idea of being strong enough to fight a silver-back gorilla. Curious as to why a silver-back in specific, he mentioned that it's the strongest gorilla. And if he didn't have the opportunity for a match with a gorilla, he would suffice for a match with a bear. Besides SrA Kidd's advantageous ideas of gorilla fighting, he also has more meaningful goals, like being a good dad for his upcoming daughter.

JULY HISTORY

Minot AFB Groundbreaking

In July 12, 1955, 67 years ago, Brig. Gen. James Guthrie (CC of the 29th Air Division) and Col. Thomas Hayes Jr. (Omaha District engineer for the U.S. Army Corps of Engineers) spearheaded the announcement of Minot AFB groundbreaking and the call for bids on construction.

Facilities for On-base Life

In July 1958, the first church service was celebrated in Minot AFB. Two months later, the Base Exchange was opened. About two years later, the first housing units opened on base.

1st B-52s Arrive

In July 16, 1961, the first two B-52H Stratofortresses were delivered to Minot AFB. The plane was named "Peace Persuader" and designated as the first B-52 to be assigned to Minot AFB.

