



Military Personnel Flight

PRIDE Bldg, 3rd Floor, 305A | Mon, Tue, Thu, Fri: 0730-1630, Wed: 0730-1200
DEERS: PRIDE Bldg, 2nd Floor, 215 | Mon, Wed-Fri: 0800-1600, Tues: 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 suits your
needs



Military Personnel Flight

Flight Commander: Capt Esther Nervik
Flight Chief: SMSgt Marissa Morrison

Career Development Section Chief: MSgt Karina Galaviz

- 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: TSgt Contessa Fredrickson

- Programs: In-processing
Accessions
Initial Enlistment Bonus
Passports

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

- Programs: DEERS
ID Cards
Awards & Decorations

PSM Section Chief: Ms. Jessica McDonald

- Programs: HR System Access
Report Retrievals

MPF Contacts

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

Customer Support

Leave/LOD/In-Processing

723-4368

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

Passports

723-2879

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

Awards/Decs

723-4368

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

Force Management

Classifications/Adverse Actions

723-1333 or 723-6256

5FSS.FSPM.Classifications2@us.af.mil

Evaluations

723-7611 or 723-4346

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

Career Development

Outbound Assignments

723-6470

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

Officer Promotions

723-1994

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

Enlisted Promotions

723-1337

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

Reenlistments/Extensions

Retirements/Separations

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

723-1340 or 723-3732

DEERS

CAC/Award/Decorations

723-4567

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

Installation Personnel Readiness

723-4355 or 723-1396



Customer Service/DEERS

The DEERS office is appointment only. Please make appointments via the website

<https://5fssdeers.setmore.com>

Please bring two forms ID to have an ID reissued. Please accompany your dependents to sign paperwork to have their IDs reissued.

Thank you!



Winter Final-Outs

Due to the inclement weather during the winter months, there is a chance the base may be closed when you are scheduled to final out.

PCSing members who are required to hand carry items prior to departing i.e. dental records, NATO, etc will not be able to final-out and the appointment will be rescheduled. However, if you have everything you need to hand-carry, then your final out will be conducted via email, and the Outbound Assignments team will email the forms you need to sign along with instructions.

Separating or retiring members will proceed with the final out appointment virtually, via email. The separations and retirements team will reach out to you to direct you to send your documents and to offer assistance through either email or phone.

Ensure you provide the MPF with a personal email address and phone number to reach you. You are NOT allowed to depart until the MPF send you an email stating the final out is complete and you are allowed to leave Minot. Thank you!



MyVector Information

There are many programs that were running on myPers that you may think moved to myFSS or vMPF, but are actually available on myVector.

MyVector is now the place to go when you want to request an RNLTD Change, request an update to your duty history, mySWAP Assignment program and much more!

Towards the bottom left of the homepage on myVector, there is a button called "My Applications". Once you click that, a list of the different applications that are available on myVector pop up, and we highly suggest you go through them to see what is available to you. Thank you!



Online Promotion Testing

In 2024, starting with the E6 cycle in February, the Air Force is working with PearsonVUE to transition over to online testing for WAPS promotions.

It is very important to make sure your email information is up to date to ensure you are receiving notifications through the system. Please go into vMPF to verify and update your email address NLT 4 DECEMBER 2023. This MUST be done to receive the eligibility emails from the PearsonVUE team. Those emails will help you make a PearsonVUE account, which is required to take your online test. Thank you!

SPOTLIGHT AIRMAN OF THE MONTH



A1C Elizabeth A. Garber

A1C Garber was born in Worcester, MA but raised in Spencer, MA. She joined the Air Force because she thought it would change her life for the better and it has! A1C Garber likes working in the MPF because she finds the work rewarding and is happy that she has a job where she can assist people. When she can, A1C Garber loves to crochet and make things out of yarn. She likes to make a variety of things from scarves and beanies to little plushies for her friends. A1C Garber has a passion for volunteering and it's her goal to expand volunteer efforts for people. Her main motivation and inspiration is her cat Tubby, who she wants to work hard for to be able to give her a comfortable and luxurious life.

NOVEMBER HISTORY

Veterans Day

Veterans Day is celebrated every year on November 11th. It used to be known as Armistice Day, and was a holiday to celebrate the official end of World War I, which ended on November 11th, 1918. In 1954, after World War II and the Korean War, the name was changed from Armistice Day to Veterans Day, and it now honors the American veterans from all wars.



New Jersey ratified the Bill of Rights

On November 20th, 1789, New Jersey became the first state to ratify the Bill of Rights. The ratification of the Bill of rights was very important. The Bill of Rights gave citizens more confidence that their government would not abuse their freedoms, and that if they did they would have the ability to voice their concerns. New Jersey was the first step to implementing such an important part of American history.

