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1st Legal Operations Detachment
San Antonio, TX
071100RFEB15

OPERATION ORDER 15-001 (Midwest Region On-Site Legal Training)

(U) References:

- a. Army Regulation 27-1, Judge Advocate Legal Services, 30 September 1996.
- b. USAR Legal Command, Command Training Guidance for TY 15.
- c. USARC Memorandum, Army Reserve Workshop/Conference Policy, 23 March 2007.
- d. Joint Federal Travel Regulation, Appendix R, Conferences, 1 March 2009, available at [http://perdiem.hqda.pentagon.mil/perdiem/jftr\(aa-au\).pdf](http://perdiem.hqda.pentagon.mil/perdiem/jftr(aa-au).pdf).
- e. AR 30-22, Army Food Policy, The Army Food Program, 10 May 2005.
- f. Operation Order 14-012 (On-Site Legal Training)
- g. Fragmentary Order 001, 002, & 003 to OPORD 14-012 (TY 15 On-Site Legal Training)

Time Zone Used Throughout the Order: Sierra (CST)

1. (U) SITUATION. The United States Army Reserve Legal Command (USARLC) has tasked the 1st LOD to conduct the 2015 Midwest Region OSLT at Fort Leavenworth, Kansas, on 15-17 MAY 15. All LC personnel (Officer and Enlisted) within the 1st LOD, 8th LOD, 128th LOD and all Warrant Officers assigned to these units or who live close to the training site are encouraged to attend the Midwest OSLT at Fort Leavenworth. All other Judge Advocate General's Corps (JAGC) personnel assigned or attached to other USAR units, including those in the Individual Ready Reserve (IRR) or serving as Individual Mobilization Augmentees (IMAs), as well as National Guard JAs, Legal Administrators, and Paralegals residing within the Midwest Region are invited. Army Active Component SJAs, Legal Administrators, and Paralegals, as well as all branch of service SJAs residing within the Midwest Region, are invited to attend. Due to limited space, priority will be given to assigned personnel from the identified LODs. Topics will include at least four (4) of the six (6) Core Competencies. There will be a separate Paralegal and Warrant Officer break-out sessions to provide management, proficiency, and refresher instruction.

2. (U) MISSION. The 1st LOD will conduct a Core Competencies OSLT from **15-17 MAY 15** to enhance awareness and expertise in these areas and better prepare JAs, Legal Administrators and Paralegals to perform missions related to Core Competency areas of law and legal operations support. See **ANNEX B** for invitation letter.

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3. (U) EXECUTION.

a. Commander's Intent. The 1st LOD shall plan and conduct an OSLT from 15-17 MAY 15, to provide relevant and timely training focused on the Judge Advocate core competencies. Expert instructors will present materials that practitioners can apply to missions where knowledge about the core competencies is critical.

b. Concept of Operations.

(1) The 1st LOD will host the Midwest Region OSLT from 15-17 MAY 15. The event will be held at Fort Leavenworth, KS, at the Frontier Conference Center.

(2) Soldiers attending the Midwest Regional OSLT will complete and return the registration form, with applicable fees by the due date. The On-Site registration form is attached as Annex C. There is a suspense date of 1 APR 15 for the receipt of all registration forms and fees.

(3) The primary focus of the OSLT program is the Judge Advocate core competencies. Legal instruction will be provided by TJAGLCS, Office of the Judge Advocate General (OTJAG), and subject matter experts. Instructors will provide a total of seven (7) hours of instruction in the area of core competencies at the Midwest Region OSLT. The 1st LOD will arrange for speakers to supplement this instruction and offer one (1) optional hour of professional legal responsibility training.

(4) Maximum Continuing Legal Education (CLE) credit will be sought for as many participants as reasonably possible. The 1st LOD will coordinate with the State Bar offices in Oklahoma, Texas, Missouri and Kansas for CLE credit for the conference. LTC Ernest Aliseda is the 1st LOD POC for coordinating CLE credit and can be contacted at 956.533.6451 or ernest.aliseda.mil@mail.mil.

(5) Generally only designated LOD personnel and invitees will attend the Midwest Region OSLT. Soldiers within the LC, but outside the Midwest Region, must receive approval from the Soldier's LOD Commander and the LC G7 Training Division for an exemption to attend. They must also contact the Action Officer to determine whether there is space available. Exemptions are encouraged for Soldiers who redeploy within 6 months of 15 MAY 15. Joint agency personnel will be invited and encouraged to register.

(6) All course materials for the Midwest Regional OSLT will be available to download on JAGCNET/JAGU.

(7) The Midwest Regional OSLT shall be conducted over three days and will follow the Conference Agenda that will be provided separately as a FRAGO to this OPORD.

(8) Attendance at all sessions is mandatory for all Army Reserve Soldiers

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attending as participants, unless expressly excused by the 1st LOD Commander. All sessions will start and end on time. The 1st LOD will provide the registration list to each participating LOD so that all registered Soldiers are accounted for by their respective commands. Attendees should not make travel arrangements requiring departure prior to noon on Sunday, 17 MAY 15.

(9) There will be an optional ice-breaker on Friday, 15 MAY 15 from 1800-2000. Attendance is strictly voluntary and at no cost to the government.

(10) Course evaluations will be collected from all participants, and will be requested prior to departure from the OSLT.

(11) An After Action Report (AAR) will be submitted to the LC G7 within 30 days of completion of the Midwest Region OSLT.

c. Tasks to Supporting/Attending LOD's

(1) The 8th LOD and 128th LOD shall designate an Assistant On-site Training Coordinator (OSTC) to act as a liaison to the 1st LOD NLT 1 MAR 15. This information will be provided to MSG Beth Kissee at elizabeth.a.kissee.mil@mail.mil.

(2) LOD Commanders must ensure the pre-registration of all Soldiers scheduled to attend the OSLT in ATRRS by 1 APR 15. LOD Commanders must ensure that any changes in attendance are promptly coordinated with the on-site Training Coordinator (OSTC), approved by the OSTC, and promptly reflected in ATRRS. The Midwest Regional OSTL course number for ATRRS is School: 181, Course: JAO-1, Class: 003. ATRRS no-shows will be reported to the LC.

(a) Email the completed registration form to MSG Beth Kissee at elizabeth.a.kissee.mil@mail.mil; 512.627.3514.

(b) MSG Kissee will acknowledge receipt of the registration form via return email. If you do not receive an email within 72 hours, then the registration form was not received.

(3) Attending LOD Commanders should maintain a list of participants from their units. Such lists should be submitted to the 1st LOD NLT 30 APR 15. The LC Commander has designated the Host LOD Commander as the final authority to approve participants requesting attendance to the Midwest Region OSLT, and has required the Host LOD Commander to continually update the LC G7. LOD Commanders are responsible for the safe movement of all personnel attending the OSLT.

(4) Attending LOD Commanders will designate sufficient Assistant CLE Coordinators to provide liaison and assistance to the Lead LOD. Assistant CLE Coordinators shall be responsible for securing CLE credit for States beyond the ones

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mentioned above.

(5) Attending LOD Commanders must ensure that Soldiers who require lodging have reservations NLT 1 APR 15.

(6) The Host and Supporting LOD's will detail one JA (0-4 or below) to participate in all of the Enlisted Breakout Sessions. Effort should be made to seek volunteers who are not concerned about CLE credit.

d. Coordinating Instructions. Uniform for the OSLT is the ACU for Army personnel or the equivalent duty uniform for other sister military services and business attire for civilians. Headgear is the patrol cap or its equivalent.

e. Tasks to Staff Sections. The 1st LOD On-Site Planning Team will disseminate and update a task list monthly, beginning March 2015.

4. (U) SUSTAINMENT.

a. Funding. IAW LC guidance, this OSLT will be planned to minimize expenses to the United States Army Reserve. Soldiers assigned to the LC or any of its subordinate LODs will attend in an AT status. In some circumstances, Re-Scheduled Training (RST) from a Battle Assembly may be utilized. However, dependent upon IDT eligibility, the Soldier may or may not be reimbursed for travel and lodging expenses. Requests for AT Orders (through RLAS) should be received at the LC at least 60 days before the start of the OSLT. Registration in ATRRS is a prerequisite to AT. Soldiers not eligible to register for this event in ATRRS (e.g., new Lieutenants who are not MOS qualified) may attend in AT status. See Legal Command OPOD 14-012 for more information relevant to Orders.

b. Transportation/Lodging/Dining Facility.

(1) Soldiers traveling by air shall use Kansas City International Airport. Rental car is not authorized.

(2) The hotel information is as follows:

Hilton Kansas City Airport
8801 Northwest 112th Street
Kansas City, Missouri 64153
Phone: (816) 891-8900

It is important to note that transportation to FORT LEAVENWORTH, KS from the Hilton Hotel will not be provided and is an individual Soldier responsibility. Each LOD will be responsible for providing transportation for their individual Soldiers.

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(3) LOD's are encouraged to obtain 15 Passenger Vans for transportation in order to minimize individual Soldier expense. Shuttles are available from the Airport to the Hilton Hotel upon arrival.

(4) Payment for lodging is an individual responsibility and is reimbursable in accordance with the JFTR. Per LC directive, O-5s, E-8s and below will share a double occupancy room. Rooms have been reserved at the Hilton Kansas City Airport at the per diem rate of \$106.00.

(5) Early hotel registration is recommended, as these room rates may not be available for late registration. Only one Soldier in a double occupancy room will pay for lodging and be reimbursed for lodging. All participating LOD commanders will ensure that timely travel and lodging reservations are made, and will coordinate room assignments for Soldiers assigned to their unit.

(6) Meals will be available in the dining facility (DFAC) located at 400 Iowa Ave., Bldg 638, Fort Leavenworth, KS 66027. The DFAC is within reasonable driving distance of the Frontier Conference Center. DFAC hours of operation are as follows: Breakfast: 0700-0830; Lunch: 1130-1300; Dinner: 1700-1830.

5. (U) COMMAND AND SIGNAL.

a. Command.

(1) All units/staff will work through their appropriate command channels.

(2) Requests for information will be collected by the On-Site Planning Team and sent to the LC G7 NLT 100 days out.

(3) COL Gerald Krimbill, Commander of the 1st LOD, will be the OSLT host, and will coordinate with Commanders of attending units as per LC OPOD 14-012. Commanders and special staff can reach COL Krimbill at gerald.r.krimbill.civ@mail.mil; 210.392.0602.

b. Control. OPSEC. All personnel associated with this operation are to become familiar with the USARLC Critical Information List (CIL), to prevent disclosures. At no time will critical information be transmitted or discussed via non-secure means of any type. All material directly or indirectly related to this operation will be properly marked, stored, and disposed of using approved methods and processes. All accidental disclosure of CILs must be reported as a CCIR per USARC OPOD 14-005 (Army Reserve CCIR) and associated FRAGOs.

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c. POC.

(1) Key Points of Contact (POC) include:

(a) COL Gerald Krimbill is the Commanding Officer for the 1st LOD. COL Krimbill can be contacted at gerald.r.krimbill.civ@mail.mil; 210.392.0602.

(b) LTC Kyson Johnson is the Deputy Commanding Officer for the 1st LOD. LTC Johnson can be contacted at kyson.m.johnson.mil@mail.mil; 214.886.0393.

(c) CPT Nichole Stahl will be the Action Officer for the 1st LOD. CPT Stahl can be contacted at nichole.m.stahl.civ@mail.mil; 619-436-8725.

(d) MAJ Paul Sheldon will be the Deputy Action Officer for the 1st LOD. MAJ Sheldon can be contacted at paul.w.sheldon.mil@mail.mil; 214.208.0099.

(e) W01 Lafree Ryan will be the Assistant Action Officer for the 1st LOD. W01 Ryan can be contacted at lafree.d.ryan.mil@mail.mil; 254.616.0687.

(f) LTC Ernest Aliseda will be the CLE Action Officer for the 1st LOD. LTC Aliseda can be contacted at ernest.aliseda.mil@mail.mil; 956.533.6451.

(g) CW4 Hector X. Colon will be the WO Training Action Officer for this OSLT. CW4 Colon can be contacted at hector.x.colon.mil@mail.mil; 281.865.2911.

(h) MSG Beth Kissee will be the NCOIC and Head of Registration for this OSLT. MSG Kissee can be contacted at elizabeth.a.kissee.mil@mail.mil; 512.627.3514.

(2) (U) See ANNEX A for additional 1st LOD Key Personnel and task assignments.

ACKNOWLEDGE: Receipt of this order to CPT Nicole Stahl at nichole.m.stahl.civ@mail.mil, NLT 1 APR 15.

KRIMBILL
COL

OFFICIAL:
JOHNSON
DCO

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ANNEXES:

Annex A (1st LOD Key Personnel Listing)

Annex B (Midwest Regional OSLTC Invitation Letter)

Annex C (Midwest Regional OSLTC Registration Form)

DISTRIBUTION:

DCS, G3/7

1st LOD

8th LOD

128th LOD

LC, HHC

CF:

TJAG (DAJA-ZA)

DJAG (DAJA-ZB)

AJAG for MLO (DAJA-ZD)

CDR, USALSA (JALS-ZA)

CDR, TJAGLCS (ALCS-ZA)

Special Assistant to TJAG

PPT&O (DAJA-PT)

USATDS, (JALS-TD)

USARC SJA (ARRC-JA)

WO of the Corps (DAJA-PTW)

CSM of the Corps (DAJA-SM)

CSM/Commandant of NCO Academy (ALCS-ZA)

Executive, Reserve (IMA), OTJAG