



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
214TH LEGAL OPERATIONS DETACHMENT
BLDG. 506 ROEDER CIRCLE
FORT SNELLING, MN 55111

AFRC-LMD-BB

24 January 2017

MEMORANDUM FOR All Active Component and National Guard/Reserve Judge Advocates, Legal Administrators, and Paralegals

SUBJECT: 2017 Midwest/Great Lakes Region On-Site Legal Training, Tyson/McGhee AFB, 31 March-2 April, 2017

1. Invitation: The 2017 Midwest/Great Lakes Region On-Site Legal Training hosted by the 214th LOD will take place 31 March-2 April, 2017, at the Tyson/McGhee AFB Training and Education Center (TEC) in Knoxville, TN.
2. Pre-Registration: Attendees can download course registration materials from JAGU beginning on or about 31 January 2017. Attendees must complete the registration form and return it to the 214th LOD via email regular mail by 1 March 2017. Please note there is no registration fee.
3. ATRRS Registration: Attendees also must register in ATRRS. You can register now for the On-Site in ATRRS (School 181, Course JA0-1, Class 003) through your unit ATRRS Operator.
4. Check-In/Package Pickup: OSLT packet pickup is Friday, 31 March, 2017, from 0800-1250 hours. The On-Site will begin promptly at 1300 hours on Friday. The On-Site will continue Saturday from 0700 until 1700 hours and on Sunday from 0745 until 1200 hours. The uniform is ACU (or service equivalent). Civilian personnel will attend in business attire. Check in at the Tyson/McGhee lodging is available after 0800 on 31 March.
5. Instruction: Instructors from TJAGLCS and other distinguished guests will provide continuing legal education and professional development to Judge Advocates, paralegals, legal administrators and civilian attorneys. Topics will include Contract and Fiscal Law, Criminal Law, Administrative and Civil Law, International and Operational Law and Legal Assistance. Enlisted proficiency and refresher training will be conducted for paralegals. There will be Senior Leader and Warrant Officer break-out sessions. All course materials will be available on JAGU.
6. Location: The on-site will be held at the TEC (Training and Education Center) at the Tyson/McGhee AFB, in Knoxville, TN.

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7. Billeting Reservations: It is not necessary to make a separate room reservation with the TEC. Your room will be secured by submitting your registration form to the 214th LOD and presentation of orders to TEC billeting upon arrival. Rooms may be double occupancy, except O-6s and above and E-9s and above will be assigned single rooms.
8. Transportation: Tyson/McGhee AFB shares a runway with the Knoxville airport, The TEC is a short cab ride from the airport. Legal Command attendees requiring a rental car must follow comply with the requirements in USARLC OPOD 17-001. Soldiers authorized a rental vehicle must annotate the registration form appropriately.
9. CLE: Continuing Legal Education will be requested for North Dakota, South Dakota, Nebraska, Kansas, Oklahoma, Texas, Minnesota, Iowa, Missouri, Wisconsin, Michigan, Illinois, Indiana, Ohio, Kentucky, West Virginia and Tennessee.
10. Attendees must provide a copy of their military orders at packet pickup and billeting.
11. For further information, please contact MAJ Micah Pharris at micah.d.pharris.mil@mail.mil, or SFC Amanda Skatrud at Amanda.skatrud2@usdoj.gov.

CHRISTOPHER J. CUMMINGS
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