



**DEPARTMENT OF THE ARMY**  
**JOINT FORCE HEADQUARTERS VIRGIN ISLANDS NATIONAL GUARD**  
**RR#1 BOX 9201 KINGSHILL VI 00850-9731**

NGVI-CFM

8 July 2016

MEMORANDUM FOR State Facility Board (SFB) Members

SUBJECT: Minutes of 8 July 2016 State Facility Board Meeting

1. In accordance with DOD Directive 1225.7 and DOD Instruction 1225.8, the FY 16 State Facilities Board or SFB (formerly Joint Service Reserve Component Facility Board – JSRCFB) convened at 1108 on 8 July 2016 at the VING JFHQ Building on St. Croix, USVI.
2. Attendees were:  
  
MAJ Mike Hinrichsen – Cdr, 285<sup>th</sup> CES (VI ANG Rep)  
LTC Donald Woodley – Joint Director of Military Support (VI ARNG Rep - Primary)  
Mr. Alphaeus Anthony – Unit Administrator, 512<sup>th</sup> MTC (USAR Rep)  
LTC Clayton Sutton – Deputy, United States Property and Fiscal Officer for Virgin Islands (VI ARNG Rep – Secondary)  
LTC Carolyn Lanclos – CFMO for Virgin Islands (Chairperson, Records Custodian)  
MAJ Derek Joseph – Supervisory Environmental Protections Specialist (VI ARNG – Guest)
3. LTC Lanclos served as chairperson of the meeting and Mr. Anthony attended via teleconference.
4. After introductions were made, the purpose of the SFB and recent changes in requirements and procedures were explained to the members, most of whom were new to the Board. LTC Lanclos also advised that this would be her last meeting as she was being reassigned to the G4 position.
5. Discussion of projects commenced with Mr. Anthony advising that there were no USAR projects contemplated for the Virgin Islands in the foreseeable future.
6. MAJ Hinrichsen informed the group that there were no ANG MILCON projects on tap, but the ANG was pursuing a plan to construct improvements at the Boy Scouts shooting range on St. Croix in order to utilize the range for their weapons qualification.  
  
- LTC Sutton asked whether the ANG or another military entity had to be the owner of the site, and MAJ Hinrichsen advised that, under the MCCA, improvements could be made to non-military sites.

NGVI-CFM

SUBJECT: Minutes of 8 July 2016 State Facility Board Meeting

- LTC Lanclos inquired whether the site belonged to the Boy Scouts, as she thought it belonged to a shooting club. MAJ Hinrichsen advised that the range did belong to the Boy Scouts, but was being leased to the shooting club at no cost.

- LTC Woodley inquired whether the ANG could use the Modular Small Arms Range (MSAR) that would soon be constructed on behalf of the ARNG on the island of St. Croix. MAJ Hinrichsen indicated that he did not know and would have to look into it. LTC Lanclos recommended that the USAR might want to consider using the MSAR also.

7. MAJ Hinrichsen also indicated that the ANG was pursuing a solar panel project at their compound, which all agreed would be not be joint construction

8. LTC Lanclos mentioned the communications vehicle storage facility as a joint construction project that was being built by the ANG. MAJ Hinrichsen indicated that although ANG funds were being used, they considered it an ARNG project because the structure would house vehicles belonging to the ARNG. LTC Lanclos responded that it was considered a joint construction project because it was part of the ANG's contribution to construction of the JFHQ facility.

9. The attendees then moved on to discuss projects that were on the Army National Guard's long range construction plan, as well as larger SRM projects.

a. New Field Maintenance Shop #2 on St. Thomas. LTC Lanclos indicated that, as had been discussed during the prior year's board meeting, this would be a unilateral construction and usage project, because there were no ANG or USAR vehicles on St. Thomas.

b. New Field Maintenance Shop #1 on St. Croix. As with the FMS#2, all agreed that this was also a unilateral construction and usage project. Question was raised as to how ANG repaired its vehicles, and response was that it was done commercially because that was easier than navigating the funds transfer and other requirements that would have to be met in order to use the ARNG maintenance shop.

c. Combined Support Maintenance Shop Renovation/Alteration. All agreed that, as was the case with the Field Maintenance Shops, this would be unilateral construction and use.

d. Alteration of the Lionel A. Jackson Readiness Center on St. Croix. All agreed that based on prior year's discussion this remained a unilateral construction and usage project, as no other entities besides ARNG would be housed in the facility.

e. Alteration of the Leonard B. Francis Readiness Center on St. Thomas. LTC Lanclos advised that based on prior year's discussions this would be unilateral construction, but joint use with the USAR as is currently the case, and all agreed.

NGVI-CFM

SUBJECT: Minutes of 8 July 2016 State Facility Board Meeting

f. Regional Training Institute, Phase II. All concurred that if this project happened it would be unilateral construction and use. LTC Sutton inquired if anyone had heard anything about a USAR unit from Puerto Rico requesting to use the current RTI, but no one was aware of this.

g. Modular Small Arms Range (MSAR). Explanation was given by LTC Woodley that this project involves a containerized range that is currently being constructed on behalf of the VING on St. Croix. The Department of Army is responsible for the construction contract and the facility will be turned over to the VING once completed. All current plans are for the facility to be used by the ARNG, but the USAR and ANG were invited to consider it as a means of accomplishing their weapons qualification requirements.

h. Collapsible Structure/Rubble Pile. LTC Woodley gave a brief synopsis of this project under which a collapsible structure/rubble pile for search and rescue training is to be constructed by the VING on St. Croix, with assistance and funding from NGB and NORTHCOM in preparation for Vigilant Guard 2017. This project will be funded by Army, but the troop labor used for the project will entail both VI ARNG and ANG troops.

10. After discussion of projects, decision was made that the FY17 meeting would be held in June 2017, and would be hosted by the ANG representative, MAJ Hinrichsen. The SFB meeting was then adjourned at 1139.

MICHAEL L. HINRICHSEN  
MAJ, VIANG  
Cdr, 285<sup>th</sup> Combat Engineer Squadron

DONALD W. WOODLEY  
LTC, VIARNG  
Joint Director of Military Support

ALPHEUS J. ANTHONY  
512<sup>th</sup> MTC, USAR  
Unit Administrator

CLAYTON A. SUTTON  
LTC, VIARNG  
Deputy US Property & Fiscal Officer

CAROLYN Y. LANCLOS  
LTC, VIARNG  
Construction & Facilities Management Officer

Reserve Component	ARNG
NAME	Carolyn Y. Lanclos, LTC
Chairperson (?)	Chair
Address	Construction & Facilities Management Officer
Address 2	JFHQ-VING, Rural Route 1, Box 9201
City	Kingshill
State	VI
Zip	00850-9731
Commercial Phone	(340) 712-7721
DSNS	727-7721
Commercial FAX	(340) 712-7792
FAX DSN	727-7792
Meeting Date	8 July 2016
Email Address	carolyn.y.lanclos.mil@mail.mil

Reserve Component	ANG
NAME	Michael Hinrichsen
Chairperson (?)	
Address	Cdr, 285 <sup>th</sup> CES FF2W
Address 2	100 Mannings Hill
City	Kingshill
State	VI
Zip	00850-9731
Commercial Phone	(340) 344-9765
DSN	740-9585
Commercial FAX	
FAX DSN	
Meeting Date	8 July 2016
Email Address	Michael.l.hinrichsen.mil@mail.mil

Reserve Component	ARNG
NAME	Donald W. Woodley
Chairperson (?)	
Address	Joint Director of Military Support
Address 2	JFHQ-VING, Rural Route 1, Box 9201
City	Kingshill
State	VI
Zip	00850-9731
Commercial Phone	(340) 712-7771
DSN	727-7771
Commercial FAX	(340) 712-7767
FAX DSN	727-7767
Meeting Date	8 July 2016
Email Address	Donald.w.woodley.mil@mail.mil.

Reserve Component	USAR
NAME	Alphaeus J. Anthony
Chairperson (?)	
Address	Unit Administrator
Address 2	SFC Leonard B. Francis RC, 6304 Estate Nazareth
City	St. Thomas
State	VI
Zip	00802
Commercial Phone	(340) 774-1167
DSN	
Commercial FAX	
FAX DSN	
Meeting Date	8 July 2016
Email Address	Alphaeus.j.anthony.civ@mail.mil

Reserve Component	ARNG
NAME	Clayton A. Sutton
Chairperson (?)	
Address	Deputy, USP&FO for Virgin Islands
Address 2	Rural Route 2, Box 9200
City	Kingshill
State	VI
Zip	00850-9731
Commercial Phone	(340) 712-7822
DSN	727-7822
Commercial FAX	(340) 712-7819
FAX DSN	727-7819
Meeting Date	8 July 2016
Email Address	Clayton.a.sutton.mil@mail.mil