

**NCMS Enchantment Chapter  
Membership Meeting  
March 7, 2007**

The meeting was held at Schafer Corporation, Albuquerque, NM.

**Call to Order:**

Andrea Steila, Chapter Chair called the meeting to order at 11:30 am

**Today's Business:**

Pledge of Allegiance

8 new members were announced

Treasure Report: \$1,735.12

**New Business:**

Speaker: Rhonda Peyton, National Board Member and Chavela Montano KAFB PERSEC Chief  
JPAS Issues & Updates

- Another set of changes will happen March 17, 2007
  - RRU's – you will be able to cancel
  - Name will no longer be in "red"

Signature Pages:

- Signature Pages can either be faxed or uploaded
- Can only upload one document at a time (3 separate files)
- Has to be saved as a PDF file
- Never have to send original signature pages

Misc.

- Visits in JPAS, take up "Servicing" under the Owner's Tab DO NOT create one
- Can check "Eligibility" under Level 10
- Want to see "Open Investigation" go to Level 6

Speaker: CVS Speaker - Cancelled

- Any questions, e-mail Andrea for information

Speaker: Andrea Steila, Chapter Chair

- Handed out "SAMPLE" letter for contractors working on classified contracts/efforts on base
- ISP Round 3 – NOT TOO LATE TO SIGN-UP!!
- Viewed Posters for NCMS National Seminar Contest
- FSO Course 101 will be in May – Looking for Volunteers to help

- Roundup Update – New date will be October 25, 2007 @ the Hilton more information to follow
- Mike Halter’s CI Briefing rescheduled for May 16, 2007 will be “CLASSIFIED”
- Ron Donley – Next visit to Albuquerque area indefinite
- Key Quigley retiring – get new SSPs in ASAP!

Open Discussion: What to expect for next inspection w/Jennifer:

- JPAS savvy, e.g. “servicing”
- Classified hard drives – labeled on the drive itself, just not on the case
- Employee Interviews – make sure you employees are knowledgeable, e.g. Adverse Information
- Justifications – make sure employees have accessed within 1-2 years
- Perimeter Control checks done

**Next Meeting:**

The next Enchantment Chapter’s meeting will be May 16th