

Commissioned Personnel Center CYBERFLASH

29 April 2011

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The [NOAA Corps Leadership Development Framework](#), under Leading Others, defines listening as follows:

Listening – Leaders are active listeners, asking question to clarify information. They are receptive to the messages conveyed through body language and tone of voice. Leaders respect speakers by being patient and non-judgmental.

Part 3: Active Listening - Holding Judgment

Active listening requires an open mind. Leaders need to be open to new ideas and possibilities. Don't jump immediately to problem solving or offering advice. Focus on listening and paying attention, which shows you are trying to understand. Show you are trying to understand, by:

- practicing empathy (put yourself in their world)
- indicating your open mind, (make statement like "I'm coming from another perspective and I want to understand your view")
- acknowledging difference (communicate that you would like to understand through the other person's unique perspective)
- being patient (don't speed the conversation along)

Your primary purpose is to listen and pay attention. It does not mean you agree, but shows you are seeking to recognize a different perspective.

Useful Links:

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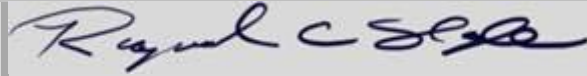
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CAPT Raymond C. Slagle, NOAA
Director, Commissioned Personnel Center

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Ethics Training

CPC has arranged to host a NOAA Corps Officer specific Ethics Briefing for anyone in the Washington, D.C. area. This will satisfy the **Annual Mandatory Ethics Training Requirement**. The Ethics Brief will be held on Friday, 20 May 2011, from 1400 to 1500, on the NOAA campus in SSMC2, Room 2358. All officers who plan to attend should RSVP to [LT Jonathan French](#). Immediately following the Ethics Briefing, RADM Bailey will be holding an all hands meeting starting at approximately 1500. To finish off the afternoon, the DC Metro Area ACO will be hosting a "D School" Refreshment training at McGinty's. All officers in the DC Metro Area are encouraged to attend.

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'ASK CPC' Webinar

CPC will be hosting the second 'Ask CPC' Webinar on Tuesday 10 May 2011 from 1430 to 1530 EDT. The topic will be "Assignments" presented by LCDR Nathan Hancock, Chief, Assignments Branch. Immediately following the presentation there will be a question and answer session with the CPC Director, Deputy Director, Division Chiefs and Program Managers. As a participant you will be able to hear the presenter, use the Q&A window to provide questions and listen to the responses to questions. Following the webinar, a summary document outlining questions raised and links to resources will be posted on the CPC website. The link for the Webex site will be sent out from the Director, CPC, the Friday before the meeting.

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Records Management

Within the OPF Online, there is a new Education Summary feature which shows the degrees you have earned. University education information will no longer be tracked in the Training Summary page. In order to update the Education Summary, officers must submit an Official Transcript from the college or university attended. Officers should verify that their official transcript is on file in their OPF before requesting changes to the Education Summary. During the recent OPF review, all unofficial transcripts (e.g., photocopies) have been removed and only Official Transcripts are available for viewing in your OPF. If an officer finds that he/she is missing information in his/her Education Summary and/or transcripts in their OPF Online, he/she must contact their college, or university, to have an Official Transcript sent to CPC. Only Official Transcripts from the college, or university, will be accepted into officer personnel files, either OPF online or hardcopy at CPC. This also applies to officers who have taken university courses which they would like to be available to the Officer Personnel Board. All Official Transcripts will be added to the OPFs, however, only completed degrees will be visible in the Education Summary.

OPF Fix Reminder: When submitting documents for addition to your OPF, please submit each document as a PDF with its own OPF Fix case so it can be assigned and tracked with a unique case number. Label file beginning with your last name (first name suggested if more than one person in the Corps with the same last name) followed by date and a brief title:

NAME_ DDMMYY_TITLE.

Official Transcripts, Record of Emergency Data, and SGLI Election should not be submitted electronically via OPF Fix. For these documents, CPC requires an original, with signature, as appropriate.

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This Month in NOAA History- Profile

Commander William D. Patterson was born on May 3, 1895, in Neosho, Wisconsin. He attended the University of Wisconsin.

Commander Patterson was appointed as one of the original members of the U.S. Coast and Geodetic Survey commissioned service in 1917. During his 30-year career, he served aboard numerous ships including the EQUATOR (wire drag), the EXPLORER as Watch Officer and later as Executive Officer, the FATHOMER, PATHFINDER, MARINDUQUE, BACHE as 2nd Officer and later as Executive Officer, the HYDROGRAPHER as Executive Officer, the SURVEYOR, the MARINDUQUE as Commanding Officer, the OCEANOGRAPHER as Executive Officer, the GUIDE and the PIONEER as Commanding Officer. He received his Chief Mate's license any ocean, any tonnage, on December 10, 1927. While in command of the PIONEER during the years 1940 and 1941, he was successful in extending the scheme of triangulation in the vicinity of Yunasaka, Seguam, Amlia, and Atka Island, Aleutian Chain, Territory of Alaska. Other assignments included Wire Drag Parties in Alaska, Coast Pilot Division, and construction of several Magnetic and Seismology Observatories in Tucson, Arizona, Sitka, Alaska, Honolulu, Hawaii, and Fairbanks, Alaska. At the time of his retirement March 1, 1948, he was assigned to the San Francisco Field Station. He held membership in the American Society of Civil Engineers and the American Association for the Advancement of Science and authored numerous sections of the U.S. Coast Pilot.

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On the Horizon

02 May 2011 (week of)	Promotion Selection OPB for Grades: O-6, O-5, O-4 and O-2
03 May 2011	Uniform Awards Board
10 May 2011	'Ask CPC' Webinar 1430 EDT
14 May 2011	DC Metro Area ACO Dining Out
20 May 2011	DC Metro Area NOAA Corps Officer Ethics Training, All Hands and D- School Refreshment Training
07 June 2011	Uniform Awards Board
05 July 2011	Uniform Awards Board
01 October 2011	Promotion Selection OPB for Grade: O-3

Approve Resignations, Separations, and Retirements

The following officers have approved retirements, resignations, or separations. Be sure to thank them for their service to NOAA and nation and wish them the best the next time you see these officers!

LT Shawn Maddock	01 May 2011
ENS Tamera Reul	10 May 2011
LT Natasha Davis	20 May 2011
LTJG James Falkner	31 May 2011
LCDR Demian Bailey	01 June 2011
LT Jason Seifert	01 June 2011
CDR Carl Groeneveld	01 June 2011
LT Katherine Peet	08 June 2011
LCDR James Illg	01 July 2011
CAPT Michael Gallagher	01 August 2011
CAPT Michael Francisco	01 September 2011
LT Kelley Sage	07 October 2011
LT Elizabeth Crapo	30 October 2011
CDR Karl Mangels	01 August 2012

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