

# Welcome Aboard

## Headquarters Battalion | MAGTFTC | MCAGCC



Welcome to Headquarters Battalion (HQBN) Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC), in Twentynine Palms, California. HQBN is a diverse and complex organization that provides administrative and training oversight to the Marines and Sailors that make this the Marine Corps' premier combined arms training center.

We have provided this Welcome Aboard package to assist you and your family in getting to know the Battalion, Combat Center, and local area. Moving and starting a new job can be stressful and the team here will support you in any way possible. Our motto is "Mission First, People Always," and we strive to achieve that every day. Your sponsor is your first resource for assistance, but do not hesitate to reach out to the staff if you are not getting resolution to problems or have unanswered questions. The high desert and surrounding areas offer many opportunities for recreation, relaxation, and entertainment. Take advantage of your time here, and I guarantee this will be a fun and rewarding tour. I look forward to serving with you and getting to know your family.

HEADQUARTERS BATTALION  
MCAGCC  
BOX 788200  
TWENTYNINE PALMS, CA 922778-8200

<https://www.29palms.marines.mil/>

Semper Fidelis,  
LtCol Nathan M. Rollins  
Commanding Officer

**OOD Number: 760.830.6806**

**LAST UPDATE      Aug 2024**

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# Command Philosophy



*Genuine **camaraderie** is the hallmark of **unit cohesion**. It can only be achieved through everyone fulfilling their part while maintaining a goal of “the team” performing efficiently and effectively in the pursuit of success.*



I want our team to be successful in everything we do professionally, academically, and personally. Each Marine, Sailor and Federal Civilian of Headquarters Battalion is critical to the success of our dynamic team. I expect us to remain focused on our Core Values, the mission, and the health and welfare of our unit and family members. We are accountable to uphold the highest standards and expectations set forth by the service members who have left a legacy, our senior leaders, the American public, and ourselves. To do this, we will:

**Build the team...** Begin with the end in mind. Focus on the mission, objectives, and the intended results of your actions. Be kind; be humble. We are diverse, and relationships are an integral part to working as a team. Collaborate with counterparts across the staff, our higher and adjacent, and your peers and mentors across the enterprise. Become a professional in your art, but understand the roles of the rest of the team, so we can leverage the work of others to complement our mission. Know who and when to ask for assistance.

**Improve the team...** Be creative and innovative. Think about how we can do our job better with the resources we have. Be a team player, and seek out opportunities to take initiative and implement continuous improvements. Consider risk, but do not be afraid to fail early or fail often, so we can continue to learn and improve. Explore different approaches to how we might accomplish routine tasks and always propose a solution when identifying a problem. Do not assume we have all the facts; validate our assumptions. Provide a climate that encourages change, diversity of thought, challenges the status quo, and empowers our team members at all levels to make decisions.

**Hold the team accountable...** Exhibit pride and take ownership. The team is stronger when we can rely on each other to be honest and trustworthy, to have integrity and make ethical decisions, and to sincerely perform to the best of our ability. Never waiver in what we know is morally right. Be customer focused, and take the extra time to consider alternatives, practice safety and sound judgement, and ensure we are providing the best service. Be fair and just in the treatment of others, and treat everyone with the respect and dignity they deserve.

**Incentivize the team...** Provide opportunities for team members to excel. Engaged leadership that fosters teamwork will bring out the best in individuals, but also the team as a collective. It is equally important to recognize the small accomplishments as it is to rejoice in the large feats. Encourage unity of effort, and find excitement in the success of others through our team-focused approach.

I am committed to creating an environment that allows you to grow physically, mentally, and spiritually. It is a privilege and honor to serve alongside each of you. We must work as a team in pursuit of our success. Think mission first, people always. Challenge yourself; challenge the team.

Lieutenant Colonel Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training  
Command Marine Air Ground Combat Center

# Transportation from Palm Springs Airport

The USO, located near the baggage claim, is a valuable resource but does not personally provide transportation for servicemembers. They will assist in any manner possible to find transportation from the airport to base but will not provide the transportation themselves. More info on the USO is available at <http://www.bobhopeuso.org/our-locations/palm-springs-uso.html>

Soldier Organized Service (SOS) is a volunteer group that will provide free transportation to and from MCAGCC for Marines and Sailors. Marines may make transportation reservations in advance by either calling (760) 799-5488 or going to <http://www.sosride.org> Point of contact at SOS is Erica Stone

Transportation through the Morongo Basin Transit Authority (MBTA) is also provided. There are three pick up times Monday through Thursday at Palm Springs Airport: 0750, 1010, and 1650 with an additional time of 1900 on Fri. Two pickup times on Saturday: 1200 and 1800 and only 1800 on Sunday.

Cost of MBTA is \$10 Mon-Fri (\$15 round trip) . Sat and Sun: \$20 (\$25 round trip)

Taxi Service: MCAGCC is about 55 miles from the airport, and a taxi can cost from \$150-\$175. Check with the taxi dispatcher in the front of the airport.

## Check-in Procedures

### THE UNIFORM for check in is service "A"

#### **During Work Hours: (0730 - 1630 Mon-Fri)**

USMC Officers - Officer Assignments, G-1, Bldg. 1459, Phone (760) 830-7348.

USMC Enlisted - Combat Center Personnel Office, G-1, Bldg. 1459, Phone (760) 830-7327/1800

#### **After Work Hours: (Weekends/Holidays)**

All personnel - Bldg. 1457, HQBN OOD, Phone (760) 830-6806/6506 (If no duty personnel are present, report to the DNCO in Bldg/Barracks 1608); MCAGCC CDO, Bldg. 1554, Room #114A, Phone (760) 830-6157. **ENSURE YOUR ORDERS ARE ANNOTATED BY THE OOD FOR DATE AND TIME OF ARRIVAL.** Report as indicated to above NLT 0730 the next working day.

Once you receive your reporting endorsement, you will go to S-1 in building 1457, 4<sup>th</sup> Street, where you will receive your check-in sheet and a comprehensive map of the base.

### **Required Documents at Check in**

- |  |   |
|--|---|
| ⇒All Original Orders                               | ⇒Certified copy Pg 3 & dependency application (Housing) |
| ⇒Receipts for travel claim                         | ⇒Medical Record   |
| ⇒Service Record Book                               | ⇒Dental Record  |
| ⇒Dependent information (if not currently in DEERS) | ⇒Personal Weapon Registration                           |
| ⇒Birth Certificate/Supporting Docs                 | ⇒Car Registration/Proof of Insurance                    |
| ⇒Marriage License/Divorce decree                   |   |

# HQBN Directory and Task Organization

All phone numbers start with: (760) 830– XXXX  
*Unless specified*

HQBN OOD:	X-6806
CO:	X-7493
XO:	X-7083
SGTMAJ:	X-6330
ADJ:	X-7084
S1:	X-1090
S3:	X-7087 / 8685
S4:	X-7394
URC:	X-3511
SACO:	X-1116
Career Planner:	X-7242
Chaplain:	760-861-2253
SAPR VA:	760-799-0273

## ALPHA COMPANY

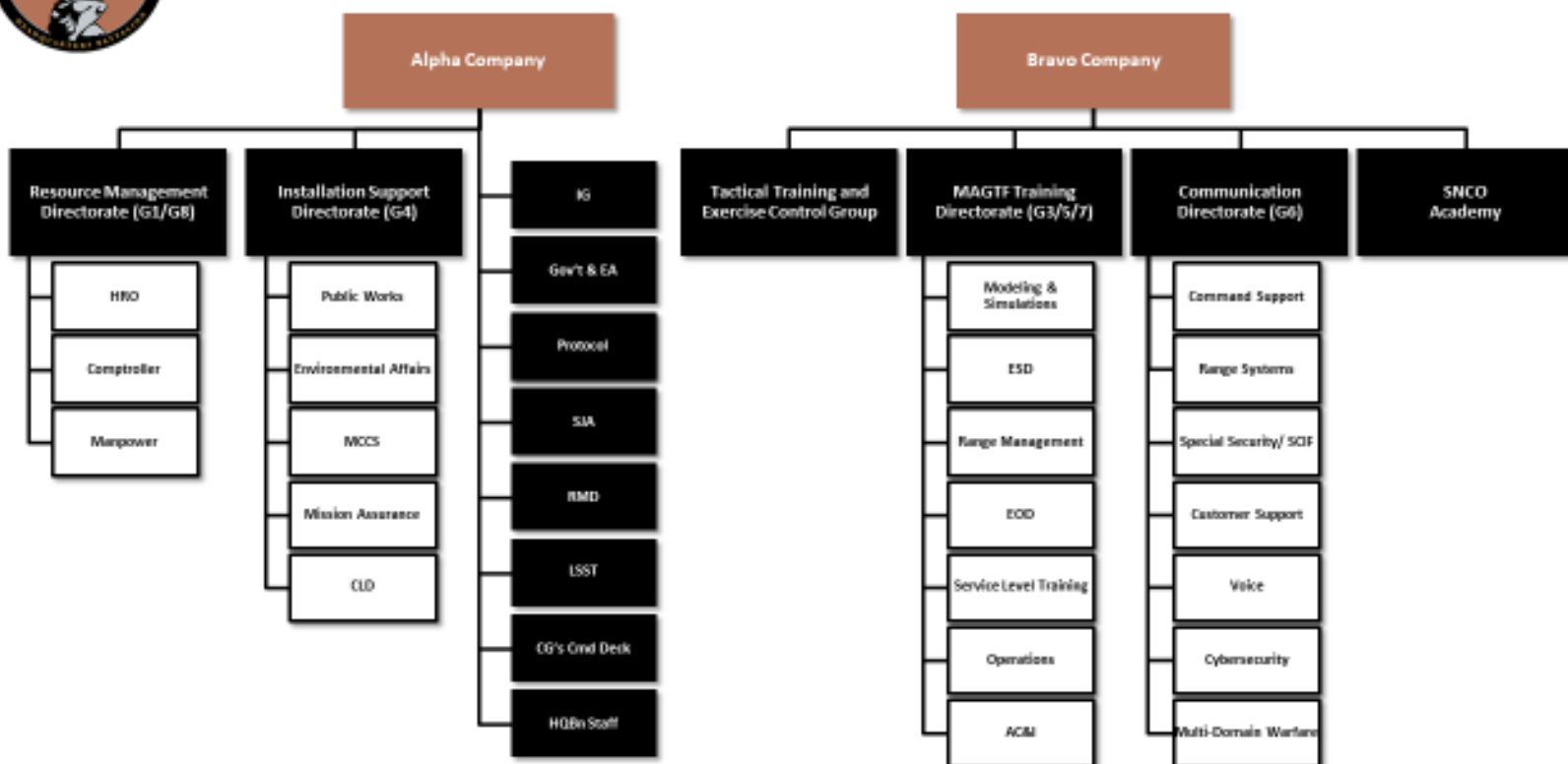
Commander	X-6490
1stSgt	X-6294
GySgt	X-5418

## BRAVO COMPANY

Commander	X-5413
1stSgt	X-6571
GySgt	X-4116
Clerks	X-4475



## Headquarters Battalion (Atlas) Organization



# HQBN S-3

## Resources

- Directorates and Sections have appointed CPTRs that are able to evaluate annual PFTs and CFTs.
- All Height and Weights must be evaluated at the battalion S-3.

## Training Certification

- All training will be submitted by Directorate and Section training representatives for certification by the S3 in MCTIMS.
- Issues regarding individual Marine scores or data entries must be routed through directorate or section training representatives.

## Training

- All training requirements for Marines are outlined in the Annual Training Plan, and completion is reported Monthly to the Directorate and Sections.
- Training opportunities for the Marines can be found in MCTIMS or the HQBN Share Point Online outlining Rifle and Pistol ranges, local schools, and PME opportunities.

# HQBN S-4

## Transportation

- **For Off-Base Non-Emergency Medical Travel:** Please contact Mr. Hardman (S4 Office) 760-830-7394.
- **SWRFT & Tactical Vehicle:** To Request vehicle assets please submit a TCPT request to SWRFT. If requesting to check-out a HQBN SWRFT vehicle, liaison with HQBN S-4.

## Supply

- **Requisition of Supplies:** Directorate and Section Reps must submit a requisition request through DAI.
- **Contracting:** Requests for services must be submitted through DAI.
- **Chow Requests:** Can be requested through Directorate and Section reps to support training requirements.

## Barracks

- **Maintenance Request Forms:** Are located at the duty desk in BEQ 1608
- **BEQ Manager:** Marines are located at the BEQ Manger Office in BEQ 1608 and HQBN S4 Office building 1457.
- **Common Issues:** Contact the BEQ Manager 760-830-3846 or Mr. Hardman 760-830-7394
  - Heat & AC Issues
  - Door Lock (dead-battery)
  - Broken Furniture
  - Electrical Issues
  - Common Area Vandalism

## Safety

- **Motorcycle Requirements:**
  - BRC - The Basic Rider Course
  - ARC - Advanced Rider Course (4 months after BRC)
- **Mishap Reporting:** Contact your Directorate or Section representative to submit report.

# SAPR

SEXUAL ASSAULT PREVENTION & RESPONSE

24/7 SEXUAL ASSAULT LINE

760.799.0273

DOD SAFE HELPLINE

877.995.5247

| SAFEHELPLINE.ORG

1stLt Kaylin Craine



IF YOU OR SOMEONE YOU KNOW HAS  
BEEN SEXUALLY ASSAULTED, YOUR  
**SAPR VICTIM ADVOCATE**  
IS TRAINED AND READY TO HELP

UNIT NAME

Headquarters Battalion

LOCATION

CMSC- Bldg 1102

LOCAL PHONE NUMBER

THIS IS NOT THE 24/7 HELPLINE

760.830.7900

EMAIL

KAYLIN.CRAINE@USMC.MIL



ALL SAPR VICTIM ADVOCATES ASSIST WITH RESTRICTED AND UNRESTRICTED REPORTS



## RESTRICTED REPORTING

**ALLOWS A MARINE WHO IS SEXUALLY ASSAULTED TO REPORT THE ASSAULT AND RECEIVE SUPPORT, ADVOCACY, MEDICAL TREATMENT, AND COUNSELING WITHOUT A LAW ENFORCEMENT INVESTIGATION AND THE SUPPORT OF THE CHAIN OF COMMAND.**

## AVAILABLE SERVICES

- SAPR VICTIM ADVOCATE (SAPR VA)
- SEXUAL ASSAULT RESPONSE COORDINATOR (SARC)
- VICTIM'S LEGAL COUNSEL (VLC)
- CHAPLAIN
- HEALTHCARE PROVIDER

## UNRESTRICTED REPORTING

**ALLOWS A MARINE WHO IS SEXUALLY ASSAULTED TO REPORT THE ASSAULT AND RECEIVE SUPPORT, ADVOCACY, MEDICAL TREATMENT, AND COUNSELING WITH A LAW ENFORCEMENT INVESTIGATION AND THE SUPPORT OF THE CHAIN OF COMMAND.**

## AVAILABLE SERVICES

- SAPR Victim Advocate (SAPR VA)
- Sexual Assault Response Coordinator (SARC)
- Victim's Legal Counsel (VLC)
- Chaplain
- Healthcare Provider
- Chain of Command
- Law Enforcement



## Sexual Assault Prevention and Response

Every member of the command deserves to work in a culture free of sexual assault. This is fostered through an environment of prevention, effective response capabilities, victim support, clear reporting procedures, appropriate accountability, and education.

Sexual assault is a criminal activity, and corrosive behavior, that directly contradicts our core values. Sexual assault can occur to a person of any gender, race, or age, and will not be tolerated. This is why it is essential that everyone be aware of what constitutes sexual assault and the consequences of such behavior. Leaders at all levels are responsible for establishing a healthy command climate which fosters education resulting in a safe and respectful work environment.

There are two reporting options available to Service members and their adult military dependents: Restricted and Unrestricted Reporting. A Restricted Report does not prompt command notification or an investigation. An Unrestricted Report prompts command notification and an investigation. Both reporting options provide a victim access to counseling, medical, chaplain support, Victim Legal Counsel (VLC), Sexual Assault Response Coordinator (SARC), and Sexual Assault Prevention and Response Victim Advocate (SAPR VA) support and services. To utilize the Restricted Reporting option, personnel should contact a SARC, SAPR VA, medical personnel *aboard military installations*, Chaplain, or VLC.

Personnel will emulate the highest standards of personal conduct, morality, and respect for each other, both on and off duty.

Lieutenant Colonel Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training Command  
Marine Air Ground Combat Center

# Sexual Assault Prevention and Response



## SAPR Mission Statement

*Leaders at all levels of the command will create an environment where sexual assault is not tolerated and encourages reporting of sexual assault incidents, so that the victims may receive the appropriate services and offenders can be held accountable for their actions.*

**Sexual assault** - intentional sexual contact characterized by use of force, threats, intimidation, or abuse of authority, or when the victim does not or cannot consent.

Sexual assault is a **crime** - one that has lasting negative consequences for our Marines, Sailors and Federal Civilians. An attack as vile as sexual assault erodes **Camaraderie** and **Unit Cohesion** and contradicts our Core Values of honor, courage, and commitment. We must aggressively seek to prevent any such assault, respond timely to allegations, and ensure victims receive the appropriate services. Any member found in violation of sexual assault will be subject to punishment under the Uniform Code of Military Justice, criminal law, or administrative separation.

Unrestricted reporting of sexual assault will be thoroughly investigated. Victims who choose to file an unrestricted report must have 100% confidence in the battalion's unwavering commitment to ensure that they are treated with dignity and confidentiality. We must ensure the integrity of the process by protecting victims from reprisal or re-victimization. All reports and follow-on services will be coordinated between the HQBN Sexual Assault Prevention and Response Victim Advocates (SAPR VAs), the MCAGCC Sexual Assault Response Coordinator (SARC), Naval Criminal Investigative Services (NCIS), Battalion Sergeant Major, and Battalion Commander.

For those victims who choose to make a restricted report, privacy will be honored to the fullest extent. Resources available to victims include the MCAGCC SARC, SAPR VAs, Victim Legal Counsel (VLC), Chaplains, and Marine and Family Program counselors.

Treat everyone with sensitivity, dignity, decency, and respect, and live up to the battalion motto: Mission First, People Always. Victim safety is my paramount concern, and eliminating sexual assault takes a focused effort. Our Marines, Sailors, Federal Civilians and family members deserve nothing less.

Lieutenant Colonel Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training  
Command Marine Air Ground Combat Center



## Prohibited Activities and Conduct Policy

As an elite institution of warriors, it is our shared responsibility to maintain a culture of dignity, respect, and trust in which all members of the organization are provided equal treatment and opportunity to achieve their full potential based solely upon individual merit, intellect, and ability.

It is essential that all members of the command have a common and clear understanding of the Prohibited Activities and Conduct (PAC) which have corrosive effects on our institution. These activities undermine morale, reduce combat readiness, and prevent maximum utilization and development of our personnel. Marine Corps leadership at all levels must ensure assigned personnel understand the Marine Corps policy regarding PAC, the complaint process, and the need to prevent retaliation. Small unit leaders are in the best position to lead, educate, train, supervise, and instill our high standards.

Any member found in violation of the PAC policy may be subject to adverse disciplinary action under the Uniform Code of Military Justice.

Lieutenant Colonel Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training Command  
Marine Air Ground Combat Center

# Prohibited Activities and Conduct

## Prevention and Response



### PAC Prevention and Response Mission Statement

*Leaders at all levels of the command will create an environment where harassment; unlawful discrimination and abuse; wrongful distribution or broadcasting of intimate images; and dissident or protest activity are not tolerated, so that we create a culture that preserves dignity and promotes respect.*

Prohibited activity and conduct can be crippling to a unit's morale, readiness, and individual safety. This type of activity is counter to our ethos, our Core Values and our goal of building **Camaraderie** and **Unit Cohesion**. We must maintain our professionalism and collectively create a climate that preserves dignity and promotes respect and trust among our Marines, Sailors, and Federal Civilians.

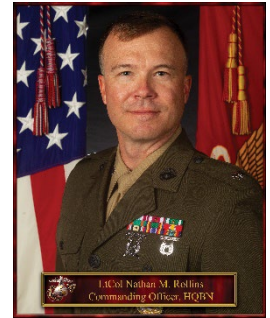
The parties involved in any alleged unprofessional conduct or interpersonal conflict are encouraged to attempt to resolve the matter through informal resolution and effective communication prior to initiating a report. This process provides an opportunity to resolve conflicts at the lowest appropriate level.

Reports may be made to any person in the chain of command; to any Inspector General; to any Equal Opportunity Representative or Equal Opportunity Advisor; and to any law enforcement officer. All allegations must subsequently be reported to me, and I will treat every allegation in good faith and thoroughly investigate and appropriately adjudicate. Substantiated incidents of prohibited activities and conduct will be documented, and those who engage in such activity will be subject to punishment under the Uniform Code of Military Justice or appropriate administrative action.

We must continue to increase awareness of inappropriate behaviors through proper training, while also facilitating the appropriate and responsive care and services for those Marines, Sailors, and Federal Civilians adversely impacted by this type of activity. This includes preserving the integrity of the process by protecting those engaging in protected communication from reprisal or retaliation. We will also safeguard the integrity of the reporting process by ensuring accountability with respect to individuals who make a false compliant.

The Headquarters Battalion Equal Opportunity Representative has direct access to me for all prohibited activity and conduct matters and is responsible for providing advice to leaders in receipt of a report of such activity. Treat every member with dignity and respect - Mission First, People Always!

Lieutenant Colonel Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training Command  
Marine Corps Air Ground Combat Center



### **Unit, Personal, and Family Readiness Mission Statement**

*Leaders at all levels of the command will provide opportunities for growth and fellowship across the team, to include communicating effectively with each other and their respective support systems, so that we foster a climate that values the individual Marine, Sailor, Federal Civilian, and their family.*

Readiness and resiliency are critical to any effective organization and set the foundation for **Camaraderie** and **Unit Cohesion**. The objective of this program is to support our team members and their families as they balance the challenges of the military way of life, family, education, careers, and the mission. Everyone is responsible and accountable for their personal readiness and the readiness of their families.

#### **Basic Tenants of the UPFR Program**

**Communication** - Keep the member and their families informed through official, authorized, or unofficial communication. This will include providing information about command sponsored events and activities, as well as local events, through emails, mail or social media.

**Readiness and Deployment Support** - Equip members and their family with tools designed for building life skills and preparing for the unique challenges if, or when, the Marine or Sailor is deployed, on temporary duty, or otherwise away from the family and the subsequent reintegration.

**Information and Referral** - Ensure that services are available to, and accessible by, the members and their family, so that they can be referred to the appropriate Marine Corps Community Services program, the military resource, or the community resource that can best meet their needs.

**Volunteer Management** - Provide volunteer opportunities for the planning, coordinating, and execution of specific unit and family morale events to enhance the program.

I am guided by the Family Readiness Command Team, consisting of the Sergeant Major, Executive Officer, Unit Readiness Coordinator (URC), Deputy URCs, Chaplain, Single Marine Representative, Command Team Advisor, Assistants, and volunteers. In a battalion this large and diverse in mission, it is critical that we actively participate and communicate to achieve the readiness and resiliency we both desire and deserve.

You can contact the URC with ideas or to volunteer your support. Mission First, People Always!

Lieutenant Colonel Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training Command  
Marine Air Ground Combat Center

# Unit, Personal, & Family Readiness



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You can contact the Unit Readiness Coordinator with ideas or to volunteer your support. Mission First, People Always!

Lieutenant Nathan M. Rollins  
Commanding Officer, Headquarters Battalion  
Marine Air Ground Task Force Training  
Command Marine Air Ground Combat Center

# Unit, Personal & Family Readiness Program

The Unit, Personal & Family Readiness Program provides support through proactive outreach and intervention in the form of the following functions:

## Official Communication

Facilitate communications between the command, Marines, and families regarding the unit, personal and family readiness information and requirements.

## Information and Referral

Provide Marines and their families with information regarding morale, welfare, & recreation and answer questions relating to the many resources and services available to support unit, personal and family readiness.

## Marines and Family Readiness and Deployment Support (RDS)

Provide resource information and training in addition to support services that enable the Marine's personal and family readiness. Information and training support are in three areas: Skills Development, Prevention and Intervention, and Self-help Education

## Readiness Volunteer Program

If you are interested in helping with your HQBN Readiness program please contact the Uniformed Readiness Coordinator for more information. We welcome you to HQBN!

**GySgt Santiago G. Colon**  
**Uniformed Readiness**  
**Coordinator**

**Building 1654, COMMSTRAT**  
**760-830-6224**

[santiago.colon@usmc.mil](mailto:santiago.colon@usmc.mil)

## Military & Family Life Counselors



### Military & Family Life Counselors (MFLC)

Are available to help service members, spouses, couples, family members, children and staff address:

- Deployment/reintegration support
- Marriage and relationship issues
- Stress and Anxiety
- Depression
- Daily life issues
- Anger management
- Coping skills
- Homesickness
- Relocation adjustment
- Separation
- Building resiliency
- Greif and loss

**760-218-9497**

**760-218-9946**

**MILITARY & FAMILY LIFE**  
**CONSULTANT PROGRAM**

*Supporting Service Members*  
*& Their Families*

- Can meet on or off base
- No records are kept
- Sessions are FREE and ANONYMOUS
- Masters or Doctorate-level licensed counselors

# Off Limit Establishments

## Name

Adobe Smoke Shop  
The Auto Shoppe  
STC Smoke Shop  
Puff's Tobacco  
Yucca Tobacco Mart  
NYPD Pizza  
Sam's Smoke Shop  
Teazer's Bar & Grill Nightclub  
Angelo's Kars  
Denny's Parking Lot  
Burger King & McDonald's  
Club Mustang  
Club San Diego  
Get It On Shoppe  
Main Street Motel  
Trolley Stations  
Vulcan Baths  
Dream Crystal  
Sports Auto Sales

## Address

6441 Adobe Road  
5972 Adobe Road  
6001 Adobe Road  
57063 29 Palms Highway  
57602 29 Palms Highway  
260-262 North Palm Canyon Drive  
16520 West Main Street  
14269 Seventh Street  
222 & 226 S. Coast Highway  
692 E Street  
28th Street (Parking Lots)  
2200 University Avenue  
3955 4th Avenue  
  
3494 Main Street  
Palomar Street & San Ysidro  
805 W. Cedar Street  
1536 Highland Avenue  
1111 National City Boulevard

## City

Twentynine Palms  
Twentynine Palms  
Twentynine Palms  
Yucca Valley  
Yucca Valley  
Palm Springs  
Barstow  
Victorville  
Oceanside  
Chula Vista  
San Diego  
San Diego  
San Diego  
San Diego  
San Diego  
San Diego  
San Diego  
National City  
National City

# Suicide Prevention

**MILITARY**  
**ONESOURCE**



**Community Counseling Services**  
(760) 830-7277  
Bldg: 1438



**Military One Source**  
1 (800) 869-0278  
[www.militaryonesource.com](http://www.militaryonesource.com)



**Military Crisis Line**  
24/7 Line Dial 988 (Press 1)



**Suicide Prevention Officer**  
**1stLt Ryan Nix**  
760-830-6490



# Exceptional Family Member Program

Bldg 1447 Room 120  
(760) 830- 7740/8795  
WEBSITE: <http://www.mccs29palms.com>  
Mon- Fri: 7:30am- 4:30pm



The primary purpose of the Marine Corps EFMP is to assess, document and code the special medical and educational needs of eligible Marine Corps family members. By identifying families with special needs and maximizing the provision of quality services needed, the quality of life provided to the Marine Corps family is enhanced while meeting the mission of the Marine Corps.

ANY dependent enrolled in DEERS and MCTFS of an Active Duty Service Member residing with the sponsor with an ongoing health, medical or special education need is eligible.

Some Conditions that would qualify a dependent for enrollment into EFMP are:

Asthma	ADD/ADHD	Asperger's Syndrome
Bi-Polar	Depression	Rheumatoid Arthritis
Dyslexia	Multiple Sclerosis	Cerebral Palsy
Autism	Crohn's Disease	Cancer

Children who are on an Individualized Education Plan (IEP) or 504 plan with their school may qualify for EFMP.

EFMP is mandated and confidential through MCO 1754.4C

## Navy-Marine Corps Relief Society

### Contact

Bldg 693, Ste. 106  
[29Palms@nmcrs.org](mailto:29Palms@nmcrs.org)  
Mon- Fri: 8:00am- 4:30

### NMCRS Director, MCAGCC

Mrs. Jaime Farrell  
(760) 830-6323  
[Jaime.Farrell@nmcrs.org](mailto:Jaime.Farrell@nmcrs.org)

### Uniformed Installation Rep

Maj Hendrickson  
(760) 830-8294  
[Dave.Hendrickson@usmc.mil](mailto:Dave.Hendrickson@usmc.mil)



The mission of the Navy-Marine Corps Relief Society is to provide, in partnership with the Navy and Marine Corps, financial, educational, and other assistance to members of the Naval Services of the United States, eligible family members, and survivors when in need; and to receive and manage funds to administer these programs. As a non-profit, volunteer service organization, the NMCRS uses both financial and non-financial resources to identify solutions to meet emerging needs. They help clients improve personal financial skills and encourage individual financial responsibility.

### MCAGCC Last year [2021]

NMCRS Assisted >900 Marines, Sailors, and Retired  
Took >\$574,000 in assistance / Donated >\$230,000

\*NMCRS offers a quick assist loan [\$500 no questions asked]

# Vote!

## Where is my "legal voting residence"?

It can be the State or territory where you last resided prior to entering military service OR the State or territory that you have since claimed as your legal residence.

Military and their family members may change their legal residence every time they change permanent duty stations, or they may retain their legal residence without change. This may mean that the family's Uniformed Service member has a different legal voting residence than his/her family members.

## How do I register to vote or request an absentee ballot?

You may register and request an absentee ballot with a single form: The Federal Post Card Application. This application form is accepted by all States and territories and is postage- paid in the U.S. mail, including the Military Postal System and State Department Pouch mail. Hard copies of the form can be obtained from your Unit or Installation Voting Assistance Officer or requested directly from the Federal Voting Assistance Program online at [WWW.FVAP.GOV](http://WWW.FVAP.GOV).

Headquarters Battalion  
Voting Assistance Officer (VAO)  
1stLt G. Torian  
760-830-7084

In the absence of the VAO,  
contact the Installation Voter  
Assistance Officer (IVAO)  
Mr. Villescas 760 830-4248

## Web Sites

Manpower and Reserve Affairs  
[www.manpower.usmc.mil/voting](http://www.manpower.usmc.mil/voting)

US Election Commission  
[www.eac.gov](http://www.eac.gov)

Democratic Party  
[www.democrats.org](http://www.democrats.org)

Republican Party  
[www.gop.com](http://www.gop.com)

Office of Special Counsel  
[www.osc.gov/hatchact.htm](http://www.osc.gov/hatchact.htm)

### VOTING BY ABSENTEE BALLOT IS EASY:

- ▶ Register to vote if required.
- ▶ Request an absentee ballot at [FVAP.gov](http://FVAP.gov).
- ▶ Send the request to your local election office.
- ▶ Receive your absentee ballot.
- ▶ Vote and return the ballot to your State.

Get more info at <https://www.fvap.gov/>

# Medical

## Adult Medical Care Clinic (AMCC) Bldg 1552 - HQ Battalion Marines only

Front Desk: 760-830-2621

Clinic Hours 0730-1600 (Thursday 0700-1400)

Sick Call 0730-0900

Must be in the uniform of the day

Please call the front desk for any questions  
or to book an appointment

- If you are sick you will be seen the same day
- For chronic problems we will book you an appointment
- Overseas Screening: Book it 3-4 weeks in advance. Do not Wait until the last minute to schedule your overseas physical.
- ER visits must be limited to emergencies only
- If you are going to be here for >6 months enroll in TriCare with a Primary Care Manager (PCM).
- Full medical readiness is a must! It is your responsibility to make it happen.

Naval Hospital 29 Online  
For Secure Patient Communications



Robert E Bush Memorial Clinic/Hospital  
Located: 1st and Sturgis St

Clinic open 07:45-15:45 (Mon, Tues, Wed, Fri)  
09:00-15:45 (Thurs)

To make appointments call: 760-830-2752



<https://www.med.navy.mil/sites/nhpt/CommandInfo/Pages/ContactUs.aspx>

# Children, Youth and Teen Program

**Family Child Care:** Care for children 6 weeks-12 yrs. Care is given by a certified Family Child Care provider in a small group setting, home environment located in government quarters. \*

**Resource and Referral: Bldg 694**

**Phone: (760) 830-3349**

- First stop when looking to enroll your child.

**New Horizons: Bldg 694**

**Phone: (760) 830-4264**

- Childcare\*

**Stepping Stones: Bldg 1085**

**Phone: (760) 830-3901**

- Childcare\*

**Ratio for childcare:**

0-12 months: 4/1

3-4 years: 12/1

13-23 months: 5/1

Kindergarten: 15/1

24-36 months: 7/1

**School Age Care: Bldg 692**

**Phone: (760) 830- 3349**

- Before and After School: Children 1st grade – 6th grade \*

**Youth and Teen Programs: Bldg 692**

**Phone: (760) 830- 3349**

- Field trips, dances, computer & video games available for 7-12th grade (currently unavailable due to COVID-19)

**\*due to COVID-19, essential kids only**

**Bldg. 1532 5<sup>th</sup> Street “SPIKE’S PLACE”**

**Mon - Sun: 12:30pm – 8:30pm**

## **The CORE**

The Single Marine Program currently has an online gaming center which was donated by Drug Demand Reduction. This exciting online gaming center enables Marines to play online in combat situations. SMP has five televisions devoted to console gaming. The Zone has Xbox Series X, PlayStation 5, and previous legacy consoles.

## **FREE MOVIES**

Did you know the Single Marine Program has a theater room available? SMP receives newer movies that have not been released to DVD yet from Navy Motion Picture Service. SMP currently has over 750 movies in their library. Marines may choose from the variety of movies for their viewing pleasure.

## **FREE SHUTTLE BUS PROGRAM**

The Single Marine Program currently has two shuttle vehicles that transport Marines to and from locations. The SMP shuttle vans have a desert MARPAT decal wrap on the side of the vans. SMP drives Marines and Sailors to the Commissary, Exchange, eateries, barracks and takes requests.

Fri: 12:30 pm-7pm

Sat & Sun: 11:30am-7pm

**Please call 760-830-4767/8454**

<http://www.mccs29palms.com/index.cfm/sports-gyms-recreation/single-marine-program/>



# Career Resource Office

CRO offers a variety of resources including federal resume workshops, pre-retirement seminars, local employment workshops, free email and fax for job assistance.

Also Available is the Transition Management Program, Family Member Employment Assistance Program, and Microsoft Certification.

- [www.jobcorps.gov](http://www.jobcorps.gov)
- <http://usmc-mccs.org/careers/>
- <http://www.29palms.marines.mil/Offices/CivilianHumanResources/Resources.aspx>
- [www.fedshirevets.gov](http://www.fedshirevets.gov)

Bldg 1427  
(760) 830-7225  
Mon– Fri: 7:30am– 4:30 pm

## Free Budget/Credit Class

Participants will receive their FICO score for FREE! Your information is kept confidential and will not be shared with others. Pre-registration is necessary please call **760-830-4262** for more information.

## Education

### School Liaison

Bldg 1551, Room 20

Phone: 760-830-1574



The School Liaison Program is here to serve as a communication link between the local school district and the installation. We will also strive to provide the most current and relevant information to assist you in your transition to Twentynine Palms and throughout your stay aboard MCAGCC.

[www.29palms.marines.mil/Staff/G5CommunityPlansPAOSchoolLiaisonOffice.aspx](http://www.29palms.marines.mil/Staff/G5CommunityPlansPAOSchoolLiaisonOffice.aspx)

## Lifelong Learning Education Center

Bldg 1530

(760) 830– 6881

Mon– Fri: 7:30am– 5pm

- Education Counselors
- Tuition Assistance (Brief : Tuesday 1300 and Friday 1100)
- Veterans Benefits
- GI Bill Brief: Wednesday 1300
- Leadership Scholar Program



# FOCUS Twentynine Palms

## Family Service Center

Building 693 Del Valle Dr., Suite 105

Twentynine Palms, CA 92278

United States

Phone: 760.830.3818

Email: [TwentyninePalms@focusproject.org](mailto:TwentyninePalms@focusproject.org)

- FOCUS (Families Over Coming Under Stress) provides resiliency training to service members and their families.
- Teaches practical skills to help families and couples meet the challenges of military life, including how to communicate and solve problems effectively and to successfully set goals together.
- Helps families to:
  - Build on current strengths.
  - Feel closer and more supported.
  - Identify, manage, and discuss emotions.
  - Use problem-solving and goal-setting to empower the whole family.
  - Clarify misunderstandings and respect individual points of view.



The FOCUS Program\*FOCUS (Families OverComing Under Stress) is a resilience-building program of the Department of Defense. The FOCUS program is designed for military families, couples and children facing ongoing stress and change. FOCUS promotes family strengths and supports families and children to help manage the challenges of military life. [www.focusproject.org](http://www.focusproject.org)

<https://focusproject.org/content/marine-corps-air-ground-combat-center-twentynine-palms>

# ASYMCA Bldg. 693

## HOURS OF OPERATION



### ASYMCA Admin Office

Monday: 9:00-3:00  
Tuesday: 9:00-3:00  
Wednesday: 9:00-3:00  
Thursday: 9:00-3:00  
Friday: By Appt. Only



### The Empty Nest (Thrift Store)

Tuesday-Friday  
10:00AM-2:00PM



### The Pelican Shop (Food Pantry)

Every Tuesday  
10:00AM-2:00PM

+



[www.Facebook.com/AsymcaTwenty-ninePalms](http://www.Facebook.com/AsymcaTwenty-ninePalms)

<https://www.asymca.org/twenty-nine-palms-home>



## How to send an EMERGENCY MESSAGE

[www.redcross.org](http://www.redcross.org)

Base Red Cross 760-830-6685 or after hours 1-877-272-7337

You can call Red Cross 24/7 365 days a year

Information needed at time of call:

- Full Name
- Social Security number
- Branch of Service
- Rank
- Military/home address

# On-base Emergency

## Combat Center Dispatch

Emergency Number: 760-830-3333

If you dial 911, you'll be connected to San Bernardino County dispatcher who will transfer your call here. It is faster to dial the above number.

## Outdoor Adventures (MCCS)

Bldg 1262

760-830-7235

Email: [omb29poutdooradv@usmc-mccs.org](mailto:omb29poutdooradv@usmc-mccs.org)

Mon-Fri (0830-1630) Closed: Sun, and

Holidays



## American Red Cross

### DETAILS

Monday to Friday rentals are a daily rate

Weekend (Friday to Monday) rentals are charged at a rate for one and one-half days

Sunday and Holiday rentals are not charged

### STABLES

Bldg 1260

760-830-7235

Hours: Customer Service is same as Outdoor

Adventures Equestrian self-care is 24/7

## ITT (Information, Tickets, and Tours)

- The ITT is your one-stop shop for all destinations. You can purchase discount tickets to area theme parks, dinner shows, whale watching tours, museums, aquariums and so much more!

- **Main Exchange Bldg 1502**

- 760-830-4067/4122
- [www.mccs29palms.com/index.cfm/sports-gyms-recreation/recreation/itt](http://www.mccs29palms.com/index.cfm/sports-gyms-recreation/recreation/itt)
- Mon - Fri: 1000 - 1800
- **CURRENTLY CLOSED DUE TO COVID-19**



- Can utilize ITT services online or over the phone through the Camp Pendleton ITT
- Free Admission for: Anheuser-Busch Here's to the Hero's.

# Joshua Tree National Park

There are three park entrance stations:

**West** - located five miles south of the junction of Highway 62 and Park Boulevard at Joshua Tree Village.

**North** - Twentynine Palms, three miles south of the junction of Highway 62 and Utah Trail.

**South** - Cottonwood Spring, which lies 25 miles east of Indio, can be approached from the east or west, via Interstate 10.

The park is always open and may be visited anytime of year. Visitation increases as temperatures moderate in the fall, peaks during spring wildflower season, and diminishes during the heat of summer.

Passes free to all Active Duty Military.

<https://www.nps.gov/jotr/index.htm>

74485 National Park Drive  
Twentynine Palms, CA 92277  
(760) 367-5500

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# Executive Officer



**Maj Robert M. Naranjo**  
Executive Officer, HQBN MAGTF TC/MCAGCC



Upon graduating from the University of San Diego in May 2010, he was commissioned through the Naval Reserve Officer Training Corps and reported to The Basic School. After completing The Basic School and Logistics Officer Course in 2011, he reported to Marine Wing Headquarters Squadron 3 to serve as the Squadron S-4 Officer. Additionally, he served with Marine Wing Support Group 37 as Logistics Officer and upon the unit's de-activation, became the Operations Officer for Aviation Ground Support Department.

In November 2012, Captain Naranjo deployed in support of OEF 12.2/13.1 assigned to the Retrograde Operations Group as a Logistics Officer with 7th Marine Regiment assisting with the return of mission essential equipment from Afghanistan. Upon return, Capt Naranjo transitioned into the AGSD Logistics Officer billet. In Dec 2014, Capt Naranjo completed the EWS Blended Seminar Program.

In July 2015 Capt Naranjo reported to Camp Lejeune for duty with CLR-25, 2D MLG as the Regimental S-4 Officer and as Headquarters Company Commander overseeing 180 Marines and Sailors. From February to September 2016, Capt Naranjo served as the J4 Support Operations Officer with NATO Special Operations Command Afghanistan/Special Operations Joint Task Force-Afghanistan supporting Resolute Support/Operation Freedom's Sentinel.

Upon completion of deployment, he returned to CLR-25 and served in the S-3 as the Future and Assistant Operations Officer. Following completion of Intermediate MAGTF Logistics Operations Course in March 2017, he served as 2D MLG's lead planner for 2D MEB's annual exercise, Bold Alligator 2017. From March to September 2018, he was assigned to serve as an Operational Planner in Iraqs Joint Operations Center supporting CJTF-OIR. Upon return, he served as the CLR-25 Future Operations Officer. In March 2019, he reported to the Office of Military Cooperation at the US Embassy in Manama, Bahrain as the Training, Exercises and Engagements Chief. In June 2019, he completed USMC Command & Staff.

In June 2020, he reported to 1st Marine Division G-4 where he initially served as Current Operations Officer. Following his promotion to Major, he served as Division G-4 Plans Officer until June 2021. As Plans Officer, he led Sustainment Planning for the Division at Service Level Exercises. He supported sustainment planning and updates to 1st Marine Division OPLANs within USINDOPACOM advancing operational logistics initiatives within I MEF and MARFORPAC. In July 2021, Maj Naranjo checked into 5th Marine Regiment and deployed to Australia serving as Forward Coordination Element 22.1 Logistics Officer to support Marine Rotational Force-Darwin (MRF-D). He served a critical role advancing Operational level logistics with the Australia Defence Force during the III MEF-I MEF MRF-D mission transition. Upon his return in April 2022, he resumed his role as the Division G-4 Plans Officer.

In July 2023, Maj Naranjo checked into MAGTF TC MCAGCC to serve as the G-4 Installation Operations & Plans Officer. As of May 2024, he is currently serving as the Executive Officer at Headquarters Battalion.

# Alpha Co. Commander



## **1stLt Ryan K. Nix**

Alpha Co. Commander, HQBN MAGTF TC/MCAGCC



First Lieutenant Nix was born on 24 May 1999 in Barrington, Illinois and raised in Lake Zurich, Illinois. He graduated from the University of Mississippi with a Bachelor of Science in Criminal Justice with an emphasis in Homeland Security. First Lieutenant Nix reported to Officer Candidate School on 11 September 2021 for Officer Candidate Course class 238. He graduated and commissioned as a Second Lieutenant on 20 November 2021. He then reported to The Basic School that same day as part of Bravo Company 2-22 and graduated in June 2022.

In May 2022, Second Lieutenant Nix received orders to the Provost Marshal's Office, Marine Air Ground Task Force Training Command, Marine Air Ground Combat Center Twentynine Palms California. Second Lieutenant Nix reported to Military Police Officer Basic Course at Fort Leonard Wood, Missouri in July 2022 and graduated in October 2022. Upon graduation, Second Lieutenant Nix reported to Marine Corps Air Ground Combat Center in Twentynine Palms, California. Once arriving to PMO, Second Lieutenant Nix served as a Watch Commander overseeing a section of both Marine Corps and civilian military police.

In July 2023, Second Lieutenant Nix was selected to be the Alpha Company Commander for Headquarters Battalion, MCAGCC. On 20 November 2023, Second Lieutenant Nix was promoted to First Lieutenant. Since April 2023, First Lieutenant Nix has served as both the Alpha and Bravo Company Commander.

# Alpha Co. 1stSgt



## First Sergeant Jered A. Parker

First Sergeant Alpha Company HQBN, MAGTFTC, MCAGCC



First Sergeant Parker was born in Portland OR. He enlisted in December 2004 and completed Marine Corps Recruit Depot, San Diego, CA, in March 2005. He completed Marine Combat Training (MCT) at the School Of Infantry West, Camp Pendleton, CA. Upon completion of MCT, Private Parker attended the Motor Vehicle Operators Course at Fort Leonard Wood, MO, where he attained the MOS 3531, Motor Transportation Operator.

In June 2005, Private Parker executed orders to III Marine Expeditionary Force, III MEF Headquarters Group, 5th Air Naval Gunfire Liaison Company (ANGLICO), Okinawa, Japan where he served as a tactical vehicle operator. While with 5th ANGLICO, he was promoted through the ranks up to Lance Corporal. In June 2006, he was promoted meritoriously to the rank of Corporal. In March 2007, he deployed in support of Operation Iraq Freedom 06-08. Corporal Parker received orders to 1st Marine Division, 11th Marine Regiment, Headquarters Company, Camp Pendleton, CA. While with the 11th Marine Regiment, he held the billet of the regimental Unit Movement Control Center.

In November 2008, Corporal Parker executed orders to I Marine Expeditionary Force, III MEF Headquarters Group (I MHG). In January 2009, he was promoted to the rank of Sergeant and held the billets of I MHG Suicide Prevention Instructor Trainer, Platoon Sergeant, and Assistant Operations Chief. From March 2010 to February 2011, he deployed to Camp Leatherneck, Helmand Province, Afghanistan, in support of Operation Enduring Freedom 11-2.

In July 2011, Sergeant Parker volunteered and reported to Basic Recruiter School at Marine Corps Recruit Depot, San Diego, CA. He received orders to the 9th Marine Corps District, Recruiting Station Kansas City, Recruiting Substation Springfield, MO. In July 2014, he was promoted meritoriously to the rank of Staff Sergeant.

In October 2014, Staff Sergeant Parker reported to 1st Marine Logistics Group, Combat Logistics Regiment 1, 1st Transportation Support Battalion. He held the billet of Platoon Sergeant, Company Truck Master. During his tour he supported exercises Steele Knight, I Marine Expeditionary Force, G7 Expeditionary Operations Training Group, and as the S4 in support of 11th Marine Expeditionary Unit CERTEX 16-2.

In August 2017, Staff Sergeant Parker volunteered and received orders 12th Marine Corps District, Recruiting Station Seattle, Recruiting Substation Burlington, WA. While on this tour he was promoted to the rank of Gunnery Sergeant. He served as the RSS SNCOIC and was recognized as the Recruiting Station Seattle SNCOIC of the year for FY2019.

In October 2019, Gunnery Sergeant Parker executed orders to 3D Marine Aircraft Wing, Marine Air Control Group 38, Marine Air Control Squadron 1, holding the billet's of H&S Company Motor Transport Chief and the Company First Sergeant for Air Defense Company A.

In April 2022, Gunnery Sergeant Parker executed orders to 3D Marine Aircraft Wing, Marine Air Control Group 38, Marine Wing Support Squadron 371 to serve as Airfield Operations Company First Sergeant. In October 2022 he was promoted to the rank of First Sergeant.

In August 2023, he executed orders to Headquarters Battalion, MAGTFTC, MCAGCC, Twentynine Palms, CA to serve in his current position as the Alpha Company First Sergeant.

# Bravo Co. 1stSgt



## First Sergeant Timothy Walsh

First Sergeant Bravo Company HQBN, MAGTFTC, MCAGCC



First Sergeant Walsh was born in Keene, New Hampshire and enlisted in the Marine Corps in October 2003 and attended recruit training with Alpha Company, 1st Recruit Training Battalion, Marine Corps Recruit Depot Parris Island, South Carolina. He reported to the School of Infantry, Camp Geiger, North Carolina and received training as an O351. Upon graduation of SOI, he reported to Weapons Platoon, India Company 3d Battalion, 2d Marines to serve as an Assault Marine.

In June of 2004 Private First Class Walsh deployed to Djibouti, Africa as a member of the 4th Marine Expeditionary Brigade. He was promoted to Lance Corporal in December of 2004. Lance Corporal Walsh deployed again from February 2005 to September 2005 in support of Operation Iraqi Freedom 04-06. He deployed again from July 2006 to February 2007 in support of OIF 06-08.

In April 2007 Corporal Walsh reported to Headquarters Company, Headquarters Battalion, 2d Marine Division. In August 2007 he was meritoriously promoted to the rank of Sergeant. Sergeant Walsh reported to Weapons and Field Training Battalion, Marine Corps Recruit Depot, Parris Island, South Carolina. During this time, he held the billets of Primary Marksmanship Instructor and Range Safety Officer.

In March 2010 Sergeant Walsh reported to 3d Battalion, 8th Marines for service in Weapons Company, Combined Anti-Armor Platoon. Sergeant Walsh served as section leader and deployed with the 26th MEU in August 2010. From January to May 2011, he was deployed to Afghanistan as a member of BLT 3/8 in support of Operation Enduring Freedom. He deployed to Afghanistan once more in support of OEF from April to November 2012, serving as the section leader for the battalion's security platoon.

In July of 2013, Sergeant Walsh reported to Drill Instructor School, Marine Corps Recruit Depot Parris Island, South Carolina for Drill Instructor Duty with Class 4-13. He reported to Delta Company, 1st Recruit Training Battalion. He was promoted to Staff Sergeant in November 2013. Staff Sergeant Walsh served as a Drill Instructor and Senior Drill Instructor. In December 2015 Staff Sergeant Walsh was assigned as a Squad Instructor at Drill Instructor School, Recruit Training Regiment, Marine Corps Recruit Depot Parris Island.

In May of 2017 Staff Sergeant Walsh reported to 2d Battalion 7th Marines for service in Weapons Company as the Combined Anti-Armor Team 1 Platoon Sergeant. In September 2017 he deployed in support of SPMAGTF-CR 17.2 to eastern Syria in direct support of Operation Inherent Resolve. In October he was promoted to Gunnery Sergeant.

In June 2018 Gunnery Sergeant Walsh reported to Tactical Training Exercise and Control Group for duty as a Maneuver Coyote. During his time at TTECG he served as an Advanced Maneuver Coyote and Advanced Maneuver Instructor.

In July of 2020 Gunnery Sergeant Walsh reported to 3d Battalion 1st Marines and served as Company Gunnery Sergeant for Company I. He deployed to Jordan from September of 2020 to March 2021 in support of SPMAGTF-CR-CC 20.2.

In July of 2021 First Sergeant Walsh reported to 9th Communication Battalion for service as the Company First Sergeant for Company B. He also served as the Defense Cyber Operations – Internal Defensive Measures Company First Sergeant.

In June of 2023 First Sergeant Walsh reported to Company B, Headquarters Battalion, Marine Air Ground Task Force – Training Command, Marine Corps Air Ground Combat Center, Twentynine Palms California.