



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS WEST-MARINE CORPS BASE
BOX 555010
CAMP PENDLETON, CALIFORNIA 92055-5010

1700
MCCS
06 August 25

MEMORANDUM

From: Active Duty & Unit Recreation Dept Head, Semper Fit Division,
Marine Corps Community Services, Camp Pendleton
To: Sergeant Major, Marine Corps Air Station, Camp Pendleton,
California

Subj: MINUTES OF THE MARINE CORPS AIR STATION (MCAS) SINGLE MARINE
PROGRAM COUNCIL MEETING WEDNESDAY, 06 August 2025

Ref: (a) MCO 1700.36B
(b) MCIWEST-MCB CAMPENO 5420.10

1. As provided in reference (a), the Single Marine Program (SMP) Council meeting was called to order by the MCAS SMP Council President at 1200.

2. Attendance

a. Units with Junior Service Member Representative(s) Present

- (1) Headquarters & Headquarter Squadron MCAS (H & HS MCAS)
- (2) Marine Light Attack Helicopter Training Squadron 303
(HMLAT-303)
- (3) Marine Air Support Squadron 3 (MASS-3)
- (4) Marine Wing Support Squadron 372 (MWSS-372)
- (5) Marine Aviation Logistics Squadron 39 (MALS-39)
- (6) Marine Light Attack Helicopter Squadron 367 (HMLA-367)
- (7) Headquarters & Support Battalion (HQ & Support BN)

b. Units with Senior Enlisted Adviser (SEA) Present

- (1) (H & HS MCAS)
- (2) (MALS-39)

c. Others Present

- (1) Active Duty & Unit Rec Department Head
- (2) Recreation Center Supervisor

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- (3) Single Marine Program Assistant Coordinator
- (4) 22 Area Active-Duty Recreation Center (ADRC) Manager
- (5) Volunteer Coordinator
- (6) 33 Area Active-Duty Recreation Center (ADRC) Manager
- (7) MCCS Coordinator
- (8) Youth Sports Manager
- (9) 24 Area Active-Duty Recreation Center (ADRC) Manager

3. Sgt Spears. Started the meeting by introducing herself as the president and encouraging everyone to sign in. This will be Sgt Spears' last meeting. Sgt Monasterio will be taking over as president. Please hand all appointment letters to Ms. Carina Ricciardi at the end of the meeting.

4. SgtMaj Smith-Leavy. Thank you to our new council members and new reps. You have such an important job here. You should be the first person those new Marines meet. Introduce yourself, help them get settled into the barracks, show them around, teach them about the programs SMP offers. We want you to be the face. The expectation is that you meet with your command to pass the information to them. You should be talking at formations to help spread the word. We can always do better on this base. Please make sure you are not letting trash overflow. This is contributing to the animal and rodent problem. Please make sure you park in appropriate parking spaces. There are a lot of Marines parking in illegal spots for convenience purposes. We must do our part as Marines to take care of our living spaces. Our mini mart allows delivery of packages from amazon. However, the issue of leaving boxes outside to overflow is becoming a major problem. If you see a Marine stealing packages, leaving boxes or trash, please say something while we work to resolve this issue.

5. Col Houser. Thank you everyone for coming out to support SMP. I hope you all had a fun and safe July 4th and 250th beach bash event. Our next barracks town hall will be September 4th. The point of the town hall is for you and your squadrons to have the opportunity to come out and ask questions, bring up any concerns you may have, and learn about what's happening in the barracks. We have a lot of changes in the work. We have three barracks potentially on the renovation list. 2408, 2498, and 24015. Between FY 26-27 we will start to see some demolition or renovation. We are working on other problems such as plumbing.

6. Quality of Life Issues

- a. Old Issues- No New Issues.
- b. New Issues-

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1. Most washing machines in 2496 are broken. Col Houser addressed this issue and let the Marines know she is actively working on this issue.

2. There are no fire extinguishers in any of the hallways in barracks 2496.

3. There are a lot of roaches in barracks 2408. They are not sure if any tickets are in for fumigation or pest control.

7. Guest Speakers

a. Mr. Miguel Juarez. I lived in the barracks, so I can attest from personal experience that it's easy to get sucked into the routine of sitting inside, playing video games, drinking, and building unhealthy habits. That is why it is so important that you as reps help Marines you see struggling. If you notice someone just sitting in their room doing nothing, or going out and making poor decisions, recommend they start volunteering and gaining new experiences. Volunteering is a great way to support the community, but it also enhances your mental, physical, and social well-being. Volunteering benefits Marines and Sailors by providing them with rewarding experiences, helping them to develop healthy habits. If you email me at miguel.juarez@usmc-mccs.org, I can get you on our distro list and help you find things to do. You can also receive a medal for volunteering. You must volunteer consistently for a 36-month period to be eligible to receive the award. Every quarter I would like to organize a social volunteer event. Just this past week, we went to an orchard in Fallbrook, we collected hundreds of oranges for the local food pantries. 30 Marines and Sailors showed up to support this event. If you have any suggestions for future events, please let me know.

b. Ms. Sarah Adams. I am the new youth sports manager. Right now, we are headed into baseball and softball season, and we are actively looking for volunteer coaches. You get volunteer hours and LOA's. It's a great way to give back to the kids on base and support the local community. Flag football and cheerleading will be coming up soon, and we will need coaches for them as well.

c. Ms. Tonya Bryant. Discussed the upcoming events at 22 ADRC.

d. Mr. Mark Buehman. Discussed the upcoming events at 33 ADRC.

e. Mr. Chris Phillips. Discussed the upcoming events at 24 ADRC.

f. Ms. Carina Ricciardi. We are still offering archery, surfing, stand up paddle, hiking, and mountain biking as alternative Unit Pts. Please email us at pen.oa@usmc-mccs.org if you are interested in setting something up. Our next Gravel Ride hustle will be on 13 August at 1100. Bike is provided, just email us a head of time so we can get a headcount.

g. Mr. Eddie Hadley. On 08 August we have another free bowling

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event at 1100 which is open to all active duty. Shoe rental is included. 20 August we have a commissary tour. You will receive a tour of the commissary and learn about healthy options. Afterwards, you will meal prep at 21 ADRC. This will be a barracks friendly meal that you can make in your room. On 15th August, we have kayaking and snorkeling in La Jolla cove. This two hour tour will take you out into the caves of La Jolla. The cost is \$50, and transportation is included. Open to single or unaccompanied active duty only. As always, we have several volunteer opportunities available to you all, including camp clean ups. Please make sure you also check our recreation center calendar in the newsletter. We have eight recreation centers on base that put on several events every month. Please email pensmp@usmc-mccs.org to sign up for any of our events.

h. Ms. Crystina Valverde. Please make sure when you are signing up for trips and volunteer events that they actually want to go. We have been noticing a lot of last minute cancellations, or Marines not engaging in the event clearly upset to be there. This makes us look bad, we want to put on a good event for everyone. When sending emails, please just put the exact title of the event in the subject line. We are noticing a lot of messages get sent to spam for some reason. Avoid the word "volunteer". Right now, we are still under the travel restriction, but we have requested to go on a Zion National Park trip August 29-September 1st. This is still tentative, but we are accepting registrations now if any single Marines or Sailors are interested in signing up.

8. Closing Remarks. Sgt Spears reminded everyone to sign in and hand all appointment letters to Ms. Carina Ricciardi.

9. The meeting adjourned at 1300. Questions can be emailed to PENSMP@usmc-mccs.org