UNITED STATES MARINE CORPS



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

1700 MCCS 02 October 25

MEMORANDUM

From: Active Duty & Unit Recreation Dept Head, Semper Fit Division,

Marine Corps Community Services, Camp Pendleton

To: Sergeant Major, Marine Corps Installations West, Marine Corps

Base, Camp Pendleton, California

Subj: MINUTES OF THE SINGLE MARINE PROGRAM COUNCIL MEETING THURSDAY,

02 October 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 SMP Scribe. The SMP meeting is now offered virtually and is currently live for all those unable to attend.

2. Attendance

- a. Units with Junior Service Member Representative(s) Present
 - (1) Wounded Warrior Battalion
 - (2) 5th Marine Regiment
 - (3) 1st Distribution Support Battalion
 - (4) 1st Radio Battalion
 - (5) Headquarters and Support Battalion
 - (6) Deployment Processing Command/ Reserve Support Unit West
 - (7) Assault Amphibian School Battalion
 - (8) 1st Marine Division Headquarters Battalion
 - (9) 9th Communications Battalion
 - (10) Marine Corps Tactical Systems Support Activity
 - (11) 11th Marine Expeditionary Unit
 - (12) 1st Intelligence Battalion

- Subj: MINUTES OF THE SINGLE MARINE PROGRAM COUNCIL MEETING THURSDAY, 02 October 2025
 - (13) 11th Marine Regiment
 - (14) 1st Maintenance Battalion
 - (15) 7th Engineer Support Battalion
 - (16) 1st Light Armored Reconnaissance Battalion
 - (17) 3rd Battalion, 1st Marines

b. Units with Senior Enlisted Adviser(s) Present

- (1) Headquarters and Support Battalion
- (2) Assault Amphibian School Battalion
- (3) Marine Corps Tactical Systems Support Activity
- (4) 1st Distribution Support Battalion

c. Others Present

- (1) Active Duty & Unit Rec Department Head
- (2) Single Marine Program Assistant Coordinator
- (3) 21, 22, 24, 33, 43, 53 and 62 Area Active Duty Recreation Center Manager
 - (4) Education Advisor
 - (5) MCCS Coordinator
 - (6) Recreation Assistant
- 3. <u>LCpl Ethan Hymes</u>. Started the meeting by encouraging everyone to sign in and hand in appointment letters to Carina Ricciardi at the end of the meeting.

4. Quality of Life Issues

- 1. Barracks 6221- Elevator has been out since July. Work Order submitted on 26 Sep 2025. Status = Approved.
- 2. CEB Barracks in 62 area- large panel falling off the building. There are concerns it is a safety hazard.

 Reported to 62-Area Facility Officer. No Work Order submitted.
- 3. Barracks 140150- The O course ropes are frayed, and the bars are loose.

Course has since been taped off.

4. Barracks 530641- Several inoperable washers and dryers.

Subj: MINUTES OF THE SINGLE MARINE PROGRAM COUNCIL MEETING THURSDAY, 02 October 2025

Service tickets submitted for (5) washing machines and (2) dryers on 3 Sep 2025. Work completed for all machines on 4 Sep 2025.

a. New Issues

1. Barracks 130217- $2^{\rm nd}$ deck has electrical wiring and plumbing exposed.

5. Guest Speakers

- a. Ms. Amanda Letlow. The Base Education Center is here to assist you and your family with going to school, either while in service or when you get out. We currently do not have a budget due to the government shut down, but that does not prevent you from going to school. Our department is still up and running. You can schedule an appointment with us, and we can go over the entire process. How to pick a school and a major, how to find alternative funding options, and how to take advantage of your benefits. There are schools that give you credit for being a Marine. We also do all the education testing in our building. If you are looking to retake your ASVAB or take a language test you can schedule that with us. We can assist with scholarship applications. We have classes to help prepare you for the ASVAB. We strongly recommend our English and Math classes if you are struggling. Our four week course will go over all the basics. We have a college fair coming up on October 17th at Pacific Views Event Center. We have dozens of colleges and trades coming, this will be a great opportunity to learn about your options.
- b. Ms. Carina Ricciardi. We are still offering archery, 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 October 8th at 1100. Bikes are provided, just email us a head of time so we can get a headcount. Leatherneck Lanes has some fun bowling opportunities. On November 8th from 1000-1400 there is a bowling tournament to celebrate the Marine Corps 250th birthday. All levels welcomed. There is also a His & Hers league you can join. Please go to mccsCP.com to learn more.
- c. Mr. Eddie Hadley. We have free bowling on October 9th and 23rd from 1100-1300 at Leatherneck Lanes. This is open to all active duty. Shoe rental is included, no pre-registration required. October 10th, we return to Universal Studios for Halloween Horror Nights. Cost is \$60 and includes transportation and admission ticket. On October 24th we are doing pumpkin archery. This is free and open to all active duty. Please look at our recreation center calendar for more events near you. We have eight centers on base that put on a variety of free events every month. There are also four camp clean ups this month if you are looking for volunteer hours. Please email pensmp@usmc-mccs.org to sign up for any of our events.

Subj: MINUTES OF THE SINGLE MARINE PROGRAM COUNCIL MEETING THURSDAY, 02 October 2025

- d. Ms. Crystina Valverde. We have several volunteer opportunities coming up. The annual Pumpkin Plummet at the 13th area pool is looking for volunteers October 6-10th to help with set up. Day of volunteers are also needed from 1600-2100 on October 25th. On October 14th we are returning to Rancho Vista Senior Living. Visit retirees and have dinner with them. Last month we had 20 Marines and Sailors attend, let's try to get that much participation again. The retirees really look forward to seeing you all in your service uniform and sharing stories. PE Fitness is back, October 17th from 0700-1500 help us put on a mini PFT/CFT for kids at a local elementary school. Set up fun obstacle courses for them. Everyone will receive an LOA for their time. Please reach out to pensmp@usmc-mccs.org to sign up for any of our events.
- 6. Closing Remarks. LCpl Ethan Hymes thanked everyone for attending and reminded everyone to sign in on the sheets in the back of the room and send in appointment letters to Carina Ricciardi. Area breakout meetings will be held with your area recreation center managers after the meeting. Our Instagram is cpactivedutyrec. Our Facebook is MCCS Camp Pendleton-Active Duty Rec.
- 7. Meeting adjourned at 1000. Questions can be emailed to PENSMP@usmc-mccs.org.