



Department of Hawaii General Orders # 005

Series 2021-2022

January 15, 2022

Commanders Moment

Aloha Comrades:

Welcome 2022! This New Year is already presenting us plenty of new challenges. That's why your efforts matter! I asked and you delivered an important milestone. Congratulations! CIC Fritz Mihelcic recognized our state and 8 more for reaching 92% membership by 31 December. Montana reached 100%. Just 12 more members pulls us back across 4000, 312 more reaches 100% compared to last year. Continue to work it one member at a time. Imagine how much more we could accomplish by reaching our record all-time high of 4996.

Our Department's top priorities are to connect with and serve all Veterans and families, to include our members, and to address our post needs. Past members are a great place to start. By reaching out to all generations of Veterans ensures continuity of effort and impact. I've personally asked you to assist Women Veterans to make it easy for them to sign up and document their stories at the Military Women's Memorial website (womensmemorial.org). I have purchased military women action figure and Rosie the Riveter figurines to award to every new HerStory you document.

Honored to be your commander as we remain...

United in Aloha

Administrative Reminders:

1. **Communications/Correspondence.** In these challenging times and our busy lives, effective communications are essential. Our Department HQ communicates well with each other and will do what we can to make it easier for you to do your jobs. In turn, we ask you to acknowledge our emails and unless otherwise agreed upon, please include the following personnel in your correspondence:
 - a. **Your HQ Team.** State Commander, State Adjutant, Chief of Staff, Quartermaster, Senior Vice Commander, Junior Vice Commander, Judge Advocate, and Chaplain.
 - b. **National Reports.** State Commander, State Adjutant and Chief of Staff will be cc'd on all reports sent to National or sent for further distribution.



Department of Hawaii General Orders # 005

Series 2021-2022

2. **Department Council of Administration.** At least one member of the leadership team of **every post** (Commander, SVC, JVC) is expected to attend COAs in person or virtually. Check out our Department website www.vfw-dept-hi.org and our General Orders for more details.
 - a. **Schedule:** The 14 Aug 2021 COA vote adjusted this year's schedule: **February 12, 2022**, and **June 11, 2022**
 - b. **Agenda Items. Any agenda items** for the upcoming COA should be **submitted** to the Department Adjutant by **February 1, 2022** for consideration at the February 12, 2022 meeting. Items should be discussed at Post meeting before they are presented to the Department.
 - c. **Committee Reports.** All Committee Officers and Chairpersons are reminded to submit their reports the Department Adjutant for inclusion in the minutes of the COA.

3. **Posts are Responsible to Stay in Compliance with all Directives.** VFW Leaders are reminded of their responsibilities to Department and National for timely payment of fees, other financial obligations, and all administrative requirements. They include:
 - Up-to-date Election and Trustee Audit Reports
 - Proper bonding of officers
 - Payment of delegate fees for both the Department and National Conventions
 - Proper filing of 990's and current DCCA registration.
 - Hold monthly meetings.

Failure to comply may result in being deprived representation at the Department or National Conventions and Council of Administration or more. Monthly post meetings can be held in person, virtually (using Zoom or similar, by telephone call in) or as hybrid to achieve a quorum stated in your Post Bylaws; for most Posts it is five (5) members to conduct business. Department officers are standing by to assist as needed. National By-Laws state, "***Failure to comply (hold monthly meetings) can result in the immediate revocation of the Post Charter.***

- a. **Proof of Eligibility Requirements for Officers:** All Posts, Districts and Departments should be reminded of the provisions of Sections 216, 416, and 516 of the Manual of Procedure that officers, elected and appointed, shall not be installed or assume the duties of their office until proof of eligibility has been submitted to the respective Adjutant and properly reviewed.
- b. **Post Commanders shall submit Trustee Reports of Audit** to arrive within 30 days to the Department Quartermaster for 4th quarter ending June 30, 2021, 1st quarter ending September 30, 2021, 2nd quarter ending December 31, 2021, and 3rd quarter ending March 31, 2022. The deadline for the last Trustee Report will be April 30,



Department of Hawaii General Orders # 005

Series 2021-2022

2022. Your reports should include a copy of documentation detailing receipts and expenditures such as the QM's Receipts and Expenditure Form ([link to QM's Detail of Receipt and Disbursements](#) and a copy is attached). Other documentation could include your checking and savings account statements or Post ledger forms.

All three (3) elected trustees are required to:

- At least monthly, review the Monthly Report of Receipts and Expenditures of the Post Quartermaster.
 - Within thirty (30) days from the end of each quarter, properly audit the books and records of the Post Quartermaster, Post Adjutant and any activity, clubroom, holding company or unit sponsored, conducted or operated by, for or on behalf of the Post and submit a Post Trustee's Report of Audit to the Department Quartermaster for referral to the Department Inspector.
 - The Report shall be in accordance with and upon such form as may be prescribed by the Adjutant General. The audit shall be signed by the Post Commander and Trustees, who shall, by their signatures, certify to the accuracy of the information contained therein.
 - Perform such other duties as may be incident to the office or may from time to time be required by the laws and usages of the organization or lawful orders from proper authority.
- c. **Post Solicitation of Funds.** After the Post membership approves and it is recorded in the minutes, the Department Commander will be informed of any fundraiser the Post conducts.
- d. **Buddy Poppies.** Distribution of Buddy Poppies Memorial Day, Veterans Day, and Pearl Harbor Remembrance Day are great opportunities to distribute poppies. Plan now. **Buddy Poppies must be ordered through the Department Quartermaster for \$115.00 per thousand poppies ordered. Order form is on the Department Website.**
- e. **Post Meetings.** IAW National Bylaws Section 205, The Department Commander must be notified of any change in meeting location, or meeting date or time.
- f. **Post Inspections.** Post inspections are being conducted. A member of the Inspection Team will contact you with further information.



Membership:

- Latest Membership Statistics.** As of January 14, 2022, the Department of Hawaii is at 92.48 %, 324 members short of reaching 100%.
- New/Reinstated Membership Grant Initiative:** Starting January 1, 2022 every VFW Post that signs up and submits full membership dues will receive \$30.00 for each new and or any reinstated annual to life with full Life member; \$20.00 for each new to Life installment and/or reinstated annual to life installment plan; \$20.00 for each new to VFW Annual member, or \$10.00 for each reinstated annual member.
- Commander’s Incentive Payout for October/November/December:** 13 Posts met the Commander’s Incentive for the months of Oct/Nov/Dec. (\$5 for each new and reinstated member)

Post	New	Reinstate	Total	Payout
352	3	1	4	\$20
970	1	1	2	\$10
1540	0	1	1	\$5
1572	1	0	1	\$5
2875	6	0	6	\$30
3391	4	1	5	\$25
3830	2	1	3	\$15
3850	2	2	4	\$20
3870	1	0	1	\$5
8616	5	0	5	\$25
10154	0	1	1	\$5
10276	7	0	7	\$35
12138	9	2	2	\$55

13 Posts for a total of \$255

- Added January’s Commanders Incentive.** For every new and reinstated member a Post recruits, the post will receive five dollars (\$5.00).
- Scrub List:** In December National sent all Posts a list of deceased members. The letter mailed to you contained only life members. Memstats can provide you with a complete listing including annual members. If any members have been placed on the list in error let National know and they will make the corrections.
- Requirements.** Posts are encouraged to review All-American and All State requirements to track milestones in their achievement of these goals.

Department of Hawaii General Orders # 005 Programs:

Series 2021-2022

1. Voice of Democracy: This year's theme was "America: Where do we go from here?"

Department judging was completed in December 2021. The winners are:

- a. **1st Place Aaron Liwanag from Kapolei High School sponsored by Post 110**
- b. **2nd Place Tresyn Molina from Kamehameha Schools sponsored by Post 10154**
- c. **3rd Place Reiko Quitevis from Waipahu High School sponsored by Post 1572**
- d. Posts and Auxiliaries may submit the names of outstanding volunteers both Comrades and Auxiliary to the Department Chair George Barlett for processing.

2. Patriots Pen: This year's theme was "How can I be a good American?"

Department judging was completed in December 2021. The winners are:

- a. **1st Place Rayna Cabuslay from Our Lady of Good Counsel sponsored by Post 1572**
- b. **2nd Place Troy Staggemeier from Hawaii Technology Academy sponsored by Post 12138**
- c. **3rd Place Lion Hamamura from Kawanakoa Middle School sponsored by Post 1540.**
- d. Posts and Auxiliaries may submit the names of outstanding volunteers both Comrades and Auxiliary to the Department Chair Randy Grant for processing.

3. Citizenship Teacher of the Year: Department judging was completed in December 2021.

Our entry to National is Emily Engelking sponsored by VFW Post 3830 Pahoia.

Posts and Auxiliaries may submit the names of outstanding volunteers both Comrades and Auxiliary to the Department Chair Frank Bragg for processing.

4. VOD/PP Award Luncheon: The Department's VOD/PP Award luncheon will be held on February 12, 2022. Cost of the Luncheon is \$15.00 per person. Make Payments to the Department Headquarters. **Flyer is at the end of this General Order.**

5. Community Service:

- a. **Submit Community Service reports monthly** to the Community Service Chairman Ronald Lockwood. Email lockwood0849@gmail.com or Cell (808)227-3773. Auxiliary and Posts are to submit theirs separately. All-American requirement to have an increase a ten (10) percent increase in total impact in community service. (\$ Donated + Hours = Total Impact)
- b. **Community Service Grants Applications** are available on the National website. All Posts are encouraged to apply for this grant as soon as possible. This is a great way to fund programs you are involved in for your community.
- c. **Deadline for reporting** of Community Service Total Impact (Hours and \$ Donated) for the first administrative reporting period is **April 15, 2022**. The Department Adjutant is required to enter the Community Service Data into the All-American Dashboard. Please ensure that the data is separated by Post and Auxiliary.



Upcoming Events & Other Opportunities:

Throughout the year many events occur. Participate where possible. Any Post wishing to publish an event should send information to the Department Commander or Department Adjutant for review and inclusion in this section.

Ongoing:

Uniting to Combat Hunger. VFW and Auxiliary members can help ensure no veteran goes hungry. In addition, your Post may also qualify to receive funding through the UTCH Matching Grant! Check out VFW announcements.

Mid-Winter Conference:

- a. **February 11, 2022: Commanders Homecoming Elks Waikiki (Flyer at end of General Order)**
- b. **February 12, 2022: 0900 Council of Administration Oahu Veterans Center**
- c. **VOD/PP Award Luncheon: 1100-1300 Oahu Veterans Center (Flyer at end of General Order)**

Latest Department Calendar:

February 7, 2022	Membership Monday Training
February 11, 2022:	Homecoming Commander Lewis & President Anzai
February 12, 2022	Department Council of Administration 0915 at Oahu Veterans Center 1100-1300 Dept VOD/PP Awards Luncheon
Feb 27- March 3, 2022	National Legislative Conference Washington D.C.
March 7, 2022	Membership Monday Training
March 29, 2022	National Vietnam Veterans Day Ceremony at Punchbowl Parade at Waikiki
April 11, 2022	Membership Monday Training
April 15, 2022	Community Service Total impact report due to Department
May 1, 2022	Loyalty Day
May 9, 2022	Membership Monday Training



Department of Hawaii General Orders # 005

Series 2021-2022

May 30, 2022

Memorial Day

0700 WWII American Legion Lead

0730 Korean/Viet Nam VFW Lead

0900 Punchbowl

1100 Parche Memorial (Subbase JBPHH) USSVI

June 6, 2022

Membership Monday Training

June 9-11, 2022

Department of Hawaii Annual Convention

Outrigger Reef Waikiki Beach Resort

July 16-21, 2022

VFW National Convention

Kansas City, Missouri

By Order of:

Debra Lewis
State Commander

OFFICIAL:

George Barlett
State Adjutant



Department of Hawaii General Orders # 005

Series 2021-2022

2021-2022
VOICE OF DEMOCRACY AND
PATRIOT'S PEN AWARDS LUNCHEON

Hosted by VFW Post 10154 and the Department of Hawaii VFW

Saturday, February 12, 2022
OAHU VETERAN CENTER
1298 Kukila St. "Foster Village"
Honolulu, HI.

SOCIAL HOUR:
11:00 - 11:15 AM

LUNCH:
11:15 - 12:00 PM

Awards Program: 12:00 - 12:45 PM

Lunch Tickets are \$15.00 per person, Donation
Department pays for Dept. 1st Place winners' Lunch and one Parent

*****Cut*****

Meal Totals _____ x \$15.00 = _____

Name _____ Name _____

Name _____ Name _____

Name _____ Name _____

Name _____ Name _____

Deadline for Lunch Tickets is February 06, 2022
Make you check payable to "Department of Hawaii - VFW"
(No tickets will be sold after the deadline - Tickets will not be held without a payment.
(there will be not refunds on the Lunch tickets)

Send to: Department of Hawaii - VFW"
438 Hobron Lane, Suite 407
Honolulu, HI 96815
Phone: (808) 946-7250
*NO ASSIGNED SEATING



COMMANDER DEB LEWIS &
PRESIDENT SHERYL ANZAI
WELCOME YOU TO THEIR

VFW HAWAII HOMECOMING CELEBRATION

Let's All Celebrate Our Amazing Department
with Great Food and Our Talented Team

COST: \$50
Dress: Commander & President Teal Shirt
You must show proof of vaccination to enter the
Elks facility. Parking by Valet

FRIDAY FEBRUARY 11, 2021
FROM 6-9:30 PM
AT THE WAIKIKI ELKS
2933 KALĀKAUA AVENUE
HONOLULU, HAWAII

RSVP by 2 February, 2022; check payable to VFW Hawaii
Contact: Ron Lockwood 808-227-3773
Email: vfwhawaii@yahoo.com



Department of Hawaii General Orders # 005

Series 2021-2022