



**STATE OF VERMONT
OFFICE OF THE ADJUTANT GENERAL
CAMP JOHNSON
COLCHESTER
05446-3044**

NGVT-TAG

01 June 2009

MEMORANDUM FOR All Vermont National Guard Members

SUBJECT: Military and Civilian Discrimination Complaint Policy Renewal Memorandum

1. Each year I will update my policies on Equal Opportunity and Equal Employment Opportunity. Soldiers and Airmen of the Vermont National Guard deserve to work in a professional, respectful environment. This agency will conduct a fair and efficient dispute resolution process for all complaints of discrimination
2. Soldiers and Airman are encouraged to attempt to resolve issues at the lowest level of command. Remember anonymity is not guaranteed when allegations are raised to Commanders or Supervisors. Leaders have a responsibility to report all allegations to the Equal Opportunity Manager. Federal Technicians may elect anonymity when reporting to an EEO Counselor however there is no anonymity once a complaint is filed formal.
3. Military status complaints must be filed within 180 days of the day you become aware of discrimination. Federal Technician must report within 45 days. The resolution and reporting procedures are as follows;
 - a. Military guardsmen in the Army National Guard should first work with their Unit Equal Opportunity Leader (EOL) informally to resolve issues. If the complainant is dissatisfied with the resolution attempt, they will contact the Brigade Equal Opportunity Advisor (EOA) and file a formal complaint at the next higher level chain of command.
 - b. For issues occurring during AGR status, contact the State Equal Employment Manager (SEEM)
 - c. Air Guard Personnel are encouraged to work with the chain of command to resolve issues at the lowest level. If the complainant is dissatisfied with the resolution attempt, they will contact the Military Equal Opportunity Professional at the 158th Fighter Wing.
 - d. Federal Technicians may contact Equal Employment Opportunity Counselors appointed throughout the full time workforce for both Army and Air commands or they may contact the SEEM.
4. This supersedes memorandum dated 01 June 2008, same subject. Please post on All Prominent Bulletin Boards. The attachment is a list of current appointed EO professionals. Point of contact for this policy is the HRO State Equal Employment Manager, CW3 Doris J. Sumner, (802) 338-3148.

A handwritten signature in black ink, appearing to read "M. Dubie", written over a white background.

MICHAEL D. DUBIE
Major General
The Adjutant General

Encl
List of EO Professional

Equal Opportunity Professionals as of 01JUN09

CW3 Doris J. Sumner Doris.sumner@us.army.mil	State Equal Employment Manager /SEEM (Acting Human Relations/Equal Opportunity Officer) Cultural Diversity Enhancement Team (CDET) Chair	338-3148
CW3 Mark Lemnah Mark.lemnah@us.army.mil	Human Relations/Equal Opportunity Officer /HREO (Currently in 86 IBCT, Equal Opportunity Advisor)	338-3148
CPT Shawn Devoid Shawn.devoid@vtburl.ang.af.mil	Air National Guard Equal Opportunity Professional	660-5409
LTC Marc Goudreau Marc.goudreau@us.army.mil	86 IBCT Equal Opportunity Advisor/EOA	338-3440
SFC Maureen Houston Maureen.houston@us.army.mil	86 IBCT EOA/Sexual Assault Response Coordinator SARC 24/7 phone number: <i>Interim JFHQ SARC - 31MAR09-30AUG09</i>	338-3035 324-9225
CPT Amy Denis	JFHQ SARC (<i>begins 1SEP09</i>)	338-3035
SSG David Huff David.huff1@us.army.mil	86 Troop Command EOA	338-3831
SFC Cletus Walker Cletus.walker@us.army.mil	RTI EOA	338-3861
SMSgt William Cunningham William.j.cunningham@us.army.mil	EEO Counselor-Air Information Operations	485-1937
SMSgt Sharon Erickson Sharon.erickson@vtburl.ang.af.mil	EEO Counselor-Air Military Personnel Flight	660-5227
Ms. Laura Talley Laura.talley@us.army.mil	EEO Counselor-Army Family Readiness	338-3361
SSG Gary Zisselsberger Gary.zisselsberger@us.army.mil	EEO Counselor-Army AASF/KFF	338-3554
SGT Shannon Williams Shannon.williams@us.army.mil	EEO Counselor-Army 86 IBCT, Northfield	485-1842
SFC Louise Fellows Louise.fellows@us.army.mil	EEO Counselor-Army J1/Enlisted Personnel	338-3135