



US Army Corps
of Engineers
Louis District

Information Bulletin

Vol. 4

No. 4

April 1986

DON'T SEE RED; WEAR IT.....(When Appropriate)

Those bright red jackets with "Emergency Operations" on the back are not furnished to make our people look cute. They serve two, quite important, purposes.

The first purpose is to make our emergency operations more effective. This is accomplished by making our personnel more readily spotted and identified, in an emergency response situation. Contacts are more quickly established and people affected by the emergency are assured that help is on the scene.

This principle of "visibility" applies to vehicle markings, Corps logos, hats or helmets and similar items.

The second reason for visibility is to help assure that our people receive due credit for their emergency response accomplishments; they deserve it and should get it.

On the other hand, the credibility of such visibility can be diluted, if not destroyed, by abusing the privilege. Jackets, or other items marked "Emergency Operations" should never be worn or displayed in non-emergency situations. They are not to be worn to picnics, ball games, regular work, levee inspections or other routine activities. Doing so might mislead people into thinking an emergency was underway, when it wasn't, and it would certainly detract from the intended purpose of having these items in the first place.

**PUBLISHED UNDER PROVISIONS
OF AR 360-81**

HELP FEED THE HUNGRY IN ST. LOUIS

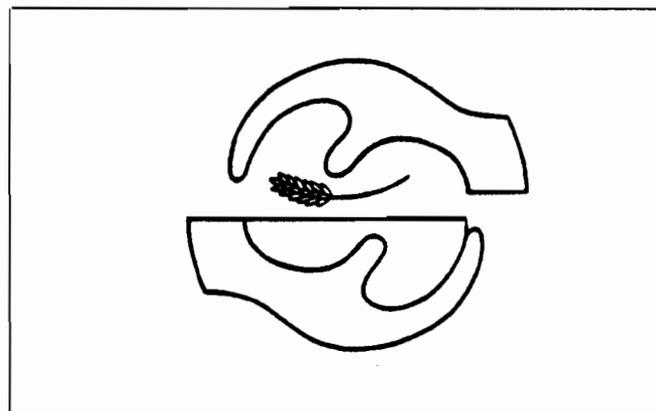
There are a lot of hungry people in the world. We see them everyday on TV. We read about them in the newspaper. They're usually in Ethiopia, or Bangladesh, or somewhere else far, far away.

But some of the hungry are not far, far away. Some are our neighbors.

This month, we as Federal workers, will have the chance to help the hungry in our own community.

The Voluntarism Task Force of the Federal Executive Board has established the week of April 14th as Federal Family "Spring into Action" week in response to Operation Care and Share launched by Presidential Proclamation. The Task Force intends to collect non-perishable foodstuffs to be donated to the St. Louis Area Food Bank for distribution to the hungry throughout the Bi-State area.

You'll see boxes in the lobbies designated as depositories for your food. Please use them. Let's stamp out hunger in St. Louis.



Lake Shelbyville

The City of Shelbyville hosted a State History Competition, and the lake was one of three stops designed to give students an introduction to the city. Larry Gutzler, Carol Smith, Jerry Parker, Lisa Bysina and Ila McCasland all took part in introducing 300 students from around the state to the lake and the Corps. Activities included a tour of the Visitors Center and special talks about the lake.

The staff at Lake Shelbyville would like to invite everyone in the District to an open house at the Visitor Center on Sunday, April 20. New exhibits have been installed to complete the interior of the building. The open house will run from noon to 5:00 p.m.



Wappapello Lake

The Association of Missouri Interpreters recently held their annual conference in Poplar Bluff. Park Ranger Jude Harrington and Park Technician Maureen Murrin served on the planning committee for the conference. Conferees visited the lake at a day-long session, emphasizing "Interpretation as a Problem Solving Tool."

Jude Harrington recently visited a classroom at Three Rivers Community College and talked about career opportunities in the field of recreation.

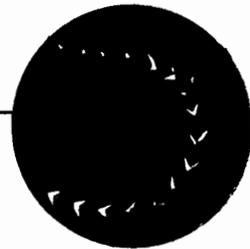
Around the District

David Gates gave a talk on "Visual Resources Management" to a graduate level environmental studies class at SIU-Edwardsville.

Claude Strauser gave a presentation to 130 members of the Upper Mississippi River Conservation Committee. His talk was entitled "Environmental Engineering."

Ed Berghoff conducted a tour for 24 students from St. John's Lutheran School at L&D26(R).

Joe Bisher (SADBUS) represented the St. Louis District at the Southeastern/John A. Logan College Procurement Assistance Center's Workshop.



SIXTH SEASON FOR CORPS JETS

The Corps Jets softball team starts its sixth year on May 7th at Berra Park in the Hill area of South St. Louis.

They have finished in at least the top two teams of their division all five years.

Members of the Jets are:

- Don Coleman, ED-HP
- Rob Davinroy, ED-HP
- Jake Scanlon, ED-DG
- Dave Busee, ED-HD
- Dennis Jenske, ED-DM
- Gerald "Lou" Allen, CD-CC
- Steve Farkas, ED-DM
- Dennis Woodruff, CD-I
- Barry Fehl, ED-DM
- Ron Dieckmann, ED-HE
- Wally Feld, OD-N

INCENTIVE AWARDS

PROMOTIONS:

Joyce Kohrs, LMSED-DM
Judy Hoyle, LMSAS-M
Cynthia Dierks, LMSOD-RJ
James Keim, LMSED-FI
Joseph Schwenk, LMSED-FG
Frank Grass, LMSED-HR
Judith Griffith, LMSSD-P
Charlene Boecklen, LMSPD-P
Kenneth Strong, LMSOD-NL
Donald Schrader, LMSOD-NL
Joan Brickey, LMSSD-P
Lucille Schulze, LMSAC-O
Clyde Hopple, LMSED-GE

EXCEPTIONAL PERFORMANCE:

Kenneth Kruchowski, LMSPA
Daniel Ragland, LMSPD-A
Edward Ewing, LMSPD-U
James Zerega, LMSPD-U
Richard Mankus, LMSPD-E
Charles Bruno, LMSOD-NL
Bruce Douglas, LMSCD-CC
Edward Berghoff, LMSRO-L
Lynn Puetz, LMSCD-CP
Robert Lutz, LMSED-DG
Michael Rector, LMSED-DG
Robert Johnson, LMSED-DG
Thomas Quigley, LMSED-D
Karen Yeager, LMSED-HS
Harry Ward, LMSED-FS
Gary Dyhouse, LMSED-HR
William Meldrum, LMSED-HS
John Naeger, LMSED-D
Robert Wich, LMSED-R
Joan Schick, LMSSD-C
James Hipkiss, LMSRE

SPECIAL ACT/SERVICE AWARDS:

Lenn Martin, LMSRO-L
Kathleen Steinlage, LMSPD-E
John Helfrich, LMSED-DA
Frederick Bader, LMSED-HE
Gary Dyhouse, LMSED-HE
Timothy Cox, LMSED-GI
Benedict Venturella, LMSOD-E

PERFORMANCE AWARDS:

Kenneth Kruchowski, LMSPA
Richard Mankus, LMSPD-E
Daniel Ragland, LMSPD-A
Edward Berghoff, LMSRO-L
Don Mirick, LMSOD-NL
Arlyn Culver, LMSOD-RS
Forrest Grover, LMSOD-NL
Fructoso Cruz, LMSOD-NC
Glen McCabe, LMSOD-RS
William Clifton, LMSOD-NL
Charles Bruno, LMSOD-NL
Laurie Luebbers, LMSED-R
Ronald Dieckmann, LMSED-HE
Aloysius Saller, LMSED-DA

QUALITY STEP INCREASE:

Harry Ward, LMSED-GF
Larry Olson, LMSOC

ON-THE-SPOT-CASH AWARDS:

R. C. Franco, LMSRE

TANGIBLE SUGGESTIONS:

Gary Stilts, LMSOD-RW

NEW CAC OFFICERS

New Civilian Activities Council officers have been elected for the period April 1986 through May 1987. They are:

Joan Schick, Chairperson
Beth Pitrolo, Vice-Chairperson
Dave Harley, Secretary
Warren Jones, Treasurer

BUSINESS CARDS

Orders for business cards will be taken by CAC members until 18 April. Price is approximately \$15 for 250 cards. Contact your CAC representative or call Beth Pitrolo at 3-5667 for an order form.

EEO CORNERSTONE

A VISION

Your Job in 1995

In observance of National Secretaries week -- 20 April 1986 -- We thought it appropriate to look into the future and see what kind of job you might have in 1995. What new skills will you need to tip the scales of rapid advancement in your favor? What choices can you make now that will put you at the front of the line for choice opportunities tomorrow?

The following is an interview held by the Office Professional magazine (TOP) with Mr. Samuel Jay Kalow, founder and president of IOTA Consulting, Inc., a firm which offers advice to managers on information systems, office systems, telecommunications and administration:

TOP: What changes are already under way?

SJK: Secretaries and assistants are already seeing their roles expand beyond the limits of traditional support staff duties. Often they now share the tasks of administrators and managers. By 1995, administrative tasks such as typing, filing, telephone answering, copying, setting up calendars, etc., will be performed by the principals themselves at all but the highest executive levels. The private secretary who takes dictation in shorthand has already disappeared from the office except in the executive suite.

TOP: What factors are causing these changes?

One of the most important is the secretarial shortage. According to the Bureau of Labor Statistics the United States has a shortfall of 80,000 secretaries a year. Look at the ads in any newspaper. You will see more ads for secretaries, typists and stenographers than anything else. As the shortage of capable people intensifies, supply and demand will produce significantly higher salaries for well-qualified secretaries and encourage organizations

to invest in automated equipment to perform routine tasks. As pay goes up, men will enter the field, lured not only by the paychecks but also by the new career paths that will lead to middle management, administrative, and supervisory positions. I think this shortage of secretaries will continue until it becomes a non-sexist job.

TOP: What kind of higher level positions do you see opening to secretaries and assistants?

SJK: Besides a general trend toward job enlargement, each stage in the introduction of computer-based systems originates new career opportunities. Some are easy to predict.

(1) Professional Level Support to Principal's Activities. Individuals who can use office systems well to share the activities of principals, including many functions and skills traditionally done by the secretary, will be increasingly valued. Because of the help offered by the systems, requirements of the position will be upgraded.

Students should apply for their first job already familiar with the concepts of computer-based office systems and already having made the transition from typewriter to terminal for composition, editing, filing, and distribution.

(2) Para-Principal, Para-Professional, Para-Executive. The second career opportunity will grow out of the para-career. Legal secretaries can become para-legals, qualified by training, temperament, and experience to do research, editing, and notetaking to support attorneys and relieve them of detail that does not require the full skill of the lawyer. Similarly in other professions and in business, the administrative assistant would be matched with more functions to become a para-principal, para-manager, or para-executive.

(3) **Senior Para-Principal.** A third opportunity will consist of training and supervising the paras. The office structure that evolves may resemble the matrix management now evident in engineering groups. A mechanical engineer employed by an engineering firm reports to both the senior mechanical engineer and the manager of the project on which he is working. The para-principal would be assigned to a principal from whom she would receive direction and for whom she would provide assistance. She would also report to the senior para-principal who would provide technical training, career development guidance, and support to all the paras. The senior para-principal would hire, review performance of, and give technical help to paras. She would probably be promoted from the ranks of experienced paras.

(4) **Information Specialist.** A fourth opportunity would be as information specialist, familiar with information resources of the organization. This person might be assigned to any unit of the company from a central information systems group within the organization or from a planning group. The individual would interact with the principal to determine information needs and would program the equipment. This person would retrieve, compute, and analyze information.

TOP: Do you see a true profession developing in the office?

SJK: Physicians, MBAs, attorneys, and accounting and financial professions are well-schooled in their specialties, but none of them have been taught how to use office systems to get their work done. They will be happy to turn that responsibility over to someone else. The person capable of taking on that responsibility will have to be a serious career person, intelligent and well-trained, who is willing to make a fairly long-term commitment to an employer. To find and keep a person like that, the reward will have to be substantially more than the average secretary earns today. Does that sound

like a profession to you? It seems to me many of the elements of a profession are present right now.

Source: The Office Professional, June 15, 1985

Please visit our display on the 8th floor during the week of 21-25 April 1986.

HOW TO LOSE A SECRETARY

Here are some rules guaranteed to help you lose a perfectly good secretary. Follow them diligently and you'll be sure to succeed:

NEVER:

Say "good morning". It's bound to be a rotten day anyway, and there's no use in starting out under false pretenses.

Tell where you're going. Spending time finding you is a good test of your secretary's ability to handle angry visitors and long-distance callers urgently trying to reach you.

Give your secretary the reason for doing anything. Lack of understanding is no excuse for mistakes.

Tell your secretary when you make appointments. This will provide experience in handling two visitors with the same appointment time.

Praise your secretary for doing a good job. This might kill an incentive to improve.

Apologize when your secretary finds an important document that you swore you gave her or him a month ago--especially if it's found on your desk or in your drawer.

Source: Sentinel, Fort Buchanan, Puerto Rico 00934

RETIREE'S LUNCHEON

It was another third Thursday and "the group" gathered at Pietro's for drinks, lunch and talk. Of the three, talk was by far the most important.

One lady kept asking, "Where's the man that talks?" referring to Elmer Huizenga, Master of Ceremonies (by consensus) at the after lunch chitchat. But Elmer was somewhere where the sun's rays are stronger. Of course, we're all sure he would have much preferred to be with the group.

In his place stood Bob Maxwell, trying to figure out how the mike worked and why he got feedback when it did.

People passed around good news and bad news about mutual friends, and Bob did a creditable job of moderating.

One very important item was broached by Phil Pusateri that, sooner or later, will involve most of us: The problem of reimbursement of claims from health insurance companies.

Phil had claims from Blue Cross tardy by as much as nine months. His solution? Write letters. Write to your congressman, write to your senator, write to the president of the company. He got action, prompt action. And so will you.

Good idea, Phil!

Roger Cuddeback added one important step to the process. When your congressman helps you, say thank you. He needs feedback.

The retirees remind you that all Corps people, their spouses and friends of the Corps are welcome at their get-together. Stop by Pietro's on the third Thursday. The Public Affairs Office will be glad to provide directions.

THE MOBILIZATION CONCEPT (Second in a Series of Five)

What follows is a simplified overview of Mobilization. A detailed discussion would consume too much space and many of the specifics are classified. This series of articles is intended to give our readers a very general understanding of Mobilization, not detailed knowledge.

THE MOBEX

Practically every member of the District has, at some time, encountered reference to the mysterious MOBEX. A select few are allowed past the security control desk and into the emergency operations center. The rest of us remain largely ignorant about the esoteric activities going on inside.

What's happening? Just a mobilization exercise for training and planning purposes. The exercise team simulates handling the missions and problems which the District might face in a real Mobilization.

Why the tight security? Because the exercise "scenario" involves fictitious events which might be misconstrued by outsiders and because some classified information is involved.

Mostly a MOBEX is a "What IF" drill. If thus and so happens, how would you handle it? How would you respond?

By "play acting" simulated responses to fictitious (often "worst case") events, we are able to evaluate the effectiveness of our planning and preparedness for coping with a real Mobilization.

And what might that entail?

MOBILIZATION FOR REAL

The United States has, since the Korean War, maintained a relatively large and strong force of active-duty military. It has, however, always been understood that this peacetime force would represent only a fraction of the military strength required for a major and prolonged conflict.

The short term backup for this active force is, of course, the various Reserve and National Guard units (Reserve Components or RC) which maintain varying degrees of readiness for conversion to active-duty status. These units could be ready for actual combat within intervals ranging from days to weeks. Many active and RC units would need some period for training to sharpen their skills, for filling staff vacancies, and for bringing equipment up to requirements.

Beyond these formal reserve forces looms the vast potential strength of our non-military-connected pool of population and the industrial capacity which could be converted to war production. The time required to realize this potential would depend a great deal on how much and how well we have prepared to do it.

Our concept of Mobilization includes a sliding scale of degrees of Mobilization:

-- Partial Mobilization might involve the activation of a few selected Reserve or National Guard units and the stepped-up production of munitions and supplies. This could be triggered by a "brush fire" conflict.

-- Full Mobilization would involve the activation of all, or most, of our reserve forces; stepped up recruiting; accelerated training schedules; and,

A specialist is a doctor who has trained his patients to become ill only during office hours.

very probably, reconstitution of the draft. Significant portions of our industrial capacity would be shifted to the production of war materials. This would be a major war.

-- Total Mobilization would, in simple terms, be our nation fighting for its very survival. Every nonessential activity would be suspended and every possible resource would be devoted to the fight. Even in the depths of World War II, our country did not completely go to Total Mobilization. Even Nazi Germany, when the tide turned against them, did not go to Total Mobilization until the last few months, when it was too late to have much effect. Entertaining the very concept of Total Mobilization falls under the category of "Hope for the best, but plan for the worst."

Next Month: What Mobilization Entails



CITIZENS AGAINST CRIME

The March 19th presentation of "Citizens Against Crime" was a big success. About 50 Corps employees were entertained and enlightened on the important subject of crime prevention.

For those unable to attend that first session, our District Security office has scheduled a followup program. There will be two sessions on 21 May at 0900 and 1030, in Room 1040.

Tell your friends about it. Be there!



US Army Corps
of Engineers

IF YOU'VE GOT A STORY FOR US, WE'VE GOT NEWS FOR YOU.

The Corps of Engineers Public Affairs Office is looking for stories to market to non-Corps publications through the Corps of Engineers Writers Assistance Program. If you have an idea for a story or if you have written an article that you think would be suitable for publication and need help getting that idea or story into print, you can get editorial, photographic, and placement assistance from the HQUSACE Public Affairs Office. The story may be highly technical, purely human interest or somewhere in between, as long as it has a Corps of Engineers connection. Whatever the story, it is almost certain that somewhere there is a productive market for it and you can get the help you need by calling HQUSACE Public Affairs, Gene Gamble, (FTS) 272-1801.

BAKE/BOOK/BOTANY SALE

SAVE YOUR BOOKS!

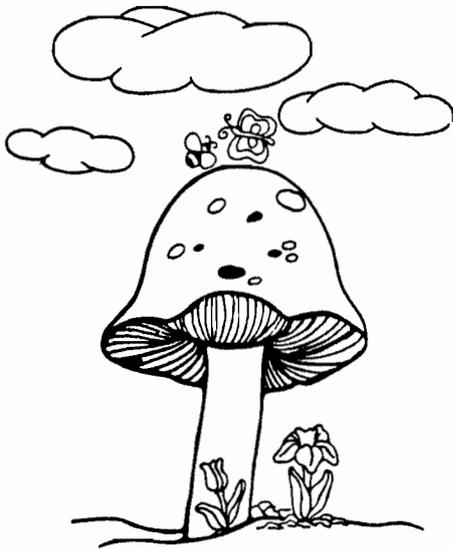
GROW THOSE PLANTS!

PUT ASIDE YOUR FAVORITE BAKERY RECIPE!

The Bake/Book/Botany sale is scheduled for sometime in October 1986. Please save your unwanted books for the event. And now's a good time to start those plants. Last year's sale raised \$305.00. Let's see if we can do the same or better this year.

CORPS PICNIC RE-SCHEDULED

The Corps Birthday Party has been changed to 27 June 1986 at SLASC (Granite City) picnic area. This year we'll have many organized activities for adults as well as kids. The Bill of Fare will feature hot dogs and hamburgers. PLEASE NOTE: Because of a new ruling, no alcoholic beverages may be brought onto the installation. Beer will be made available through the CAC.



WET CEMENT WARNING

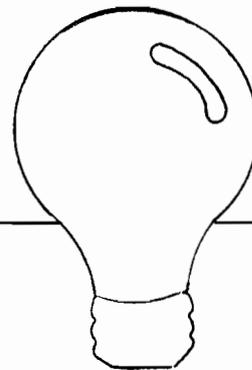
Many do-it-yourselfers use cement in home projects, but some may not realize wet cement is caustic and can cause severe skin burns, says an article in the Journal of the American Medical Association.

Doctors report that a 45-year-old man had wet cement spill over his work boots. About 45 minutes later, he noticed a burning sensation on his ankles. He ended up with third-degree chemical burns and had to be hospitalized.

Another man who knelt in wet cement for four hours received such severe burns on his legs that skin grafts were needed. A 23-year-old construction worker who walked in wet cement while wearing only cotton socks also required skin grafts to treat severe chemical burns on his feet.

Doctors explained that when water is added to dry cement mix, calcium hydroxide is released. This highly caustic substance is neutralized by carbon dioxide as the cement dries, however.

If you mix cement at home, wear protective clothing and keep the cement away from bare skin. If you do get wet cement on your skin or soaked into your clothes, wash it away immediately.



Note from the light company

"We will be delighted if you pay your bill. You will be delighted if you don't."

ACCIDENT SUMMARY

VEHICLE ACCIDENTS FOR MAR 86: One

Total vehicle accidents, FY 86: One

Total vehicle accidents, FY 85: Five

A Park Aid at Lake Shelbyville missed a turn. While backing up on the county road the Government vehicle struck a private vehicle.

PERSONAL INJURIES - CONTRACTOR

EMPLOYEES - MAR 86: Two

Total accidents for FY 86: Six

Total accidents for FY 85: Fifteen

A guard at L&D26(R) was attempting to free his stuck vehicle and was thrown out and injured. (Seat belts do prevent injury)

A laborer was injured by a manbasket that crushed his leg against a section of pipe.

PERSONAL INJURIES - GOVERNMENT

EMPLOYEES - MAR 86: One

Total accidents for FY 86: Seven

Total accidents for FY 85: Fifteen

An employee at RO-L slipped on an icy surface and fell injuring his ribs.

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LAKE FATALITIES FOR MAR 86: None

Total lake fatalities for FY 86: None

Total lake fatalities for FY 85: Seven

- Carlyle Lake - 2
- Lake Shelbyville - 1
- Rend Lake - 1
- Wappapello Lake - 3

WES ON-TYME

Listing of Technical Reports Available

A fast method of checking on new publications about WES research is now available for engineers and other problem solvers.

Using the ON-TYME mail system, the U.S. Army Engineer Waterways Experiment Station (WES) now provides a listing of technical reports distributed each month.

This system should be especially helpful in quickly transferring technology to all Corps' Divisions and Districts. It provides a quick method of obtaining information about new engineering and construction techniques, major projects of interest, and other items as they are printed in reports.

To access the listing on the ON-TYME system, use the following method:

ID: CORPS.WES/REPORTS

KEY: 1-WES CARES

The Technical Reports Distribution Section of the WES Technical Information Center will keep the listing current with updates as reports are distributed. Each listing will show a "current as of" date.

For more information about the list, call the WES Technical Reports Distribution Section at (601) 634-2571 or 634-2696.

A diplomatic leader is a person who can tell you to go to hell in such a way that you look forward to the trip.

Did you hear about the company that makes blank bumper stickers? They're for people who don't want to get involved.

If You Smoke, They Smoke

If you smoke around your children, they can suffer the effects of smoking, warns the American Academy of Pediatrics.

Doctors say children of smokers tend to be sick more often and infants are more likely to develop respiratory tract infections. A child who already suffers from asthma or another lung ailment can have his condition worsened by passive smoking, doctors say.

FOR SALE:

1981 Citation, V-6, 4-door, blue. Four new all season radials. 75,000 miles. \$1,900.00 or best offer.

Call 376-3021 after 6:00 p.m. or week-ends.

