

Charleston Profile

Joan Flanigan
437th Contracting Squadron

Joan Flanigan has been the International Merchant Purchase Authorization Card Program Manager for Charleston AFB since April 1996.

Her duties include day-to-day operations for Charleston AFB's purchase card program, monthly training and annual account surveillance. Charleston has a total of 673 Billing Official and Cardholder accounts to maintain.

"The best part of this job is talking with cardholders and billing officials," she said.

Flanigan was born and raised in Newburgh, N.Y. and began her Civil Service as a secretary in 1979 at the VA Medical Center in Canandaigua, N.Y. She moved to South Carolina in 1982 and worked at the Myrtle Beach AFB commissary, Legal Office and Contracting Squadron until the base closed in 1991.

Flanigan then moved to McConnell AFB, Kan., and worked in the Contracting Squadron, Construction Flight, from 1992 until 1996, before coming to Charleston AFB. "I really enjoy my job because the credit card program is constantly growing and changing," she said.

When Flanigan isn't at work, she enjoys spending time with her husband, Tim, who retired from the Air Force after 26 years of service, and their two Dalmatians. Hobbies include crocheting, boating and fishing. "I enjoy being in Charleston, so I can be closer to my parents and son, who live in Myrtle Beach, and my daughter who lives in Philadelphia."



Staff Sgt. Pamela Smith

Spotlight

437 CPTS award winners: Capt. Irma Brussow was named AMC Financial Management Officer of the Quarter for July-September and Master Sgt. Matt Harless was named AMC Financial Management Senior Noncommissioned Officer of the Quarter for July-September.

Around the base

Extended gate hours: Due to the ongoing construction near Dorchester Gate, the Commissary Gate will be open from 10 a.m. to 2 p.m., in addition to normal hours, during the workweek until further notice.

Commissary closed: The Commissary will be closed Thursday for Thanksgiving. The store will reopen normal hours of operation Friday.

Urinalysis: The Drug Demand Testing (better known as urinalysis) procedures have recently changed.

Under the new rules, when an individual is notified to report for urinalysis, the individual must report for urinalysis immediately upon notification to the first sergeant or orderly room for the written order, and proceed directly to the testing area. There is no more reporting as long as you get there before 10 a.m. Individuals must now report immediately.

Holiday Cheer: It's that time again! The Charleston AFB First Sergeants' Asso-

ciation has started the 1999 Holiday Cheer drive for the upcoming Holiday Season.

Each year, first sergeants and base volunteers collect donations to help military members and civilians who need assistance during the holidays. This year's drive began Oct. 29 and will continue every day until Dec. 20. Volunteers have set up collection points at the entrances of the Base Exchange and the Commissary for anyone wanting to contribute.

Last year, the program helped more than 350 military and civilian families during the holidays by providing food for Thanksgiving and both food and toys at Christmas.

The First Sergeant Association hopes the 1999 Holiday Cheer will help more families this year. For information or to volunteer, call your unit first sergeant.

Donations: School supplies, such as pencils, crayons, colored pencils, glue sticks, notebook paper, marble composition books, folders, erasers, construction paper are being collected for less fortunate students at College Park Elementary School. Clothing donations such as socks and sweat pants/sweat shirts for Kindergarten to fifth grade children.

Donations may be dropped off at Bldg. 1600, room 108. Items will be collected until Tuesday. For information, call Staff Sgt. Kimberly Wright at 963-5580.

