



DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON TN 38055-0000

1401  
BUPERS-00B

From: Deputy Chief of Naval Personnel  
To: President, FY-25 Training and Administration of the Reserve/Selected Reserve Aviation Commander Command Screen Board

Subj: ORDER CONVENING THE FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD

Ref: (a) DCNP ltr 1401 BUPERS-00B of 03 Oct 2023  
(b) OPNAVINST 1412.14 N00 of 04 Jun 2012  
(c) COMNAVAIRFORESINST 1412.3C of 17 Jan 2019  
(d) BUPERSINST 1401.5C PERS-80 of 29 Apr 2020

Encl: (1) Board Membership  
(2) Administrative Support Staff  
(3) FY-25 TAR/SELRES ACCSB Eligibility Criteria

1. **Date and Location**

a. This administrative selection board, consisting of you as president, the officers listed in enclosure (1) as members, and the personnel listed in enclosure (2) as administrative support staff, are ordered to convene at Navy Personnel Command, Millington, TN, at 0800, 11 March 2024, or as soon as practicable thereafter.

b. The board shall proceed in accordance with all guidance in this letter and the FY-25 Administrative Selection Board Precept, reference (a) and the eligibility criteria as defined in references (b) and (c) and enclosure (3).

2. **Function**. The function of the board is to:

a. Recommend Training and Administration of the Reserve (TAR) and Selected Reserve (SELRES) officers for Navy Reserve Aviation Commander Command.

b. Recommend TAR officers for Navy Talent Acquisition Group (NTAG) and Reserve Talent Acquisition Group (RTAG) Command.

c. Recommend eligible officers as Qualified Insufficient Opportunity (QIO).

d. Conduct a Bank Review (re-screen).

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3. **Board Authorized Selections.** The maximum number of candidates that may be recommended for selection in each competitive category is listed below. All officers under consideration for Aviation Commander Command have been screened to ensure compliance with the eligibility criteria outlined in enclosure (3). Individuals may be recommended for selection in only one competitive category.

a. Command Opportunity

(1) TAR command opportunities are listed by community below. TAR officers that meet the eligibility requirements in enclosure (3) will automatically be considered.

Community	Maximum Selects	Recommended Number of QIOs
VR	6	3
VFC	1	1
VTP	2	2
VP	1	1
HSM	1	1
RTAG / NTAG	5	5

(2) SELRES command opportunities are listed by community below. SELRES officers that meet the eligibility requirements in enclosure (3) must submit an application requesting consideration for SELRES command.

Community	Maximum Selects	Recommended Number of QIOs
VR (PROP)	2	2
VR (JET)	1	1
VFC	2	1
VAQ	1	1

b. Bank Review (re-screen). To ensure that standards of performance are maintained, the records of those officers previously selected to command, who have not yet assumed command for non-fleet-up units or assumed the duties of the Executive Officer position for fleet-up units, shall be re-screened. Board members should review these records for indications of a significant decline in performance or for material submitted subsequent to the last board which casts doubt upon their qualifications for aviation command.

(1) Those officers whose records, in the opinion of a simple majority of the board members, contain indications of declining performance shall be reported to the Deputy Chief of Naval Personnel. This report shall include a recommendation regarding their continuance on the Aviation Command list.

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(2) The re-screen selectees under review are not to be considered for a change in competitive category. They are only reviewed for continuance in the previously selected command category.

(3) Officers eligible for re-screen are authorized to administratively participate in the board in accordance with reference (d).

c. Tank Waterfall Flow. Each Aviation Commander Command competitive category will be screened in a separate tank.

(1) Officers not picked in their respective community's Aviation Commander Command tank to include those picked as QIO, will "waterfall" into the RTAG / NTAG tank if it is their 3<sup>rd</sup> and final look and if there is no squadron command opportunity.

d. Qualified but Insufficient Opportunity (QIO). In each competitive category there may be officers whose records clearly meet selection criteria but miss selection because of limited quotas. The board should identify such officers to the recorder and those names will be annotated in the recorder's ledger. In the board report, officers selected for QIO will be ranked in order of merit within each competitive category. However, the QIOs will not be published to the Navy or the public.

(1) Unlike a recommendation for selection, an individual may be recommended as a QIO in multiple competitive categories.

(2) Should a need arise during the year for an additional officer to fill a command, an officer so identified in the board report shall be considered qualified and additional administrative screen procedures need not be pursued. Officers shall be selected from the board report according to order of merit and subject to assignability.

(3) QIOs may be on multiple QIO lists until such time as the individual is required to fill a command billet. Once the QIO officer has been notified of the intent to employ him/her in a specific command billet, he/she is considered a command select and is no longer eligible as a QIO on any other command list.

4. **Additional Guidance**. The below information is provided to clarify community requirements and any specific needs, but in no way should replace the "Best and Fully Qualified" standard of reference (a).

a. Naval Aviation. Naval Aviation is first and foremost an aerial combat force and values the attainment of warfare qualifications and leadership both in the air and on the ground. The Naval Aviation Enterprise continues to value the war fighting ability and tactical excellence required for operational commanders to excel in combat. Therefore, as an aviation officer progresses in his/her career, achievement of community specific warfare qualifications should be documented in the officer's official record. The ultimate measure of leadership within the aviation community is sustained superior performance in operational and combat environments.

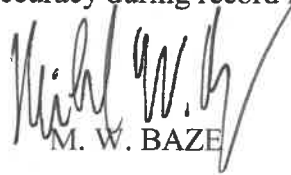
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b. IA/GSA Assignments. Proven and sustained superior performance in leadership positions in difficult and challenging in-service assignments, joint and/or major staff assignments, in-residence graduate education, Individual Augmentation (IA) assignments, and Global War on Terrorism support assignments (GSA) is the definitive measure of fitness for selection. Each board member shall apply this guidance when deliberating and voting.

c. Joint Professional Military Education (JPME). Per NAVADMIN 136/10, all Unrestricted Line officers who screen for Commander Command after 15 April 2010 must complete JPME Phase I prior to assuming command.

5. The board need not select to the numbers provided. The authorized number to select should only be attained if there are a sufficient number of candidates determined fully qualified.

a. The Official Navy Record Markup Program (ONRMP) will be utilized to “mark up” records with fitness report trend lines, individual trait averages above reporting senior cumulative average, rank changes, and tour lines in advance of board member review. The board member assigned is responsible to ensure ONRMP’s accuracy during record review.



M. W. BAZE

**BOARD MEMBERSHIP**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

Training and Administration of the Reserve/Selected Reserve Aviation Commander Command:

RADM Michael P. Donnelly, USN, 1320 (President)  
RDML Bradley D. Dunham, USNR, 1315  
RDML Christopher A. Kijek, USN, 1310  
RDML David J. Faehnle, USNR, 1315  
CAPT Carlos A Medina, USN, 1320  
CAPT Katrina L. Hill, USN, 1310  
CAPT Geoffrey D. Hughes, USNR, 1317  
CAPT Nathan E. Rodenbarger, USNR, 1317  
CAPT Gregory P. Dewindt, USN, 1310  
CAPT Lena C. Kaman, USNR 1317  
CAPT Anthony R. Perez, USN, 1310  
CAPT Ethan H. Karp, USNR 1317  
CDR Christopher K. Lemon, USNR 1317

**ADMINISTRATIVE SUPPORT STAFF**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

1. Training and Administration of the Reserve/Selected Reserve Aviation Commander Command Screen Board: CDR Kyle J. Johnson, USN, will act as a recorder with the following people acting as assistant recorders:

CDR Daniel C. Wilt  
CDR James P. Morrison  
LCDR Jacqueline A. C. Nordan

The recorder or assistant recorder will be present during all deliberations.

2. The following administrative support staff is designated to serve as the board sponsor:

CAPT Benjamin J. Heinemeier

CDR Kyle J. Johnson

3. The following personnel are designated to serve as administrative support staff to the board:

RADM Michael W. Baze  
RDML Kevin M. Kennedy  
RDML Michael J. Schwerin  
CAPT Dewon M. Chaney  
CAPT Dana Chapin  
CAPT Brett E. Elko  
CAPT Cassius A. Farrell  
CAPT Steven F. Friloux  
CAPT Stephen S. Hatch  
CAPT Matthew K. Lewis  
CAPT Karen J. Muntean  
CAPT Michael O'driscoll  
CAPT Frank C. Sanchez  
CAPT Robert Schulhof  
CAPT Colin Thompson  
CDR Brett A. Butterfield  
CDR Matthew E. Chang  
CDR David M. Christenson  
CDR Scott R. Chuda  
CDR Jason P. Delaneuville  
CDR Megan. M. Donnelly  
CDR Thomas J. Doran  
CDR Joshua A. Dufore  
CDR Lucas R. Edwards  
CDR Treven S. Feleciano  
CDR Michael J. Feldhues  
CDR Michael A. Freas  
CDR Eric A. Gardner

CDR Katherine R. Gardner  
CDR Jeffrey A. Gerring  
CDR Joseph T. Griffio  
CDR Jeremy S. Hall  
CDR William G. Hardin  
CDR Adam M. Hernandez  
CDR Adam H. Jackson  
CDR Brian C. Jones  
CDR Russell A. Lannutti  
CDR Mary F. Link  
CDR Tracy A. Maddox  
CDR Stephen C. Mattingly  
CDR Andrew M. Menocal  
CDR Jill E. Moore  
CDR Jacob N. Norris  
CDR Donald S. Northrup  
CDR Joshua M. Portzer  
CDR Kristel D. Ramsay  
CDR Clayton T. Rives  
CDR Donald G. Safford  
CDR Drew T. Schnabel  
CDR Douglas P. Stahl  
CDR Thomas H. VanHoozer  
CDR Ryan D. VanLoo  
CDR Ernesto R. Villalba  
CDR Christopher J. Waddell  
LCDR Mark C. Baker  
LCDR Timothy G. Boyce

**ADMINISTRATIVE SUPPORT STAFF**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

LCDR Lisa A. Brown  
LCDR James T. Burt  
LCDR John P. Butler  
LCDR Tabitha M. Calloway  
LCDR Jonathon D. Cassel  
LCDR Quinn Challinor  
LCDR Michael C. Conrad  
LCDR James B. Corrin  
LCDR Simon Davies  
LCDR Anthony M. Deken  
LCDR Paul D. Dixon  
LCDR Grant R. Gagnon  
LCDR Andrew W. Gillis  
LCDR Katherine T. Gorski  
LCDR Jonathan L. Harris  
LCDR Willis W. Hobson VI  
LCDR Eric M. Kemp  
LCDR Douglas A. Kesterson  
LCDR Daniel H. Kinjo  
LCDR Matthew M. Long  
LCDR Kyle P. Matson  
LCDR Lindsay R. McCammond  
LCDR Dane R. Mutschler  
LCDR William A. Revell  
LCDR Carisa A. Terry  
LCDR Mark R. Trask  
LCDR William S. Vidmar  
LCDR Jonathan J. Yaede  
LT Michael D. Alsbrooks  
LT Annessa D. Clark  
LT Aaron M. Connolly Nutting  
LT Marvin C. Fry  
LT Maelin R. Harris  
LT James B. Henson  
LT Joseph D. Meier  
LT James R. Mihalco  
LT Natasha M. Reyes  
LT Keyaira C. Seales  
LT Morgan R. Young  
LT Paul W. Wilson  
CWO4 Tameka J. Reid  
CWO4 Xavier D. Ware

FORCM William Houlihan  
CMDCM(SW) Monica Kuhl  
PSCM(AW) Patrick A. Abiera  
YNCM(AW) Dana M. Axson  
PSCM Molly Conway  
HMCM(SW/AW) Jaymie A. Isom  
HMCM(SW/FMF) Tameeka Washington  
YNC(SW/AW/EXW) Aaron J. Buss  
YNC(SCW/EXW/AW) Kevin L. Capelety  
YNC(SW/AW/SCW) Christopher B. Kalb  
YNC(SCW/EXW/SW/AW) Helana Ross  
NCC(AW/SW) Shanita Williams  
YNC Trista Karnes  
YN1(SW) Kingston Allen  
YN1 Tessa C. Green  
YN1 Richard I. Palmieri  
YN2 Devin A. Bonds  
ET2 Ervin F. Romero  
IT2 Willie J. Allen  
AO3 David T. Paisano  
Mr. Julion A. Bend  
Ms. Lucretia Benson  
Ms. Pamela D. Bennett  
Ms. Tanya D. Campbell  
Ms. Donna M. Carpenter  
Mr. Bradley J. Cordts  
Mr. Edward Dodrill  
Mr. Bernie Dunn  
Mr. Reginald L. Fulton  
Mr. Christopher J. Garner  
Ms. Patrice Y. Hall  
Mr. Patrick R. Harris  
Mr. Juan J. Jimenez  
Ms. Melissa D. Jones-Mcnealy  
Ms. Priscilla L. Jones  
Mr. Carl E. Johnson  
Ms. Marsea K. Lewis  
Mr. Joseph J. Lipko  
Ms. Oberia A. Malone  
Mr. Anthony Matthews  
Ms. Karon D. Matthews  
Mr. Stephen P. Milloway

**ADMINISTRATIVE SUPPORT STAFF**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

Mr. Tommy Owens  
Ms. Leslie J. Pitts  
Mr. Martin L. Pompeo  
Mr. John Pucciarelli  
Mr. Stephen R. Ranne  
Mr. Jay A. Rublaitus  
Ms. Candis L. Robinson  
Mr. Antoine Sharp  
Ms. Edna Shannon  
Mr. Steven J. Skretkowicz  
Ms. Ruby D. Snowden  
Ms. Verleada S. Tarver-Pruitt  
Ms. Elizabeth A. Vaughn  
Mr. David B. Whorton  
Mr. Joshua S. Williams  
Ms. Mindee M. Wolven



**ELIGIBILITY CRITERIA**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

1. FY-25 Training and Administration of the Reserve/Selected Reserve Aviation Commander Command Screen Board (ACCSB) Eligibility. Eligibility for the FY-25 ACCSB has been determined by Navy Personnel Command (PERS-46) personnel based on officers meeting the criteria listed in the applicable sections of this document.
  
2. Bank Review (Re-screen). Officers previously selected to command who have not yet reported to their ultimate command shall be reviewed. The re-screened selectees under review are not to be considered for a change in competitive category. They are only reviewed for continuance in the previously selected command category.
  
3. Disqualifying Events
  - a. Previously Selected/Slated Officers. Those officers who have been previously selected for and/or slated to Aviation Commander Command are ineligible for subsequent command selection.
  
  - b. Declining Command. Unrestricted Line (URL) Officers who previously declined Aviation Commander Command are ineligible for the FY-25 ACCSB as well as future command and major command boards.
  
  - c. Resignation and Retirement. All officers with released resignation or retirement orders with a Date-Time-Group (DTG) on or prior to 11 March 2024 are ineligible for the FY-25 ACCSB.
  
  - d. Failure-of-Selection (FOS). Officers who have failed to select to the rank of Commander more than twice are ineligible for the FY-25 ACCSB.
  
  - e. Command Qualification. Officers who have not earned the Command Eligible (“2D1”) Additional Qualification Designation prior to 11 March 2024 are ineligible for the FY-25 ACCSB.
  
  - f. “Don’t Pick Me” Letter Submission. Any officer who submits a “Don’t Pick Me” letter to the board is ineligible for subsequent year’s boards unless an Exception to Policy (ETP) is endorsed by PERS-46 and approved by the Chief of Naval Air Force Reserve (CNAFR).
  
4. Community Specific Screen Groups
  - a. Command Eligible Selected Reserve (SELRES) URL Officers. SELRES Aviation Officers are provided three years of eligibility or looks for command selection but shall submit an application requesting consideration for command to be eligible.

**ELIGIBILITY CRITERIA**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

(1) The group of SELRES URL Officers receiving their first look consists of officers considered in-zone for the first year and eligible for consideration for promotion on the FY-25 Reserve Commander Line Board.

(2) The group of SELRES URL Officers receiving their second look consists of officers previously eligible for the FY-24 ACCSB as first look candidates, but not selected.

(3) The group of SELRES URL Officers receiving their third look consists of officers previously eligible for the FY-24 ACCSB as second look candidates, but not selected.

(4) In years of diminished SELRES eligibility or stated intent for eligibility, an ETP may be requested of PERS-46 for eligibility outside of the prescribed eligibility zones. PERS-46 will coordinate with CNAFR for final adjudication on approval of the ETP.

b. Command Eligible Training and Administration of the Reserve (TAR) URL Officers. TAR Aviation Officers are provided three years of eligibility for command selection.

(1) The group of TAR URL Officers receiving their first look consists of officers considered in-zone for the first year and eligible for consideration for promotion on the FY-25 Reserve Commander Line Board provided there is a command opportunity in their respective community.

(2) The group of TAR URL Officers receiving their second look consists of officers previously eligible for the FY-24 ACCSB as first look candidates, but not selected, provided there is a command opportunity in their respective community.

(3) The group of TAR URL Officers receiving their third look consists of officers previously eligible for the FY-24 ACCSB as second look candidates, but not selected.

5. Competitive Category Eligibility

a. For all communities, officers who have completed a SELRES or TAR Department Head tour or are currently serving in a Department Head tour with at least one observed Department Head Fitness Report are eligible.

b. Aviation Command Community Specific Criteria

(1) HSM Command. Officers with a designator of 1317 who are members of the HSM community are eligible.

(2) VAQ Command. Officers with a designator of 1315 or 1325 who are members of the VAQ community are eligible.

**ELIGIBILITY CRITERIA**  
**FY-25 TRAINING AND ADMINISTRATION OF THE RESERVE/SELECTED**  
**RESERVE AVIATION COMMANDER COMMAND SCREEN BOARD**

(3) VFC Command. Officers with a designator of 1315 or 1317 who are members of the VFC community are eligible.

(4) VP Command. Officers with a designator of 1317 or 1327 who are members of the VP community are eligible.

(5) VR Command. Officers with a designator of 1315 or 1317 who are members of the VR community are eligible.

(a) TAR VR Officers are eligible for selection to any VR platform.

(b) SELRES VR Officers are eligible for selection to the platform (JET or PROP) in which they most recently completed a Department Head tour.

(6) VT Prop Command. Officers with a designator of 1317 who are members of the VT Prop or HT community are eligible. Officers with a designator of 1317 who are members of the HSC or HM community with an approved PERS-46 Exception to Policy (ETP) are eligible.

c. Navy and Reserve Talent Acquisition Group (NTAG/RTAG) Command. TAR Officers eligible for their third look that fail to select for Aviation Command or have no command opportunity in their respective community are eligible.