

Operations Worksheet 19 – MacDill AFB Retiree Activities Committee
(Reviewed/Revised – May 2013)

The MacDill Air Force Base Retiree Activities Chairman is a member of the Executive Committee and attends meetings of that committee, which normally take place on the first Monday of each month.

1. Establish a good working relationship with the director of the MacDill Retiree Activities Office (RAO) to assemble information pertaining to the health, welfare and morale of local MOAA chapter members.
2. Clearly articulate information relating to the services, benefits and activities provided by the RAO. This shall include, but not limited to, retiree pay and benefits, tax preparation, ID Cards and renewals, Defense Enrollment eligibility Reporting System (DEERS), legal services to include preparation of living and family wills, death notices, and burial and cremation counseling.
3. Stay informed on services provided by MacDill AFB and communicate to the chapter pertinent information relating to the medical treatment facility, pharmacy, commissary and base exchange, pass and registration requirements, volunteer opportunities, and the recreational facilities available to retirees, their spouses and former service members.
4. Provide liaison with the Space Available Travel volunteer to ensure the membership has access to information on space available flights.
5. Provide relevant information to the chapter membership through the Chapter Newsletter.