DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON DC

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MEMORANDUM FOR ALMAJCOM/CV

FROM: HQ USAF/CV
1670 Air Force Pentagon
Washington, DC 20330-1670

SUBJECT: 2011 Caring for People Forum Planning

Over the past two years the Air Force Community Action Information Board (CAIB) and Integrated Delivery Systems (IDS) team members and helping professionals from around the Air Force have met at the Air Force Caring for People (CfP) Forum to discuss ways to increase or improve support services received by Total Force Airmen and their families. At the conclusion of last year's Forum, an Integrated Process Team was convened to determine the best way to incorporate the ongoing mission of the CAIB/IDS with the platform created by the CfP Forum. This resulted in the development of a "three-tiered" Forum that will empower Air Force community members to voice issues for review and resolution by Installation, MAJCOM/AFR/ANG or Air Force leadership, as appropriate.

Accordingly, each Installation/AFR/ANG IDS team will plan and conduct a Caring for People Forum on or near their installation. This is an opportunity for leadership to hear and address local issues. Those issues identified for higher-level resolution will be forwarded to the MAJCOM (or equivalent) NLT 10 Jun 11. At the MAJCOM-level, IDS members will review the issues received from the installations and forward the top issues to the AF CfP Forum NLT 24 Jun 11. The AF CfP Forum will be held 19-21 Jul 11 in Arlington, VA.

A complete toolkit with guidance and templates to assist in implementing the 2011 CfP Forum will be forwarded to your CAIB Executive Directors under separate cover. Your ongoing support is appreciated as we continue our focus on building a stronger and more resilient Air Force. My point of contact for the CfP Forum is Ms. Karen Terry, DSN 664-4935.

PHILIP M. BREEDLOVE
General, USAF
Vice Chief of Staff