



Headquarters Tennessee State Guard



Command Staff Judge Advocate

LTC(TN) John Lewis



“The Volunteers – October 7, 1780”





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HOMETOWN SUPPORT 2009-2010

- Participants
 - Tennessee Bar Association, YLD
 - Tennessee State Guard
 - Family Assistance Group, Tennessee National Guard
- Population to be Served
 - Immediate family members of deployed National Guard (spouses, children, guardians of children)
- Services Provided
 - Legal and administrative assistance for financial, non-marital domestic, children/educational, municipal and state governmental/administrative issues



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OPERATIONAL PROCEDURE

1. September/October 2009 – Training and briefing for TNG Family Assistance Officers (LTC Hollister, TNG; MAJ Lewis, TNSG)
 - Location: Armories & Unit rear-detachment centers

2. October/December 2009 – Briefing for unit executive officers (brigade & below) & all TNG/TNSG unit SJAs
 - Locations: TBD

3. December 2009 – Training & coordination of services for TN Bar Assoc. YLD
 - Audience: Attorney Volunteers (TBD/YLD Coordinator, TNSG Coordinator, TNSG SJAs, TNSG chaplains)
 - Locations: Memphis, Jackson, Nashville, Cookeville, Chattanooga, Knoxville, & Bristol Armories



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PROCEDURES FOR SERVICES (1)

1. All requests for assistance routed through unit family assistance group (LTC Hollister)
2. Unit family assistance officers serve as gatekeepers for requests for assistance. Assumption is that requests will be made by immediate family members to Rear-D or by deployed guardsmen through unit chain-of-command
3. Unit family assistance officer will complete a checklist as per Memorandum of Understanding between TNSG and TBA to determine if issues involved are compatible with the program. Family members' requests will also be evaluated to insure that requested services cannot be provided locally by existing attorneys under normal circumstances.
4. If request meets the standard, the completed checklist and necessary documentation will be forward to the TNSG/TBA Coordinator.



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PROCEDURES FOR SERVICES (2)

5. TNSG/TBA Coordinator will also review the issues and requesting family member to insure the referral is appropriate.
6. If the matter is appropriate, the Coordinator will review the local panel of volunteers and contact an attorney or non-attorney volunteer to determine if they feel competent and available to render assistance.
7. Only after all above steps have occurred will the family members be given contact information for volunteers who will provide assistance.
8. TNSG/TBA Coordinator will follow the matter and give updates to family assistance volunteers. Assumption is that regular updates will be provided to unit commanders and disseminated to deployed guardsman through unit chain-of-command.



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GOALS

- Render help to family members of deployed TNG personnel
- Eliminate additional work for TNG SJAs & the office of the TNG SJA
- Fulfill the missions of both the TBA/YLD and the TNSG to render help to citizens of this state who risk their lives to defend their country and fellow citizens



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QUESTIONS



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