



DEPARTMENTS OF THE ARMY AND AIRFORCE
 JOINT FORCE HEADQUARTERS WISCONSIN
 WISCONSIN NATIONAL GUARD
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 POST OFFICE BOX 8111
 MADISON WI 53708-8111

NGWI-JMS-CHW

28 September 2022

~~MEMORANDUM THRU State Training Officer (NGWI-OPT), 2400 Wright Street,
 Madison, WI 53704~~

JANSEN.CRAIG.WILLIAM M.1234213853
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 JANSEN.CRAIG.WILLIAM.1234213853
 Date: 2022.10.04 12:44:21 -05'00'

FOR Commanders, Wisconsin National Guard

SUBJECT: SUBJECT: FY23 Comprehensive Health and Wellness Leaders Course
 (CHWLC)

1. **References:** AR 350-1 Army Training and Leader Development, 10 December 2017, AR 350-1 Army Training and Leader Development, 10 December 2017; FM 7-22 Holistic Health and Fitness, 26 October 2020; AR 600-9 The Army Body Composition Program, 16 July 2019; AFI 36-2905 Personal Fitness Program, DoD Directive 1308.1, DoD Physical Fitness and Body Fat Program, DoD Instruction 1308.3, DoD Physical Fitness and Body Fat Procedures, AFI 40-101, Health Promotion, and Air Force Policy Directive (AFPD) 10-2, Readiness.

2. **Purpose:** Provide training to increase Soldiers and Airmen retention, readiness, and health behavior changes in the Wisconsin National Guard. Leaders will learn to incorporate and integrate appropriate interventions which address comprehensive health and wellness. CHWLC cadre will learn foundational principles of motivational interviewing to help Soldiers and Airmen at the unit level make and sustain health behavior change. The CHWLC replaces the Comprehensive Soldier Fitness Train-the-Trainer Course.

3. **Dates:** The course is a resident course at the Wisconsin Military Academy (WMA), 90 South Tenth Avenue, Fort McCoy, WI 54656. Training will end no later than 1600 on the last day. The course will conduct on the following dates:

Class #	Start Date	End Date
001	28NOV22	02DEC22
002	20FEB23	24FEB23
003	28AUG23	01SEP23

4. **Reporting:** All Students will report NLT 0700 on the start date. Night prior lodging is authorized for any student with a HOR greater than 50 miles from duty location.

5. **Uniform:** Students will report in OCP, and will also wear Army Physical Fitness Uniform (APFU) (Army) or Physical Training Gear (Air) throughout the course.

6. **Attendees:** Training is open to Soldiers and Airmen. Seats are limited to 40 participants.

7. **Enrollment:**

a. Soldiers and Airmen in the grade of E5 and above are eligible to attend this course. Soldiers in the WIARNG must be enrolled by their unit Readiness NCO using this [link](#) or by using the appropriate task's enrollment roster link on the WIARNG ACE. FTUS must request access to the appropriate Microsoft Teams channels if they are not already a member of the necessary teams. Airmen in the WIANG and students from outside states can register using this [link](#). No further documentation is required once enrolled.

b. Coordinate any changes after registration through POC. The roster will be locked and finalized 30 days before the class starts.

8. **Travel:** Suspense for DTS is 30 days before the course begins. Funding codes are as follows.

a. Soldiers will attend this course using funding under PMC/TDC 1A0/12B and select event XREF: 23 CHWLC CHW Leader. All Instructor Support will attend using funding under PMC/TDC 1N0/501 and select event XREF: 23 CHWLC CHW Leader. Exceptions require approval by the State Training Officer. Orders will be input at the unit level.

b. AGR: Soldiers will utilize the 23 (O/E) 501 OPR TRN LOA and AT/CONF routing list for DTS authorization input.

c. M-Day: Soldiers will utilize the 23 (O/E) 1A AT TRVL LOA and AT/CONF routing list for DTS authorization input. All instructor support will utilize the 23 (O/E) 501 OPR TRN LOA and AT/CONF routing list for DTS authorization input.

d. Airmen: Units will follow all pay requirements based on the guidance from their chain of command.

e. This course requires extended training hours. Instructors and attendees are authorized lodging at WMA.

9. **Lodging:** WMA will be used for lodging. WMA official rate is \$31/night for all personnel. Course manager will reserve lodging for students based on registration. WMA requires a DTS authorization (DD Form 1610), and full lodging payment at time of check-in to receive the official rate for reimbursement.

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10. **Transportation:** Soldiers and Airmen on orders will receive the full mileage rate to the duty location. AGRs and FTNGD instructors require a GSA statement of nonavailability to receive the full mileage rate. Mileage will be paid on orders for individuals that are not authorized per-diem (Less than 50 miles from HOR). All other Soldiers will claim reimbursement in DTS.

11. **Rations:** Meals are provided at no cost for enlisted M-Day Soldiers and Airmen. AGR, FTNGD and Officers are authorized full meal per diem at the local rate. The course's manager will reserve meals at WMA based on registration information. Attendees eating meals at WMA must sign in on Form 3032 (headcount) at the DFAC register. Failure to do so may result in a FLIPL.

12. **Point of Contact:** Contact the courses manager, Jennifer Falkowski, at Jennifer.falkowski@widma.gov or aaron.s.hunnel.mil@army.mil.

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Lt Col, WIANG
Director, Service Member Support Division