



## SINGLE MARINE PROGRAM

Marine Corps Air Station Miramar  
PO Box 452008  
San Diego, CA 92145-2008

1127  
SMP  
7 May 2025

From: Single Marine Program Coordinator, Marine Corps Air Station Miramar  
To: Commanding Officer, Marine Corps Air Station Miramar  
Via: (1) Deputy Director Marine Corps Community Service, Marine Corps Air Station Miramar  
(2) Sergeant Major, Marine Corps Air Station Miramar

Subj: SINGLE MARINE PROGRAM (SMP) COUNCIL MEETING MINUTES

Encl: (1) 7 May SMP Council Meeting Attendance Roster

1. On Tuesday, 7 May 2025, a Single Marine Program Council Meeting was held at the Chow Hall. Melissa, SMP Coordinator, called the meeting to order at 1127. She welcomed everybody and introduced the newly appointed SgtMaj. of MCAS Miramar, SgtMaj. Garcia.
2. **Guest Speakers:**
  - a. ITT/Chanel Warner, Manager of Information, Tickets, and Tours. She informed the council of the move the I.T.T. will be making from their current location (between the Chipotle and McDonalds) to the P.A.R.C. building as well as the construction of a Popeyes replacing the current I.T.T. location.
  - b. Atiya from Personal Finance Management discussed how she gives advice to Active-Duty and the different workshops she offers (finance, car purchase, saving money).
3. **Quality of Life Topics:**
  - a. BLDG 5105 and 5700 series are experiencing warm water issues (taking an unsatisfactory amount of time to warm up) especially after an extended period of no usage. SgtMaj. Garcia informed the members involved that the old water pipes store water and after an extended time without use, remains cold and takes a longer time to run warm water. SgtMaj. Garcia is aware of this issue and is working on having it addressed and remedied so service members can receive warm water in an adequate time.
  - b. A Unit Representative discussed Marines being discontented with the lack parking around the barracks. SgtMaj. Garcia informed the Representative that there simply isn't space to build anymore lots for cars.
    - i. Transportation from the barracks to work was suggested to improve this, however Station funding has recently been cut and building the infrastructure to support this is not feasible at this time.
  - c. BLDG 5408 has issues with streetlights flickering, not working, or not providing adequate lighting for service members in the late evening. No QR

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codes were utilized to address the issue and all SMP members were reminded to utilize this feature to log any discrepancies to ensure maintenance is being conducted.

4. **Old Business:** Melissa, SMP Coordinator, proceeded with the SMP's volunteer opportunities, events, and trips that occurred since the last meeting in April.
  - a. **Volunteer/Events/Trips for April:**
    - i. SMP Monthly Meeting: Only 3 SEA's and 13 Representatives were in attendance. Low count was attributed to the busy month however alternatives are reminded to attend if primaries are not able to.
    - ii. Sound the Alarm: (10/10 volunteers attended) Volunteers achieved their goal to assist the elderly.
    - iii. Town Hall Meeting with Base Leadership: (3/3 volunteers attended) A successful event with over ~85 in attendance.
    - iv. PE Fitness Challenge.: (26/40 volunteers attended) Volunteers participated, a great event however a push for more attendance is needed.
  - b. **Days of Service Week:**
    1. HQMC mandates a week of volunteering (April 20-26 volunteers attended) in recognition of April's volunteer month.
    - ii. Easter Volunteer Event: (10/10 volunteers attended) A great event that even allowed service members to participate in the congregation.
    - iii. River Habitat Restoration: (10/10 volunteers attended) Another successful event that allowed members to clean the environment whilst enjoying the scenery and having a good time.
    - iv. Strict Curl Competition: (2/2 volunteers attended) Volunteers assisted The Barn staff with managing the competition and motivated the attendees.
    - v. NMCRS Thrift Store: (3/3 volunteers attended) The NMCRS appreciates the volunteers the SMP provides to ensure a smooth operation of the event.
    - vi. STEP Food Distribution: (3/10 volunteers attended) Although a low attendance the STEP event was successful in handing out staple foods and basic needs to service members and their families.
    - vii. Blood Drive with Armed Services Blood Program: (3/4 volunteers attended) The blood drive received 29 donations which equates to roughly ~\$14,000 raised in blood donations.
    - viii. Volunteer Appreciation Ceremony: LCpl Franklin from H&HS won volunteer of the year for volunteering a total of 69 hours in 2024.
    - ix. SMP Monthly Dinner: (6/6 volunteers attended) A very successful event with +129 members served Panda Express. 10 gift cards were awarded to winners.
    - x. Wings & Games: (2/2 volunteers attended) 76 meals were served.

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5. **Current Business:** Melissa, SMP Coordinator, discussed Mays' schedule.

a. **Volunteer/Events/Trips for May:**

- i. **Star Wars Movie Marathon:** Star Wars themed event (May 4<sup>th</sup> weekend) with 16 attendees and 10 prizes given.
- ii. **SMP Monthly Meeting:** Pushed for the attendance of SMP representatives and ensure the sign in of all in attendance.
- iii. **SMP ROQ Ceremony:** LCpl Juarez, Vice President of SMP Executive Board, was congratulated for his effort and commitment that he does for the SMP Council, Executive Board, but most importantly the service members he helps.
- iv. **Concert for Cures:** (10 Volunteers Requested) Volunteers will setup a concert featuring John Elton. The SMP is utilizing this event to build the connection so in the future members can have free admission by volunteering.
- v. **Ocean Connectors Kayaking:** (10 Volunteers Requested) Volunteers will be expected to pick up trash and debris along the coast in kayaks.
- vi. **NMCRS Thrift Store:** (3 Volunteers Requested) Support NMCRS staff with the operation of the thrift store.
- vii. **PE Fitness Challenge:** (40 Volunteers Requested) A big push is being made given it is the last of PEFC and the opportunity to make the event a unit effort.
- viii. **F45 Playoffs:** POC: Riana Rohman 858-307-4127, [Riana.rohman@usmc-mccs.org](mailto:Riana.rohman@usmc-mccs.org).
- ix. **Navy Bridge Run:** (10 Volunteers Requested) Tentative – might be cancelled due to low staffing.
- x. **SMP Monthly Dinner:** (6 Volunteers Requested) Pasta will be served to service members and a prize giveaway.
- xi. **Wings & Games:** (3 Volunteers Requested) Monthly partnership with partners to provide service members an alternative meal and a chance to relax in the ADRC.
- xii. **Powerlifting Competition:** (4-6 Volunteers Requested) Volunteers will assist HITT staff with their competition.
- xiii. **DIY Smoothie Bar:** (2 Volunteers Requested) A partnership with Human Performance to give Marines the opportunity to make their own smoothie during chow at no expense to the Marines.
- xiv. **Skull Canyon Zipline:** (10 Spots) An exiting trip that include the original course + sky gym totaling 3 hours. \$80 ticket per person.

6. **Future Business:** Melissa, SMP Coordinator discuss future plans for June 2025 as input from Council regarding trip decision.

a. **Volunteer/Events/Trips for June:**

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- i. Wheel-Chain Regatta: (50 Volunteers Requested) Open to all Active-Duty regardless of marital status as long as they are fit for full duty in order to perform the laborious task to assist those with physical needs.
  - ii. SMP Monthly Meeting: Scheduled to occur on June 3<sup>rd</sup> from 1130-1300.
  - iii. NMCRS Thrift Store: (3 Volunteers Requested) Assist the NMCRS to operate the Thrift Store.
  - iv. Surf Lessons: (10 Spots) A partnership with MCB Camp Pendleton to give Marine the opportunity to learn how to surf.
  - v. Knotts Berry Trip: The SMP Council voted on which trip the Marines should attend (60/40 split for Knotts berry farm or Soak City respectively). Knotts berry farm was the majority vote. \$45 ticket per person.
  - vi. Summer Kickoff Party: BBQ Food, entertainment, games, prizes will be given to attendees.
  - vii. Wings & Games: (3 Volunteers Requested) Monthly partnership with partners to provide service members an alternative meal and a chance to relax in the ADRC.
  - viii. SMP Dinner: (5 Volunteers Requested) SMP is still deciding to offer a BBQ Menu or suggestion from the Council.
  - ix. Deep Sea Fishing: (10 Spots) Marines will be able to go on a deep sea fishing trip.
7. **Miscellaneous:** Melissa, SMP Coordinator discusses last minute topics.
  - a. **Miscellaneous/Notes/Reminders.**
    - i. The HITT Center is being built to operate as 24/7 gym.
  - b. **Last Remarks.**
    - i. N/A
8. **Adjourned:** The meeting was adjourned at 1158.
9. **After Meeting Discussion/Last Questions:**
  - a. SgtMaj. Dominguez approached Melissa about attending their units Resource Day on May 21<sup>st</sup>. Depending on Staff availability, it is being considered. Executive board will be asked to attend, if unavailable, request will have to be denied due to low staffing.

**SMP President:** Sgt. Laborde  
**SMP Vice President:** LCpl. Juarez  
**SMP Treasurer:** LCpl. Bustos  
**SMP Media Manager:** Cpl. Santini  
**SMP Recorder:** Cpl. Vela

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**Submitted By:**

Cpl Vela  
SMP Recorder

**Reviewed By:**

Melissa Esquivel Olivares  
SMP Coordinator

**Approved By:**

SgtMaj A. Garcia  
SMP Senior Enlisted Advisor