



# National Liaison NOTES

News and updates from the National Headquarters.



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This is the August edition of “News and Updates” bringing the latest information and updates to all National Officers and Detachment leaders.

## **National Convention Notes**

The American Legion adopted in 1999, Resolution No. 25 (Registration Procedures at the National Convention of The American Legion). It states in part “that all delegates and alternates to the respective National Conventions of The American Legion must register prior to, or during, the National Convention. Proper registration will ensure each attendee has the necessary credentials to enter the venues of the National Convention. Without the proper credentials, access to the various venues of the National Convention, including shuttle bus transportation will be denied.” All guest of The American Legion family who are eighteen (18) years of age or older will be required to register prior to attempting to enter any venue of the National Convention, including shuttle bus transportation. Guests who are younger than eighteen (18) years of age, and who are not delegates or alternates to the SAL or Jr. Auxiliary National Conventions will be provided a guest pass at no charge. To facilitate this resolution we will open registration at 8:00 am – 4:00 pm on Thursday, August 25, 2016. If you are planning on having any children with you, that will not be registered as delegates or alternates, and will be using the transportation system, please notify us before the Convention so we can note the number of under eighteen guest badges that are needed. These should be listed on your delegate/guest registration forms. Thanks and see you in Cincinnati.

**NATIONAL CONVENTION – Cincinnati** – The National Convention will be held in the Grand Ballroom B, 3<sup>rd</sup> floor of the Duke Energy Convention Center in Cincinnati, OH. During the National Convention we ask that all delegations kindly be seated during the National Convention. We always seem to have a contingent of folks standing in the rear of the room conducting various conversations, etc. We ask that these be confined to the foyer area outside the convention ballroom or lower level. The Sergeant-at-Arms and their Assistants will assist in this effort and your cooperation and patience is requested.

**SAL NATIONAL CONVENTION REGISTRATION** – The hours of registration we will be open are: Thursday, August 27<sup>th</sup>, 8:00 am – 4:00 pm; Friday, August 26<sup>th</sup>, 8:00 am – 4:00 pm; and Saturday, August 25<sup>th</sup>, 8:00 am – 12:00 noon. The SAL registration desk will be located in the SAL staff office area, Junior Ballroom, 3<sup>rd</sup> floor, Duke Energy Convention Center, Cincinnati.

**DELEGATE STRENGTH MEMBERSHIP TARGET DATE** – The delegate membership strength target date was July 26, 2016. This target date determines official seating for the National Convention as well as computations for delegate votes. A separate memorandum was emailed on July 27th to all Detachments and Departments along with a listing of the number of official delegates and the exact payment of fees for registration for the National Convention. Just a reminder – payment of delegate registration fees is mandatory per Article V, Section 3 of the National Constitution based on the full delegate strength plus any delegates at large.

**NATIONAL CONVENTION REGISTRATION FEES** – This is just a reminder. Resolution #4, Spring 2011 approved by the National Executive Committee of The American Legion increased the registration fees for the National Convention to \$25 for all delegates, alternates, guests of The American Legion, The American Legion Auxiliary, and Sons of The American Legion.

**NATIONAL CONVENTION ATTIRE** – All delegates should be in proper dress attire while attending the Convention sessions. Coat and tie is preferred especially when receiving awards on the stage, however, casual dress (trousers, shoes and shirt) is very acceptable. Also, many speakers and visitors will be addressing the sessions and our National Convention delegates. We should be at our best. The wearing of tank tops, short shorts, and shower clogs should be discouraged by your delegation except for small children. The dress of your delegates is a reflection of your detachment. Your attendance during the convention is important and we are very proud to represent all members Nationwide at our 45<sup>th</sup> National Convention.

**NATIONAL CONVENTION AGENDA** – This year's National Convention agenda is as follows: The National Convention Pre-NEC will start promptly at 10 a.m., Friday, August 26, 2016. The National Convention will start immediately at 1:00 pm, Friday, August 26, 2016 in Grand Ballroom B, 3<sup>rd</sup> floor of the Duke Energy Convention center. More information on detailed agenda items can be found by clicking on our web page at [www.legion.org/sons](http://www.legion.org/sons).

**PRE-NATIONAL EXECUTIVE COMMITTEE MEETING** – The Pre National Executive Committee meeting will be held prior to the opening of the National Convention in Room 232, second floor of the Duke Energy Convention Center at 10:00 am on Friday, August 26<sup>th</sup>. This is a relative short meeting and a business meeting. There will be limited seating for National Officers, NEC, Alternates, and Past National Commanders only. The post-NEC meeting will be scheduled upon adjournment of the National Convention.

**NATIONAL CONVENTION SPEAKERS** – This is just a reminder that during the Sons National Convention, last minute or late requests for someone to address the National Convention & delegates will not be favorably considered. Some of these requests come from within the Sons as well as outside of the Legion family. The National Adjutant of the Sons of The American Legion sets the stage agenda in advance and is finalized and approved 60 days prior to the National Convention. Therefore, this type of request will not be honored unless prior approval has been received and approved in advance by the National Adjutant and/or the Internal Affairs Commission of The American Legion. To avoid possible embarrassment to any guest, group, entity, and your Detachment, you are requested to refrain from this type of activity and keep the convention on track and on schedule for your delegations for its intended purpose.

**CREDENTIALS** – The following official convention badges and credentials are considered acceptable official credentials for admittance to the National Convention Ballroom and other venues of the Sons of The American Legion in Cincinnati:

1. National Headquarters Staff Badge
2. Distinguished Guest Badge
3. News Media Credential
4. Special ID Card for Past National Commanders (Legion)
5. American Legion Convention Badge
6. American Legion Auxiliary Convention Badge
7. Sons of The American Legion Convention Badge
8. Exhibitors Badge
9. Commission & Committee Visitor Badge

**CONVENTION COMMITTEES** – Convention Committees will be meeting on Friday, August 26<sup>th</sup> beginning at 8:30 am in the Duke Energy Convention Center, Rooms 230, 231 and 236, second floor of the Duke Energy Convention Center. The Sons National Executive Committee meeting starts in Room 232, second floor at 10 am.

**SCOOTERS, WHEELCHAIRS – NATIONAL CONVENTION** – Motorized scooters and wheelchairs along with non-motorized wheelchairs are available to rent during the National Convention in Cincinnati from the following vendors:

Rollin on the River – (513) 582-6526, email: [lance.sizemore@me.com](mailto:lance.sizemore@me.com). Reservations need to be made more than 72 hours before delivery date. Scooter Rental is \$150 per week up to 250 lbs; Scooter Rental is \$200 per week up to 350 lbs.

**MEDICAL SERVICES – NATIONAL CONVENTION** - Arrangements have been made through various agencies to provide medical services for our attendees at the Cincinnati Convention Center. During convention hours our attendees, if inside the Cincinnati Convention Center, you would go to the nearest “house” telephone and then advise the dispatcher of the nature of the call. If you are attending a meeting/function at the Millennium Hotel, please use any house telephone and dial “0” to report an emergency. If attendees would like to program their cell phones for emergency situations within the Millennium, please list (513) 352-2100. list. If you are attending a meeting/function at the Hyatt Hotel, please use any house telephone and dial “55” to report an emergency. If attendees would like to program their cell phones for emergency situations within the Hyatt Hotel, please list (513) 579-1234 as the number for security. If you are attending a meeting/function at the Hilton Cincinnati Netherland Plaza Hotel, use any house telephone and dial “7777” to report an emergency. If attendees would like to program their cell phones for emergency situations within the Hilton Cincinnati Netherland Hotel, please list (513) 421-9100.

VAMC personnel may also be available in Exhibit Hall B, first floor of the Duke Energy Convention Center during tradeshow hours to provide VAMC related information. The VAMC personnel will not attend to emergency medical situations.

Should an attendee require medical services, we encourage them to contact one of the local hospitals listed below or follow the procedures listed above and seek the appropriate assistance.

### **Cincinnati Hospitals**

Cincinnati VA Medical Center  
3200 Vine Street  
Cincinnati, OH 45520  
(513) 861-3100

University of Cincinnati Medical Center  
234 Goodman Street  
Cincinnati, OH 45219  
(513)584-1000 Emergency (513) 584-7000

Christ Hospital  
2139 Auburn Ave  
Cincinnati, OH 45219  
(513-585-2235

Good Samaritan Hospital  
375 Dixmyth Ave  
Cincinnati, OH 45220  
(513) 862-1400

Trihealth Evendale Hospital  
Glendale Milford Road  
Evendale, OH 45241  
(513) 454-2222

### **Kentucky Hospitals**

St Elizabeth Covington  
1500 James Simpson Jr Way  
Covington, KY 41071  
(859) 655-8800

St Elizabeth Ft. Thomas  
85 N. Grand Avenue  
Ft. Thomas, KY 41075  
(859-572-3100

St Elizabeth Florence  
4900 Houston Road  
Florence, KY 41042  
(859-2112-5000

St. Elizabeth Edgewood  
1 Medical Village Dr  
Edgewood, KY 41017  
(859) 301-2000

**SALE OF RAFFLE TICKETS AT NATIONAL CONVENTION** – The sale of raffle tickets and other Detachment fundraiser item(s) are prohibited at the National Convention. The only item that can be sold at the Convention site is the Convention pin from the host Detachment of Ohio.

**TRANSPORTATION** - The Shuttle Bus schedule for the National Convention in downtown area of Cincinnati is as follows:

Route 1 (Red) – Westin (Board on 5<sup>th</sup> St); Hampton Inn (Board on 5<sup>th</sup> St).

Route 2 (Blue) – Embassy Suites (Board on River Center Blvd); Marriott River Center (Board at Embassy Suites).

Route 3 (Green) – Holiday Inn Airport (Board Outside Main Lobby); Hilton Airport (Board Outside Main Lobby).

Please go to [www.legion.org/sons](http://www.legion.org/sons) or [www.legion.org/convention](http://www.legion.org/convention) for details on dates and times. ADA service for all above routes and times are available upon request. Call at least one hour in advance (866) 767-3305 at least one hour in advance to schedule.

**NATIONAL CONVENTION PARADE/EVENT** - The National Convention parade will be held on Sunday, August 28, 2016 starting at 4:00 pm. Please assemble at 3:15 pm. It will be an outdoor parade event as in years past and will start from Fifth and Sentinel Streets. The post parade party will be held from 4:30- 9 pm between Fifth and Sixth Streets on Elm Street. More information on the parade and parade route will be listed on the Legion and SAL web pages and also contained in your convention packet upon registering at National Convention. If you plan on marching with the National Sons of The American Legion, the uniform is SAL cap, khaki (tan) pants and blue pullover shirt or equivalent, if possible.

**TOURS & SOCIAL EVENTS** - There are many tours and social events being offered during the National Convention, August 26 - 31, 2016. Most of these events can be found on The American Legion web page at [www.legion.org](http://www.legion.org) under National Convention. Please check web pages for updates.

**NATIONAL COLOR GUARD CONTEST** – The National Color Guard contest will be held in the Duke Energy Convention Center, Exhibit Hall A, 1<sup>st</sup> floor of the Convention Center starting at 5-7:30 pm on Friday, August 26, 2016. Contest rules and further information can be found at [www.legion.org/convention/contests](http://www.legion.org/convention/contests). The Band Contest will be held in Ballroom A of the Duke Energy Convention Center on Saturday, August 27, 2016 at 1 pm.

**GOLF EVENT** – There will be a Sons of The American Legion Golf Outing hosted by the Detachment of Ohio, Thursday, August 25, 2016 at the Stitt Woods Country club, 4800 Tylersville Rd, Mason, OH 45040. The tournament will start at 8:30 am on Thursday. For more information about the tournament or sponsorship, please contact Jon Coakley (614) 804-2184 or Rob Brewer (440) 570-8853. A copy of the flyer with more details can be found on the SAL web page at [www.legion.org/sons](http://www.legion.org/sons). There will also be a dinner sponsored by the Detachment of Ohio on Friday, August 26, 2016. Price is \$25.00 per person. Contact Jon Coakley (OH) at (614) 804-2184 for more information.

## **General Information**

**MYSAL** – For those of you who are just now getting the word, MySAL is now available for those squadrons who apply. MySAL.org is a secure internet site linked to the membership data base for the sons. This portal site provides officers with access to the membership data and member-management tools. This system has been up and running for over a year now and at present over 1,224 squadron adjutants have access to this site for their members and use it daily. For further information go to [www.legion.org/sons](http://www.legion.org/sons) and click on mysal link. Just a reminder – you must be a paid up sons member and only one person per squadron can qualify. See your squadron adjutant for additional details. The portal for the Detachment Adjutants has been developed and currently 30 Detachment Adjutants have access and are using this system in their Detachments.

**DISTRIBUTION OF OFFICIAL NEC & NATIONAL CONVENTION MINUTES** – In keeping with the latest technology and procedures, the Internal Affairs Division will again be sending out the official SAL meeting minutes by electronic means (email PDF). In the past, a hard copy of the minutes was mailed to all National Officers, National Executive Committeemen, Chairman, and Past National Commanders. This will allow each officer above to receive and save this official document for record purposes as well as a major cost savings for the two National Executive Committee meetings and National Convention. The savings in mailing these minutes for postage

alone will be well over \$800 per year plus the costs of envelopes and copying. If anyone does not have computer technology or desires to receive a hard copy, please contact the SAL Liaison or National Adjutant O’Hearne. We can mail you a hard copy if requested. We will continue this procedure and evaluate it as we go along for the 2016-2017 year. Individual recommendations on this procedure should be addressed to the National Adjutant for future consideration.

**BLUE BRIGADE** – Resolution NEC 6-01 established the criteria for the award of the Sons of The American Legion Blue Brigade jacket. The award specifically outlines the criteria for the award for members of the Sons of The American Legion only. Keep in mind, this form must contain names of new members only, not renewals or reinstatements. We have been verifying the data and some forms were returned to ineligible members, i.e. renewals and reinstatements. The new form is contained in the 2016 Administrative Manual. Be sure to use the current form. Please inform your Sons leadership that this award is for members of the Sons of The American Legion only established by resolution. Award winners for 2016 will be mailed their jackets via UPS in September.

**SUBSCRIPTION – THE AMERICAN LEGION MAGAZINE** – All members of the SAL can subscribe to The American Legion Magazine for 12 issues for only \$6.00 per year. Readers can enjoy articles about foreign affairs, ordinary citizens accomplishing extraordinary things, military valor, veteran’s health care, history, etc. Keep up to date with programs of The American Legion and items of general interest. Send a check or money order for \$6.00 along with your complete name, address, date of birth, phone, email and SAL ID number to: The American Legion, Data Services – N0808, Magazine Non-Member Subscriptions, PO Box 1954, Indianapolis, IN 46206.

**DETACHMENT OFFICERS REPORT FORMS** – Detachment officers report forms are being received at National Headquarters and the new officers are being coded into the system on a daily basis. Just a note, the National Constitution and By-Laws state that outgoing NECmen and Alternate NECmen serve until the close of the National Convention. Therefore, all outgoing NECmen are encouraged to pass along information and work with the incoming NECmen. Detachments are encouraged to send in their new officer report forms as soon as possible. **All Detachment Officers report forms are due immediately after your Conventions, but no later than August 12<sup>th</sup> to National Headquarters. The call-in announcement for the Fall NEC meeting will be mailed just prior to the National Convention. Timely reports will insure your Detachment leaders receive this call-in notice and receive any entitlements for the fall meetings as well as getting on any housing list.**

**MEMBERSHIP CARDS & REGISTERS (2017)** – The 2017 membership cards & registers have been printed and shipped to every Department for the 2017 membership year. The last mailing (shipment) of membership cards were mailed out in mid-June. Detachments are encouraged to contact your Department Headquarters for your membership cards & registers. Let’s get a jump on the 2017 membership year and get your cards out early. **Our first membership target date for 2017 is September 14, 2016, which is our 10% membership target.**

**RENEWAL POSTCARD SCHEDULE AND MAILING (2017)** – The schedule for the mailing of the annual SAL renewal postcards will be in September, followed by the second mailing in January, then the final renewal mailing in April. These mailings are made in conjunction and subsequent to membership target dates. Therefore, please follow the membership target dates closely. Above all, “transmit”, as too many Squadrons are holding membership. This saves the organization considerable postage costs. All three mailings will be made usually within a couple of days following the target date in that respective month of mailing. The membership target dates are posted on the SAL web page at {[www.legion.org/sons](http://www.legion.org/sons)}.

**NATIONAL CHILDREN & YOUTH CONFERENCE** – The annual National Children & Youth Conference will be held in Indianapolis, Indiana on September 15-17, 2016 at the Sheraton Hotel, downtown Indianapolis. For more information for this conference, agenda, and registration click {[www.legion.org](http://www.legion.org)} under programs.

**NATIONAL AMERICANISM CONFERENCE** – The National Americanism Conference will be held in Indianapolis, Indiana on September 22-24, 2016 at the Sheraton Hotel, downtown Indianapolis. Included in this conference will be sessions for Boys State, Oratorical, Baseball, and Chaplains. For more information for this conference, agenda, and registration, click [www.legion.org](http://www.legion.org) under programs.

**SAL ‘HONORARY LIFE’ CODE** – Honorary life is something that can be awarded by a Squadron/Post to an individual for a specific deed or act. He must be an existing SAL member in good standing and eligible for membership in accordance with the established eligibility criteria as outlined in the SAL National Constitution. Do not confuse this with any Detachment life programs. This information is listed in the 2016 edition of the Administrative Manual (page 34). This is only a Squadron/Post award, where authorized. To report this information, you can submit a member data form and mark the appropriate block “Honorary Life”. The record will be coded at National Headquarters. When the annual membership cards & registers are printed, a code “H” will appear on the membership register that denotes “Honorary Life”. Older versions of the member data form do not contain this block. In that case, just write on the form wherever space is permitting. Squadron/Post Adjutants should sign this form to confirm this status.

**NATIONAL UPDATE NEWSLETTER** - The summer edition of the National Update newsletter has been printed and is being processed for mailing in late August 2016 to Sons members prior to National Convention. We have also scheduled to email this edition to all Sons members who we have email addresses on the Sons membership data base. This will be accomplished prior to the National Convention. Hard copies of the newsletter will be available on the tables in front of Ballroom B of the SAL National Convention in Cincinnati.

**DATES OF BIRTH INFORMATION** - The capturing and collecting of date of birth information for the National records of our members has been a slow process. This program is outlined in the 2016 Administrative Manual, page 32. This information is contained on the membership register for every member of the Sons. Many Squadrons throughout the Country have not submitted this information accordingly. The information is needed for demographic needs as well as future actuarial studies used for insurance plans, etc. The information can be submitted accordingly by postcards, date of birth form (page 47 of the Admin Manual), member data forms, or online at [www.legion.org/sons](http://www.legion.org/sons) in the change of address area in the section marked on the web page. Detachments are encouraged to pass this information on to all Squadrons and members during scheduled Conferences and Sons meetings.

**CWF 100% PER- CAPITA BANNER PROGRAM** – The American Legion Child Welfare Foundation will be continuing the incentive program for the award year 2016-2017. Each post, unit, squadron or salon donating at least one dollar for each member during the American Legion Child Welfare Foundation's award year will receive a beautiful banner/streamer. The banner/streamer is suitable for display in your meeting room or it may be attached to your squadron colors. The form for submitting this request can be found on the SAL web page at [www.legion.org/sons](http://www.legion.org/sons).

**NEW EMBLEM SALES ITEM.** The SAL membership polo shirt (Air Force blue) for 2017 will be available during the National Convention at National Emblem Sales. Catalog #507.217X - \$41.95





**SAL EMBLEM SALES ITEM.** A new short sleeve dress shirt (SAL) is now available and will be available in Emblem Sales during the National Convention. This short sleeve dress shirt, catalog #507.600X is a relaxed fit, fully embroidered SAL emblem and available in sizes medium – 3XL. Cost \$26.95.



**AMERICAN LEGION EXTENSION INSTITUTE** – The American Legion’s official training program for officers and members who want to expand their knowledge of The American Legion is now available online. The American Legion Extension Institute has been rewritten, updated, streamlined and enhanced with videos, digital photos, clickable links, a historical timeline and additional features. To register and take the course, visit [www.legion.org/alei](http://www.legion.org/alei). The program is designed to take less than two hours to complete. It is divided into six sections with a quiz at the end of each followed by a final exam. The sections closely follow the Four Pillars of service for the organizations which include the history and organization, Veterans Affairs & Rehabilitation, National Security, Americanism, and Children and Youth. Upon completion, a participant must pass a final online exam to receive a digital certificate of recognition, and a cap pin. The names of those who have passed will be recorded and indexed at The American Legion National Headquarters. Graduates will have the option to click a box upon completion to recognize their accomplishment on The American Legion National website at [www.legion.org](http://www.legion.org). The online course is \$4.95 for members of The American Legion and Sons of The American Legion. Registration for nonmembers is \$9.95. Payment can be accepted securely and conveniently on the course registration page. This course replaces the series of printed booklets that were previously sold through National Emblem Sales and no longer available for sale.



## Future Dates

American Legion Baseball World Series – North Carolina

**National Convention – Cincinnati, OH – 2016**

Membership Target Date (2017) – 10%

The American Legion Day

National Children & Youth Conference

National Americanism Conference

**Fall NEC & Detachment Commanders Conference**

Membership Target Date (2017) – 25%

Membership Target Date (2017) – 35%

Membership Target Date (2017) – 45%

Membership Target Date (2017) – 60%

Membership Target Date (2017) – 75%

**Washington Conference 2017**

Membership Target Date (2017) – 80%

American Legion Birthday

Membership Target Date (2017) – 90%

National Oratorical Contest – (2017)

**Spring NEC & National Management Institute Training**

Membership Target Date (2017) – 100%

Membership Target Date (2017) – 105% & Delegate Membership

American Legion Boys Nation Washington DC (2017)

National Convention – Reno, NV (2017)

August 11-16, 2016

**August 26-28, 2016**

September 14, 2016

September 16, 2016

September 16-18, 2016

September 23-25, 2016

**October 8-9, 2016**

October 12, 2016

November 16, 2016

December 14, 2016

January 19, 2017

February 8, 2017

**February 26-March 1, 2017**

March 8, 2017

March 15, 2017

April 12, 2017

April 21-23, 2017

**May 6-7, 2017**

May 10, 2017

July 19, 2017

July 21-29, 2017

August 18-24, 2017

# Future Convention Sites

**Cincinnati, Ohio – August 26- September 1, 2016**

**Reno, Nevada – August 18-24, 2017**

**Minneapolis, Minnesota – August 24-30, 2018**

**Indianapolis, Indiana – August 23- 29, 2019**

**Louisville, Kentucky – August 28- September 3, 2020**

**Phoenix, Arizona – August 27- September 2, 2021**

