

**MARINE WING**  
**COMMUNICATIONS SQUADRON 38**

Marine Air Control Group 38

3D Marine Aircraft Wing



**Welcome Aboard Packet**

(Updated March 2024)

**Marine Wing Communications Squadron 38**  
**Commanding Officer**  
**LtCol Angela M. Nelson**



LtCol Nelson graduated from The University of South Florida with a Bachelor of Arts Degree in International Relations and was commissioned a second lieutenant in August 2004 via the Naval Reserve Officer Training Corps program. After completing The Basic School and Basic Communications Officer, she was transferred to 3d Force Service Support Group.

In December of 2005, she reported to Communications Company CLR 37. In July of 2006, she reported to 3rd TSB where she served as the S-6. There she helped establish the Communications Platoons for CLB 4 and CLR 3. In 2007 she deployed to Operation Iraqi Freedom as a Battalion S-6 and as a Lioness Officer with RCT 2.

In July 2008, LtCol Nelson was transferred to Communications Officer School where she served as an Instructor at the Basic Communications Officer Course. She also served as the Enlisted Platoon Commander and Academics Officer. In April 2010 she was selected to serve as an Advisor to the 32 Georgian Infantry Battalion. She spent two months in the Republic of Georgia training and evaluating Georgian Communicators for their upcoming deployment to Afghanistan.

In July 2010, LtCol Nelson executed orders to Marine Wing Communications Squadron where she served as an Operations Officer, Company Commander and Staff Secretary. She deployed to Operation Enduring Freedom as the Detachment Operations Officer. At the end of her deployment she was selected as the Staff Secretary for LtGen Davis and then continued in that billet for Gen Glenn Walters.

In July 2013, LtCol Nelson was selected for the Congressional Fellowship program. She worked for Senator Corker on the Senate Foreign Relations Committee where she worked Nuclear Non-Proliferation and Arms Sales. Upon completion of the Fellowship she served her payback tour in the Pentagon as the Marine Joint Action Control Officer.

LtCol Nelson was then selected to attend Air Force Command and Staff in 2016. She graduated in 2017 and earned a Master's in Strategic Operational Art and Planning. Upon completion of Command and Staff, LtCol Nelson reported to 2d MarDiv where she served as the Deputy AC/S G-6 and then as the Communications Company Commander. She then executed orders to NORAD/NORTHCOM J6 as the Information Dominance Team lead. Her team led efforts for COVID Response, Operation Allies Welcome and All Domain Awareness.

She is currently serving as the Commanding Officer of MWCS 38. Her personal awards include the Defense Meritorious Service Medal, Meritorious Service Medal, Navy and Marine Corps Commendation Medal, Navy Achievement Medal and the Outstanding Volunteer Service Medal.



## Marine Wing Communications Squadron 38 Commanding Officer's Policy Statement on **Command Philosophy**



The most important and sacred responsibility entrusted to an officer or noncommissioned officer is the **PRIVILEGE** of leading Marines. Leading Marines and being charged with the responsibility of their professional development, and possibly their lives, is an awesome trust. Your subordinates must understand what is important to you because, ultimately, this will become important to them. No organization can progress without this framework and, more importantly, it must be understood and practiced by all leaders within the organization. The command philosophy is this framework – a framework which will guide how I operate in all environments, in the field or in garrison.

- **HONESTY:** Nothing is more important than personal integrity and ethical behavior. I'm not talking just about what is legal, I'm talking about what is right. You never get a second chance to be trusted and respected.
- **LOYALTY:** Loyalty must be both horizontal and vertical in any organization. I expect all leaders to positively support the chain-of-command. I will support my commander to the hilt. Given the opportunity, I will strongly represent the Squadron's position but when the decision is made, I will enthusiastically support it.
- **PASSION:** Be passionate about everything you do. You should play as hard as you work, and you should have fun at both. Pursue those new ideas you are passionate about, they could be the next great shift in warfare.
- **EXCELLENCE:** Hold yourself and your Marines accountable to a high standard of performance. Lead by example, and never ask your Marines to work harder than you are willing to work yourself.
- **FLEXIBILITY:** Be flexible, open minded, and cooperative ...no matter what! Embrace change and uncertainty. Continue to reassess everything, be proactive, and act quickly to adapt to new terrain and requirements. Do not become content with the status quo.

Let me finish by stating how honored and proud I am to be serving with this unit. This Squadron has an outstanding reputation, which is directly attributable to the superb leadership of each of you. I demand confident leaders, tactically and technically proficient Marines, and a determined spirit. I look forward to serving with you and meeting the challenges ahead.

Lieutenant Colonel Nelson  
Commanding Officer

## Marine Wing Communications Squadron 38 Sergeant Major's Welcome Letter



Marines,

Whether this is your first duty station or your last, I know there are always jitters associated with joining a new unit. Allow me to do my best to settle some of those nerves. The CO and I are committed to making MWCS-38 a place where Marines and their families come first. We are invested in making your personal and professional growth our priority. We know that the mission will always be accomplished because the Marines in the unit will never accept anything else.

We all joined for a reason. Though those reasons are diverse, what they hold in common is the principle of sacrifice. Every one of us understood that we would have to subordinate our individual wants, and sometimes needs, in order to achieve and experience something greater. Here, you will work alongside men and women from all around our great nation who have made the same decision to sacrifice and serve. It is your responsibility to take advantage of this very unique and beneficial opportunity. Invest in yourself and commit to building camaraderie with others. The CO and I will be serving right alongside you. Our hope is that you will be able to say that your time at MWCS-38 was well worth it and one of the best moments of your career.

Welcome Aboard!  
SgtMaj Alex Ramirez

[alex.e.ramirez@usmc.mil](mailto:alex.e.ramirez@usmc.mil)

Commercial: (858) 307-9563

### **Mailing Address:**

SgtMaj Alex Ramirez  
Marine Wing Communications Squadron 38  
Marine Air Control Group 38  
3D Marine Aircraft Wing  
P.O . Box 452053

# MWCS-38 HISTORY

Marine Wing Communications Squadron 38 was activated on 1 September 1967 as Squadron 3 assigned to Marine Wing Headquarters Group 3, 3D Marine Aircraft Wing. On 1 July 1971, the squadron was redesignated as Marine Wing Communications Squadron 38 and assigned to Marine Air Control Group 38, 3D Marine Aircraft Wing.



For most of the mid 70's and 80's, the squadron's deployment schedule centered around Exercise Palm Tree and Gallant Knight/Gallant Eagle, and Weapons and Tactics Instructor Courses. On 29 April 1987, the squadron reorganized into a headquarters element and two communications detachments, Detachment A and Detachment B. This reorganization enabled the squadron to provide communications support for the ACE of two Marine Air Ground Task Forces (MAGTF) deployed simultaneously. In the late 80's, Display Determination, Kernel Blitz, Freedom Banner, RIMPAC, Combined Arms Exercise (CAX), and Roving Sands were added to the exercise schedule.



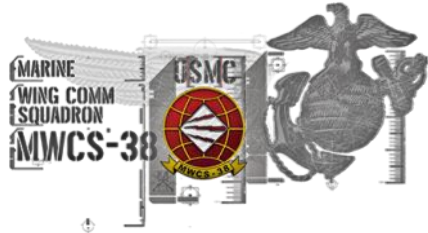
In August 1990, the Squadron Command Element and Detachment A deployed to Southwest Asia in support of MAG-70 for OPERATION DESERT SHIELD. Over the next four months, this initial echelon grew when augmented by an MWCS-18 Detachment from Hawaii and Detachment B, MWCS-28 from New River, North Carolina, while Marine aviation forces grew to almost two wings. At the peak of OPERATION DESERT STORM,

MWCS-38 supported four fully functional Marine Air Bases, a Tactical Air Command Centers (TACC), a Tactical Air Operations Center (TAOC), an Early Warning Control (EWC) center, an Aviation Logistics Ship, two Forward Arming and Refueling Points (FARP), and two relay sites.

In December 1992, MWCS-38 was once again called upon to provide expeditionary communications support during a crisis, this time for OPERATION RESTORE HOPE in Somalia. MWCS-38 deployed two operational detachments in support of a designated Marine Aviation Combat Element (ACE) in a historic humanitarian relief effort.



In March 2003, MWCS-38 deployed to Southwest Asia once again, this time in support of OPERATION IRAQI FREEDOM. For the next five years, a continuous detachment(+)-sized communications squadron element supported the ACE and combat operations in Iraq.



In January 2008, MWCS-38 deployed its last detachment-sized element to Southwest Asia in support of OPERATION IRAQI FREEDOM. This deployment saw the deactivation of the last Unit Level Circuit Switch tactical telephone switch in the Iraqi theater of operations, completing the cutover of all telephone services to commercial lines.

In October 2008, MWCS-38 relinquished communications control to 9th Communications Battalion aboard Al Asad Airbase, Iraq, as the 3D Marine Aircraft Wing's footprint in Iraq was significantly reduced.

In March 2010, MWCS-38 once again deployed a detachment-sized unit to Southwest Asia, this time to Afghanistan, in support of OPERATION ENDURING FREEDOM. For over two years, MWCS-38 supported combat operations and made significant accomplishments such as the installation of the communications architecture for a new flight line at Camp Leatherneck, as well as the commercialization of Kandahar Airfield. Detachment A returned from Afghanistan in August 2012 as the last large MWCS-38 presence. At present, MWCS-38 continues to support OPERATION ENDURING FREEDOM with augmented supporting elements.

Since March 2013, MWCS-38 has continuously supported MAG-50 with detachment(-)-sized deployments to the Kingdom of Bahrain, and continues to prepare for future contingencies through participation in training exercises back home.

For more on MWCS-38 history visit the Marine Air Control Group-38 (MACG-38) Heritage Room located in bldg 7515 in room 191.



# Welcome Aboard Week

All newly joined personnel will attend the MCAS Miramar's Welcome Aboard Brief. The brief is 2-3 days long and contains information and events such as:

A base tour, Semper Fit programs, car buying, L.I.N.K.S. classes, college and tuition programs, Personal Readiness Seminar (PRS), 4 Lenses lessons, Blended Retirement System (BRS), Thrift Saving Plan (TSP), and more...

**The course is held on a monthly basis and is MANDATORY for E-5 and below.** Courses are held at "The HUB" Bldg 5305 in the Miramar Room. Coordinate your enrollment in the course with your Detachment Unit Transition Coordinator (UTC

**More info call  
858-307-6035**

**Email: [sbmiramarmccs.tr@usmc.mil](mailto:sbmiramarmccs.tr@usmc.mil)**

## **LINCOLN MILITARY HOUSING MIRAMAR**

Welcome Center

2625 Le Hardy St. Building 3544  
San Diego, California 92136

## **Marine Wing Communications Squadron 38**

### **Barracks Information**

**S-4: 858-307-9584**

If you are single or unaccompanied and need permanent or temporary residence in Bachelor Enlisted Quarters (BEQ) or Consolidated Bachelor Quarters (CBQ), please contact us to coordinate appropriate lodging.

#### **————Things to know————**

**Alcohol:** Possession and consumption of alcoholic beverages is authorized only for persons age 21 or older. Contribution of alcoholic substances to anyone under the age of 21 is strictly prohibited. Responsible alcohol consumption, within the legal drinking age, is permitted in the barracks. **E-5 and E-4 CBQ residents may possess a maximum of two six-packs of beer or two one-liter bottles of unfortified wine. E-3 and below CBQ residents may possess a maximum of one six-pack of beer or one one-liter bottle of unfortified wine.**

**Security:** To help prevent and deter theft, each resident is highly encouraged to lock their doors and windows and secure all valuables at all times.

The squadron barracks order 11000 can be found on SharePoint at the following web address:

[https://usmc.sharepoint-mil.us/sites/3dmaw\\_mwccs38/S1/Orders%20%20Directives/Forms/AllItems.aspx](https://usmc.sharepoint-mil.us/sites/3dmaw_mwccs38/S1/Orders%20%20Directives/Forms/AllItems.aspx)

## Base Services Hours of Operation

<p><b>Base Entry Gates</b>                  North Gate: 0600-2000                  East Gate: 24 Hours                  West Gate: CLOSED                  858-307-4250</p>		<p><b>Vehicle Registration Service</b>                  Mon—Fri: 1000—1600                  Sat—Sun: CLOSED                  858-695-7366</p> 
<p><b>Chow Hall</b>                  Mon—Fri                  Breakfast: 0530—0730                  Lunch: 1100—1300                  Dinner: 1600—1800                  Sat, Sun, Hol:                  Brunch: 0800—1100                  Dinner: 1500—1700                  858-307-1380</p>		<p><b>Miramar Sports Complex (Main Gym)</b>                  Mon-Thu: 05000-2200 Fri: 0500-2000                  Sat-Sun: 0800—1700                  (858) 307-4128</p> <p><b>The Barn Fitness Center</b>                  Mon-Fri: 0500—2000                  HITT Center                  Mon-Fri: 0500-1300; 1600-1830</p> 
<p><b>Library</b>                  Mon-Thu 0700—1900                  Fri: 0700—1700                  Sat: 0800—1300                  Sun: CLOSED                  858-307-1261</p>		<p><b>Domino's</b>                  Sun-Thu: 1000-0000                  Fri-Sat: 1000-0100                  858-530-8750</p> 
<p><b>Chipotle</b>                  Mon-Fri: 1000-2100                  (858) 689-0001</p>		<p><b>McDonalds</b>                  Mon—Sun: 0500-2200                  (858) 271-0481</p> 
<p><b>Starbucks</b>                  Mon-Fri: 0430 – 1800                  Sat: 0530– 1730                  Sun: 0600 – 1730                  858-831-9264</p>		<p><b>Commissary</b>                  Mon—Wed: 0930-2000                  Thu—Fri: 0930—2100                  Sat: 0730—2000                  Sun: 0930—1800                  858-307-4516</p> 
<p><b>The Great Escape (NCO Club)</b>                  Sun-Thu 1100-2200                  Fri-Sat: 1100-2300                  858-307-6171</p>		<p><b>Marine Corps Exchange</b>                  Mon—Sat: 0900—                  1900 Sun:                  1000—1800</p> 
<p><b>Navy Federal Credit Union</b>                  Mon—Fri: 0900—1700                  Sat: 0800—1400                  Sun: CLOSED                  800-842-6328</p>		<p><b>Post Office</b>                  Mon—Fri: 0800—1600                  Sat: 0830—1200                  Sun: CLOSED                  858-307-1329</p> 
<p><b>Information Tickets and Tours (ITT)</b>                  Mon—Fri: 0900—1500                  Sat—Sun: CLOSED                  858-307-6162</p>		<p><b>Miramar Inn (Inns of the Corps)</b>                  Open 27/7                  858-271-7111</p> 





Located at Bldg. 5305 in The Hub

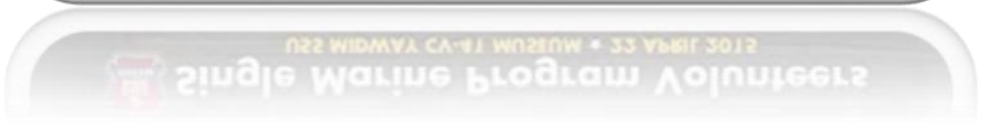
Mon-Fri: 0830-1700

(858) 307-6283

<http://www.mccsmiramar.com/smp/>

The Single Marine Program (SMP) aboard MCAS Miramar specializes in presenting Single Service Members and Geographical Bachelors with recreational and leisure activities. They provide an opportunity for identifying and recommending solutions for Quality of Life issues.

Each month, MCAS Miramar's Single Service Members and Geographical Bachelors can enjoy activities such as local or out-of-state trips, opportunities to volunteer, barracks bashes, fundraisers, tournaments, and interactive meetings discussing topics such as: Quality of Life issues, upcoming trips, monthly volunteer opportunities and information about MCCS. The Single Marine Program also offers many great opportunities to take on leadership roles and organize social activities.



# MARINE & Family | Unit, Personal & Family Readiness Program

The MWCS-38 Unit Readiness Coordinator (URC) welcomes you and your family to the MWCS-38 Family Readiness Team! Located in Bldg 7515 the URC is here to connect Marines and their families, supporting services, and the command to reduce stress and help make life's hard times easier. The three ways the URC makes that happen are:

**Resource Support:** The URC is a one stop shop for Marines and families to get connected with hundreds of verified programs, entities, and individuals to help with life events ranging from relationships to nutrition programs and everything in-between! If it affects you or your loved ones the URC has something to help!

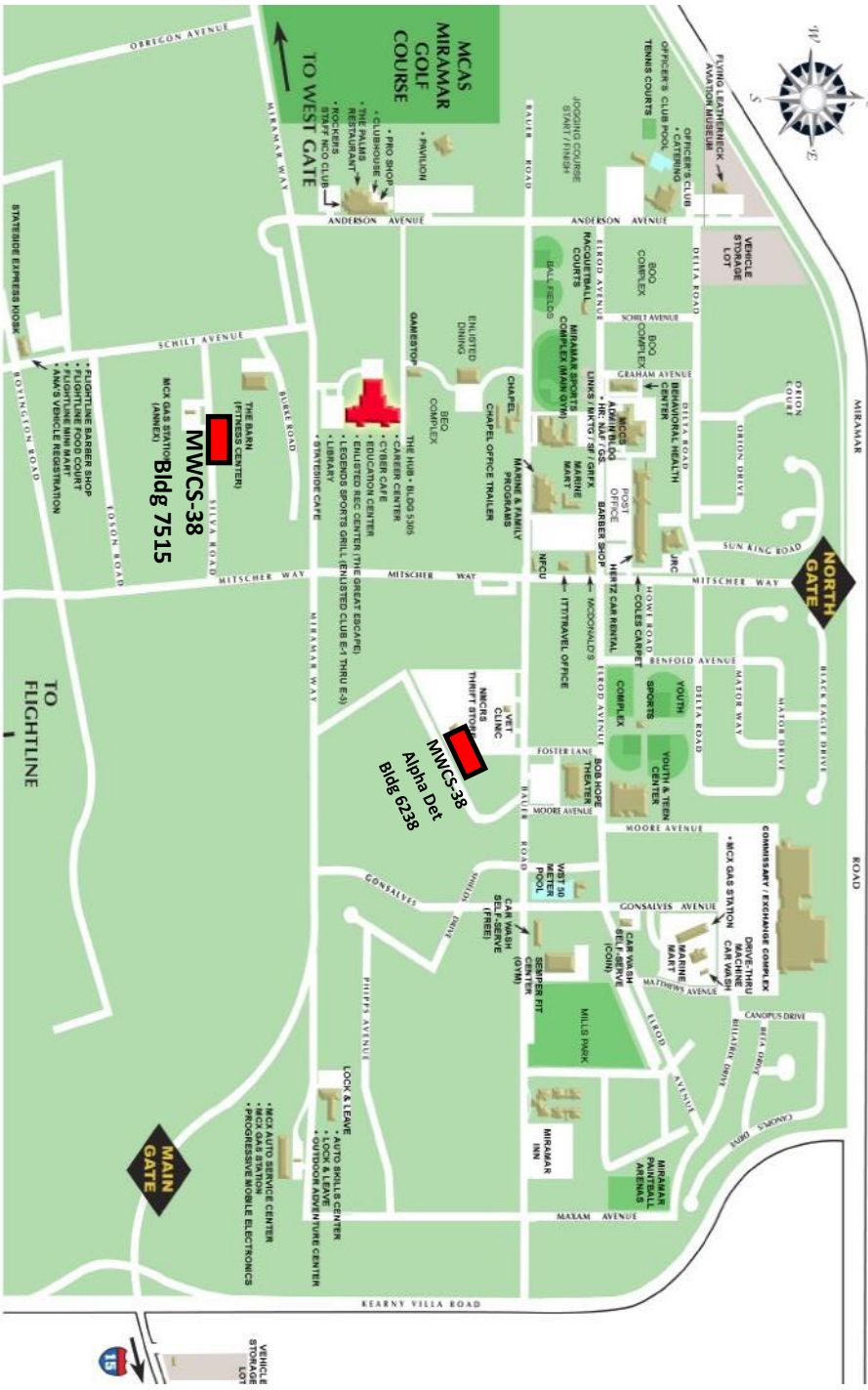
**Communication:** The URC, CO, and command staff work together to keep families informed, both at home or on deployment. Each month the URC sends out a squadron newsletter covering news, events, opportunities and other important info. Marines can put spouses, parents, siblings or any family member they'd like on the distribution list by clicking Family Readiness under the Personnel Info tab of their MOL, and then selecting the Manage Contact Info option.

**Volunteerism:** Whether you or a loved one are interested in volunteering within the unit, the base, or something out in town the URC can help you get set up with the right person or organization to make it happen.

Check-ins with the URC are Mon-Fri, any time after 1300 with spouses or any other family members welcome and encouraged to attend. Marines are also encouraged to bring visiting friends or family by any time. The URC is 2ndLt Svoboda of H&S Company, and she is available to assist any Marine or family member whenever the need arises.



# MCCS & MCX MIRAMAR FACILITIES



## Marine & Family Resources

<p><b>Unit Address</b> MWCS-38 MACG-38 3D MAW P.O. BOX 452053 SAN DIEGO, CA 92145</p> <p><b>Unit Family Readiness Coordinator (URC)</b> <b>Name:</b> 1stLt Svoboda, Sophie <b>Work:</b> 858-307-7527 <b>Cell:</b> (804) 229-3297 <b>Email:</b> SOPHIE.SVOBODA@USMC.MIL</p> <p><b>Marine Corps Family Team Building</b> 858-307-4918</p> <p><b>Exceptional Family Member Program (EFMP)</b> 858-307-4668</p> <p><b>Education Center</b> 858-307-1801</p> <p><b>New Parent Support Program</b> 619-524-0465</p> <p><b>Child Care</b> <a href="http://www.militarychildcare.com">www.militarychildcare.com</a></p>	<p><b>Military Family Life Counselor (MFLC) Name:</b> David Rymer <b>Cell:</b> 619-346-8221 <b>Email:</b> MFLCMAG38MIRAMAR@GMAIL.COM</p> <p><b>Military Housing</b> 619-556-8443 (Military) 619-556-9610 (Off-Station) 858-271-7111 (Temp Housing - Inns of the Corps)</p> <p><b>Domestic Violence Hotline</b> 1-800-799-SAFE</p> <p><b>DSTRESS</b> (Anonymous phone, chat, referral service): <a href="http://www.dstressline.com">www.dstressline.com</a> 1-877-476-7734</p> <p><b>Family Advocacy Program (FAP)</b> 858-307-6585</p> <p><b>Volunteer Services</b> 858-307-1322</p>
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Some helpful links to get acquainted with the base and local area are:

Information and Referral (Childcare care, Base map, spouse employment, education etc.)

<http://www.mccsmiramar.com/information-referral/>

MCCS Miramar

<http://www.mccsmiramar.com/>

MCCS Miramar Facebook page

<https://www.facebook.com/MCCSMiramar>

MCFTB Events (You should sign up for LINKS!)

<https://www.eventbrite.com/o/mcftb-miramar-8342883223>

# MWCS-38 PHONE ROSTER

- COMMANDING OFFICER: 858-307-9562
- EXECUTIVE OFFICER: 858-307-9564
- SERGEANT MAJOR: 858-307-9563
- DUTY OFFICER: 858-307-9605
- Cell: 858-864-4784
- OPERATIONS OFFICER: 858-307-9568
- COMMUNICATIONS CHIEF: 858-307-9617

## HQ COMPANY

- COMMANDING OFFICER: 858-307-8966
- EXECUTIVE OFFICER: 858-307-7527
- FIRST SERGEANT: 858-307-7527
- CLERKS: 858-307-9567

## COMPANY A

- COMMANDING OFFICER: 858-307-9346
- EXECUTIVE OFFICER: 858-307-6086
- FIRST SERGEANT: 858-307-9347
- OPERATIONS: 858-307-9349
- CLERKS: 858-307-8830

## COMPANY B

- COMMANDING OFFICER: 858-307-9571
- EXECUTIVE OFFICER: 858-307-9570
- FIRST SERGEANT: 858-307-9572
- OPERATIONS: 858-307-9573
- CLERKS: 858-307-5210

**After hours Emergency number**

**858-307-4233**

HELP NEEDED CARD  
MCAS-MIR-SDIEGO-11101/35 (Rev. 1-85)

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# HELP

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## THIS IS YOUR "HELP-NEEDED" CARD

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This card is designed to assist us in responding to any special requests and maintenance or repair problems that you may have.

Name/Rank:		Email:	
Bldg/Rm:	Date:	Phone Number:	
Description of Problem:			

For Maintenance within your barracks room, please see your Platoon Sergeant and submit a Help Needed Card. The Help Needed Card must be submitted by your Detachment Administration to the Barracks Manager for action.

Example

Name/Rank: PFC Smith, John

Email: [john.smith@usmc.mil](mailto:john.smith@usmc.mil)

Bldg/ Rm: 5404 17A

Date: 170931 (YYMMDD)

Phone Number: 123-456-7899

Description examples:

-Light in closet is broken

-A/C does not blow cold air.

-Water is leaking from ceiling above sink

Marine Wing Communications Squadron 38

Uniformed Victims Advocacy



**DOD Safe Helpline: 1-877-995-5247**

Marines are encouraged to contact UVAs first to have the full range of confidential options available to them if they have been sexually assaulted or believe they have been sexually assaulted.

The two reporting options available to Marines are:

**Unrestricted Reporting:** Allows a Marine who is sexually assaulted to report the assault and receive support, advocacy, medical treatment, and counseling with a law enforcement investigation and the support of the Chain of Command.

**Restricted Reporting:** Allows a Marine who is sexually assaulted to confidentially report the assault and receive support, advocacy, medical treatment, and counseling without a law enforcement investigation or command involvement.



**MWCS-38 WEBSITE:**

<http://www.3rdmaw.marines.mil/Units/MACG38/MWCS38.aspx>

**MWCS-38 SHAREPOINT:**

<https://eis.usmc.mil/sites/mwcs38/default.aspx>

**MCAS MIRAMAR WELCOME ABOARD VIDEO:**

<http://www.miramar.marines.mil/Arriving/WelcomeAboardVideo.aspx>

**MARINE CORPS COMMUNITY SERVICES MIRAMAR:**

<http://www.mccsmiramar.com/>

