



**DEPARTMENT OF THE ARMY**  
JOINT BASE MYER – HENDERSON HALL  
204 LEE AVENUE  
FORT MYER, VIRGINIA 22211-1199

REPLY TO  
ATTENTION OF

IMMH-ZA

20 February 2015

MEMORANDUM FOR SFC Matthew MacRoberts / Maj. Gen. Keith L. Ware Awards Program, Headquarters, U.S. Army Office of the Chief of Public Affairs, Washington D.C.

SUBJECT: Nomination of Joint Base Myer-Henderson Hall Community Relations Officer Leah Rubalcaba for the Department of the Army's 2014 Maj. Gen. Keith L. Ware Community Relations Award for Category A: Individual Achievement

1. In accordance with the published guidelines by the U.S. Army Office of the Chief of Public Affairs, the enclosed package of information is submitted for your due consideration. This packet is submitted with my complete confidence and highest possible endorsement.
2. I strongly recommend the selection of Joint Base Myer-Henderson Hall's Community Relations Officer, Leah Rubalcaba, for the Department of the Army's Maj. Gen. Keith L. Ware Community Relations Award for Category A: Individual Achievement for her outstanding achievement in the realm of community relations by a public affairs professional.
3. In her ten years serving as the Community Relations Officer for Joint Base Myer-Henderson Hall, Leah has demonstrated a steadfast commitment to excellence in coordinating our community relations program, all the while fostering and maintaining vital relationships with our community partners in Washington D.C., Arlington County in Northern Virginia and throughout the National Capital Region.
4. As part of her community outreach for the Fort McNair portion of Joint Base Myer-Henderson Hall, Leah serves as the Army's liaison to the Washington Waterfront Association (WWA) of Southwest Washington D.C. As part of that association, for the past ten years, she has worked with the WWA in coordinating the annual Thanksgiving Luncheon Cruise held specifically for area wounded warriors, single service members and veterans.
5. Having taken command of Joint Base Myer-Henderson Hall in August, I had the opportunity to personally witness the success of the Thanksgiving Luncheon Cruise this past November. It was inspiring – and humbling at the same time – to see active duty personnel, representing all the armed forces, coming together with our wounded warriors and veterans from throughout the region – a group of close to 400 strong. It was a tremendous event, where the lines between the services, rank and age were blurred as everyone came together to have a wonderful time.

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6. Coordinating with our community partners from southwest Washington D.C. and with POCs from all the area military services, Leah has worked diligently for the past ten years to make the annual Thanksgiving Luncheon Cruise a reality for our service men and women and veterans from throughout the National Capital Region. Her efforts have made a difference – in the lives of young service members who weren't able to go home for Thanksgiving, for wounded warriors still at the hospital or in the transition phase of their recovery, and for the older veterans who enjoy the opportunity to leave the confines of their retirement homes for a holiday celebration.

7. Additionally, our community partners have time and again voiced their appreciation for the opportunity to interact with our service personnel, wounded warriors and veterans during the cruise. As noted by David Johnson, officer with the Washington Waterfront Association and manager for Entertainment Cruises that provides the cruise ship for the event, "It is our honor to host this event year after year. It is a token of our appreciation to the men and women who are serving and to those who have served. It is the least we can do for their service and sacrifices."

8. It is my recommendation that Leah be recognized for this outstanding achievement, as this is just one example of the many community relations programs she coordinates in achieving the objectives of my community relations mission: to foster and strengthen good community relations and partnerships. This event has proven to be a cornerstone of our community partnerships.

9. Thank you for your time and consideration.

10. Point of contact is the undersigned at (703) 696-3250.

  
MICHAEL D. HENDERSON  
COL, AR  
Commanding

- 5 Encls  
1. Introduction  
2. Planning  
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5. Evaluation