



HEADQUARTERS READINESS AND INTEGRATION ORGANIZATION

VISION

RIO is a dynamic partner that integrates and supports ready Airmen who provide critical strategic depth to the Nation.

DAY 1
7 MAY 2025

TIME	DURATION	TOPIC	BRIEFER
0800-0810	10	Welcome & ROEs	SMSgt Michelle Corlett
0810-0900	50	HQ RIO Organization	SMSgt Michelle Corlett
0900-0910	5/5	HQ RIO Commander & HQ RIO Group SEL	Col Nathan Day Chief Jofred Aviles
0910-0920	10	Break	
0920-1050	90	Travel	TSgt Marissa Rustici
1050-1100	10	Break	
1100-1200	60	Pay	RPO Team
1200-1300	60	Lunch	
1300-1345	45	myFSS Orders Demo	Mrs. Emily Klins
1345-1415	30	Post 9-11 GI Bill	TSgt Elizabeth Gomez SSgt Jabri Muhammad
1415-1445	30	Roles & Responsibilities	SMSgt Michelle Corlett
1445-1455	10	Break	
1455-1525	30	Navigating Systems/Annual updates	SMSgt Michelle Corlett
1525-1535	10	IR Mentorship Program	Col Dustin Born
1535-1600	25	Wrap-up	SMSgt Michelle Corlett



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DAY 2
8 MAY 2025

TIME	DURATION	TOPIC	BRIEFER
0800-0900	60	Customer Service Hour	Meeting ID: 161 385 4292 Passcode: 936906
0900-0910	10	Admin Comments	SMSgt Michelle Corlett
0910-0920	10	Break	
0920-0940	20	Talent Management Consultant	MSgt Josh Corbett
0940-1010	30	Readiness	SMSgt Michelle Corlett
1010-1100	50	Medical	TSgt Michele Pineda
1100-1200	60	Lunch	
1200-1220	20	Deployments	MSgt EricScott Tom
1225-1230	5	Yellow Ribbon Reintegration Program	MSgt Samantha Conner
1230-1250	20	Classification/Training	SSgt Jocelyn Wahe
1250-1310	20	Tuition Assistance	TSgt Ramon Acevedo
1310-1320	10	Break	
1320-1350	30	UTAPS	SMSgt Alexis De Fex
1350-1450	60	Wrap-Up	SMSgt Michelle Corlett



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Line Of Effort

Taking Care of RIO

Taking Care of IRs

Taking Care of Active Duty

DAY 3
9 MAY 2025

TIME	DURATION	TOPIC	BRIEFER
0800-0810	10	Admin Comments	SMSgt Michelle Corlett
0810-0840	30	JOM (officer)	Maj Joseph Mitchell
0840-0855	15	DD214	TSgt Wesley Morris
0855-0905	10	Break	
0905-0945	40	JA	Lt Col Michelle Marty
0945-1000	15	Break	
1000-1100	60	Officer Promotions	Mr. Stephen Willoughby
1100-1200	60	Lunch	
1200-1235	35	Force Development	MSgt Edwin Hilerio MSgt Jomarie Flores
1235-1335	35	Managing FY and R/R	SMSgt Michelle Corlett
1335-1350	15	Break	
1350-1505	75	Retirement	Lt Col Angela McCabe
1505-1530	25	Survey and Wrap up/Admin Wrap up	SMSgt Michelle Corlett