



ADMINISTRATION AND  
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE

1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

OFFICE OF THE  
SECRETARY OF DEFENSE

INFO MEMO

2004 AUG 24 AM 8:57

FOR: SECRETARY OF DEFENSE  
DEPUTY SECRETARY OF DEFENSE

FROM: Raymond F. DuBois, Director Administration and Management

SUBJECT: Office of the Secretary of Defense (OSD) Military Assistants

- You recently asked how many military assistants are assigned to the OSD staff. As outlined on the attached, there are currently **54** assigned. While there is some variability in titling, those identified are performing duties traditionally associated with this role, vice those that, in actuality, are functioning as subject matter experts.
- Military assistants play a vital role for both the senior officials who they support and the larger organization in which they reside. They provide a critical military perspective where it may otherwise be lacking on a predominately civilian staff. More often than not, senior political leaders depend on their military assistants' broad knowledge of the Service/joint arena as well as their recent field experience when developing new plans, programs, and policies and assessing their potential impact. Within their respective organizations, military assistants act as program integrators facilitating unity of effort on complex issues on behalf of their principals. Importantly, they maintain an indispensable communications network that enables timely response. Their ability to navigate the Pentagon bureaucracy, share the perspectives of their principals in the preliminary and formal vetting of issues, and provide informed advice, at both the tactical and strategic level, all contribute to a more effective and efficient OSD.
- There is no current, written policy in place that outlines the number of military assistants authorized on the OSD staff and the officials who are authorized to employ them. In the past, military assistants have been limited to Presidential appointees and those officials reporting directly to the Secretary or Deputy Secretary of Defense.

COORDINATION: None

Attachment:  
As stated

cc:  
Senior Military Assistant to the Secretary of Defense  
Senior Military Assistant to the Deputy Secretary of Defense



Prepared By: Carol L. Walker, 697-1142

OSD 12553-04

**OSD  
ASSIGNED MILITARY ASSISTANTS  
(A/O 30 JULY 2004)**

GRADE	NAME	SVC	OSD POS #	OMP #	BILLET TITLE
<b>IMMEDIATE OFFICE</b>					
Col	GANYARD, STEPHEN T.	MC	110000A02A02	3487	MIL ASSIST TO DEPSECDEF
LTC	LIEB	USA	110000B01T09	S261	MIL ASSIST TO THE SPEC ASST TO DEPSECDEF
COL	BUCCI, STEVEN P.	USA	100000A04A01	3475	MIL ASSIST TO SECDEF
BG	HELMICK, FRANK G.	USA	110000A01A01	3486	SR MIL ASSIST TO DEPSEC
VADM	STAVRIDIS, JAMES	USN	100000A03A01	3474	SR MIL ASSIST TO SECDEF
CAPT	O'CONNOR, SEAN	USN	110000B01A06	3075	ASSIST TO MA TO DEPSECDEF
			<b>TOTAL</b>		<b>6</b>
<b>EXECUTIVE SECRETARY</b>					
CAPT	MASCOLO, THOMAS L.	USN	120000A05A01	3499	MIL ASSIST TO EXEC SEC (SPEC PROJ)
CDR	HELMER, BRIAN W.	USN	120000A02A02	3496	MIL ASSIST TO EXEC SEC
COL	COLLINS, JAMES M.	USAF	120000A05A02	3500	MIL ASSIST TO EXEC SEC
LTC	ERIKSON, WILLIAM L.	USAF	120000A10A03	3501	MIL ASSIST TO EXEC SEC
LTC	FENZEL, JOHN III	USA	120000A04A01	3498	MIL ASSIST TO EXEC SEC
LTC	AYERS, CARL G.	USA	120000B01A01	3505	MIL ASSIST TO EXEC SEC
LTC	VEST, KEVIN S.	MC	120000A22A01	3503	MIL ASSIST TO EXEC SEC
			<b>TOTAL</b>		<b>7</b>
<b>OUSD(AT&amp;L)</b>					
COL	VACANT	USA	6A7000A05A02	3257	MIL ADVISOR TO DUSD (I&E)
CAPT	DRAKE, MARTIN A.	USN	620000A04A01	3169	MIL ASSIST TO DDR&E
CAPT	BIANCHI, ROBERT J.	USN	670000A04A03	3294	MIL ADVISOR TO DUSD(L&MR)
LTC	VACANT	USA	610000A03A02	3070	MIL ASSIST TO PDUSD(AT&L)
LTC	SHUFFLEBARGER, NEWMAN D.	USA	6A0000A01A02	3396	MIL ASSIST TO USD(AT&L)
COL	FREELAND, RAYMOND E.	USA	640000B01A00	3249	MIL ASSIST TO ATSD (NCB)
CAPT	PORTER, WILLIAM L.	USN	6A0000A03A01	3397	SR MIL ASSIST TO USD(AT&L)
COL	VACANT	USAF	610000A01A01	3069	SR MIL ASSIST TO PDUSD(AT&L)
			<b>TOTAL</b>		<b>8</b>



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GRADE	NAME	SVC	OSD POS #	OMP #	BILLET TITLE
<b>OUUSD(P)</b>					
CAPT	DAVIS, STEPHEN F.	USN	181000A55A01	1373	MIL ASSIST TO PDUSD(P)
COL	THORNTON, WILLIAM J.	USAF	180000A01A01	1777	SR MIL ASSIST TO PDUSD(P)
COL	TUBBS, JAMES O.	USAF	180000A01A02	1652	MIL ASSIST TO USD(P)
CAPT	SAEZ ORTIZ, RIGOBERTO	USN	180000A95A01	1370	MIL ASSIST TO USD(P)
CAPT	MORAN, SYLVIA T.	USA	240000A09A01	1494	SR MIL ASSIST TO ASD(SO/LIC)
COL	WEILER, STEPHEN P.	USAF	240010A06A01	1493	MIL ASSIST TO ASD(SO/LIC)
CAPT	FIERRO, MICHAEL R.	USN	850000A04A02	1739	MIL ASSIST TO ASD(ISA)
COL	BENJAMIN, PHILIP G. II	USAF	850000A06A01	1740	MIL ASSIST TO ASD(ISA)
CDR	SCHWALM, WILLIAM A.	USN	350000A00A01	1624	MIL ASSIST TO ASD(ISP)
COL	HAEUPTLE, ANDREW S.	MC	350000A03A01	1626	SR MIL ASSIST TO ASD(ISP)
COL	SCRABA, MARK D.	USAR	420000B01R02	4782	SR MIL ASSIST TO ASD(HD)
LTC	PHILLIPS, LLOYD G.	MC	420000B01A05	1927	EXEC ASST TO ASD(HD)
			<b>TOTAL</b>		<b>12</b>
<b>OUUSD(C)</b>					
LTC	GILLAM, MARY M.	USAF	400000B01A08	2920	MIL ASSIST TO USD(C) AND PDUSD(C)
CAPT	BOWMAN, KEITH P.	USN	400000A04A01	2940	SR MIL ASSIST TO USD(C)
			<b>TOTAL</b>		<b>2</b>
<b>OUUSD(P&amp;R)</b>					
CAPT	WELLOCK, STEPHEN	USN	450000A03A01	2078	SR MIL ASSIST TO USD(P&R)
COL	JONES, FREEMAN E.	USA	524000A00A04	2185	EXEC OFFICER/MIL ASSIST TO DUSD(MC&FP)
LTC	BLACKMON, FRANCINE	USAF	523000A02A02	2164	MIL ASSIST TO DUSD(MPP)
COL	MUSTION, RICHARD P.	USA	520000A01A01	2157	SR MIL ASSIST TO PDUSD(P&R)
LTC	STRAWDER, GUY S.	USA	700000A03A04	1898	MIL ASSIST TO ASD(HA)
COL	KURMEL, THOMAS	USA	702000A05A02	1914	CHIEF OF STAFF FOR OASD(HA)
COL	POPE, PHILIP T.	USA	840000A01A01	1954	MIL ASSIST TO ASD(RA)
CAPT	VANHEEST, VICTOR J.	USN	840000A01R02	1955	MIL ASSIST ASD(RA)
			<b>TOTAL</b>		<b>8</b>
<b>OUUSD(I)</b>					
COL	SWEATT, SUSAN G.	MC	444300A08A01	2734	SR MIL ASSIST TO USD(I)
			<b>TOTAL</b>		<b>1</b>



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GRADE	NAME	SVC	OSD POS #	OMP #	BILLET TITLE
<b>OASD(NII)</b>					
LTC	STEVENSON, WILLIAM B.	USAF	310000B01A01	2714	EXEC ASSIST TO ASD(NII)
CAPT	HANSON, CRAIG I.	USN	310000A01A03	2712	MIL ASSIST TO ASD (NII)
LTC	NEWMAN, ERIC	USA	310000A01A02	2741	MIL ASSIST TO PDASD(NII)
			<b>TOTAL</b>		<b>3</b>
<b>OASD(PA)</b>					
COL	RHYNDANCE, GEORGE	USA	720000A02A02	2513	SR MIL ASSIST TO ASD(PA)
			<b>TOTAL</b>		<b>1</b>
<b>OASD(LA)</b>					
COL	MITNAUL, HENRY	USAF	600000A01A01	2962	MIL ASSIST TO ASD(LA)
			<b>TOTAL</b>		<b>1</b>
<b>OD,OT&amp;E</b>					
COL	KEEGAN, WILLIAM T.	USA	220000A01A01	2238	SR MIL ASSIST TO D,OT&E
			<b>TOTAL</b>		<b>1</b>
<b>OD,A&amp;M</b>					
COL	VACANT	USA	270000A06A01	2383	EXEC ASSIST TO D, A&M
			<b>TOTAL</b>		<b>1</b>
<b>OD,PA&amp;E</b>					
COL	VACANT	MC	500000A01A01	2375	MIL ASSIST TO PD D,PA&E
			<b>TOTAL</b>		<b>1</b>
<b>DoD, OGC</b>					
CDR	COPENHAVER, THOMAS L.	USN	740000B01A06	1878	MIL ASSIST TO GC
COL	REED, RONALD M.	USAF	740000A08A01	2448	SR MIL ASSIST TO GC
			<b>TOTAL</b>		<b>2</b>



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GRADE	NAME	SVC	OSD POS #	OMP#	BILLET TITLE
<b>OD,NA</b>					
			TOTAL		0
<b>OD,FT</b>					
			TOTAL		0
			<b>GRAND TOTAL</b>		<b>53</b>

