



WEASEL NOTAM – 35FW-25-10

Strengthening Family Readiness

26 August 2025



PURPOSE: To standardize and strengthen the Key Support Liaison (KSL) program and reinforce family readiness across the 35th Fighter Wing (FW).

COMMANDER'S INTENT: The 35 FW Commander's intent is to ensure family readiness is inseparable from mission readiness. Families and communities must be prepared and resilient to enable Airmen to remain fully focused on executing the mission. By empowering KSLs and fostering proactive communication, we build stronger, more connected, and mission-ready units.

BACKGROUND: In the fall of 2023, the Department of the Air Force began an internal review to advance the Reoptimization for the Great Power Competition. Preparing the force for future challenges begins with operational readiness, but it is strengthened and sustained by the readiness of our families. In today's demanding environment, our success depends on Air Force families and communities being ready to stand alongside our service members to meet any challenge.

The lessons of past crises, whether operational surges, natural disasters, or personal hardships, have underscored that readiness must begin long before the moment of need. First, it is essential that families of service members understand both their unit's mission and the broader Air Force mission. Second, connections with community and support agencies must be established before a crisis occurs. Lastly, we must prepare families and communities to respond with resilience during challenging moments, allowing our Airmen to remain fully focused on executing the mission.

IMPLEMENTATION: Our KSLs are the first point of contact for dependents and families seeking support, information, and connection to the squadron community. Effective upon signature of this NOTAM, every squadron will:

1. Appoint a KSL:
 - a. Each squadron will designate at least one KSL.
 - b. KSLs must be included in Commander's calls, unit updates, and key communications.
2. Support and Empower KSLs:
 - a. Provide timely updates on operations, events, and resources.
 - b. Share incoming spouse contact information early for proactive outreach.
 - c. Empower KSLs to connect families with employment, healthcare, mental health, and other essential resources.
 - d. Ensure KSLs have regular access to squadron leadership.
3. Partner with the Military & Family Readiness Center:
 - a. The Center will ensure KSL training is current, communication is aligned across squadrons, and resources are effectively delivered.
4. Assess Engagement with the Readiness Status Model:
 - a. Green: KSL appointed, fully integrated into communications, actively promoting readiness.
 - b. Orange: KSL appointed, has contact info, but limited engagement with leadership.
 - c. Red: No KSL appointed.

WING COMMITMENT: Mission excellence and family readiness are inseparable. By investing in KSLs and promoting a culture of family readiness, the 35 FW ensures that Airmen and their families are prepared for whatever lies ahead. This is not solely a leadership responsibility, it is a collective effort,

requiring every level of command and every member of our community to contribute. Together, we will keep Misawa strong, connected, and ready, on the flightline, at home, and in the community.

POC: Contact the 35 FW/CCEA office at 226-2724 for questions pertaining to this NOTAM.

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Commander, 35th Fighter Wing