



22 February 2017

IMWB-MWR-C

MEMORANDUM FOR Parents with children enrolled in United States Army Garrison  
(USAG) Wiesbaden Child and Youth Services (CYS) Part-Day Programs

SUBJECT: Closure of USAG Wiesbaden CYS Part-Day Programs

1. The purpose of this memorandum is to inform you that effective 1 March 2017, all Part-Day programs (Strong Beginnings, Part-Day Preschool, Part-Day Toddler) currently offered by USAG Wiesbaden CYS will close.
2. This closure is a result of staff shortage due to the Federal Hiring Freeze. This Hiring Freeze prevents CYS from replacing staff who depart for any reason to include normal rotation. Staff departures have reduced CYS staff strength to such a level that USAG Wiesbaden CYS can only operate mandatory core programs as defined in Army Regulation 608-10, Child Development Services, 15 July 1997. The Part-Day programs are being closed to sustain Full-Day programs that are essential for military readiness.
3. If your child is enrolled in any of our Part-Day programs (Strong Beginnings, Part-Day Preschool, Part-Day Toddler) this enrollment will end on 28 February 2017. CYS will provide a full refund for any payment already made for services beyond 28 February 2017.
4. It is with deep regret that USAG Wiesbaden CYS must take this action; however, mandated core services that support Soldier readiness must be maintained and this can only be done by moving staff into the core programs from the Part-Day programs. It is our intention to once again offer these Part-Day programs as soon as we are authorized to hire and have sufficient trained staff on board.
5. The point of contact for this memorandum is Cecilia J. Kandler at DSN: 548-9300, CIV: 0611-143-548-9300, and/or email: [cecilia.j.kandler.naf@mail.mil](mailto:cecilia.j.kandler.naf@mail.mil).

TODD J. FISH  
COL, LG  
Commanding