

NEC MINUTES

**National Executive Committee
Meeting Minutes
3-5 May 2012**



Maxwell AFB AL

May 2012 NEC
National Executive Committee Meeting
3-5 May 2012
Maxwell AFB AL

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OPEN SESSION

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CALL TO ORDER	Maj Gen Charles L. Carr Jr., CAP
INVOCATION	Ch, Col J. Delano Ellis, CAP
PLEDGE OF ALLEGIANCE	Col Russell E. Chazell, CAP
ROLL CALL.....	Mr. Don R. Rowland, HQ CAP/EX
SAFETY BRIEFING	Col Bob Diduch, CAP
NATIONAL COMMANDER REMARKS.....	Maj Gen Charles L. Carr Jr., CAP
EXECUTIVE DIRECTOR REMARKS.....	Mr. Don R. Rowland, HQ CAP/EX
CAP-USAF COMMANDER REMARKS.....	Col Paul D. Gloyd, USAF

NATIONAL EXECUTIVE COMMITTEE

Maj Gen Charles L. Carr Jr., CAP	National Commander
Brig Gen Joseph R. Vazquez, CAP	National Vice Commander
Col Russell E. Chazell, CAP	National Chief of Staff
Col C. Warren Vest, CAP	National Finance Officer
Col Barry S. Herrin, CAP	National Legal Officer
Col Joseph Guimond (Proxy), CAP	National Controller
Col Christopher J. Hayden, CAP	Northeast Region Commander
Col Larry J. Ragland, CAP	Middle East Region Commander
Col Robert M. Karton, CAP.....	Great Lakes Region Commander
Col Alvin J. Bedgood, CAP.....	Southeast Region Commander
Col Mike Murrell (Proxy), CAP.....	North Central Region Commander
Col Frank A. Buethe, CAP.....	Southwest Region Commander
Col George Mixon (Proxy), CAP.....	Rocky Mountain Region Commander
Col Larry F. Myrick, CAP.....	Pacific Region Commander

Non-voting members:

Col Paul D. Gloyd, USAF.....	CAP-USAF Commander
Col Ken Parris, CAP	CAP Inspector General
Ch, Col James Melancon (Proxy), CAP.....	Chief of Chaplain Corps

CORPORATE TEAM

Mr. Don Rowland	Executive Director
Mr. John Salvador	Assistant Executive Director
Mr. Johnny Dean	Director, Operations
Ms. Susan Easter	Chief Financial Officer
Mr. Larry Kauffman	Assistant to Executive Director for Fleet Management
Mr. James Mallett	Director, Educational Programs
Mr. Rafael Robles	General Counsel
Mr. Gary Schneider	Director, Logistics & Mission Resources
Mr. Skip Dotherow	Director, Development

AGENDA ITEM - 1

CS

Action

**SUBJECT: Staff / Committee Reports
CAP/CS – Col Chazell**

OPR - EXA

Perfunctory Reports:

1. (Staff) CAP National Safety Officer – NHQ/SE, Frank Jirik presented the Safety briefing in the absence of Col Diduch

BRIG GEN VAZQUEZ/CV MOVED and COL BEDGOOD/SER seconded that the National Executive Committee direct the National Safety and Operations Officers to draft training plans and guidelines to address the aircraft ground handling problems identified in the Safety Report with an interim report to the August 2012 National Board, and a final report for approval at the November 2012 NEC Meeting.

THE MOTION CARRIED

FOLLOW-ON ACTIONS: (1) Refer action to National Safety and Operations Officers with an interim report to the August 2012 National Board and a final report for approval at the November 2012 NEC Meeting. (2) Include in the August 2012 National Board Agenda. (3) Include in the November 2012 NEC Agenda.

2. (Executive) Finance Committee – Col Vest

COL VEST/NFO presented the NEC Financial Committee Report with committee recommended actions. The following NEC actions were taken:

- a. Financial Management Procedures:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC mandate the use of a standardized form to eliminate the requirement for Wings/Regions/Units to develop their own Financial Management procedures for expense approvals, recurring expenses, credit card authorizations, and bank transfers.

THE MOTION CARRIED

FOLLOW-ON ACTION: NHQ Staff action to develop a standardized form for use by regions, wings, and units to obtain expense approvals, recurring expenses, credit card authorizations, and bank transfers.

- b. Cash Advances:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC authorize a change to CAPR 173-1 to limit the term of a cash advance to 60 days and limit advances to one per member at a time.

THE MOTION CARRIED

c. Donations:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC support a change to CAPR 173-1 to allow Units to deposit donations locally and forward a copy of the check and/or supporting documentation to the Wing.

THE MOTION CARRIED

d. Credit Card Policy:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC approve the revised credit card policy, which reads:

Policy details reporting requirements:

“Documentary evidence showing the amount, date, place, and essential character of each expense within 21 days after the date of the billing statement.”

“Meals on travel, except for meals associated with business entertainment, are not allowed if individual elects per diem.”

“Noncompliance with reporting or personal use requirements is grounds for cancelling the credit card.”

“Credit card revoked upon the third such incident.”

There was clarification that if an individual catches an inadvertent misuse of the corporate credit card and includes repayment at the time of filing credit card statement, then this kind of issue would not be counted as grounds for revocation.

COL KARTON/GLR MOVED TO AMEND that the last bullet point of the motion, as reads: “Credit card revoked upon the third such incident” be deleted (given the fact that it requires some judgment and discretion, but is stated as mandatory).

THE AMENDMENT DIED FOR LACK OF A SECOND

BRIG GEN VAZQUEZ/CV MOVED TO AMEND and COL HERRIN/NLO seconded the amendment to change the third main bullet to read as follows: “Non-compliance with reporting requirements or uncorrected personal use requirements is grounds for canceling the credit card.”

THE VOTE ON THE AMENDMENT WAS DEFERRED UNTIL AFTER THE BREAK TO BE SURE THE WORDING WAS CORRECT

BRIG GEN VAZQUEZ/CV MOVED A SUBSTITUTE AMENDMENT and COL HERRIN/NLO seconded that the NEC approve the following changes to CAPR 173-1, to read as follows:

“Paragraph 20. Credit Cards and Credit Accounts and Prepaid Credit Cards.

“c. Credit cards, credit accounts and prepaid credit cards must be used for authorized purchases only. Credit cards will not be used for cash advances. Lost or stolen credit cards must be reported to the credit card issuer and the wing commander immediately. All usage must be documented with detailed receipts (showing the amount, date, place, and essential character of each expense) and submitted to wing headquarters within 21 days of the statement closing date. Cardholders may “batch” their receipts and send a consolidated report when the credit card statement is issued. All losses incurred from the use of these credit cards will be the responsibility of the approving unit. Personal expenditures are not authorized and must be reimbursed within the same 21-day period. If cardholders do not submit receipts timely or any other violation of the above occurs, a Finance Committee member must send the cardholder a warning, letter/e-mail documenting the violation. Upon the third warning the card will be deactivated and members must apply for reimbursement for all future authorized expenditures. Credit card accounts and individual credit cards may be closed or revoked at any time by the commander approving the account or the card without recourse.”

AFTER FURTHER DISCUSSION, THIS SUBSTITUTE AMENDMENT WAS DEFERRED UNTIL LATER IN THE MEETING

LATER IN THE MEETING, THE NEC RETURNED TO THIS ITEM AND THE FOLLOWING REWRITE OF PARAGRAPH 20, CAPR 173-1 WAS PRESENTED:

“Paragraph 20. Credit Cards and Credit Accounts; Prepaid Credit Cards.

“c. Credit cards and credit accounts must be used for authorized purchases only. Credit cards will not be used for cash advances. Lost or stolen credit cards must be reported to the credit card issuer and the responsible unit’s commander immediately. All usage must be documented with detailed (showing the amount, date, place, and essential character of each expense) receipts and submitted to the responsible unit’s headquarters within 21 days of the statement closing date. Cardholders may “batch” their receipts and send a consolidated report when the credit card statement is issued. Personal expenditures are not authorized and must be reimbursed within the same 21-day period. All losses incurred from the use of these credit cards will be the responsibility of the approving unit. If cardholders do not submit receipts timely or any other violation of the above occurs, the responsible unit’s Finance Committee must send the cardholder a warning letter/e-mail documenting the violation. Upon the third warning the card will be deactivated. Credit card accounts and individual credit cards may be closed, deactivated or

revoked at any time by the commander approving the account or the card without recourse.”

THE SUBSTITUTE AMENDMENT CARRIED

THE AMENDED MOTION CARRIED

e. Wing Financial Analyst:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC authorize a change to CAPR 173-1 to provide additional detail on the Wing Financial Analyst’s expanded role that now includes audit of all assets including supplies and equipment recorded in ORMS as well as financial assets.

THE MOTION CARRIED

f. Additional Guidance: (Information)

Due to confusion about policy requirements in CAPR 173-1, additional explanation and guidance will be included in the regulation regarding (1) W-9 reporting, (2) Internal Finance Review, (3) Business meals and entertainment, and (4) Changing reference from Novel Aspect to Smart Vault.

FOLLOW-ON ACTIONS: Implement policies, notification to the field, and make appropriate changes in CAPR 173-1 for changes approved in above paragraphs b. through f.

g. Vehicle Reimbursements:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC authorize a change to CAPR 173-3 to eliminate reimbursements for privately owned vehicle lubricants.

THE MOTION CARRIED

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and make change to CAPR 173-3.

h. USAA AGREEMENT:

This action item was handled under Agenda Item 7, USAA Affinity Credit Card.

i. SER Request:

This item was withdrawn.

j. Membership Dues:

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This item was withdrawn. NHQ Staff will continue to work on this item and reframe the issue. This item will come back to the NEC at a later date.

FOLLOW-ON ACTION: NHQ Staff action and report back to the NEC. Include in November 2012 NEC agenda.

k. South Carolina Wing Advance:

This item was withdrawn.

l. Vanguard Funds:

(1) **COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED** that the NEC approve spending \$80,000 in FY12 from Vanguard funds as a \$10,000 grant to each region for direct support of cadets and cadet program activities excluding expenses for any senior members.

THE MOTION CARRIED

(2) **COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED** that the NEC approve spending \$10,650 in FY12 from Vanguard funds for Blue Beret facility repairs and improvements.

THE MOTION CARRIED

FOLLOW-ON ACTION: Allocation and disbursement of funds as approved in above paragraph l.

m. Unit Visits: (Information)

n. ORMS Issues Noted at Unit Visits: (Information)

There was a suggestion to show the value of assets not found, rather than a percentage of units visited. There was also mention of difficulty in getting information on forms corrected.

o. Financial Issues Noted at Unit Visits: (Information)

There was discussion on the meaning of this type report. The percentages don't give a clear picture.

FOLLOW-ON ACTION: This information will be spelled out more clearly in the future.

p. Wing Accountability Matrix: (Information)

q. FY12 Corporate Budget Execution: (Information)

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- r. FY12 Appropriated Budget Execution: (Information)
- s. Investments: (Information)
- t. FY13 Corporate Financial Plan:

COL VEST, CHAIRMAN OF THE FINANCE COMMITTEE, MOVED that the NEC accept the proposed FY13 corporate budget, which includes the last slide presented (Finance Committee Recommendations of figures), and forward to the Board of Governors for approval.

THE MOTION CARRIED

FOLLOW-ON ACTION: Include in August 2012 BoG Agenda for approval.

DRAFT

Minutes

**SUBJECT: Approval of NEC Minutes
CAP/CS – Col Chazell**

Author: Col Chazell

OPR: EXA

INFORMATION BACKGROUND:

The minutes of the November 2011 National Executive Committee meeting were distributed in draft form and posted on the NHQ web site. This allowed the National Executive Committee members a chance to review the minutes for any discrepancies. In addition, there were two NEC teleconference meetings in the month of January 2012 and one in March 2012. The following minutes are being considered for approval:

- 4-5 November 2011 NEC Meeting Minutes
- 8 January 2012 NEC Teleconference Meeting Minutes
- 20 January 2012 NEC Teleconference Meeting Minutes
- 19 March 2012 NEC Teleconference Meeting Minutes

PROPOSED NEC ACTION:

The National Executive Committee approve the 4-5 November 2011, 8 January 2012, 20 January 2012 and the 19 March 2012 NEC Meeting Minutes.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

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COL CHAZELL/CS MOVED and BRIG GEN VAZQUEZ/CV seconded that the National Executive Committee approve the PROPOSED NEC ACTION (four sets of minutes) with the correction of one typo.

THE MOTION CARRIED with three abstention—the proxies who were not at the meeting.

FOLLOW-ON ACTION: Remove the word “DRAFT” from the November 2011 NEC Minutes.

DRAFT

SUBJECT: Definition of and Limitation on “New Business”

Author: Col Cavett

SWR/CC – Col Buethe

OPR: EXA

INFORMATION BACKGROUND:

At every National Board meeting there is a call for new business near the end of the meeting. Often there are items introduced as New Business that could easily have been placed on the agenda prior to the meeting to allow members of the Board to review the item ahead of time and thoroughly evaluate the impact the item will have on the function of Civil Air Patrol. By introducing these items at the meeting without submitting them as an agenda item they are not staffed, nor are any comments regarding the item from NHQ or CAP-USAF available for review by Board members because those entities have also been denied the opportunity to evaluate the proposed item. The typical result seems to be that much time is wasted discussing items only to have them postponed to the next meeting when they can be added to the agenda and staffed prior to review by the Board. The Board would be able to function more efficiently if New Business was defined as (or similar to) “business which has been brought about by an action of the Board during their current meeting” and that New Business be limited to items that meet that criteria.

PROPOSED NEC ACTION:

That the National Executive Committee approve the above definition of New Business and establish policy requiring all business that does not satisfy that definition be properly submitted as an agenda item for the next meeting of either the National Board or National Executive Committee.

The following procedure is suggested for evaluation of New Business:

1. The member will be allowed one minute to make a case for the New Business being presented.
2. The governing body in session will then vote after it is properly moved and seconded whether or not the item shall be heard during the current session or if it must be submitted as an agenda item for the next meeting.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

No comment.

CAP-USAF HEADQUARTERS' COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/CS – Concur as presented. New business, in most cases, gets referred to some ad-hoc committee or working group for consideration. That puts an additional burden on the National Staff and NHQ Staff to manage these committees. The staffs exist to work such issues and, when non-emergent agenda items are submitted on time, the staff teams can more effectively provide recommendations for the NB/NEC to consider as a part of the published agenda rather than responding to unforeseen taskings “on the fly.”

CAP/JA - Concur. Robert's Rules permits the organization to adopt its own rules for the order of its business; the default rule would provide for the inclusion of new business. The ability of the chair to prohibit all new business would allow the chair, when setting the order of business for the meeting, to exclude all motions and action items with which he is in personal disagreement. Calling for new business from the floor eliminates that possibility. If it is the will of the body, any new business can by rule be deferred automatically until the next meeting of the body. This prevents agenda control but also permits staffing time for any item.

CAP/DCS Support: Concur

CAP/DCS Operations: Concur

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

COL BUETHE/SWR MOVED and BRIG GEN VAZQUEZ/CV seconded the PROPOSED NEC ACTION.

COL KARTON MOVED A SUBSTITUTE MOTION that the NEC limit New Business to only emergency issues and that the action taken by the board on those issues last no longer than the emergency.

THE SUBSTITUTE MOTION DIED FOR LACK OF A SECOND.

COL KARTON/GLR MOVED TO TABLE and COL MYRICK/PCR seconded the motion to table until after the break for more definite wording.

AFTER THE BREAK, THE MOTION WAS REMOVED FROM THE TABLE.

COL BUETHE/SWR MOVED A SUBSTITUTE MOTION and COL KARTON/GLR seconded that the National Executive Committee establish a policy that all motions

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presented as New Business, except emergencies requiring immediate action, shall be referred to committee for staffing and placed on the agenda of the next regular meeting of the board.

COL RAGLAND/MER MOVED TO DEFER and COL HERRIN/NLO seconded that the National Executive Committee defer this motion to the National Board.

THE MOTION CARRIED (vote count: 9 yes; 4 no).

FOLLOW-ON ACTION: Motion deferred for National Board action. Include in August 2012 National Board Meeting. There was a suggestion and concurrence to delete the words "to committee" from the motion included in the NB agenda.

DRAFT

SUBJECT: Region Commander Selection Process

Author: Maj Gen Carr

CAP/CC – Maj Gen Carr

OPR: DP

INFORMATION BACKGROUND:

The National Commander utilizes a selection process for the region commanders that is very similar to the wing commanders selection process stated in CAPR 35-9. This process also needs to be codified in the same regulation.

PROPOSED NEC ACTION:

That the National Executive Committee approve the following region commander selection process be added to CAPR 35-9 as follows.

“SECTION C – REGION COMMANDER SELECTION PROCESS”

These mandatory minimum requirements are designed to assist candidates applying for region commander position and to standardize the selection process. The National Commander can waive any requirement for good cause shown or if the applicant presents evidence of comparable experience. Any waiver of a requirement must be documented. The final decision concerning selection still rests with the national commander. A suggested timeline is attached.

Minimum Qualifications for Consideration as Region Commander are:

- a. Hold the CAP grade of Colonel.
- b. Completed Level V of the CAP Professional Development Training Program.
- c. Served as Wing Commander.
- d. Budget and asset acquisition knowledge gained within or outside CAP.
- e. Five years supervisory experience gained within or outside CAP.
- f. Ten years total CAP membership with no less than 5 continuous years of service prior to appointment.
- g. Live within the region for which applying for.
- h. Prior to appointment as region commander, individual must complete a successful fingerprint rescreening.

Application Process. Approximately 6 months prior to the anticipated appointment date (when possible) the national commander will announce the upcoming vacancy through the

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widest possible means of circulation directly to the affected region's membership. Candidates will submit a letter of interest, including a statement of qualifications, and

resume, to NHQ/DP. The resume must include CAP experience as well as work history and other volunteer activities.

Selection Process. Immediately after announcing the anticipated position vacancy, the national commander will appoint the senior most setting region commander as chairman of the selection advisory board. The Board will consist of three to five members, three of which will be current setting region commanders, and such others as the national commander may deem necessary. The selection board will set a date to hold formal interviews in person or by teleconference should weather or travel distances intervene.

- a. The selection board should submit all qualified application packages along with their recommendation to the national commander for a final decision. In the event the national commander rejects all applicants, the position will be re-announced and the selection process begun again.
- b. Once the national commander has made the selection he/she will notify NHQ/DP so an appropriate personnel action can be prepared.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

CAP-USAF HEADQUARTERS' COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/JA – I do not concur with minimum qualification items b and c. The fact that National Staff College attendance is not required to achieve Level V renders the achievement of Level V unimportant to senior command, and the remainder of Level V requirements are in the nature of “time in service.” Additionally, service on the National Board or National Executive Committee in any capacity should qualify an individual to apply for Wing or Region command positions, even though he or she may not be the best candidate.

REGULATIONS AND FORMS AFFECTED:

CAPR 35-9, *Board of Governor and Wing Commander Selection Procedures*

NEC ACTION:

MAJ GEN CARR/CC MOVED and COL MYRICK/PCR seconded the PROPOSED NEC ACTION.

COL MYRICK/PCR MOVED TO AMEND and COL RAGLAND seconded that paragraph c. be changed to read: “Served as Wing Commander for at least 1 year.”

COL MYRICK/PCR, with concurrence of the seconder, withdrew this amendment.

COL CHAZELL/CS MOVED TO AMEND and COL BEDGOOD seconded that paragraph c. be changed to read: “Successful service as a Wing Commander.”

MS. PARKER/DP clarified that because of some of the circumstances under which wing commanders are allowed to resign, the use of the term “successful completion” may be difficult to define, especially retroactively.

COL CHAZELL/CS WITHDREW THE ABOVE AMENDMENT.

COL CHAZELL/CS MOVED TO AMEND and COL VEST seconded that paragraph a. be changed to read: “Hold the CAP permanent grade of Colonel.”

MS. PARKER/DP clarified that wing commanders don't receive the permanent grade of Colonel until they step down, so this amendment would preclude a sitting wing commander from applying for Region Commander.

COL CHAZELL/CS WITHDREW THE ABOVE AMENDMENT.

COL HERRIN/NLO MOVED TO AMEND and COL BEDGOOD/SER seconded the following amendments to the “Minimum Qualifications for Consideration” list in the motion:

1. Paragraph b. Change Level “V” to read: Level “IV”
2. Paragraph c. Change to read: “Served as Wing Commander, Region Vice Commander, or as a member of the National Executive Committee.”

THE AMENDMENT CARRIED

THE AMENDED MOTION CARRIED

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 35-9, Board of Governors and Wing Commander Selection Procedures.

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Suggested Region Commander Selection Timeline

1. 180 Days Prior to End of Term:

Announcement is made of upcoming vacancy and applications solicited. Applicants will respond to the NHQ/DP.

2. 120 Days Prior to End of Term:

Application period closed. Selection committee appointed. Interviews scheduled/completed.

3. 60 Days Prior to End of Term:

Selection board submits report to national commander.

4. 30 Days Prior to End of Term:

National commander announces selection of new region commander.

DRAFT

**SUBJECT: Region Commander Term Limit
CAP/NLO – Col Herrin**

Author: Col Verrett

OPR: GC

INFORMATION BACKGROUND:

Article XIV of the Constitution paragraph 1f for Region Commanders and 1g for wing commanders cover terms for wing and region commanders.

Para 1f states “Region commanders shall serve a four-year term and are not eligible to succeed themselves. This means that a region CC has to be replaced on or before the same date they were appointed. This could fall on any day of the week. There is no latitude for the National Commander to adjust a term to allow for the Region Commander to be replaced at a conference or similar event.

Para 1g states “Wing commanders shall serve a probationary period of one year followed by a three-year term of office. The region commander may grant an additional one-year term with the concurrence of the National Commander”. This gives the region commander some latitude so the command can be changed at a conference or similar event.

PROPOSED NEC ACTION:

That the National Executive Committee approve a recommendation to the Board of Governors to amend Article XIV, paragraph 1f of the Constitution to the following:

f. Region Commanders shall serve a four-year term of office. The National Commander may grant an extension of the term for a period not to exceed 90 days. The region commander is not eligible to succeed themselves.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

Concur with CAP/JA’s comments.

CAP-USAF HEADQUARTERS’ COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

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CAP/JA – Concur, with recommendation that the agenda item be forwarded to the Constitution & Bylaws Committee for its approval and then placed on the Agenda for the Summer National Board meeting in accordance with stated BoG preferences.

REGULATIONS AND FORMS AFFECTED:

Article XIV of the Constitution paragraph 1f and 1g

NEC ACTION:

COL CHAZELL/CS MOVED and COL VAZQUEZ/MER seconded that the NEC approve referring the following recommended change to Article XIV, paragraph 1f of the Constitution to the Constitution and Bylaws Committee before submitting it to National Board for recommended approval to the Board of Governors for approval:

“f. Region Commanders shall serve a four-year term of office. The National Commander may grant an extension of the term for a period not to exceed 90 days. Region Commanders are not eligible to succeed themselves.”

THE MOTION CARRIED

FOLLOW-ON ACTION: Referral to the Constitution and Bylaws Committee and inclusion in August 2012 National Board Agenda for recommended approval to Board of Governors for approval. Include in Dec 2012 BoG agenda.

SUBJECT: Photo Membership Cards for Legislators

Author: Col Boylan

SER/CC – Col Bedgood

OPR: DP

INFORMATION BACKGROUND:

CAPR 39-2, 1-15b currently states that photo membership cards will be issued to active senior members, fifty year members, life members and cadets 18 and over. One of the membership categories where adult members are not issued photo membership cards are members of the Congressional and state legislative squadrons.

While the membership dues and fingerprint card requirements are waived for these members, there appear to be no restrictions on their participation in CAP assuming that they completed any necessary training. An example of a state legislative member who is also a very active CAP member is Lt Col Barry Loudermilk who also serves at the commander of GA-999. Lt Col Loudermilk is a qualified ground team leader, mission scanner and observer and has served on actual as well as training missions. Although he is a state legislative squadron member, Lt Col Loudermilk has, in fact, been issued a photo membership card.

Another member of GAWG's state legislative squadron, Maj Calvin Hill, has been denied a photo membership because he has not done any additional training. Maj Hill has significantly contributed to GAWG CAP by his extraordinary support of CAP in the Georgia General Assembly including recruiting over 50 new members to the state legislative squadron in one day. He has also been active in supporting the Wreaths Across America program and has been instrumental along with Lt Col Loudermilk in helping GAWG to retain the majority of its state funding during a time when many state funded organizations have been deeply or totally cut from the state budget. While the lack of training is undeniable fact, there is no regulatory guidance that clarifies when a photo membership card will and will not be issued to a legislative member. It is also undeniable that Maj Hill has contributed in very significant ways to his wing.

While most of our Congressional and state legislative members do not choose to be as active in the organization as Lt Col Loudermilk or Maj Hill, they all contribute valuable service to Civil Air Patrol. CAP already recognizes this by granting advanced grade to these members as well as waiving membership fees and fingerprint cards. While addressed separately in CAPR 35-5, what CAP does for legislative member is extend the "exceptional qualification" umbrella on the basis of their election to state or national public office and their support of CAP.

CAP photo membership cards do not grant any special privileges nor denote any particular level of professional development or emergency services training. CAPR 39-2 does not restrict the issuance of a photo membership card to new senior members who have passed from temporary to active status as a result of the background screening process. As long as these new members have a validated photo uploaded into eServices, a photo

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membership card can be issued regardless of whether these members have completed Level I PD or not.

For the sake of consistency in the regulations and fairness to our Congressional and legislative members who contribute significantly to the well-being by their support of the organization at all levels, CAP needs to state the requirements for the issuance of photo membership cards in a clear and unequivocal manner in the regulations and make them applicable across the board.

PROPOSED NEC ACTION:

That the National Executive Committee approve the issuance of photo membership cards to those Congressional and state legislative members who have an approved photo uploaded into eServices. In addition, if specific training requirements must be met before a photo membership card can be issued, that this requirement be clearly stated in the regulation and that those requirements be placed on all personnel who are issued photo membership cards.

ESTIMATED FUNDING IMPACT:

Minimal.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur. In May 2010 when the NEC set the guidelines for the new standardized membership card, they determined that only the active membership categories (cadets over 18, seniors, fifty year and life members) would receive a membership card with a photo. NHQ has no process objections to expanding the list of categories that receive the photo card and the system can easily accommodate this change. In fact, if the policy is expanding, the NEC may wish to consider allowing all cadet members to receive the picture card. There have been a large number of requests for photo cards for younger cadets. In any event, all members receiving a photo card must still have a properly validated photo in eServices that meets the photo criteria.

CAP-USAF HEADQUARTERS' COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/JA – Concur.

CAP/DCS Support: Concur.

CAP/DCS Operations: Concur.

CAP/Legislative Affairs Officer: Concur. In general, a photo on the ID card would make little difference in how CAP is viewed by a legislative or congressional member. They

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have accepted complimentary membership based on political or personal agenda that is satisfied by the membership itself. That being said, a picture ID is a low cost "trinket" like a certificate or challenge coin that the politician can show off so is a good legislative marketing tool for us. We should do this.

In this particular case, it was the rather awkward treatment of the Legislator that created the issue. Having uniform rules for Legislative and Congressional squadron members and sticking to them is essential. Even more important, particularly in the ego-centric world of politics, is that we act uniformly so that one political type doesn't think that another political type is getting something better.

Equally important is for us to make sure that whatever we bestow as a benefit to a Legislator or Member of Congress fits in the constantly changing ethics rules promulgated by the legislative body or federal and state law.

In New York for example, recent corruption scandals in state government has prompted a tightening of ethics rules as it pertains to offering or accepting anything that has value. We have an informal opinion from the state ethics governing body that complimentary membership (\$60 value) in the CAP is ok but other things of value that we might offer (such as airplane rides) might not be permitted. So far no New York legislator has shown an interest in going beyond acceptance of the "honorary" membership, but if that happens, we'll have to think about what we can do ethically. The fastest way for us to "tank" our legislative good will is to violate ethics rules or place the politician in a situation where they violate ethics rules or are perceived to have violated the rules.

Each legislative body, state or federal, has their own rules, so CAP state and national leaders will have to make judgments based on the unique set of rules that govern that particular legislative transaction.

REGULATIONS AND FORMS AFFECTED:

CAPR 39-2, *Civil Air Patrol Membership*

NEC ACTION:

COL BEDGOOD/SER MOVED and COL MURRELL/NCR PROXY seconded the PROPOSED NEC ACTION.

COL RAGLAND/MER MOVED TO AMEND and COL CHAZELL/CS seconded the amendment to delete the second sentence and retain only the first sentence of the proposal.

THE AMENDMENT CARRIED

THE AMENDED MOTION CARRIED

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FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 39-2, Civil Air Patrol Membership.

DRAFT

**SUBJECT: USAA Affinity Credit Card
CAP/CS – Col Chazell**

Author: NHQ Staff

OPR: EXA

INFORMATION BACKGROUND:

CAP is always looking for good companies that are willing to provide services to the organization that benefit our members. These services are usually geared around a cross marketing program in which both parties receive benefits. Cross marketing programs are a common business practice in organizations like AFA, AARP, the Boy Scouts and many others. The marketing agreement for these programs strictly governs how and what access is given to membership databases in exchange for services or funding. CAP is very careful to ensure our membership database is closely guarded and not carelessly given out.

USAA is a well known and respected company that has served military families and their dependents for 90 years. CAP is currently negotiating a proposal with USAA for an affinity credit card to replace the Bank of America credit card. The USAA card will be available in a variety of options including one that will offer cash back to our members. CAP would also receive quarterly income based on the number of members who have one of USAA's cards and how much they purchase with the card.

The November 2006 NEC approved specific parameters when negotiating a marketing contract for a benefit. NHQ currently has permission to authorize an agreement for an initial term of two (2) years and providing the membership mailing list up to two (2) times annually.

The USAA proposal requires NEC approval for two exceptions. The USAA proposal calls for an initial term of five (5) years, which is a standard term for affinity credit card programs as researched by NHQ.

The USAA proposal also requests an opportunity to send a direct mail piece about the affinity card to the membership up to four (4) times annually. USAA has stated they will probably not send out a direct mail piece four times annually, but would like to have the option to do so. The mailing list will not include any member who has opted out, either through USAA or through CAP.

PROPOSED NEC ACTION:

The National Executive Committee approve the USAA affinity card proposal term of five (5) years and allow NHQ to provide the member mailing list to USAA up to four (4) times annually.

ESTIMATED FUNDING IMPACT:

No funding is required. There are no costs to CAP to create the affinity card or participate in the program. USAA will be responsible for all costs associated with direct mail marketing, including design and production of the direct mail piece.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

CAP-USAF HEADQUARTERS' COMMENTS:

While on the surface this appears to be a Corporate matter, CAP-USAF must review the proposal/agreement prior to parties signing. The purpose of the review is to satisfy AFI 10-2701, para 1.4.3., namely:

1.4.3. **CAP Corporate Activities.** The Air Force will usually only regulate and oversee those corporate activities that are supported by appropriated funds, use assets procured with appropriated funds, or **involve matters where CAP's activities could give the appearance of endorsement of the action by the Air Force** or could be detrimental to the Federal government.

This review is not intended to delay NEC deliberation.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

On behalf of the National Headquarters Staff and as endorsed by the National Finance Committee, **COL CHAZELL/CS MOVED and BRIG GEN VAZQUEZ/CV seconded** the PROPOSED NEC ACTION.

THE MOTION CARRIED

FOLLOW-ON ACTION: NHQ proceed with USAA credit card agreement negotiations.

**SUBJECT: Vanguard Commission Fund Usage
PCR/CC – Col Myrick**

Author: Col Myrick

OPR: FM

INFORMATION BACKGROUND:

Originally the NEC established the policy of reserving Vanguard commissions for the region training centers. There are 3 centers now. Hawk Mt, NESA and Blue Beret. Two are located in GLR and one in NER. They have received approximately \$250,000.00 of funding to date. A working group was established by the National Commander in December of 2011 to look at different or alternate uses for the commission funds.

PROPOSED NEC ACTION:

That the National Executive Committee considers alternate uses for the funds based on the committee's report (see below).

ESTIMATED FUNDING IMPACT:

None on appropriated funds. Possible impact on corporate budget depending on NEC action, but since all the funds will be coming from the commissions there should be no affect except possible additional funds for the corporate budget.

CAP NATIONAL HEADQUARTERS' COMMENTS:

The original NEC intent behind using these member-generated funds was to encourage the establishment of regional training centers that all members could use to hone their mission skills. Hundreds of members from all regions across the country participate each year in training at the three current centers. Changing the policy now may prevent other centers from being established and also limit the ability to fund upgrades at the current centers.

CAP-USAF HEADQUARTERS' COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

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NEC ACTION:

See action under Agenda Item 1. Staff Reports, 2. Finance Committee, I. Vanguard Funds

DRAFT

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Vanguard commissions working group comments and recommendations

Background information

Originally the NEC established the policy of reserving Vanguard commissions for the region training centers. The NEC can change its policy to reserving those funds for any other reasonable and legitimate purpose(s) it sees fit. There are 3 centers now. Hawk Mt in NER, NESA and Blue Beret (Oshkosh) in GLR. Combined they have received over \$250,000.00 to date.

Current and projected funds

As of 2/29/12 there is \$142,453.91 in the fund. \$110,151.61 of that is a carryover from FY11. NHQ FM projects a FY12 yr end additional \$90K to make the total \$232K.

Recommendations

1. Since the numbers will change every yr and since we have a carryover from FY11 we recommend concentrating on only FY12 expenditures and not projecting to FY13.
2. Allocate \$10,000.00 to each region for cadet program uses. These funds cannot be used for any senior member use. Possible uses would be scholarships for cadet events, airline fares to move cadets around to different cadet events etc. These funds would be given to the region in a lump sum for them to manage. NHQ noted that they could keep track of the expenditures in a separate category in the region books. The idea is to do this per year, but it will have to be evaluated each yr to see if the funds will be available.
3. Allocate \$25,000.00 to the National Staff for travel per yr. Nat FM has already provided \$12,500.00 towards this for FY12. Therefore it is recommended to provide an additional \$12,500.00 to this use to make a total of \$25K for FY 12. The idea is to do this per year, but it will have to be evaluated each yr to see if the funds will be available.
4. After the above allocations the remainder is \$50K as of 2/29/12. The projected additional is \$90K thru FY 12 for a total remaining of \$50K + \$90K = \$140K. There are requests from the 3 training centers for funding. The FM committee should evaluate the requests and recommend to the NEC how to expend the remaining funds.

SUBJECT: Qualification of Membership Action Review Board Members

Author: Col Herrin

CAP/NLO – Col Herrin

OPR: DP

INFORMATION BACKGROUND:

At the December meeting of the Board of Governors, Maj Gen Charles L. Carr, Jr., CAP National Commander, asked the other members of the BoG for suggestions concerning what they felt were important qualifications for members of the Membership Action Review Board (MARB). The possibility of additional background screening for these individuals was also discussed. General Carr indicated that CAP would consider specific qualifications prior to selecting the next two members of the MARB in October.

Since the first two members of the MARB will complete their term in October 2012, now is the time to discuss specific qualifications to consider when recommending and selecting members of the MARB. Suggestions for consideration include but are not limited to the following:

- Requiring each member to be rescreened by submitting a new fingerprint card
- Prescribing minimum service requirements as a commander
- Completion of National Staff College, National Legal Officer College, or equivalent military training
- Background or training in the Legal or IG area
- History of recent involvement with CAP, including participation in all aspects of the CAP program
- Current civilian employment and ability to participate actively in MARB activities

PROPOSED NEC ACTION:

That the National Executive Committee discuss what qualifications they feel are most important when selecting members of the MARB.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

While considering the criteria it is important to note that the National Staff College and the National Legal Officer College are operating at different levels; NSC is a National-level

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course and NLOC is a region-level equivalent. Also, if IG experience is desired, suggest the NEC consider adding the IG College as an alternative qualification.

CAP-USAF HEADQUARTERS' COMMENTS:

Concur with NHQ comments. Would further suggest CAP review records for sustained allegations or complaints, regardless of action taken, that could draw into question the candidate's ability to remain fair and impartial.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 35-8, *Membership Action Review Board*

NEC ACTION:

The National Executive Committee discussed the current qualifications of the MARB members and the body agreed that no changes need to be made at this time.

SUBJECT: Region Coordinator Position

Author: Col Ragland

MER/CC – Col Ragland

OPR: DP

INFORMATION BACKGROUND:

Adjustments to funding constraints on CAP-USAF have forced the elimination of all State Director positions in favor of new Assistant Director of Operations (ADO) positions at Liaison Region HQ. A new position in Civil Air Patrol is contemplated to assist CAP members and Wing Commanders in dealing with the loss of the State Director to work issues or questions with CAP-USAF Region Liaison.

PROPOSED NEC ACTION:

That the National Executive Committee approve:

Creation of Region Coordinator as a duty assignment at the Region level. CAPR 20-1 (E) and all other relevant CAP regulations shall be amended to reflect this new Region staff position. This is a new duty assignment for each Wing within the Region.

This Region Coordinator staff position shall act as Region Coordinator to the Wings within the Region for the purpose of assisting Wing leadership and members with facilitating communication/information flow with CAP-USAF Regions. This position is intended for members with CAP Command experience at Wing level or higher, or with extensive past military experience working with military base or logistical operations. Selection process and appointment is by the Region Commander after consultation with the affected Wing Commander.”

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

No comment.

CAP-USAF HEADQUARTERS’ COMMENTS:

CAP-USAF’s reorganization will undoubtedly impact CAP. We encourage CAP to explore all opportunities to (1) better advise/assist Wing Commanders in the conduct of Wing matters, (2) develop and foster relationships at the local level that were once cultivated by the State Director, (3) promote situational awareness and enhance communication between the Region and their Wings, and (4) empower CAP members to resolve issues at the lowest possible level. The CAP-USAF reorganization committee, consisting of both CAP and CAP-USAF members, developed the Region Coordinator position to meet the

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needs of both organizations. As such, CAP has the greatest latitude in developing/utilizing a position that best meets Region/Wings and their respective Liaison Region needs.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/DCS Operations: Concurs as stated, at a minimum. There is no doubt, broad exposure to wing administration and operations, a working knowledge and experience in all of CAP's missions, and an intimate knowledge of CAP, as a whole, will produce the better candidate and successful region commander.

REGULATIONS AND FORMS AFFECTED:

CAPR 20-1, *Organization of Civil Air Patrol*

NEC ACTION:

COL RAGLAND/MER MOVED and COL BEDGOOD/SER seconded the PROPOSED NEC ACTION, with one change: Add the word "optional" between the words "new" and "Region" in the second sentence of paragraph one of the proposed action.

There was a lengthy discussion on how the proposed new coordinator positions may be developed to assist Civil Air Patrol in dealing with the loss of the State Directors because each state's requirements are so different. The discussion included whether the position should be called a Region Coordinator or a Wing Coordinator. There was emphasis that because each wing is different, the region commanders need to define what they want the position to look like, based on what the departing State Directors had been doing within each region. There was a suggestion that the position should be a region-level assignment, but called a Wing Coordinator due to the nature of duties.

BRIG GEN VAZQUEZ/CV MOVED TO AMEND and COL BEDGOOD/SER seconded that the name of the new position be changed from "Region Coordinator" to "Wing Coordinator."

THE AMENDMENT CARRIED (one opposed)

THE AMENDED MOTION CARRIED (one opposed)

FOLLOW-ON ACTION: Notification to the field, and change to CAPR 20-1. Appointment of Wing Coordinators prior to departure of State Directors to the extent possible in order to better identify individual state requirements.

SUBJECT: Probationary Period for New Members

Author: Col Hahn

PCR/CC – Col Myrick

OPR: DP

INFORMATION BACKGROUND:

The current method of screening new members by requiring them to attend three meetings prior to membership is not adequate to determine if a person is truly a right fit for the Civil Air Patrol. Both the government and private industry use probationary periods to help determine whether an employee is a proper fit for their organization. Generally, before the end of the probationary period, these organizations allow for a new employee to be terminated without cause. On occasion some unit commanders find themselves wishing they could take back their signature on the Form 12 or 15. In some of these instances a new member joins, pays dues for a year but then fails to follow through by meeting their other membership or training requirements. This situation counts against the Unit Commander's squadron numbers as far as safety, OPSEC, etc., and may have been avoidable if the unit commander had additional time to evaluate the new member's intentions and capacity for active participation.

By setting up a six-month probationary period for new members that would allow termination of membership without cause prior to the end of the probationary period, we give unit commanders the opportunity to determine whether a new member actually fits our organization. We can better determine what the new member's true purpose in seeking membership in the Civil Air Patrol is, and terminate the membership if certain requirements are not met or if the member is a disruptive factor to a unit or simply disappears. The probationary period would apply to any applicant for senior or cadet membership including Patron members changing to Senior Members.

Requirements for successful completion of the probationary period would include completion of either Level 1 for Senior Members or the Curry Award for Cadets. Failure to complete these levels by the end of the probationary period would automatically terminate the membership. An additional requirement would be the new member obtaining at least one proper uniform (free for cadets) during the probationary period. Allowances could be made for such things as a sudden deployment, or other emergencies, to allow for completion of an actual full-term probationary period upon return. Transfers during the probationary period would not be permitted except under special circumstances such as a required move out of state. In such event, the probationary period could be extended as necessary to properly allow the member's new unit commander to evaluate the new member.

At any time during the probationary period, a unit commander would be able to terminate the membership of the new member through e-Services. This termination would then be confirmed at the next higher level in the chain of command to eliminate potential adverse action based on personalities alone.

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Upon completion of a successful probationary period, the unit commander would be required to make the new member's membership permanent in e-Services. To facilitate this process, notifications to the unit commander would be sent an email notice 90, 30, and 5 days prior to completion of the probationary period and another upon expiration. There would be no waivers of the probationary period or early completion, and a new member's full membership would not be approved until the end of the period. There is no right of appeal and a person terminated without cause cannot rejoin the CAP at a later date. The probationary period would count for time in grade and probationary members would be eligible for, and should be encouraged to hold duty assignments. Members eligible for an initial appointment would be permitted to attain that initial appointment following the probationary period.

A prospective member would be notified of the probationary period via the Form 12 or Form 15 and of the fact that dues are not refundable. Unit commanders would also notify the new members of the requirements to successfully complete the probationary period and gain full membership in the Civil Air Patrol.

PROPOSED NEC ACTION:

That the National Executive Committee approve a six (6) month probationary period for new adult and cadet members or members wishing to change their status to Senior Member.

- a) Membership may be terminated at any time without cause by the unit commander with concurrence of the next higher commander in the chain of command.
- b) To successfully complete the probationary period Senior Members must complete Level 1 and cadets must attain the Curry Award.
- c) All new members must obtain and wear at least one approved uniform combination
- d) Transfers during the probationary period are not permitted without approval of the losing commander.
- e) No early completion of the probationary period would be allowed.
- f) Probationary status documentation would be managed through eServices.
- g) Initial appointment would not be permitted until completion of probation.
- h) Dues would not be refunded for failure to pass the probationary period.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Recommend this item be referred to a committee for further study because of its complexity. This item is similar to the old nonrenewal process that was eliminated by the National Board in August 2001. Additional staffing is required to ensure the ramifications of this policy are fully examined. Also for your consideration:

1. This action may tend to discourage potential members from joining CAP and supporting its humanitarian mission. One of CAP's objectives over the past few years is to "make it easy for members to serve CAP." There are numerous requirements currently asked of our members, especially senior members. These include, but are not limited to, payment of dues, FBI screening, CPPT training, Level 1 Orientation training, OPSEC, Safety education and training, attending unit meetings, purchase of uniforms, OJT training, accountability and liability for the management of CAP assets, etc.
2. The committee should examine the concept of "without cause." Commanders have a "cause" for all actions they take in the leadership and management of their people. Hopefully, this cause is to exercise sound judgment in making decisions that are in the best interests of CAP. A probationary period and a resultant decision to terminate a member without cause would likely be viewed as arbitrary and might give rise to complaints of discrimination and/or a lack of due process in the termination procedures.
3. The committee might find that probationary requirements could be unnecessary when they consider the authority commanders currently have in making membership decisions. A commander can reject, without cause, an application for membership. However, it would be wise for commanders to follow the recommendation in CAPR 39-2, paragraph 1-5,---convene a "Unit Membership Board" to assist in deciding the acceptance or rejection of an application and whether a member should be renewed or not. Additionally, commanders have the authority to assign, or remove, a member from any duty position in the unit when it is in the best interests of the unit to do so. Finally, commanders have the authority to terminate members for cause.
4. Another consideration for the committee is whether implementing a probationary policy and associated procedures may add the unintended consequences of an increased administrative burden on our commanders.
5. In summary, this matter may be more complex than it initially seems; therefore recommend it be referred to a committee for further study.

CAP-USAF HEADQUARTERS' COMMENTS:

Concur with NHQ comments. On the surface this agenda item makes sense; however, it allows for termination "without cause" and the commentary indicates no appeal rights will

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be allowed; only concurrence from the next higher level in the chain of command is required. One justification for the policy is, "Both the government and private industry use probationary periods to help determine whether an employee is a proper fit for their organization."

The USAF and CAP-USAF have an interest in this agenda item because CAP certifies under Article 20 of the Cooperative Agreement that it does not discriminate against its members for reasons that fall into protected classes (race, color, or national origin). The "without cause" provides quite a bit of discretion that could result in termination based on one of these protected categories or give the appearance of a termination based on same. Either one, could put the Cooperative Agreement in jeopardy. The statement that the government has a probationary period is true; but a federal employee terminated during the probationary period has appeal rights and cannot be terminated for certain discriminatory reasons. CAP-USAF recommends against a blanket termination without cause. If CAP wants a probationary period, recommend there be certain reasons for which a person may *not* be terminated (color, race, national origin, age, disability, religion, sex, political affiliation, marital status) and that there is an appeal right after termination that requires the CAP commander to articulate the reasons for the termination.

ADVISOR / NATIONAL STAFF COMMENTS:

NLO – Concur, with the proviso that commanders be unable to extend the probationary period.

CAP/DCS Support: Recommend that this complex proposal be sent to Committee for a detailed evaluation of all the points raised by the NHQ Staff as well as others that may be discovered. Our members are the CAP, and we cannot afford to make significant changes to membership rules without careful consideration of all possible repercussions.

CAP/DCS Operations: Concurs with DSC/Support. This is an extremely complex issue that could have unintended consequences.

REGULATIONS AND FORMS AFFECTED:

CAPF12, *Application for Senior Membership in Civil Air Patrol*
CAPF15, *Application for Cadet Membership in Civil Air Patrol*
CAPR35-3, *Membership Termination*
CAPR39-2, *Civil Air Patrol Membership*

NEC ACTION:

COL MYRICK/PCR stated that he realized this item was not ready for action and may need to first go to committee. He asked for comments from other commanders, and there was a lengthy informal discussion. After the discussion, Col Myrick stated that instead of this proposal he felt that what is needed is a really good training program for the squadron commanders. **This agenda item was withdrawn.**

**SUBJECT: Age Limits for Cadet Participation
CAP/NLO – Col Herrin**

Author: Col Herrin

OPR: ED

INFORMATION BACKGROUND:

As of January 26, 2012, the CAP Cadet Program had 25,997 participants. Of that number, only 3,172 – or 12% - are cadet officers. Only 1,010 – or 4% - have achieved the Earhart Award or higher. Of the 25,997 cadets, only 3,091 – or 11.8% - are age 18 or older.

We continue to tinker with and expand the Cadet Program with a focus toward the “older” cadets – meaning an increase in risk issues (fraternization, higher danger activities) for less than 12% of the total cadet population. Additionally, even though it is technically possible for a cadet to achieve the Spaatz Award in less than 5 years, the number of cadets actually achieving this goal is **less than half of one percent** of the total cadet population at any time. Anecdotal evidence suggests that senior cadets stay cadets “in the system” because they have preferential access (due to their rank) to cadet activities (IACE, Cadet of the Year, NCAC, special activities) and benefits (scholarships) and thereby prevent younger cadets from sharing in these activities and benefits.

The long-stated rationale for keeping the Cadet Program open to persons age 18-21 is to enable them to complete the work for the Spaatz Award; however, the numbers do not justify this as a true rationale for the vast age differences between the oldest cadet in the program (20 years, 11 months) and the youngest cadet in the program (11 years). Consequently, reform of the Cadet Program is necessary to (1) provide incentives for younger cadets to advance, (2) remove high risk issues associated with the vast age differences, and (3) provide an incentive for older cadets to reach the Earhart (and hopefully the Spaatz) Award.

PROPOSED NEC ACTION:

The National Executive Committee approve the following policy change:

Any cadet member who has not achieved the Earhart Award by the time he/she turns eighteen (18) years old will be required to become a senior member. The existing rules regarding Cadet Protection Program Training and the transition to patron status in the absence of such training would still apply. **This rule would take effect on December 31, 2013** to permit current cadets in the risk window to accelerate their personal advancement plan.

ESTIMATED FUNDING IMPACT:

There may be a significant number of cadets in the affected age cohort that do not renew their membership, but the maximum financial impact would be the loss of dues from approximately 2,000 cadet members and some parent senior members.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Non-concur.

(1) We disagree with the claim that CAP is “focusing upon older cadets.” In recent years, the emphasis has been solidly on helping the “Tuesday night squadron meeting,” whose primary beneficiary is the “13 year old C/Amn” (e.g.: Cadet Great Start, Robotics, Satellite Tool Kit, Learn to Lead, Squadron in a Box, etc.).

(2) There is no foundation in cadet publications for the claim that the older cadets are permitted to remain cadets only so they can obtain the Spaatz Award. All cadets, regardless of age, share a common purpose (ref: CAPR 52-16, 1-1), and the same key traits of cadet life (ref: CAPR 52-16, 1-2), regardless of age. Awards are welcome byproducts of the program, not its primary outcome.

(3) Portraying the needs of younger and older cadets as being in competition creates a false dilemma. We have seen no evidence to suggest that older cadets participate in CAP only at the expense of younger cadets. This is not a zero-sum scenario. The older cadets are invaluable role models for the younger cadets; excluding them from the program will harm the younger cadets' growth and experience.

(4) CAP is maintaining adequate safeguards regarding cadet protection, hazing, fraternization, etc.

CAP-USAF HEADQUARTERS' COMMENTS:

As this is a Corporate matter, the NEC is encouraged to consider the intent and desires of Congress (ref Title 36 and Title 10) as they deliberate this agenda item. Further, CAP NHQ/GC, as the risk manager for the Corporation, should assess the risks addressed in the agenda item and make the results available to the NEC prior to deliberation.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/DCS Support: Non Concur. The comments from the NHQ Staff and the NCAC Advisor clearly demonstrate that, if approved, this AI will do more harm than help to our Cadet Program.

CAP/DCS Operations: As a former cadet who joined at age 16, almost 17, I do not concur. That would produce an unnecessary tragedy. I absolutely agree with the remarks and the passion of those intimately involved in the cadet program.

CAP/Cadet Programs Officer: Non-Concur. This proposal to terminate the cadets in the 18-20 year old range is not going to solve the falsely perceived problems as presented. I am in complete agreement with the comments that have been submitted by other Cadet Program leaders. I have been working with the cadet program for 23 years and totally disagree with the findings presented. I find that the Civil Air Patrol Cadet Program is the best youth program in this country and our founders knew what they were doing when they put this program together many years ago.

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The older Cadets in the program benefit all age groups as they mentor the younger cadets and act as an example to encourage and show the younger cadets how they can achieve higher levels of accomplishment.

Our program teaches both integrity and timeless core values that help our youth become responsible and productive future leaders of our nation. We have a rich heritage of present and past leaders in all walks of life that are former cadets. This all thanks to the program that has been long standing and proven. I strongly recommend that the NEC not approve this Action Item.

CAP/NCSA Officer: Non-Concur. This proposed change is counterproductive to the development and advancement of the Cadet Program. Anecdotal statistics from a snapshot in time does not effectively highlight the perceived issues, nor has data been presented to codify the perceived issues. Simply put, changing the age of our cadet members does not solve the perceived problem. If data supports an increase in behavioral issues, program progression, or preferential access with our 18-20 year old cadets then the solution should be education and not cadet membership termination.

The ripple effects of changing our membership categories are significant. What happens to our scholarship program? Our USAFA prep-school nomination program? 12-15/6 year old members aren't thinking about college. What happens with our IACE host nation programs that require our cadets to be 18 years old to attend as a cadet? How do we manage 18-20 year olds who have prior cadet experience when they transition to the SM program whereby we already struggle to keep them motivated and involved in the SM program during that age bracket by regulating restrictions upon them (Driving CAP vehicles, attending certain events, SM progression etc.?)

This proposed change will significantly impact our recruiting and retention efforts whereby we can't make a drastic change to our membership categories without intentional data being sought after and provided. Why would one join a youth based organization at age 16 or 17 knowing that they only have two years to participate? Most compelling is that the national data shows that the median cadet is 15 years old and the median new cadet is 13.7 years old. Maintaining the principle that it takes 5 years to obtain the Spaatz award by changing the age of the cadet program it would be impossible to progress to the Spaatz Award based upon our median age.

Our program establishes the foundation which emboldens youth, challenging them to live the cadet ethic of integrity and to embrace timeless values. We develop character in our youth through formal values education and informal mentoring as moral dilemmas arise in cadets' lives, more often during the age of 18+. Our members are the proud cadets of the U.S. Air Force Auxiliary, eager to demonstrate their core values.

While not a primary goal of our cadet program, why would we take away the opportunity of our cadets who discern at age 17+ to enter into military service and enjoy the benefit of E3 (airman first class) rather than an E1 (airman basic) because of the tools and training they are afforded via our program. To essentially force a cadet to make a decision to join the senior member program while they are 17 years old doesn't support our values, or mission

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of producing confident young leaders who think independently and persuade others in an atmosphere of teamwork and mutual respect.

Our cadets are tomorrow's aerospace leaders. Through our cadet program we transform youth aged 12 to 20 into responsible citizens. Our organization has been built upon this mantra and changing our membership rules and categories will have significant negative consequences in the way that we execute our program at a critical time in our cadets' journey of career discernment.

NCAC Advisor: Non Concur

Contrary to the AI's assertion, General Carl Spaatz, as Chairman of the National Board, did not "get it wrong" when he established the maximum age for CAP cadets at age 21 in 1957. For over half a century thereafter, CAP has provided critical leadership training and support for cadets in the 18-21 age group. The Agenda Item author's proposal would – quite literally – decimate the cadet program without any discernible advantage. The proposal is totally devoid of factual support and based on flawed and unproven assumptions. It relies on "anecdotal evidence" and scare tactics to support a devastating and fundamental change to a proven and successful program that has produced countless civilian and military leaders of distinction for our nation. Worse, it would actually harm the very persons the author seeks to benefit by forcibly depriving several thousand of our finest cadets of their memberships, thus eliminating their access to college scholarships, the opportunity to participate in NCSAs and advanced leadership training, as well as the benefit of the Character Development and Drug Demand Reduction training provided to all cadets. Like CAP, the USAF has many thousands of cadets over the age 18. The AF trains their 18+ cadets and treats them with respect and dignity. So should we.

Line by Line Refutation:

Proposal: "As of January 26, 2012, the CAP Cadet Program had 25,997 participants. Of that number, only 3,172 – or 12% -- are cadet officers. Only 1,010 – or 4% -- have achieved the Earhart Award or higher. Of the 25,997 cadets, only 3,091 – or 11.8% -- are age 18 or older."

Response: The numbers appear correct. They indicate that one effect of the proposal would result in slashing CP strength by approximately 10%.

Proposal: "We continue to tinker with and expand the Cadet Program with a focus toward the 'older cadets' – meaning an increase in risk issues (fraternization, higher danger activities) for less than 12% of the total cadet population."

Response: This is incorrect in several respects. As noted above, there has been absolutely no change in the maximum age for cadets since Gen Spaatz set it at age 21 in 1957. Thus, we have not "tinkered with" or "expanded" the cadet program in any way in this regard. Further, the proposal asserts without any factual support that there is an "increase" in risk issues. To the contrary, available evidence suggests a reduction in risks since CAP created and implemented the Cadet Protection Program over 20 years ago, and currently requires all senior members and cadets 18 and over to attend the training.

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There is simply nothing to suggest that a 19 year-old cadet is any more of a fraternization risk than a 19 year-old senior member.

Proposal: “Additionally, even though it is technically possible for a cadet to achieve the Spaatz Award in less than five years, the number of cadets actually achieving this award is less than half of one percent of the total cadet population at any time.”

Response: As far as it goes, this appears correct. CAP has had Spaatz cadets as young as 13, but the average age is normally in the 17-20 range.

Proposal: “Anecdotal evidence suggests that senior cadets stay cadets ‘in the system’ because they have preferential access (due to their rank) to cadet activities (IACE, cadet of the year, NCAC, special activities and benefits (scholarships) and thereby prevent younger cadets from sharing in these activities and benefits.”

Response: This is a fundamental logic failure. As long as the cadet program is structured to require cadets to progress through a series of achievements to earn increased rank, it will always be true that the higher-ranking cadets tend to be older and more experienced. To suggest that recognizing and rewarding higher-ranking and more experienced cadets with scholarships and activities somehow deprives younger cadets of something is simply a circular argument that leads inevitably to a slippery slope. If we were to set the maximum age at 17, we would predictably find that 16 year-olds get the lion's share of rewards and benefits. By the logic of this proposal, we would then have to reduce the maximum age even further in a never-ending race to infancy to ensure that less experienced cadets are not somehow “deprived” of the benefits earned by more experienced cadets. By way of comparison, the Boy Scouts have noted that the average age of a Scout earning the coveted Eagle rank is 17, which is only one year less than the maximum age of 18 permitted of all Scouts. (They permit youth members to remain in Venturing Crews until age 21.) Yet the BSA does not appear to believe that the fact that their older and most experienced Scouts tend to earn the Eagle rank somehow deprives younger Scouts of their ability to compete for, and earn the Eagle rank when their time comes.

Proposal: “The long-stated rationale for keeping the Cadet Program open to persons age 18-21 is to enable them to complete the work for the Spaatz Award; however the numbers do not justify this as a true rationale for the vast age differences between the oldest cadet in the program (20 years, 11 months) and the youngest cadet in the program (11 years).

Response: This is incorrect and unfair. There is simply no “long-stated rationale for keeping the Cadet Program open to persons age 18-21” as asserted. This is a strawman argument. The rationale for keeping the Cadet Program open to persons aged 12-21 is the same as it has always been – to create Dynamic Americans and Aerospace Leaders. There has never been a separate rationale for older cadets, nor does there need to be one. Parenthetically, we note that the minimum age for participation in a normal (community-based) squadron is not 11 as asserted in the proposal, but rather 12. See CAPR 39-2, paragraph 2-2 (a).

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Proposal: "Consequently, reform of the Cadet Program is necessary to (1) provide incentives for younger cadets to advance, (2) remove high risk issues associated with the vast age differences, and (3) provide an incentive for older cadets to reach the Earhart (and hopefully the Spaatz) Award."

Response: These assertions are simply false and unproven. Nothing in the proposal provides support for the notion that lopping off three years of the program will somehow incentivize younger cadets to advance. Younger cadets are already incentivized to advance their education and training rapidly. The program abounds with incentives – rank, ribbons, activities, etc. – that apply to the younger cadets as well as older cadets.

Similarly, there is absolutely no support in the proposal for the assertion that older cadets represent "high risk issues." It simply isn't true. Indeed, the majority of serious Cadet Protection matters involve seniors acting improperly with cadets; not cadets acting improperly with cadets. Ironically, even if we accept the unproven assertion that 18-21 year old cadets are somehow intrinsically dangerous to younger cadets, then simply converting all the 18-21 year-olds to senior member status does absolutely nothing to reduce the risk. A "risky" 19 year-old cadet does not become magically less risky simply because of a change in membership status to senior member. The same person will be at the same unit in contact with the same cadets.

Conclusion

In this proposal, the NEC is being asked to make drastic changes to a highly successful cadet program. Any such changes should be considered very, very carefully and made only after full coordination with cadet programs experts and staffers. This particular proposal was not coordinated with either the volunteer or professional CP staff in any way before submission. If the author of this agenda item had consulted with the CP community, we could have provided a great deal of insight and experience in this area.

Non-concur with the proposal in the strongest possible terms.

REGULATIONS AND FORMS AFFECTED:

CAPR 52-16, *Cadet Program Management*

NEC ACTION:

COL HERRIN/NLO provided some updated statistics and additional philosophical rationale for this agenda item and made the following modified motion, in two parts:

COL HERRIN/NLO MOVED that the National Executive Committee approve the following policy changes:

PART I. Any cadet member who has not achieved the Earhart Award by the time he/she turns eighteen (18) years old will be required to become a senior member.

PART II. Create a committee to study the limitations that are imposed on 18 to 21 year old senior members with the idea of removing as many of those as possible

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and incorporate 18 to 21 year-old senior members into the full range of activities available to all senior members in Civil Air Patrol.

The motion died for lack of a second

ITEM CLOSED

DRAFT

SUBJECT: ORMS Assignment of Aircraft

Author: Col Hayden

NER/CC – Col Hayden

OPR: LG

INFORMATION BACKGROUND:

CAPR 174-1 (C1) 2-2 “Command Accountability” states that property (i.e. aircraft, vehicles, communications or other equipment and supplies) be assigned in ORMS to the unit where the property is actually located and used. With the demand for aircraft 200 hours usage per year, maintaining sufficient mission pilots, this present rule stifles potential full use and loss of potential new members. Wings are finding that by rotating their assigned aircraft on a regular basis, such as two week assignments at various units, increases the flight hours considerably, qualifies more mission pilots and most importantly, it drives recruiting. A unit that is assigned an aircraft on a permanent basis has less incentive to use that aircraft today because it will still be there tomorrow. Also, the aircraft becomes a unit possession rather than a shared resource, thus causing dissension among the members when the wing commander decides to relocate the aircraft. On the other hand, a unit with an aircraft for a limited period per month or months will work hard to fly that aircraft as the weather will permit. This is because they know it will not be available again for another two weeks or a month.

In addition, this rule causes us to punish our wings for maintaining rotations to increase aircraft hours and train mission pilots by this becoming an unnecessary Compliance Inspection finding.

PROPOSED NEC ACTION:

That the National Executive Committee approve a change in CAPR 174-1 permitting aircraft to be assigned in ORMS to the wing headquarters and to permit the wings to loan the said aircraft to their subordinate units on a rotation basis as required by the wing commander. Actual aircraft location and serviceability will continue to be identified in WMIRS.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

For your consideration, the October 2010 NEC voted to amend CAPR 174-1 to require aircraft, vehicles and communications equipment be assigned to the unit level in accordance with the tables of allowances. The policy allowed for temporary reassignment to flight academies and other special activities. This action was brought forward by the NEC Finance Committee and was based primarily on findings from wing financial analysts’

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visits and involved accountability and utilization. Assigning aircraft to a specific unit in ORMS has no impact on a wing's ability to move aircraft wherever and whenever they desire. The transfer process is not complicated or time-consuming and can be accomplished with a few keystrokes and no more than five minutes.

When vehicles and aircraft are left at the wing level, accountability and responsibility are not delegated to the unit responsible for the property. In some cases this has led to a "rental car" mentality rather than an "ownership" mentality which may result in less than proper care. We strongly encourage wings to properly reflect a unit of assignment so that workflow management tools like ORMS and WMIRS can function correctly. Changing the policy will require substantial re-work of those applications.

Transferring aircraft within ORMS is a very simple, completely paperless, process for wing commanders or wing logistics officers and takes less than five minutes. The steps are:

1. Open ORMS in eServices
2. Select Search Aircraft
3. Select unit to which the aircraft is currently assigned and hit Search
4. Select View for the desired aircraft
5. Select Transfer
6. Indicate which unit is to receive the aircraft in the *Select "Transfer To" Organization box then select Transfer. The aircraft's status now reflects Transfer Pending.

The unit commander or logistics and supply officer in the receiving unit will now see Accept/Approve Transferred Items on the ORMS homepage and should select that function. ORMS then requires the receiver to enter the aircraft condition, make a location entry, (normally the ICAO identifier of the unit's home field), select Approve, and then Submit. At this point the transaction is complete.

CAP-USAF HEADQUARTERS' COMMENTS:

Recommend not changing the Command Accountability language in CAPR 174-1. The current language meets requirements in the Statement of Work regarding CAP responsibilities to **protect** and **account** for materials, services, or facilities. The language also ensures meeting the objectives in CAPR 66-1 (1 February 2010), para. 1., which states, "CAP region and wing commanders are responsible for ensuring that CAP corporate-owned aircraft assigned to their organizations meet these standards and are maintained in a safe, airworthy condition. Region and wing commanders shall be responsible for management level supervision and control of CAP corporate-owned aircraft and associated mission assets." It is anticipated that the protection, upkeep, reporting of minor damage, and downright "pride in ownership" will decline if the aircraft are reassigned to the Wing; in essence promoting the "rental car" mentality.

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The current ORMS transfer process is not arduous and ensures asset visibility, accountability, and tracking while promoting overall care. The intent of this proposal can be met by applying the aforementioned rotation schedule, ensuring affected units are aware, and simply transferring aircraft in ORMS as determined by the schedule.

ADVISOR / NATIONAL STAFF COMMENTS:

National Logistics Officer: Non-Concur. One of the primary goals of the 174-1 regulation and the ORMS inventory system was to provide a single inventory system for all CAP assets and common practices across the inventory system. We require that both the condition and location of each asset be updated during each inventory cycle and when responsibility for the asset moves from one CAP unit to another. The ORMS system is designed for local commander property accountability. A local property manager must approve the transfer into a unit before the unit becomes responsible and must approve the transfer out. There is no larger asset that we should require a commander to “sign” for then when a corporate aircraft is moved into the local hangar. A thorough walk-around and full documentation of damage is more likely to be accurately reported if we put the responsibility on the local commander as he signs for a \$500,000 aircraft or gives up the aircraft as the responsible officer.

It is not to say that we do not need to continue to improve ORMS and improve the usability for commanders. Transferring assigned aircraft equipment with the aircraft in one click; looking at aircraft operations manager duty assignments as automatic property manager permissions; and additional links to the personal system, WMIRS, and Ops Quals are all possible improvements to the system. If we begin to exempt types of assets from common practices in ORMS the system will eventually breakdown.

Local commander duties and responsibilities for property management are not an everything but this and this and that concept. I have spoken to several commanders that are adamantly opposed to changes in aircraft assignments. Many of the same reasons why “it can’t work in my wing” were stated for other major improvements like Wing Banker, Consolidated Maintenance, and Electronic Flight Releases. To my knowledge, no wings have actually tried re-assigning aircraft and found the system unworkable.

CAP/DCS Operations: Concur with NHQ/LG. I have personally seen where the local assignment of aircraft has created a sense of pride in ownership, where little was observed before. On the other hand, I have seen the deterioration of aircraft based on the lack of a sense of ownership and a failure of reasonable care; yes, the rental car mentality. We’ve all seen it. I am in favor of local assignments and the wings’ expectations of custodial responsibilities in the care of their aircraft with the knowledge that there will be consequences for not taking proper custodial care.

REGULATIONS AND FORMS AFFECTED:

CAPR 174-1, *Property Management and Accountability*

NEC ACTION:

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COL HAYDEN/NER MOVED and COL MYRICK/PCR seconded the PROPOSED NEC ACTION.

THE MOTION DID NOT PASS (vote: 5 yes; 8 no)

ITEM CLOSED

DRAFT

SUBJECT: Pilot/Aircrew Professionalism Program

Author: Col Moran

NER/CC – Col Hayden

OPR: DO

INFORMATION BACKGROUND:

On 9-November 2011, the CAP Pilot/Aircrew Professionalism Development Working Group was appointed under Personnel Actions Number: NHQ 126. To date, the working group has produced the attached “white paper” and verbal/PPT presentation to be presented to the NEC at the May 2102 meeting by Col Hayden, NER/CC.

The working group continues to study organization/structure support to existing and future mission capabilities and to study how to implement airmanship recurrent training in CAP.

PROPOSED NEC ACTION:

That the National Executive Committee approve the preparation of a request to industry for information regarding the development and teaching of a professionalism program for CAP aircrews/pilots and a subsequent Request For Proposals (RFP) based on the information received.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

Propose using a Request For Information (RFI) as it does not constitute a commitment, implied or otherwise, that CAP will take procurement action in this matter. Furthermore, by doing this CAP will not be responsible for any cost incurred in furnishing this information.

CAP-USAF HEADQUARTERS’ COMMENTS:

No comment; however, we’re curious to see the “white paper” and presentation.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/DCS Operations: Concur with NHQ/DO. As CAP-USAF numbers decline with impending budget cuts, it will fall upon CAP to take on more of the responsibilities for self-oversight. I view this effort to increase the professionalism and capability of our aircrews as a huge step in that responsibility and one that can also contribute greatly to other areas in CAP’s missions in the future.

CAP/DCS Support: Concur with NHQ comments. This is an excellent initiative and the use of an RFI does not diminish its potential for CAP.

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REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*

NEC ACTION:

This item was briefed in Executive Session. SEE NOTE AT END OF THE MINUTES.

In Open Session, COL HAYDEN/NER MOVED and BRIG GEN VAZQUEZ/CV seconded that the National Executive Committee approve the preparation of a request to industry for information regarding the development and teaching of a professionalism program for CAP aircrews and pilots.

THE MOTION CARRIED

FOLLOW-ON ACTION: NHQ Staff action to send request to industry on this subject, as approved.

DRAFT

**SUBJECT: CAP Glider Program
PCR/CC – Col Myrick**

Author: Col Myrick

OPR: DO

INFORMATION BACKGROUND:

The National Executive Committee (NEC) reduced the number of gliders authorized for the fleet and established Centers of Excellence at the 2009 Winter NEC meeting. That decision was based on a number of factors including past sorties flown, location of pilots and instructors and the amount of funds available to run and manage the program. In the time since the NEC passed the above we have learned a lot and I think it is time we review the program again including the number of gliders we have, what we are going to do with the 11 additional gliders we are getting from the Air Force and the availability of funds to run the program. Request that the National Headquarters staff gather information on current sorties and other statistics necessary to reevaluate the program.

PROPOSED NEC ACTION:

That the National Executive Committee discuss modifications to the number of authorized gliders, effectiveness of the Centers of Excellence (COE) and possible funding issues based on information from National Headquarters and the recent experience we have with the COE's and the glider program.

ESTIMATED FUNDING IMPACT:

TBD.

CAP NATIONAL HEADQUARTERS' COMMENTS:

See attached paper on current glider usage and expenditures.

CAP-USAF HEADQUARTERS' COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

CAP/DCS Operations: Concur with a discussion encompassing all issues. The glider program is extremely important and it needs solid support in order to succeed.

CAP/DCS Support: This AI is a request for further discussion. Please consider that the Glider Program has become an important part of our Cadet Program in spite of a number of problems which were encountered. Your Cadet Programs Team supports the Glider Program and will do all that it can to expand this outstanding aerospace education activity.

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REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*

NEC ACTION:

There was an in-depth discussion on the glider issues outlined in the PROPOSED NEC ACTION, as well as other background information.

COL MYRICK/PCR MOVED and COL BEDGOOD/SER seconded that the National Executive Committee approve changing the number of authorized gliders not to exceed 52.

THE MOTION CARRIED (1 abstention)

FOLLOW-ON ACTION: NHQ staff update the authorized number of gliders in the Table of Allowance.

DRAFT

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INFORMATION PAPER

ON

CAP GLIDER PROGRAM

PURPOSE

To update the National Executive Committee on the CAP glider program

BACKGROUND

- In November 2009 the NEC established 13 Glider Centers of Excellence consolidating glider operations and capitalizing on aircraft and instructor availability
 - Plan included reduction of glider fleet to 36; Dec 2009 BoG was briefed on reduction
 - May 2010 NEC re-directed fleet reduction to 42 then 36 by 31 December 2010
 - October 2010 NEC delayed reduction to 36 gliders to 31 December 2011
- Current glider fleet summary
 - 41 gliders in the active inventory as of 3 April 2012
 - 39 flyable
 - 2 need repair or inspection: strut replacement, annuals, etc.
- Per-glider sortie rate has increased since Centers of Excellence established in FY09
 - 6,934 sorties in FY09 in 60+ gliders; 7,342 sorties in FY11 in 44 gliders
 - FY11 goal was 200 sorties per glider; achieved 167 sorties per glider
 - See attached table for details by region and year
 - Overall, there was a 6% increase in the number of flights in corporate gliders from FY09 to FY11, going from 6,934 in FY09 to 7,342 in FY11
- CAP spent \$46,826 in FY11 on glider maintenance
- What to do with 11 gliders from USAFA?
 - There are currently 18 pre-1980 fabric-wing Schweizers in the fleet; oldest is 1958, most are mid-1960s to mid-1970s models
 - The rest are Blaniks and Schleichers, mostly late 1990s and early 2000s
 - Schweizers should be replaced based on condition and damage history

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Recommendation

Since we still have not met the goal of 200 sorties per glider we recommend that unserviceable and worst condition gliders be replaced with newer gliders from USAFA. This will improve the health of the fleet and increase standardization. Recommend Schweizers be replaced with Blaniks from USAFA.

Corporate owned glider activity from FY07 to FY12
(Non-CAP glider activity not shown)

Region	Sorties					FY11 Glider Count	FY11 Sorties per Glider (average)	FY12 Sorties
	FY07	FY08	FY09	FY10	FY11			
NER	466	666	977	534	1,346	4	337	117
MER	536	263	444	445	207	3	69	26
SER	491	298	867	1,092	1,018	5	204	531
GLR	1,296	1,399	1,250	1,429	826	7	118	4
SWR	595	245	717	884	519	5	104	136
NCR	925	890	715	553	1,037	5	207	121
RMR	1,064	940	1,297	462	537	4	134	75
PCR	1,672	789	667	1,249	1,852	11	168	395
Total	7,045	5,490	6,934	6,648	7,342	44	167	1,405

A. April 2011 NEC Minutes: Item 8

Triangle / Propeller Logo

Presenter – Col Chris Hayden, Ad-Hoc Committee Chair

INFORMATION BACKGROUND:

Command Patch



Corporate Seal



Emblem



Triangle/Propeller



The CAP triangle/propeller logo was originally crafted for use as a Summer National Board logo. Since then, the logo has been used by National Headquarters for use in marketing CAP for several years.

First, let's review the current symbols that CAP uses.

- The CAP command patch is primarily intended as a military-style uniform item and is closely associated with the military and emergency services. The command patch is fashioned after current military uniform patches and is hard to distinguish in a group of similarly styled military patches. Because so many military patches exist, the command patch isn't unique enough to be a readily identifiable logo to both CAP and non-CAP members.
- The CAP corporate seal is appropriate for official correspondence and documents. The intricacies of the seal design make it difficult to replicate in all sizes and media. Additionally, seals are used by many other organizations and the seal is not a unique design to CAP. Because of its common and intricate design, the corporate seal is not easily and quickly identified as a CAP symbol to CAP member and non-CAP members.
- The CAP emblem is a symbol inspired by the World War II era Civil Defense logo. Like the Civil Defense department, CAP has evolved over the years to embrace new missions in service to the country. The CAP emblem is a historical logo and a great reminder of Civil Air Patrol's proud beginnings, but its overall look is dated.

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Civil Air Patrol is in need of a marketing logo that has a simple design that can be easily replicated in all media and is readily identified by the public. Both the US Army and US Air Force have, in recent years, created new simple logos to better catch the attention of the public and ensure “brand” recognition from both the community and their members. The triangle/propeller logo is a unique symbol to CAP and not similar in design to other symbols like the command patch, the corporate seal and the emblem.

The triangle/propeller logo represents the brand and marketing message Civil Air Patrol seeks to communicate to the world. The design makes excellent use of color contrasts that highlight the CAP name and the logo works well in all sizes and media. It is simple and easily recognizable, both up close and from a distance.

The triangle on the triangle/propeller logo is a solemn nod to the CAP emblem and to the now-retired logo of the Civil Defense department, an organization which helped spur the start of Civil Air Patrol. The design’s focal point, the red propeller, is unique to CAP and a hallmark of every tenet of our missions – aviation is the common thread that weaves together the quilt of Civil Air Patrol. The tri-prop, inside the triangle, has been part of CAP’s identity for the last 69 years and is the constant theme throughout all of our symbols. Additionally, each of the three blades represents one mission of CAP: Aerospace Education, Cadet Programs and Emergency Services.

The triangle/propeller logo is often used in conjunction with the message “Citizens Serving Communities” to further solidify that the CAP of today is much more than search and rescue. CAP’s founding members were driven by a need to protect and serve their country; today’s CAP members are also driven to protect and serve their communities. The triangle/propeller logo is an extension of CAP’s original identity and is updated to reflect the evolution of our missions. The goal is for the triangle/propeller logo to become CAP’s most recognizable symbol and CAP members are encouraged to use it. However, use of the triangle/propeller logo is optional and not required.

PROPOSED NEC ACTION:

That the National Executive Committee approve the use of the triangle/propeller logo as an optional alternative to the CAP seal, patch and emblem in publications and promotional materials to include, but not limited to:

1. All official CAP publications (through squadron level).
2. All official CAP web pages nationwide (through squadron level).
3. Official invitations, greetings, and programs at national, regional, and wing levels.
4. Stationary of any CAP unit or authorized committee.
5. Signs identifying CAP units at all levels.
6. News release letterhead; Civil Air Patrol business cards, using the member’s official CAP duty title; and other official printed material.
7. Marketing, promotional and recruiting materials, including brochures, magazines, newsletters, exhibits, vehicle wraps, signs, banners, billboards, print ads, posters, videos, coins, lapel pins, shirts etc. (through squadron level).

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8. All official social media communiqués including, but not limited to Facebook, Twitter, MySpace, Flickr, blogs, etc. (through squadron level).
9. Printed or electronic unit and NHQ newsletters.

ESTIMATED FUNDING IMPACT:

No additional funding is required because use of the triangle/propeller logo is optional. No funding is needed to recreate new products (stationary, business cards or other items).

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur. It is crucial that CAP have a branding symbol that is simple and easily recognizable. The triangle/propeller logo meets these requirements.

CAP-USAF HEADQUARTERS' COMMENTS:

Concur.

ADVISOR / NATIONAL STAFF COMMENTS:

Senior Advisor – Operations: Concur. We have to do a much better job at branding and consistency. This is a step in the right direction. How many varieties of calling cards and letterheads do we see on a regular basis? Regardless of whatever logo is selected, it should be consistent.

Senior Advisor Support: The Support Staff recognizes that this is an issue which is highly sensitive, and consensus within the staff is certainly not complete. The Support Staff as a whole, however, recommends this AI for the purpose that it has been proposed—a branding and marketing symbol. A quick review of the military services shows that both the Air Force and Army have followed this course and have been very successful. Virtually all of us can identify their simple logos without any text support. The Navy and Coast Guard have not followed this path, and as a result they have many symbols which are not easily identified by the public or even other service personnel.

REGULATIONS AND FORMS AFFECTED:

CAPR 900-2, *Civil Air Patrol Seal, Emblem and Flag Etiquette*
CAPR 10-1, *Preparing Official Correspondence*

NEC ACTION:

COL CHAZELL/CS MOVED TO TABLE and COL JENSEN/SWR seconded to table until later in the meeting.

MOTION TO TABLE CARRIED

LATER IN THE MEETING, COL GUIMOND/PROXY FOR NAT CON MOVED and COL RUSHING/SER seconded the PROPOSED NEC ACTION.

After lengthy discussion on the pros and cons of approving the use of the triangle/propeller as a branding of Civil Air Patrol for marketing purposes, Maj Gen Courter summarized that CAP has a need to have a way to brand in a non-military type of setting for the educational programs, preferably by using a consistent image, but CAP has different constituencies, so it is different for CAP. So, a consideration is whether CAP can live with a military type and a friendly type of logo, i.e. the triangle/propeller type. She recommended that the NEC members think about the different needs and different constituencies requiring different branding, and made the following motion:

MAJ GEN COURTER/CC MOVED and COL VAZQUEZ/MER seconded that this item be sent to a committee appointed by the National Commander that will work between the National Headquarters, the volunteers, and the National Staff, along with the CAP-USAF input to consider this item given the criteria of making specific choices versus options. Committee to report back to the November 2011 meeting of the NEC.

THE MOTION TO SEND TO COMMITTEE CARRIED

FOLLOW-ON ACTION: The National Commander named the following members to serve on the committee: Col Hayden/NER; Col Guimond; Major Soloman; Ms. DeBardelaben; Mr. Salvador; Col Gloyd, USAF; Col Karton/GLR; a representative from NCAC. The following guidance was provided to the committee: (1) it needs to consider the different usages and to apply a more mandatory usage document and note there may be some alternatives. We may say "official seal" or "emblem" or we may say "triangle/propeller" or "command patch," but stated more clearly. When it comes to things like business cards, etc. we need to be clear that there may be two ways of doing it. Perhaps also we could say "based on the positions that people have or who they may be interacting with." (2) In addition to the issues of mandatory use and what categories are appropriate, the committee needs to try to come up with the fewest possible variations, and what iteration of the red 3-bladed propeller will be used to represent CAP, which can be made exciting. But the red 3-bladed propeller is the common theme in all the things being considered, which should be the center piece of the discussion in the committee and how do we use it to represent CAP. Committee to report back to the November 2011 meeting of the NEC.

November 2011 NEC Action:

Col Chris Hayden, Chair of the Ad-Hoc Committee, will present the committee's report.

COL HAYDEN/NER MOVED and COL GUIMOND/GLR PROXY seconded that the National Executive Committee approve engaging the firm of Reid/O'Donohue Advertising, Inc. to recommend proposals for a CAP corporate branding logo for consideration by the Ad Hoc Committee and presentation to the spring 2012 NEC meeting.

There was clarification that the fee would be \$500.00 to \$1,000.00, if CAP selects the firm's design.

THE MOTION CARRIED (three opposed; one abstained)

FOLLOW-ON ACTION: Contract negotiations with Reid/O'Donohue Advertising, Inc. Evaluation of product by committee and reporting to the spring 2012 NEC meeting. Include in May 2012 NEC agenda.

May 2012 NEC Action:

COL HAYDEN/NER presented the committee. He stated the committee was charged with developing a more modern emblem that is quickly recognized for use in marketing and promotional purposes, advertising, recruiting materials, news releases, publications, and for targeting both internal and external audiences. He stated that the committee worked with Steve Solomon, an expert in this area, to develop the proposed triangle/propeller emblem with the idea of eventually removing the words "Civil Air Patrol" as this emblem becomes self-recognizing. He added that the committee is also recommending that the new emblem be authorized for official CAP web pages, for the social media sites--Face book, Twitter, My Space, Flickr and other blogs—official invitations, greetings and programs, as well as CAP business cards, exhibits, banners, billboards, coins, labels, lapel pins, jewelry; any printed electronic official newsletters, magazines and other publications. Col Hayden also stated that the committee felt that the old emblem should be retired to history. There was clarification that traditionally what CAP has called the emblem was the original Civil Defense Triangle from WWII—originally there was no prop in the triangle. Then the prop came up within the first six months of CAP's WWII service. There was also clarification that the services of Reid/O'Donohue Advertising, Inc. were explored, but that firm's recommendation was not accepted and, therefore, no costs were incurred.

COL HAYDEN, CHAIRMAN OF CAP LOGO COMMITTEE, MOVED that the National Executive Committee approve the proposed triangular/propeller logo with the wording "Civil Air Patrol" being optional.

COL BEDGOOD/SER MOVED TO AMEND and COL MURRELL/NCR PROXY seconded that the National Executive Committee adopt the white triangle with the 3-bladed propeller as the corporate logo to be modified as necessary for any publicity items in the future.

There was clarification that the 70th Anniversary logo stands as is.

THE VOTE ON THE AMENDMENT WAS DEFERRED UNTIL AFTER LUNCH IN ORDER TO DELINEATE WAYS THAT THE LOGO COULD BE MODIFIED.

AFTER LUNCH, THERE WAS A REQUEST TO FURTHER DELAY THIS ITEM.

LATER IN THE MEETING, THE CHAIR RECOGNIZED MR. SALVADOR/EXA, who displayed the logo image being considered for approval. COL BEDGOOD agreed that it was correct.

COL BEDGOOD/SER clarified that the logo he is proposing is the red propeller within the white triangle, and the appropriate use be determined by the NHQ Staff as far as display, usage, etc. because that is a step beyond the policy-setting role of the NEC. Later the staff can come back with appropriate implementation as we do with all the other regulations. THE CHAIR clarified that the staff would have the authority to determine the appropriate wording around the outside and anything that hung on there, as long as it does not exceed the basic design—the white triangle with the 3-bladed red propeller inside the triangle, as long as the red prop does not exceed the limits of the white triangle.

THE AMENDMENT CARRIED (vote: 4 opposed)

There was discussion on whether to delete the WWII emblem.

MS. PARKER/DP clarified that the WWII emblem is currently in CAPR 900-2, with a list of the places that it can be used. The NHQ Staff would not take it out of the regulation and tell people they couldn't use it without CAP making a policy change.

COL CHAZELL/CS MOVED TO AMEND and COL PARRIS/IG seconded to not retire the WWII emblem.

THE MOTION DID NOT PASS

THE CHAIR clarified that the main motion is that the NEC accept the report from Committee, to accept the recommended triangle and prop logo and also to retire the WWII emblem along with Col Bedgood's amendment.

THE AMENDED MOTION CARRIED (vote: 3 opposed)

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 900-2.

Final Civil Air Patrol Logo Committee Report

"A logo, or logotype, is a unique name, signature, symbol, motto or trademark..."

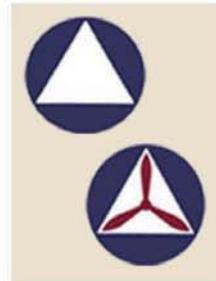
-- Richard Weiner, APR, PRSA Fellow

"One logo in a sea of logos adds nothing and doesn't break through clutter."

-- Mike Willard, principal of The Willard Group

Overview

CAP's original insignia illustrated its connection with Civil Defense. According to the National Museum of Civil Air Patrol, the standard CD insignia, a blue circle with a white triangle inside it (top), was modified for CAP with the symbol of a red propeller inside the triangle (bottom).



This insignia has been modified over the years and is now called the "CAP emblem" (below left). As per CAPR 900-2, it is an ultramarine blue disc on which a white equilateral triangle is superimposed. Within the blue disc in white are the words "USAF Auxiliary." Centered above and contiguous to the disc is a red stripe on which the words "Civil Air Patrol" are superimposed.



From the emblem CAP later created a seal (above center). It includes the American eagle, which is symbolic of the United States and air-striking power; a cloud formation behind the eagle that depicts the creation of a new firmament; and twists of wreaths beneath the eagle. Later, the command patch on the right was developed based on the shield in the corporate seal. In all three images the basic CAP propeller and triangle form the consistent center.

The CAP emblem, seal and command patch may generally be used on:

CAP aircraft, vehicles, publications, web pages, invitations, greetings, programs, stationery, membership cards, signs, posters, recruiting material, business cards, CAP-owned equipment (base station radios, handheld radios, direction-finding equipment, etc.), certificates and scrolls, as well as insignia, jewelry, coins, mugs and brochures when authorized.

Situational Analysis

In April 2011, CAP's National Executive Committee created a CAP Logo Committee. Its members were appointed by the national commander to develop a new recommended corporate branding symbol. The committee met via teleconference on an ongoing basis, reviewed dozens of logo designs proposed by committee members and agreed to suggest a logo that was ultimately rejected because of its similarity to the trademarked USAF "Hap Arnold" logo.

The committee then recommended retaining the services of an external advertising agency with expertise in this area to "produce fresh ideas that will help move this project forward" and proposed Reid/O'Donahue Advertising, Inc., a Montgomery, Ala. full-service marketing and advertising communications firm. CAP was only obligated to pay a nominal fee for the service if it chose one of the firm's designs. CAP did not choose any of their designs so there was no cost.

Reid/O'Donahue submitted nearly 30 design prototypes to CAP, including these two:



Goals and Objectives

The CAP Logo Committee wasn't satisfied with any of the designs and subsequently met to discuss the above and decide how best to proceed to develop a new CAP logo that is, as David Airey described in "[What makes a good logo?](#)" an iconic symbol that is:

1. Describable
2. Memorable
3. Effective without color
4. Scalable(i.e. works when just an inch in size)
5. Relevant (to the organization)

Logos considered to be the world's most effective include –

- Only a symbol:



- Only a name:



- Name and symbol together:



- Logos of well-known organizations active in disasters include a name and symbol:



- Logo of a well-known organization active in disasters with a name, symbol and slogan:



Action Strategies

1. The committee considered whether CAP's logo should be only a symbol, like Nike; only a name, like Disney; a name and a symbol, like Starbucks; or a name, symbol and slogan, like The Salvation Army
2. Also, should the logo:
 - Recognize CAP's creation in 1941 with the CD blue circle/white triangle
 - Acknowledge CAP's use of aircraft, such as the red propeller
 - Convey airpower, such as jets or rockets
 - Spell out the words "Civil Air Patrol" or use only the initials "CAP" or both
 - Note CAP's three missions: emergency services, aerospace education and cadet programs
 - Make reference that CAP has both adult and youth members
 - Honor CAP's 61,000+ volunteers
 - Call attention to the 50+ lives saved by CAP annually
 - Indicate a connection to the USAF

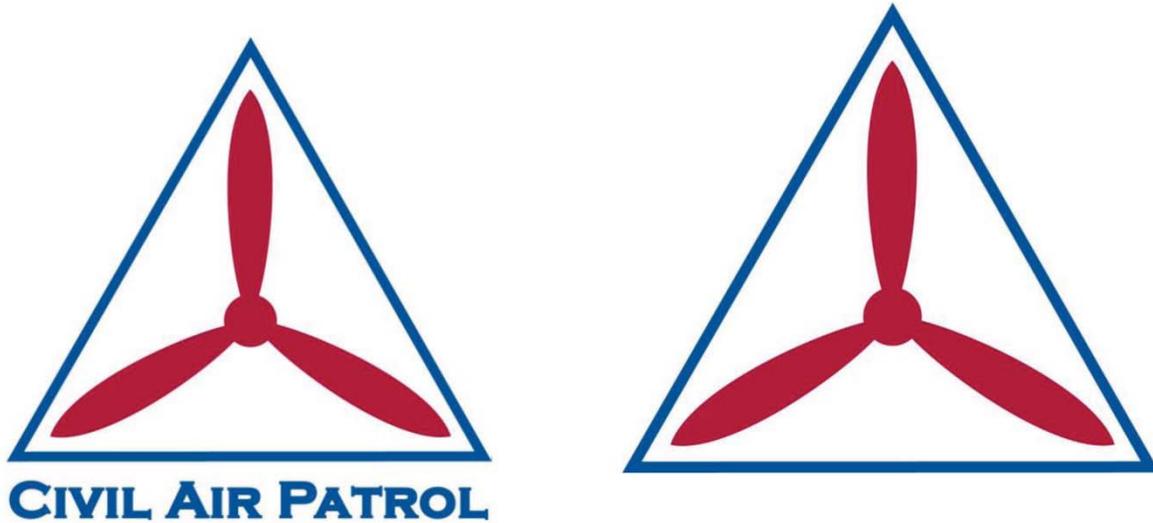
Conclusions

1. The CAP emblem is an outdated look and should be retired to heraldry.
2. The CAP seal should remain as the legal seal of Civil Air Patrol for official documents and letterhead and the Command Patch should remain the official uniform, vehicle and aircraft patch signifying the organization's operational functions.
3. Although 70 years old, CAP is still not well known to the public.
4. Even a logo and the words "Civil Air Patrol" might not be enough to convey the organization's purpose to the average person.

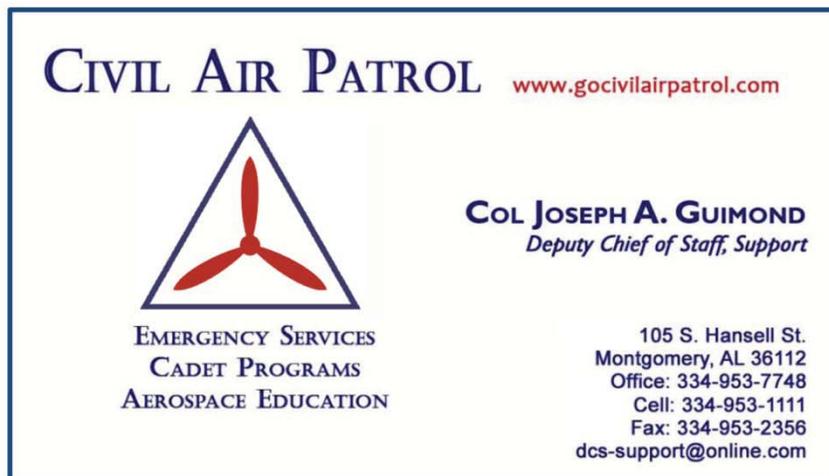
Recommendations

1. CAP should have a single, clean, new logo that:
 - Acknowledges CAP's historic early years with a white triangle and red propeller.
 - Uses the words "Civil Air Patrol" spelled out when it is appropriate to include it. (In cases where it is already spelled out, it would not be duplicated)
2. The recommended new logo should be used for marketing and advertising, promotional and recruiting materials, news releases and publications targeting internal and external audiences.
3. It is also authorized for optional use in the following:
 1. Official CAP web pages
 2. All official social media sites including, but not limited to Facebook, Twitter, MySpace, Flickr, blogs, etc.
 3. Official invitations, greetings and programs.
 4. CAP business cards, using the member's official CAP duty title.
 5. Exhibits, signs, banners, billboards, print ads, posters, videos, coins, lapel and other civilian attire pins or other jewelry, shirts, etc.
 6. Printed or electronic official newsletters, magazines and other publications.

Recommended new logo with and without CAP spelled out:



Business card example:



Brochure examples:



Flying as part of the CAP team:

- Large fleet of single-engine aircraft
- Search and rescue missions
- Disaster relief
- Counterdrug
- Homeland security
- And much more



GoCivilAirPatrol.com



The cadet's best friend on the drill pad



When teaching drill, teach it properly, not just from memory or based on how someone else taught you. That's the main idea of the *L2L Cadet Drill Guide*. This handy guide presents the most common drill movements in a recipe-like, step-by-step format.

B. November 2011 NEC Minutes: Item 10a

CAPR 174-1 Revision

Presenter – Col Phelka

COL PHELKA/NAT CON referred to attachment 1 to CAPR 174-1 regarding the definition of non-expendable property, noting there are seven criteria that must be met in order for an item to be considered non-expendable property in CAP and tracked in ORMS, one of which requires an initial unit acquisition cost of more than \$500. However, he added that there are several high-theft or pilfer-able items that could be acquired for just under \$500.00, which need to be tracked in ORMS.

COL PHELKA/NAT CON MOVED and COL CORTUM/RMR seconded the PROPOSED NEC ACTION, as corrected to change the word “of” to ”or” in paragraph four, line four.

COL CHAZELL/CS MOVED TO POSTPONE and COL CORTUM/RMR seconded the postponement of this agenda item pending National staff review, and bring it back to the spring 2012 NEC Meeting.

THE MOTION TO POSTPONE CARRIED UNANIMOUSLY

FOLLOW-ON ACTION: National staff (General Counsel) reviews and bring back to the spring 2012 NEC Meeting. Include in May 2012 NEC agenda.

May 2012 NEC Action:

After reviewing this issue, there was a staff recommendation to leave the tracking system as is; the recommended change would not be cost-effective—a concept validated by DOD/IG.

Based on the recommendation of NHQ Staff, **this item was withdrawn** by Col Guimond, PROXY for Col Phelka, National Controller, the maker of the motion.

THIS ITEM IS CLOSED

C. November 2011 NEC Minutes: Item 10b

Use of Member-Owned/Furnished Aircraft

Presenter – Gen Vazquez

BRIG GEN VAZQUEZ/CV MOVED and COL RAGLAND/MER seconded that the National Executive Committee approve the use of member-owned/furnished aircraft for missions listed in the attached table. (See attachment 1 for new business agenda item titled “Corporate Limitations on Use of Member-owned/furnished Aircraft” authored by Mr. Dean, NHQ/DO.)

There was a request for a presentation by NHQ/DO/Mr. Dean to brief on the use of member-owned/furnished aircraft for missions, as a fall-back position if appropriated funds were significantly restricted. He briefed on the risks of using privately-owned aircraft for CAP business, and responded to questions

There was discussion on the pros and cons of using member-owned/furnished aircraft for missions.

COL HERRIN/NLO MOVED that the NEC go into a committee as a whole and COL PHELKA/NAT CON seconded the motion for the purpose of taking a straw poll to assess the feelings of the members.

THE MOTION FOR COMMITTEE AS A WHOLE CARRIED (by show of hands)

THE STRAW POLL WAS NEGATIVE.

THE NEC MOVED FROM A COMMITTEE AS A WHOLE BACK INTO SESSION

After further discussion, the following motion was made:

BRIG GEN VAZQUEZ/CV MOVED TO TABLE and COL RAGLAND/MER seconded the tabling motion pending a review of this item by a committee to be appointed by the National Commander to investigate this matter in further detail.

THE MOTION CARRIED (one opposed and one abstention)

FOLLOW-ON ACTION: Naming of committee by the National Commander to further evaluate this matter and include in the May 2012 NEC agenda.

May 2012 NEC Action:

This item was withdrawn by the maker of the motion, Brig Gen Vazquez/CV.

THIS ITEM IS CLOSED

DRAFT

D. November 2011 NEC Minutes: Item 10d

Incident Command Levels 1 & 2 SQTRs

Presenter –Col Chazell

THE PROPOSED NEC ACTION was that the National Executive Committee direct the Emergency Services team to develop and publish detailed SQTRs that require the appropriate level of training, experience, and liaison skills necessary to represent the organization in Regional (Type 2) and National (Type 1) significant incidents.

This item of New Business was withdrawn; it will be studied by an ad hoc committee before presenting it to the NEC for action or information.

FOLLOW-ON ACTION: Naming of ad hoc committee and report back to the spring 2012 NEC Meeting. Include in May 2012 NEC agenda.

May 2012 NEC Action:

COL MURRELL reported that the committee has been formed and is still working this issue.

There was note that IC Level 1's will continue to be approved under existing procedures, until changed by this agenda item.

This item will be continued to the November 2012 NEC Meeting.

FOLLOW-ON ACTION: Include in the November 2012 NEC agenda.

E. November 2011 NEC Minutes: Item 10k

Changes to CAPR 174-1, paragraph 6-2.a., Real Property

Presenter – Col Phelka

COL PHELKA/NAT CON MOVED and COL CHAZELL/CS seconded that the National Executive Committee amend CAPR 174-1, paragraph 6-2.a. so that acquisition of real property must be approved by the Wing Commander or the Region Commander.

COL HERRIN/NLO MOVED and MAJ GEN CARR/CC seconded that this item be referred to the Constitution & Bylaws Committee with a report back to the spring 2012 NEC meeting

THE MOTION TO SEND TO COMMITTEE CARRIED

FOLLOW-ON ACTION: Referral to the Constitution & Bylaws Committee with NEC provided guidance that the body is seeking clarification as to what leases require additional oversight. Include in May 2012 NEC agenda.

May 2012 NEC Action:

COL HERRIN/NLO reported that the Constitution and Bylaws Committee unanimously agreed that acquisition of real property need not be approved by both the Wing Commander and the Region Commander and the change of the word “and” to “or” as requested in the motion is appropriate—requiring only one signature.

COL HERRIN/NLO MOVED and COL CHAZELL/CS seconded that, based on the recommendation of the Constitution and Bylaws Committee, paragraph 6.2a of CAPR 174-1 be changed to read as follows:

6-2. Coordination of Requests for Real Property.

a. Acquisition of real property whether, by purchase, donation, lease, license or other no-cost agreement, must be approved by the wing or region commander. All requests require the following information:

THE MOTION CARRIED (vote: 1 opposed)

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 174-1, paragraph 6-2, a.

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NOTE: There was clarification that if a wing has a “Current Finding” on this issue, it can be deleted with a reference to the NEC May 2012 action in the response.

THIS ITEM IS CLOSED (following required action).

DRAFT

F. March 2012 National Board Minutes: Agenda Item 4

CAP G-1000 Training Course

Presenter – Lt Col Vazquez, Project Officer

INFORMATION BACKGROUND:

The existing mechanism for transitioning pilots into G1000 flying in Civil Air Patrol is based on following Cessna's SEP/G1000 Scenario-based Training Course. The Cessna Course is designed to transition an IFR proficient pilot, already familiar with C182 flying, directly into C182 G1000 IFR operations. It consists of ground training, follow by three flights – VFR cross country, IFR cross county and partial panel VFR/IFR flight. All flights are encouraged to use the autopilot from shortly after takeoff to landing approach (or coupled IFR approach), including vertical navigation and flight plan tracking. Time spent on the normal aspects of VFR and IFR check outs (visual flight maneuvers, unusual attitude recovery, etc) is minimal. Most training is directed at cross country navigation using the G1000 and the autopilot.

Cessna's course does not adequately address CAP's primary mission flight requirements:

1. If pilots are trained to use the autopilot for every operation of the aircraft, the temptation to "stop flying" could go hand in hand with the temptation to "stop looking outside". Hands on the flight controls in VMC promote flying outside the cockpit.
2. Knowledge of flight planning, instrument procedures and autopilot vertical navigation are not "must have" items for CAP VFR-only pilots to fly the G1000. VFR flying of the G1000 aircraft requires that pilots understand how to read the PFD with just enough knowledge of the MFD system to accomplish "to-from" navigation" and effectively operate weather, terrain and traffic functions.
3. The current training options for G1000 instruction have been expanded in CAPR 60-1 from factory trained instructors only to also allowing CAP instructors trained in-house. At this point in time, however, factory trained instructors are most likely still conducting most of the in-house training. These Factory trained instructors attend the Cessna course only once and although wings are provided Cessna G1000 FITS Course updates each year including a Pilots Information Manual, G1000 transition PowerPoint presentation and the Garmin PC trainer, over time standardization may be compromised and may not necessarily provide proper quality control of the instruction process.

A CAP standardized G/1000 training curriculum option has been created to provide CAP mission oriented training to build upon the factory course and offer an alternative to those who do not qualify for the factory course or are unable to attend it. This CAP-specific curriculum minimizes use of autopilot during VFR instruction and makes a clear distinction between VFR and IFR operation while also providing a CAP G1000 Instructor Course

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(attachment 1). The revision of the curriculum on the National level will provide a standardization of the training and, at the same time, improve the course focus on CAP-specific flying operations that is not addressed in Cessna's G1000 transition course.

In order to accomplish our objectives, we believe the flight curriculum required a complete rewrite, especially when stressing less reliance on use of the autopilot early in the training. The revision of the curriculum on the National level will provide a standardization of the training, while at the same time improve the course to avoid some of the pitfalls that exist in the present G1000 transition course.

The Ground School course will consist of five (5) instructor led learning modules:

1. CAP G1000 VFR Course
2. CAP G1000 Autopilot VFR Course
3. CAP G1000 IFR Course
4. CAP G1000 Autopilot IFR Course
5. CAP G1000 Instructor Course

Modules 1 and 2 will include the VFR ground training and modules 3 and 4 will comprise the IFR ground training. The VFR Sortie(s) will require a minimum of 1.5 flight hours. There will be two (2) IFR Sorties (3.0 hours). The Instructor Course training will include two (2) sorties (3.0 hours), one for G1000 VFR instructor techniques and one for IFR instructor techniques.

This course is not intended to replace the instructors' Cessna factory training, which will still be available for those who wish to or can take it in-house, but rather would provide a more readily available standardized in-house training curriculum that highlights CAP needs; thus allowing wings to better manage the G1000 flight training program for their pilots wishing to transition.

PROPOSED NB ACTION:

That the National Board approve the implementation of the Civil Air Patrol G1000 training course for both VFR and IFR pilots and Ops Quals be adjusted to reflect both VFR and IFR G1000 qualifications. Additionally, those who have previously completed the Cessna factory course or any other course in accordance with CAPR 60-1, section 3.6, para 4c and are currently G1000 qualified, will not be required to take this course.

ESTIMATED FUNDING IMPACT:

Flight Costs.

CAP NATIONAL HEADQUARTERS COMMENTS

Concur. This training will provide opportunities for more CAP pilots to qualify in G1000 aircraft and should result in increased utilization of G1000 aircraft. NHQ-funded Cessna factory training will continue to be available for qualified instructors who can spend a week

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at the course in Independence, Kansas. We must ensure that this course does not infringe on Cessna's copyrighted training material without their permission.

CAP-USAF COMMENTS

Concur with NHQ comments. Further, CAP-USAF will review the final course prior to implementation.

ADVISOR / NATIONAL STAFF COMMENTS:

DCS-OPS: Concur. Having a standardized course available to our pilots that is tailored to CAP requirements not only makes sense, it will increase wing opportunities to provide more G1000 transition courses. As for CAP instructor and check pilots, it will be an alternative to the Cessna Factory Training for those who are unable to attend, not a replacement. Tracking both G1000 VFR and IFR pilots in Ops Quals is going to be an important component.

DCS/Support: Concur. IT will make the necessary modifications to Ops Quals including ensuring that previous training is properly documented.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*

NB ACTION:

LT COL LESLIE VAZQUEZ/Project Officer presented a slide briefing explaining the G-1000 Training Course. She added that the course has been successfully beta tested by nine teams across the country. She summarized that this training course provides alternative G-1000 training for CAP needs; it creates a G-1000 VFR category for the transition process; and it establishes the instructor course on-line available for download.

COL SUMNER/MS MOVED TO AMEND to add the following: "This course would replace the Cessna Factory Course."

THE AMENDMENT DIED FOR LACK OF A SECOND

In response to a question, it was clarified that the proposed training course is optional, but can be taken in lieu of the Cessna Course. It was also clarified that the Train the Trainer Course is mandatory—instructors have to take that course.

In response to a question about funding for this course, there was clarification that funding would depend on CAP-USAF approval as an A or B Mission, which would first require a legal review.

COL HERRIN/NLO MOVED TO POSTPONE and COL BURKE/MI seconded the postponement of this agenda item for reconsideration following a review by Cessna of the curriculum.

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It was determined, that since CAP is not using any of the slides or copyrighted materials of Cessna, there is no need for review by Cessna.

THE MOTION TO POSTPONE DID NOT PASS

DCS/Operations, Col Murrell, clarified that there are two issues with this agenda item: One, the instructor side, and two, the pilot. (1) On the instructor side, these pilots are allowed to go to Wichita, KS to take the Cessna Course, which is a resident course. Not every instructor can afford to be off work to take the Cessna course. For those who can't go, this proposed course is an alternative option. Whether they go or not won't impact the cost, which is included in the purchase of the aircraft. For those who do take the Cessna Course, it is recommended that they also take this course which has different emphasis for CAP operations. (2) On the pilot side, there are the G-1000 courses conducted by the instructors that have gone to the Cessna Course. The agenda proposal is an optional course open to other instructors that have not gone to the Cessna Course, which results in more classes for more people to get the G-1000 ground school and be able to transition to VFR if they are not IFR pilots. Then they can fly the G-1000 and work on their upgrades.

COL LEHMAN/WA MOVED TO AMEND and COL BUETHE/SWR seconded the amendment that, in addition to the 15-hour PIC requirement, that an instructor be required to take the instructor module as proposed in this agenda item.

COL LEHMAN/WA withdrew his motion in deference to an amendment to be proposed by Col Herrin/NLO; COL BUETHE/SWR agreed.

COL CHAZELL/CS, stated that, as the maker of the original motion, it appeared that there is still work to be done with this proposal, and withdrew his motion.

COL SUMNER/MS stated that as the seconder of the original motion he did not concur with the withdrawal.

After the morning break, the following motion was made:

COL KARTON/GLR MOVED TO TABLE and COL SCARBROUGH/LA seconded the motion to table Agenda Item 4 and send it to the Stan-Eval Committee for further evaluation with a report back to the May 2012 NEC meeting.

THE MOTION TO TABLE CARRIED (9 no votes; 1 abstention)

FOLLOW-ON ACTION: Referral to the Stan-Eval Committee with a report back to the May 2012 NEC meeting. Include in the May 2012 NEC agenda.

May 2012 NEC Action:

LT COL VAZQUEZ, CHAIRMAN OF THE STAN-EVAL COMMITTEE, briefed the committee report. (SEE THE FOLLOWING PAGES FOR THE HANDOUT AND REVISED AGENDA ITEM).

COL CHAZELL/CS MOVED and COL MURRELL/NCR PROXY seconded the amended agenda item that was handed out, as written.

THE MOTION CARRIED

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 60-1.

DRAFT

REVISED AGENDA ITEM**Action****SUBJECT: CAP G1000 TRAINING COURSE**

Authors: Lt Col Leslie Vazquez, Nat'l Stan/Eval Project Lead
Capt Susan Parson, Assistant Nat'l Stan/Eval Project Lead

CAP/CS – Col Chazell

INFORMATION BACKGROUND:

The existing mechanism for transitioning pilots into G1000 flying in Civil Air Patrol is based on following Cessna's SEP/G1000 Scenario-based Training Course. The Cessna Course is designed to transition an IFR proficient pilot, already familiar with C182 flying, directly into C182 G1000 IFR operations. It consists of ground training, follow by three flights – VFR cross country, IFR cross county and partial panel VFR/IFR flight. All flights are encouraged to use the autopilot from shortly after takeoff to landing approach (or coupled IFR approach), including vertical navigation and flight plan tracking. Time spent on the normal aspects of VFR and IFR check outs (visual flight maneuvers, unusual attitude recovery, etc) is minimal. Most training is directed at cross country navigation using the G1000 and the autopilot.

Cessna's course does not adequately address CAP's primary mission flight requirements:

1. If pilots are trained to use the autopilot for every operation of the aircraft, the temptation to "stop flying" could go hand in hand with the temptation to "stop looking outside". Hands on the flight controls in VMC promote flying outside the cockpit.
2. Knowledge of flight planning, instrument procedures and autopilot vertical navigation are not "must have" items for CAP VFR-only pilots to fly the G1000. VFR flying of the G1000 aircraft requires that pilots understand how to read the PFD with just enough knowledge of the MFD system to accomplish "to-from" navigation" and effectively operate weather, terrain and traffic functions.
3. The current training options for G1000 instruction have been expanded in CAPR 60-1 from factory trained instructors only to also allowing CAP instructors trained in-house. At this point in time, however, factory trained instructors are most likely still conducting most of the in-house training. These Factory trained instructors attend the Cessna course only once and although wings are provided Cessna G1000 FITS Course updates each year including a Pilots Information Manual, G1000 transition PowerPoint presentation and the Garmin PC trainer, over time standardization may be compromised and may not necessarily provide proper quality control of the instruction process.

A CAP standardized G/1000 training curriculum option has been created to provide CAP mission oriented training to build upon the factory course and offer an alternative to those who do not qualify for the factory course or are unable to attend it. This CAP-specific curriculum minimizes use of autopilot during VFR instruction and makes a clear distinction between VFR and IFR operation while also providing a CAP G1000 Instructor Course (attachment 1). The revision of the curriculum on the National level will provide a

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standardization of the training and, at the same time, improve the course focus on CAP-specific flying operations that is not addressed in Cessna's G1000 transition course.

In order to accomplish our objectives, we believe the flight curriculum required a complete rewrite, especially when stressing less reliance on use of the autopilot early in the training. The revision of the curriculum on the National level will provide a standardization of the training, while at the same time, improve the course to avoid some of the pitfalls that exist in the present G1000 transition course. In doing so, a new category of pilot is being introduced during the transition, CAP G1000 VFR Pilot. This will allow pilots more time to gain proficiency at their pace before taking the IFR course or to give a home to pilots wishing to remain G1000 VFR pilots.

The Ground School course will consist of three (3) instructor led learning modules: 1) CAP G1000 VFR Course; 2) CAP G1000 IFR Course; and 3) CAP G1000 Instructor Course. G1000 VFR will include the VFR ground training and basic autopilot tasks. G1000 IFR will include the IFR ground training and advanced autopilot. The VFR Sortie(s) will require a minimum of 1.5 flight hours. There will be two (2) IFR Sorties (3.0 hours). The Instructor Course training will include two (2) sorties (3.0 hours), one for G1000 VFR instructor techniques and one for IFR instructor techniques.

G1000 Instructors/ Check Pilots: This course will replace the instructor's Cessna factory training course as the primary ground school and flight transition training standard for CAP G1000 pilots. Instructors can attend the factory training but will be required to take the CAP in-house Instructor Course and to teach this standard to CAP pilots. There will be a grace period of 180 days to accommodate factory trained Instructors and Check Pilots to take the in-house face-to-face CAP G1000 Instructor Course after which time, the new in-house course material will be required to be taught by all course instructors. Current CAPR 60-1 requires 15 hours of dual given before qualifying in-house as a Check Pilot. This requirement was established to counter the flight time provided during the factory instructor training. Since the new CAP in-house G1000 course provides an Instructor Course, this requirement is no longer necessary and should be removed from the regulations.

CAP G1000 Pilots: Those who have previously completed the Cessna factory course or any other course in accordance with CAPR 60-1, Section 3.6 para 4c and are currently G1000 qualified will not be required to take this course, but are encouraged to do so as part of their continuing education.

This course provides a more readily available standardized in-house training curriculum that highlights CAP needs; thus allowing wings to better manage the G1000 flight transition training program for their pilots.

PROPOSED NEC ACTION:

The NEC approve the implementation of the Civil Air Patrol G1000 training course for VFR/ IFR pilots and Instructors, OpsQual be adjusted to reflect both VFR and IFR G1000 qualifications, and the CAPF-5 be modified with the addition of G1000 and VFR Qualification to the additional endorsement section of the form.

Attachment 1

G1000 Training Curriculum

CAP G1000 VFR

- A. VFR G1000 Ground School (instructor led only).
Includes basic autopilot
- B. VFR Sortie (1.5 hour flight). Consists of:
 - 1) Use and configuration of the PFD
 - 2) Takeoffs and Landings
 - 3) Slow flight/stalls/steep turns
 - 4) Use of “to-from” navigation, nearest airport function
 - 5) MFD information – terrain, weather and traffic
 - 6) Use of autopilot for straight and level, direct to navigation

CAP G1000 IFR

- A. IFR G1000 Ground School (instructor led only).
Includes advanced autopilot
- B. IFR Sorties 1 and 2 (3.0 hours). Consists of:
 - 1) Configuration of MFD for IFR – Flight Plans – Procedures
 - 2) Instrument enroute and IFR maneuvers
 - 3) Approaches and Holding
 - 4) Use of autopilot for approaches, go-arounds, departures
 - 5) G1000 partial panel enroute and approach.
 - 6) Advanced use of autopilot

CAP G1000 Instructor

- A. Ground school on how to teach the CAP G1000 VFR and IFR Courses
(Instructor led only)
- B. VFR and IFR Sorties (3.0 hours). Consists of:
 - 1) G1000 VFR instructor techniques (1 flight)
 - 2) G1000 IFR instructor techniques (1 flight)

IP and CP 180 Day Grace Period		CAP G1000 Course - Transition Matrix					
		G1000 VFR	G1000 IFR	G1000 Instructor	VFR Sorties	IFR Sorties	Check ride
VFR Pilot	Candidate	✓	×	×	✓	×	✓
IFR Pilot	Candidate	✓	✓	×	✓	✓	✓
IFR Pilot	Currently Qualified	×	×	×	×	×	×
Instructor	Candidate - Cessna	×	×	✓	×	×	×
Instructor	Candidate - CAP	×	×	✓	✓	✓	✓
Instructor	Currently Qualified	×	×	✓	×	×	×
Check Pilot	Candidate - Cessna	×	×	✓	×	×	×
Check Pilot	Candidate - CAP	×	×	✓	✓	✓	×
Check Pilot	Currently Qualified	×	×	✓	×	×	×

required
not
required

✓
×

Excerpt from CAPR 60-1, page 15

from the CAP instructor recommending the check ride.

(4) Cessna Nav III G1000 Airplanes. CAP uses the CAP in-house G1000 transition syllabus to train members in the G1000 system. Some members have no G1000 experience. Other members may come to CAP with previous G1000 experience/training. In addition to other requirements beyond this paragraph, G1000 qualification may be attained:

(a) For members with no previous G1000 experience by completing the CAP in-house G1000 transition syllabus for VFR operations. Complete the first CAPF 5 flown in a Cessna Nav III aircraft with a CAP check pilot different from the CAP instructor recommending the check ride.

(b) For instrument operating privileges in G1000, members must complete the CAP in-house G1000 transition syllabus for Instrument operation (unless subparagraph (c) below applies). To remain current for instrument privileges in G1000 airplanes the pilot must complete three of the approaches required for ongoing FAA Instrument currency in a G1000 airplane or if currency is lost and an Instrument Proficiency Check (IPC) is required, accomplish the IPC using a G1000 airplane.

(c) For members with previous G1000 experience (C182, C172, or other manufacturers): Members will initially present their documentation and discuss their experience with the wing DOV, ... who will determine whether the member will be authorized an immediate CAPF 5 evaluation (to include instrument privileges if that is desired) or if the member will be required to complete the transition syllabus.

(d) For flight instructor privileges in G1000, complete the CAP in-house G1000 transition syllabus for Flight Instructors that is given by a qualified G1000 Check Pilot.

(e) There will be a 180 day grace period from *** during which all Cessna Factory trained G1000 Check Pilots must complete the CAP G1000 Instructor Course (ground school only). After which time, the CAP G1000 transition syllabus will be the primary training course for CAP pilots.

(f) For members who have previously completed the Cessna factory course or any other course in accordance with CAPR 60-1, Section 3.6 paragraph 4(c) and are currently G1000 qualified will not be required to take this course, but are encouraged to do so as continuing education

G. March 2012 National Board Minutes: Agenda Item 8b

Request to Change “Religious Endorser” to “Character Reference” for CDI Appointment

Presenter – Ch (Col) Ellis

CHAP, COL ELLIS MOVED and COL FAGAN/SWR seconded that that the National Board approve removing the requirement for “Religious Endorser” (in any form or by any designation) from regulations as a qualification for “CDI appointment.” Also, to change the regulation to require CDI Applicants to be “Recommended” by a community member of repute.

COL SUMNER/MS MOVED TO TABLE and COL BEDGOOD/SER seconded the motion to table until after lunch to allow for informal discussion.

THE MOTION TO TABLE CARRIED

FOLLOWING LUNCH, THE MOTION WAS BACK ON THE FLOOR AS MOVED

COL KARTON/GLR stated that he did not see anything in this motion that is an emergency that needs to be addressed without having been put on the agenda with an opportunity to consider it like all the other agenda items in advance, and made the following motion:

COL KARTON/GLR MOVED TO TABLE and COL MYRICK/PCR seconded the motion to table and refer this item to the Chaplain’s Committee for a report back to the May 2012 NEC meeting.

THE MOTION CARRIED (7 no votes)

FOLLOW-ON ACTION: Referral to committee for proper staffing, with a report back to the May 2012 NEC meeting. Include in the May 2012 NEC agenda.

May 2012 NEC Action:

Request to Change “Religious Endorser” to “Character Reference” for CDI Appointment

CHAP, COL, MELANCON/PROXY provided the Chaplain Committee Report and made the following motion:

CHAP, COL, MELANCON/PROXY MOVED A SUBSTITUTE MOTION and COL CHAZELL/CS seconded that the National Executive Committee approve changing

the qualification for CDI appointment from “Religious Endorser” to “Character Reference.”

THE MOTION CARRIED (vote: 2 abstentions)

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 265-1.

DRAFT

AGENDA ITEM - 17

Action

SUBJECT: New Business

A. ITEM: Awards/Decorations/Promotions

The following awards were approved in Executive Session:

- Silver Medal of Valor for Cadet Travis E. Dykes, Alabama Wing
- Exceptional Service Award for Lt Col Chet A. Wilberg, Minnesota Wing
- National Commander's Unit Citation Award for Anoka Squadron, Minnesota Wing

B. ITEM: Texas Wing Building Request

COL BUETHE/SWR MOVED and COL HERRIN/NLO seconded that the National Executive Committee immediately authorize the TX Wing to proceed with the bid process for the described property (TX Wing Ltr, 25 Apr 2012—five acres of land with a building in Nacogdoches, TX, to be used for the wing headquarters).

There was discussion on the complete Phase I environmental study reports with a request to be able to read it before voting on this item. By request this report was faxed to NHQ and was reviewed by the NEC before the vote was taken.

THE MOTION CARRIED.

FOLLOW-ON ACTION: Notification to the TX Wing to proceed with the bid process for TX Wing headquarters property.

C. ITEM: FAX Votes of NEC or National Board Actions

There was a request to clarify what kind of business the NEC is authorized to address between regularly scheduled meetings with fax votes.

There was a lengthy discussion on the notice requirements and voting procedures for teleconferences or special meetings.

COL CHAZELL/CS MOVED and COL BUETHE/SWR seconded that the National Executive Committee send the issue of the viability or appropriateness of fax votes to the Constitution & Bylaws Committee for study and that in the interim fax votes not be used to conduct business of the NEC or the National Board until this issue is resolved.

THE MOTION CARRIED

FOLLOW-ON ACTION: Referral to the Constitution & By laws Committee for study.

May 2012 NEC

THERE WAS AN EXECUTIVE SESSION OF THE NEC ON SAURDAY AFTERNOON, 5 MAY 2012 for the purpose of discussing Agenda 14, Pilot/Aircrew Professionalism Program, including a briefing from Col Moran, NH Wing CC; and to discuss personnel matters.

THE NATIONAL EXECUTIVE COMMITTEE MEETING CONCLUDED ON SATURDAY AFTERNOON, 5 May 2012.

ADMINISTRATIVE/ANNOUNCEMENTS:

Maj Gen Carr/CC, Mr. Rowland/EX, and Col Gloyd/CAP-USAF/CC dispensed with the usual lengthy update slide briefings (given just 2 months ago) but solicited questions.

Mr. Rowland/EX announced his newly hired Administrative Assistant, Axel Kreimeier, who was previously a wing administrator in Wash, DC, and introduced the NHQ staff supporting the NEC. He also expressed appreciation to all the other headquarters staff including wing administrators.

Maj Gen Carr/CC introduced Lt Col Ned Lee, a member of the Board of Governors, and other guests.

Information was provided on the upcoming National Conference, August 2012, in Baltimore, MD, with encouragement for large participation.

Information was provided on the upcoming Safety Officer College with note that Region Staff College credit will be given to those attending.

Maj Gen Carr/CC announced that after the adjournment of the meeting, there would be a meeting of the region commanders.