

National Board MINUTES

**National Board Meeting Minutes
5-6 March 2004**

Washington DC

5-6 March 2004

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OPEN SESSION

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ATTEST:

OFFICIAL:

J. ROCK PALERMO, III
Colonel, CAP
National Legal Officer

RICHARD L. BOWLING
Major General, CAP
National Commander

CIVIL AIR PATROL
 NATIONAL BOARD MEETING MINUTES
 5-6 March 2004
 Washington DC

OPEN SESSION

CALL TO ORDER.....	Maj Gen Richard L. Bowling, CAP
INVOCATION	Ch, Col James H. Melancon, CAP
PLEDGE OF ALLEGIANCE	Brig Gen Dwight H. Wheless, CAP
SAFETY PLEDGE	Brig Gen Dwight H. Wheless, CAP
ROLL CALL	Mr. Al Allenback, HQ CAP/EX
NATIONAL COMMANDER REMARKS	Maj Gen Richard L. Bowling, CAP
SENIOR AIR FORCE ADVISOR REMARKS	Col George Vogt, USAF
EXECUTIVE DIRECTOR UPDATE	Mr. Al Allenback, HQ CAP/EX
SAFETY BRIEFING.....	Mr. Gary Woodsmall, HQ CAP/SE

NATIONAL BOARD

The National Board is comprised of the National Commander, Senior Air Force Advisor (also Commander, CAP-USAF), National Vice Commander, National Chief of Staff, National Finance Officer, National Legal Officer, National Controller, National Inspector General, National Chief of Chaplains Services, the 8 region commanders, and 52 wing commanders.

NATIONAL OFFICERS

MIDDLE EAST REGION

*Maj Gen Richard L. Bowling, CAP	National Commander
*Brig Gen Dwight H. Wheless, CAP	Nat'l Vice Cmdr
*Col George Vogt, USAF	Senior AF Advisor
*Col Larry D. Kauffman, CAP	Nat'l Chief of Staff
*Col Donald B. Angel, CAP	Nat'l Finance Officer
*Col Rock J. Palermo, III, CAP	National Legal Officer
*Col Joseph C. Meighan, Jr., CAP	National Controller
**Col William S. Charles, CAP	National Insp. General
**Ch, Col, James H. Melancon, CAP	Chief Chap.Services

*Col Charles S. Glass, CAP	Region Commander
Col Russell M. Opland, CAP	Delaware
Col Lawrence L. Trick, CAP	Maryland
Col Franklin J. McConnell, Jr., CAP	National Capital
Col Harold J. Schaffer, CAP	North Carolina
Col Saul H. Hyman, CAP	South Carolina
Col Timothy J. Cramer, CAP	Virginia
Col Rodney F. Moody, CAP	West Virginia

NORTHEAST REGION

GREAT LAKES REGION

*Col Richard A. Greenhut, CAP	Region Commander
Col Andrew Skiba CAP (Proxy)	Connecticut
Col Mitchell P. Sammons, CAP	Maine
Col Frederick B. Belden, CAP	Massachusetts
Col Margie L. Sambold, CAP	New Hampshire
Col Cornelius J. Flynn, CAP	New Jersey
Col Austyn W. Granville, Jr., CAP	New York
Col Allen M. Applebaum, CAP	Pennsylvania
Col Anthony L. Vessella, Jr., CAP	Rhode Island
Col Leonard Blascovich, CAP (Proxy)	Vermont

*Col William W. Webb, CAP	Region Commander
Col Jay R. Burrell, CAP	Illinois
Col Charles H. Greenwood, CAP	Indiana
Col Loretta L. Holbrook, CAP	Kentucky
Col Gary J. Mayo, CAP	Michigan
Col Charles L. Carr, Jr., CAP	Ohio
Col Clair D. Jowett, CAP	Wisconsin

SOUTHEAST REGION

*Col Antonio J. Pineda, CAP	Region Commander
Col John E. Tilton, CAP	Alabama
Col Matthew R. Sharkey, CAP	Florida
Col Charles D. Greene, CAP	Georgia
Col John B. Wilkes, CAP	Mississippi
Col Milton Tomassini, CAP	Puerto Rico
Col James M. Rushing, CAP	Tennessee

ROCKY MOUNTAIN REGION

*Col Lynda C. Robinson, CAP	Region Commander
Col Andrew Alexa, CAP (Int.)	Colorado
Col Bobby A. Picker, CAP	Idaho
Col Jan E. Van Hoven, CAP	Montana
Col Jack D. Butterfield, CAP	Utah
Col William R. Morton Jr., CAP	Wyoming

NORTH CENTRAL REGION

*Col Rex E. Glasgow, CAP	Region Commander
Col Ralph Thomlinson, CAP	Iowa
Col George M. Boyd, CAP	Kansas
Col Dale E. Hoium, CAP	Minnesota
Col Joe E. Casler, CAP	Missouri
Col Warder L. Shires, CAP	Nebraska
Col K. Walter Vollmers, CAP	North Dakota
Col Mary F. Donley, CAP	South Dakota

PACIFIC REGION

*Col Merle V. Starr, CAP (Int.)	Region Commander
Col Robert L. Brouillette, CAP	Alaska
Col Virginia M. Nelson, CAP	California
Capt Lily Gabriel, CAP (Proxy)	Hawaii
Col Dion E. DeCamp, CAP	Nevada
Col Steven A. Senderling, CAP	Oregon
Col Roy L. Stephenson, CAP	Washington

SOUTHWEST REGION

*Col Thomas L. Todd, CAP	Region Commander
Col John J. Varljen, CAP	Arizona
Lt Col Joe Jensen, CAP (Proxy)	Arkansas
Col Rodney W. Ammons, CAP	Louisiana
Col Frank A. Buethe, CAP	New Mexico
Col Virginia P. Keller, CAP	Oklahoma
Col Robert F. Eldridge, CAP	Texas

*National Executive Committee (Voting) 15 Members

** National Executive Committee (Non Voting) 2 Members

OTHER CORPORATE OFFICIALS

Mr. Al Allenback
 Mr. Don R. Rowland
 Mr. Paul J. Capicik
 Mr. James L. Mallett
 Ms. Susan Easter
 Mr. John A. Salvador
 Mr. Mike Stewart
 Mr. Stanley Leibowitz
 Mr. James E. Shea

Executive Director
 Senior Director, Strategic Comm. & Plans
 Chief Information Officer
 Director, Leadership Dev. & Membership Services
 Chief Financial Officer
 Director, Operations
 Director, Logistics & Mission Support
 General Counsel
 Director, Strategic Partnerships

AGENDA ITEM 1

LG

Action

**SUBJECT: Ratification of Regulations
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

New Constitution Article XX became effective 27 Feb 01. This provision requires that in the normal course of events regulations shall be adopted and maintained by the national commander and shall be ratified by a majority vote of the national board.

The following regulations are ready for ratification:

CAPR 60-3, Training and Operational Missions

CAPR 265-1, Chaplain Service

CAPM 39-1, CAP Uniforms

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to ratify the proposed regulations.

ESTIMATED FUNDING IMPACT:

Cost of printing and distribution.

CAP NATIONAL HEADQUARTERS' COMMENTS:

CAPR 60-3 and 265-1 have been staffed through CAP national committees, headquarters and CAP-USAF. CAPM 39-1 has been posted for comments and is currently being coordinated.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

All CAP regulations listed above.

NATIONAL BOARD ACTION

CAPR 60-3, Training and Operations Missions

COL GLASS/MER MOVED and COL ROBINSON/RMR seconded that the National Board vote to ratify CAPR 60-3, *Training and Operations Missions*.

COL WEBB/GLR MOVED and COL BURRELL/IL seconded that the National Board vote to table until the CAP Legal Review Committee has had an opportunity to write an opinion stating clearly to us what the significance of these proposed changes to CAPR 60-3 are and how it will impact CAP members under different situations.

MOTION CARRIED

FOLLOW-ON ACTION: Maj Gen Bowling appointed Col Karton to head a new Legal Review Committee. After the new committee renders a legal opinion, CAPR 60-3 will be included in a future NEC or National Board agenda for ratification.

CAPR 265-1, Chaplain Service

BRIG GEN WHELESS/CV MOVED and COL KAUFFMAN/CS seconded that the National Board vote to ratify CAPR 265-1, *Chaplain Service*

MOTION CARRIED WITH NO DISSENTING VOTES

CAPM 39-1, CAP Uniforms

COL KAUFFMAN/CS MOVED and COL GRANVILLE/NY seconded that the National Board vote to ratify CAPM 39-1, *CAP Uniforms*.

COL McCONNELL/NAT CAP MOVED and COL TRICK/MD seconded to table until the May 2004 NEC meeting, in order for the manual to go through the full process in accordance with CAPR 5-4, which requires a minimum of 60 days in the field.

MOTION TO TABLE FAILED

COL PICKER/ID MOVED and COL TODD/SWR seconded an amendment that if this manual is approved today, those changes, which were voted in yesterday, are incorporated therein.

MOTION TO AMEND CARRIED WITH NO DISSENTING VOTES

COL WEBB/GLR MOVED and COL GREENHUT/NER seconded an amendment that the existing Chapter 7.b. of this manual be restored back into the current draft.

THE AMENDMENT PASSED WITH NO DISSENTING VOTES

COL OPLAND/DE MOVED and COL TODD/SWR seconded an amendment to include wear of the National Search and Rescue School Patch, which was previously approved, in the current draft of this regulation.

MOTION TO AMEND CARRIED WITH NO DISSENTING VOTES

AMENDED MOTION (Ratification of CAPR 39-1) CARRIED WITH NO DISSENTING VOTES (Pending CAP-USAF Approval)

CAPR 50-20, *Civil Air Patrol Model Rocketry*

COL GREENHUT/NER stated that the 60-day comment period for comment on this regulation expired yesterday, without comment. Since the current 2-page document has been reviewed by region and wing commanders, Col Greenhut recommended ratification at this meeting so that it can be published without delay.

COL GREENHUT/NER MOVED and COL KAUFFMAN/CS seconded that the National Board vote to ratify CAPR 50-20, *Cadet Model Rocketry*

MOTION CARRIED WITH NO DISSENTING VOTES

AGENDA ITEM 2

FM

Action

**SUBJECT: National Board Support
SER/CC – Col Pineda**

INFORMATION BACKGROUND:

In 1992, the National Board voted to convene two National Board meetings per year. This required an additional travel commitment from the wing commanders. At minimum, it required three nights stay at a hotel plus airfare cost. This has put an additional financial burden on wings and wing commanders.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to approve \$1,000 per wing to help defray the cost of the wing commander attending the two National Board meetings.

ESTIMATED FUNDING IMPACT:

An additional \$52,000 line item in the corporate budget beginning in fiscal year 2005.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

The Finance committee is reviewing the item and will make a recommendation at the National Board.

REGULATIONS AND FORMS AFFECTED:

None.

NATIONAL BOARD ACTION:

***COL PINEDA/SER MOVED and COL GLASGOW/NCR seconded* the PROPOSED NATIONAL BOARD ACTION. (Added: "For the budget year 05/06.")**

***BRIG GEN WHELESS/CV and COL TODD/SWR seconded* that the original motion be amended to include the recommendations of the Finance Committee, which reads:**

"The Finance Committee recommends passage be based on the following:

Suggest that the motion be changed to read: "That the National Board vote to approve up to an annual total not to exceed \$1,000.00 per wing to

help defray the actual cost of wing commanders attending the two yearly National Board meetings.”

THE AMENDED MOTION PASSED WITH NO DISSENTING VOTES

FOLLOW-ON ACTIONS:

1. NHQ/FM, in coordination with Col Pineda, develop a plan for submission to the Finance Committee and, upon approval by the May 2004 NEC, inclusion of this line item in the FY05 Corporate Budget.
2. Inclusion in the May 2004 NEC agenda.

AGENDA ITEM 3

DO

Action

**SUBJECT: Change to CAPR 60-1 Section 2-12 a. (1)
AZ Wg/CC – Col Varljen**

INFORMATION BACKGROUND:

A recent hard landing incident caused \$5,000 worth of damage to one of our corporate aircraft. The wing accident investigation board classified the cause as "Pilot Error" and not negligence as described in para 2-12 a. (1). The Wing still assessed the pilot \$500 dollars as per 2-12 a. (1) because a reasonably prudent and careful person should have detected the high sink rate and taken appropriate action. The pilot appealed the assessment because the accident board classified the cause as "Pilot Error" not negligence. The appeal was denied.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to change CAPR 60-1, Section 2-12 a. (1) to read:

"For damage that occurs due to a member's negligence **OR PILOT ERROR**, the members shall be assessed up to \$500..."

ESTIMATED FUNDING IMPACT:

Cost of printing the change to 60-1

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

COMMITTEE RECOMMENDATION:

The Operations Committee does not support the proposed change to CAPR 60-1, para 2-12 a (1).

Rationale: The problem in the specific case cited in the "Information Background" of this agenda item was the Wing Accident Investigation Board arrived at a wrong cause for this particular accident. If the National Board believed that the facts in this case showed that the pilot's error was indeed "negligence", as defined in CAPR 60-1, so as to justify a charge of \$500, then that should have been their stated finding, and not merely "pilot error".

Para 2-12a. (1) is of sufficient clarity to permit a CAP accident investigation board to find pilot error resulted in negligence to a degree of severity to justify assessing a charge of up to \$500 without the need to modify this paragraph.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*

NATIONAL BOARD ACTION:

COL VRLJEN/AZ MOVED and COL TODD/SWR seconded the PROPOSED NATIONAL BOARD ACTION.

MOTION FAILED

AGENDA ITEM 4

SE

Action

**SUBJECT: Required Supplement to CAPR 62-1
DE Wg/CC – Col Opland**

INFORMATION BACKGROUND:

Originally brought before the November 2003 NEC meeting.

CAPR 62-1, *Civil Air Patrol Safety Responsibilities and Procedures*, section 1.b requires that all commanders publish a supplement to CAPR 62-1 containing (1) guidelines for the Pilot Proficiency Program; and (2) local policy guidance.

CAPR 62-1, section 8, goes on to stipulate: “A wing supplement to this directive should outline the procedures to be used for determining participants [in the FAA Wings Program] by name. The list of names will be maintained by the wing’s safety officer through the following calendar year and those who completed all six phases prior to the end of the previous year will be maintained as long as they remain active CAP members.”

Rather than have every commander in CAP create a supplement to 62-1, it is more expedient to just stipulate that pilots will report completion of any phase of the Wings program. Given the implementation of MIMS/FMS, which now tracks CAP and FAA aeronautical ratings, certificates, and a host of other flying-related qualifications, it would greatly reduce the burden on the membership to add a field in MIMS/FMS to allow the entry of the most recent phase of the Wings program completed, and the date. This would also update the BFR date, per FAR 61.56, and enable reporting on this information at all levels.

Local policy guidance on safety may still be issued as provided for in CAPR 5-4, *Publications and Blank Forms Management*, (i.e., via policy letter, Operating Instruction, or Supplement, as needed).

PROPOSED NEC ACTION:

The NEC authorize the deletion of the sentence that begins with “Additionally, all commanders will publish a supplement to this regulation ” from CAPR 62-1, section 1.b, and the replacement of section 8, in its entirety, as follows:

8. Pilot Proficiency Program (PPP). The safety officer will strongly encourage all CAP pilots to participate in the FAA’s Wings Program (reference Advisory Circular 61-91H, *Pilot Proficiency Award Program*). All CAP pilots who complete one or more phases of the Wings program will enter the most recent level completed, and the date completed in their own MIMS/FMS record within 30 days of completion. Members who complete the first phase of this program will be eligible to wear the PPP patch as authorized by CAPM 39-1, *CAP Uniform Manual*.

ESTIMATED FUNDING IMPACT:

Minimal.

CAP NATIONAL HEADQUARTERS' COMMENTS:

The wing supplement to CAPR 62-1, *Safety Program Management*, is the wing commander's opportunity to custom-tailor the wing's safety program, policies and emphasis items to their specific geographical location, facilities and unique mission types. This wing supplement serves to highlight local hazards and demonstrate a safety culture at the local level.

COMMITTEE RECOMMENDATION:

The Operations Committee recommends approval of item. There is some concern that MIMS/FMS currently may not have the capability as proposed in paragraph 8; therefore, recommend this part of the proposal be delayed until that capability is assured.

Rationale:

The committee believes that it seems unnecessary for all commanders to publish a supplement to CAPR 62-1 and now paragraph 8 provides the guidance needed to track the FAA Wings Program.

REGULATIONS AND FORMS AFFECTED:

CAPR 62-1, *Civil Air Patrol Safety Responsibilities and Procedures*

NEC ACTION:

COL GLASS stated that the MIMS committee agrees with the recommendation and concerns of the Operations committee. He added that MIMS is not prepared to take on an additional load until procedures, practices, and protocols for MIMS have been completed. COL GLASS recommended that this item be deferred to the winter 2004 National Board meeting.

NATIONAL BOARD ACTION:

COL OPLAND/DE MOVED and LT COL JENSEN/AR (PROXY) seconded the PROPOSED NATIONAL BOARD/NEC ACTION

MOTION FAILED

AGENDA ITEM 5

DO

Action

**SUBJECT: Authorize FAA Wings Flight Training Program as substitute for CAPF 5 check-rides in alternate years
GLR/CC – Col. Webb**

INFORMATION BACKGROUND:

In the past 5-years, CAP has suffered 12 -landing accidents, 6-cruise configuration - accidents, 1-taxi accident and 3-climb/departure accidents.

The F.A.A. Wings Program consists of: three hours of flight training (1-hour air-work, 1-hour takeoffs/landings, 1-hour instrument work) and 1-hour of ground instruction. The F.A.A. reports that pilots who have completed the F.A.A. Wings Program have a lower incidence of accidents than the balance of the pilot population.

CAP's aircraft insurance underwriter has expressed approval to substitute the F.A.A. Wings Program training in lieu of a CAPF5 check-ride. If this proposal were adopted, implementation would be contingent on two factors: 1) Air Force approval of a change to CAPR 60-1 and, 2), in order to comply with CAP's exemption from the F.A.A., the F.A.A. would need to be provided with 30-days advance notification before implementation. Assuming the Air Force approved of the change and no objection was received from the F.A.A., the amended rule would become operational at that time.

At the November 2003 NEC meeting, the NEC considered a proposal to allow a "Progressive Form 5" in lieu of the traditional check-ride. That proposal was not adopted, however, the Operations Committee recommendation stated in pertinent part:

One possibility that the committee explored was to permit the substitution of three hours of flight instruction for a CAPF-5 once every two year[s]. This would put the CAPF-5 more in line with the requirements for CAPF-91. While this possibility could solve many problems with the proposal, it would require a new CAP form and more complicated bookkeeping requirements...

To address the concern of the Operation's Committee as to whether or not a new form would be necessary, it is proposed that in those years that a pilot completes the F.A.A. Wings Program in lieu of a CAPF5 check-ride, the pilot present the existing CAPF 5 to a CAP check-pilot with evidence of completion of the F.A.A. Wings program and CAPF 5 written examination and the check-pilot can simply note in the remarks block of the form: "CAPF5 requirements completed by F.A.A. Wings Program" and endorse the pilot's logbook in the customary manner.

PROPOSED NATIONAL BOARD ACTION:

That the National Board approve the following changes to CAPR 60-1:

§ 3-5. k. CAPF 5 Flight Checks:

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CAP pilots who complete the following training and requirements, within any 3-calendar month period prior to the expiration of an annual § 3-5. c. Flight check, may substitute that training for an annual flight check: (1) the pilot must have received 3-hours of flight training and 1-hour of ground training and satisfactorily completed the F.A.A. Wings Program requirements; (2) the pilot must provide a CAP check-pilot: (i) evidence of completion of the F.A.A. Wings Program, (ii) CAPF 5 written examination results and (iii) a CAPF 5. The check-pilot shall then review current F.A.A. and CAP procedures with the pilot and in the remarks box of the CAPF 5 note that "CAPF 5 requirements completed by F.A.A. Wings Program," endorse the CAPF 5 and return it and the written examination results to the applicant for copying and distribution as necessary. The check-pilot's endorsement shall be a substitute for the § 3-5. c. Flight checks effective as of the date of the check-pilot's endorsement.

§ 3-5. c. CAPF 5 Flight Checks:

An annual flight check with the same CAP check pilot who administered the last § 3-5. c. Flight check is discouraged

Upon approval of the foregoing changes by the Air Force, the CAP/GC shall immediately provide notice of the change to the F.A.A. in order to comply with our F.A.A. exemption requirements and, assuming no objection is made by the F.A.A.; the proposal shall go into effect upon expiration of the 30-day notice date.

ESTIMATED FUNDING IMPACT:

This proposal creates an option for CAP pilots and is not mandatory. If the Air Force approves utilizing appropriated funds for this training, then existing appropriated training funds could be used to fund some of this training as each region and wing may elect.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur as long as substitution for the CAPF 5 is limited to every other year.

COMMITTEE RECOMMENDATION:

The Operations committee does not recommend approval of this agenda item.

Rationale:

There are twenty phases in the FAA Wings program, each of which requires a minimum of three hours flight instruction. As written in the proposal, paragraph 3-5k would permit completion of a Wings program phase to count as an annual CAPF-5 check ride every year.

The CAPF-5 check ride serves as a quality control, giving commanders a tool for determining the competence of pilots to remain on CAP flight status. While the flight instruction in the Wing program is very beneficial, allowing it to entirely replace the CAPF-5 after an initial check ride is not recommended.

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The committee recommends that at a minimum, a CAPF-5 check ride be accomplished at least once every two years.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1 would require amendment; additional forms would not be required.

NATIONAL BOARD ACTION:

***COL WEBB/GLR MOVED and COL GLASGOW/NCR seconded* the PROPOSED NATIONAL BOARD ACTION, with the addition of the following sentence at the end of paragraph 1: “Region/wing commanders may, by supplement to this regulation, opt-out of the provisions of this section or may make the FAA Wings Program training mandatory for pilots who have not maintained a designated level of flying currency since their last Section 3-5. c. Flight check.”**

MOTION FAILED

AGENDA ITEM 6

LM

Action

**SUBJECT: National Historian of the Year
NCS – Col Kauffman**

INFORMATION BACKGROUND:

Colonel Lester Hopper joined CAP and became one of the driving and directing forces in the formation of the National Historical Committee. During his tenor as the CAP National Historian, he devoted many hours to researching CAP history, especially the World War II era.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to approve re-naming the annual historian of the year award after Col Hopper - **The Col Lester E. Hopper CAP Historian of the Year**. This change would be effective immediately and be presented at the August 2004 National Board.

ESTIMATED FUNDING IMPACT:

Minimal.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

COMMITTEE RECOMMENDATION:

The current National Historian, Col Blascovich, supports this item.

REGULATIONS AND FORMS AFFECTED:

CAPR 210-1, *The Civil Air Patrol Historian Program*.

NATIONAL BOARD ACTION:

COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded the PROPOSED NATIONAL BOARD ACTION.

THE MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staff action to re-name this award for presentation at the August 2004 National Board, notification to the field, and change to CAPR 210-1.

AGENDA ITEM 7

LM

Action

**SUBJECT: New Membership Category for Coastal Patrol Base Members
DE Wg/CC – Col Opland**

INFORMATION BACKGROUND:

The following background is excerpted from CAPP 50-5, *Introduction to Civil Air Patrol*:

The coastal patrol went on to serve its country for nearly 18 months (5 March 1942 – 31 August 1943), flying in good weather and bad, from dawn to dusk.

The 18-month record of the Coastal Patrol – all volunteer civilians, with little or no formal combat training – is most impressive: it began with three bases and was operating from 21 bases at the conclusion of the program. It had reported 173 U-boats sighted, sunk two, and had dropped a total of 83 bombs and depth charges upon 57 of these – with several other “probables.” Its aircrews flew 86,865 missions over coastal waters for a total of 244,600 hours – which approximates to 24 million miles! The patrols summoned help for 91 ships in distress and for 363 survivors of submarine attacks. It sighted and reported 17 floating mines, and, at the request of the US Navy, flew 5,684 special convoy missions.

CAP Coastal Patrol’s impressive record, however, was not without cost. Twenty-six CAP aircrew members were killed, and seven were seriously injured on these missions. Of the aircraft, 90 were lost. But the impressive amassment of mission feats brought official recognition to many of the Patrol’s members. They were winners of Air Medals and War Department Awards for “Exceptional Civilian Service.” These were merely tokens of the high esteem bestowed by a government representing a nation of grateful people.

This service is unique in that it is one of the only times in our history when civilians have served our nation in a combatant capacity. After the Patrol Bases were closed, many returned to their regular jobs, or other jobs supporting the war effort, and were unable to continue as members of CAP. A number of the coastal patrol bases continue to hold reunions, and many of the surviving members are no longer active members of CAP.

As the “founding fathers” of our organization, and in light of the uniqueness of their service and contributions, they are deserving of the distinguished honor of a special lifetime membership category, thereby permanently including them in our CAP family.

PROPOSED NATIONAL BOARD ACTION:

Modify CAPR 39-2, *Civil Air Patrol Membership*, to create a new membership category named “Coastal Patrol Base members”. Include the following new paragraph in Chapter 8, *Other Types of Members*:

Coastal Patrol Base Members. In recognition of their unique contributions to the war effort as civilian combatants during World War II, and as the “founding fathers” of Civil Air Patrol, all members of CAP who served in Coastal Patrol Bases at any time during the period 5 March 1942 to 31 August 1943 may be granted an honorary Coastal Patrol membership in CAP. This category cannot be held in conjunction with another category of membership (e.g., active). Wing commanders must verify their service using their best judgment, and send a request to National Headquarters for this designation along with a completed CAPF 12, *Application for Senior Membership in Civil Air Patrol* (no fingerprint card or membership dues are required). The application will be annotated across the top “COASTAL PATROL BASE MEMBER”. A membership certificate will be forwarded from National Headquarters for presentation to the individual. Members will be assigned to the “000” squadron in the wing to which they apply, and applications must be processed through that wing’s commander. Coastal Patrol Base members are not required to pay any membership dues, and may participate in CAP as outlined below.

- 1) Coastal Patrol Base members may:
 - a) Receive a membership certificate, and specially annotated membership card upon request.
 - b) Receive the *Civil Air Patrol News*.
 - c) Receive discounts associated with senior membership (car rental, etc.).
 - d) Retain the last grade held prior to entering Coastal Patrol Base status.
 - e) Attend wing and region conferences and the annual National Board meeting and the National Congress on Aviation and Space Education sponsored by National Headquarters.
 - f) Attend special unit social events upon invitation by the commander concerned, such as anniversary celebrations, awards banquets, holiday parties, etc.
 - g) Use military transportation to the events listed above if available. Civil Air Patrol air and ground transportation is also authorized. Actual mission participation is not authorized.
 - h) Transfer to active member status upon meeting active member qualifications.
- 2) Coastal Patrol Base members may not:
 - a) Be assigned an official duty position or job function.
 - b) Be promoted while in Coastal Patrol Base status.

ESTIMATED FUNDING IMPACT:

Minimal.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

National Headquarters does not have the records to verify service during this time period. The National Historian has limited documentation and has some concern about only recognizing members of coastal patrol bases--there were a number of other members who served during this period. Recommend the current “Honorary” membership category be used to recognize this special group.

COMMITTEE RECOMMENDATION:

The Development committee will provide their recommendation at the National Board meeting.

REGULATIONS AND FORMS AFFECTED:

CAPR 39-2, *Civil Air Patrol Membership*.

NATIONAL BOARD ACTION:

COL OPLAND/DE MOVED and COL McCONNELL/NAT CAP seconded the PROPOSED NATIONAL BOARD ACTION

MOTION FAILED

Responding to comments from many board members that some kind of recognition should be given to the Coastal Patrol members, the National Commander suggested that the names of those members be included on a plaque, which would be hung on a wall at National Headquarters.

FOLLOW-ON ACTION: The National Commander charged the region and wing commanders to identify Coastal Patrol members in their areas and send their names to National Headquarters for inclusion on the plaque. Gen Bowling also suggested that these members be invited to attend and participate in region and wing activities.

AGENDA ITEM 8

LM

Action

**SUBJECT: Ribbon for Attendees of the Honor Guard Academy
MER/CC - Col Charles S. Glass**

INFORMATION BACKGROUND:

With CAPR 52-16, Para 4-7 authorizing CAP units to have an Honor Guard made up of ANY cadet (not only those that have attended the Honor Guard Academy), it has become a problem for members to recognize the cadets that have attended the Honor Guard Academy when in the AF style blue uniform. These cadets, especially those that attend for all three years, are some what qualified to understand the principles of the Honor Guard as well as being qualified to teach other members in all aspects of the Honor Guard program. Currently, all cadets that attend the Honor Guard Academy are authorized to wear the Honor Guard Academy Special Activity Patch on their BDUs. Since CAP Honor Guard cadets appear in public in the service dress uniform only, a way for others to distinguish those cadets that have attended the Honor Guard Academy is needed. A cadet that attends the Honor Guard Academy is given a level of training in the Honor Guard that is not available to each unit. Those that attend all three years have had as much training that CAP has to offer for Honor Guard cadets as well as being very dedicated top Honor Guard cadets and outstanding cadet leaders.

PROPOSED NATIONAL BOARD ACTION:

That the National Board authorize wear of a distinctive ribbon on the CAP service uniform by members who complete the specialized course of training offered at the CAP National Honor Guard Academy. First year Honor Guard Academy graduates would wear the basic ribbon, second year graduates would wear the basic ribbon with a bronze star, and those who complete the program and graduate after three years would wear the basic ribbon with a silver star. Since the Honor Guard Academy has been in existence for only a few years, authorization to wear the ribbon should be retroactive to all cadets that have attended the Honor Guard Academy.

ESTIMATED FUNDING IMPACT:

The proposed ribbon is currently available from Glendale Industries for \$1.25. Cost of the ribbon would be borne by the member. Minimal costs would be incurred in changing affected CAP regulations.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Cadets attending the Honor Guard Academy are currently authorized to wear the National Cadet Special Activities Ribbon. Authorizing an additional ribbon for attendance at the same event is redundant. Additionally, there are other National special activities that have different levels of completion that don't currently receive special recognition.

COMMITTEE RECOMMENDATION:

The Development committee will provide their recommendation at the National Board meeting.

REGULATIONS AND FORMS AFFECTED:

CAPM 39-1, *Civil Air Patrol Uniform Manual* and CAPR 52-16, *Cadet Program Management*

NATIONAL BOARD ACTION:

This item was withdrawn

**SUBJECT: Uniform Items
Development Committee – Col Bonner**

INFORMATION BACKGROUND:

According to the procedures voted in by the National Board, all uniform items are to consider by the National Board once a year at the winter meeting. The following items have been submitted and were considered by the Development Committee for possible implementation:

1. **Dark T-Shirt for Blue BDU Uniform** (Col Flynn, NJ Wing/CC) - The white T-shirt specified for the Blue CAP BDU Style Uniform presents a significant safety hazard during hunting season in areas where white tail deer are found. The area of white that shows is the same shape and size, and approximately at the same height as a bounding white tail deer presents. This is a severe safety hazard against the dark blue background of the uniform. Authorize the wear of a black or dark blue T-shirt.
2. **Summer Weight Blue BDU Uniform** (Col Flynn, NJ Wing/CC) - Summer weight ripstop versions of the Blue BDU style uniform are commercially available. These versions should be authorized, whether stocked in the bookstore or not. The winter weight uniforms worn in high temperature/humidity conditions can cause a hazard, and are very uncomfortable. Authorize summer weight versions of the Blue BDU style uniform, whether stocked in the bookstore or not.
3. **Dark Blue BDU Field Jacket** (Col Flynn, NJ Wing/CC) - A field jacket matching the blue BDU Style uniform is commercially available. This should be authorized and insignia placement should be defined. This will permit members to remain in this CAP distinctive uniform outside in inclement weather. The field jacket should be defined whether stocked at the bookstore or not, and the Woodland Camouflage jacket prohibited with the Blue BDU style uniform. Recommend authorizing wear of blue BDU style field jacket with the blue BDU Style uniform with insignia as presently authorized for the Woodland Camouflage Field Jacket, without DOD wings or badges. Require removal of headgear when wearing civilian outer garments, or field jacket without insignia with blue BDU style uniforms.
4. **Dark Blue BDU Headgear** (Col Flynn, NJ Wing/CC) - A standard headgear should be defined for the Blue Utility Uniform. CAP members must have a uniform appearance in groups. Having some members without headgear, and others with varying headgear is inappropriate. There is a BDU style hat available that matches the uniform from commercial sources. Other headgear that is authorized with the BDU uniform should also be permitted. The Woodland camouflage cover should be clearly not authorized with this uniform. Recommend authorizing the BDU style Navy Blue cap, CAP Baseball cap, similar to CAPR 39-1 Table 2-4 (6). Prohibit wear of Camouflage BDU Cap or other headgear with blue BDU style uniform.

5. **Cadet Officer Shoulder Boards.** The May 2003 NEC asked the Committee to look at the cadet officer shoulder boards. The National Cadet Advisory Council and other cadets in the field have stated that the shoulder boards are difficult to deal and they would prefer using metal rank on the strap of the coat.

6. **CAP Summer Uniform** (Col Opland, DE Wing/CC) – All CAP uniforms (with the exception of skirts) currently entail covering the legs. During high heat and humidity conditions, especially with outdoor activities, this could potentially lead to dehydration, heat exhaustion, or heat stroke. At a minimum, it is very uncomfortable. The CAP Glider Program, in the Glider Guidance letter dated 3 Aug 98, suggests the following: “A T-shirt, such as the Demand Reduction T-shirt or CAP designed wing T-shirt with a pair of shorts and tennis shoes will be sufficient.” A suggested CAP summer uniform might entail tailored khaki shorts (not cut-offs) cut above the knee, a CAP T-shirt or CAP polo-style shirt, with white shoes and socks.

7. **Wear of Cadet Ribbons** (National Cadet Advisory Council) - Currently, the standard for wear of ribbons is "all, some, or none". Many cadets, choosing the "all" option, soon amass a large number of ribbons. The amount of ribbons that cadets normally wear is much higher in comparison to Air Force personnel of similar time and grade. The majority of these ribbons consist of the Achievement/Milestone (Curry, Arnold, Eaker, etc) ribbons earned during promotion through the cadet program. Cadet Captains, for example, may wear thirteen ribbons for merely promoting through the ranks. Since each cadet's promotions are reflected through his or her grade insignia, many of these ribbons are redundant. A Cadet Major has obviously passed his Earhart exam, for instance. The proportion of achievement/milestone ribbons to all others tends to devalue those other ribbons which may have been very difficult to earn. Also, the current massive number of ribbons that cadets may be eligible to wear throughout their careers blocks the creation of new ribbons to recognize further accomplishments. In order to decrease the number of ribbons worn by cadets, the wear of achievement and milestone ribbons must be regulated.

Recommend the National Board approve the following addition to CAPM 39-1, *CAP Uniform Manual*, Paragraph 1, Chapter 4. "While in Phases 1 and 2 cadets may wear all their achievement and milestone ribbons. Cadets in Phases 3 and 4 may not wear their achievement ribbons and are restricted to wearing only their highest milestone award but may continue to wear all other ribbons."

Additionally, the National Board approve the following change to CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates*, Sec C, Para 14h, General Billy Mitchell Award. Successfully complete the specific requirements in Phases I and II of the CAP cadet program. This award is certified and awarded only by National Headquarters. NOTE: A silver star worn on the ribbon denotes successful completion of Cadet Officer School. Members who remove the Mitchell ribbon in order to wear the highest cadet program ribbon earned may move the silver star denoting Cadet Officer School from the Mitchell ribbon to the highest cadet program ribbon earned.

8 Standardized Cadet Physical Fitness Uniform (National Cadet Advisory Council) - Currently, there is not a standardized Physical Fitness Uniform (PFU). This lack of uniformity and standardization creates an unprofessional image in the eye of the public during physical fitness training at local units and at national activities alike when cadets are seen wearing a rainbow of colors, designs, and fitness clothing. However, if each commander was allowed to designate a specific PFU for his own units and activities it may cause serious financial burdens on the members. Cadets may end up having to buy one uniform for wear at their unit and any number of other uniforms for wear at activities with different commanders who have designated other uniforms. A nationally standardized uniform, however, will help promote esprit de corps and a professional appearance at a very low cost to the member, requiring the member to buy a single uniform for all the activities he or she may attend in his or her CAP career. Precedence for an organization wide standardized physical fitness uniform may be found in all branches of the military.

Therefore, CAP should create a single nationally standardized Physical Fitness Uniform (PFU). It is suggested that this standardized PFU consist of "Air Force" dark blue mesh shorts, "Air Force" dark blue sweat pants, "Air Force" dark blue sweat shirt, and either a grey t-shirt, a CAP t-shirt, a unit t-shirt, or the activity t-shirt. T-shirt choice should be uniform for the unity or activity.

Recommend the National Board approve the following changes to CAPM 39-1, *CAP Uniform Manual*, designating the following as paragraph 6-6. "While performing physical fitness activities, including the CPFT, members will wear the Physical Fitness Uniform (PFU). The PFU shall consist of Air Force dark blue mesh shorts, a standardized Civil Air Patrol T-shirt, unit T-shirt, CAP activity T-shirt, or an Air Force T-shirt, white socks, and tennis shoes. During cooler weather, members may wear Air Force dark blue sweat pants ad sweatshirt over the PFU. The PFU will not be worn during flying activities, when engaged in Emergency Services, or any other activities not physical fitness training. Members not meeting weight standards may wear this uniform during physical training."

Recommend the National Board also approve the following addition to CAPR 52-16, *Cadet Program Management*. Chap 1, Para 3b,Uniform. "While participating in physical training, cadets will wear the Physical Fitness Uniform prescribed in CAPM 39-1, *Uniform Manual*."

9. Appearance and Grooming Standards for the CAP Distinctive Uniforms. The National Commander tasked the Development Committee to recommend appearance and grooming standards for CAP members wearing the CAP distinctive uniforms. After very careful consideration the Development Committee recommends the following standards:

Appearance: Closely aligned with AF uniform requirements---must fit properly; be clean, neat and in good condition. No pencils, pens, watch chains, etc. will be exposed. Women may wear small spherical earrings as with AF uniform. Blazer, skirts, slacks/trousers will met the same fit and length requirements as the AF uniform. Belt buckles will not exceed 2 inches in size with no web or military style belts authorized

with any of the gray slacks/skirts. No casual slacks/skirts (jeans, cotton or twill fabric) will be worn with the blazer or aviator shirt combinations. Casual slacks may be worn with the golf shirt combination. Golf shirts for males must be tucked into the slacks. Women may wear the golf shirt out of the slacks but shirt length must not fall below mid-hips.

Grooming: Women – hair will be professional looking and hang no longer than 4 inches below the bottom of the collar. If hair is longer than 4 inches below the bottom of the collar it must be worn in a ponytail, bun, twist, etc. Men – professional neat haircut no longer than 4 inches below the bottom of the collar. Hair longer than 4 inches below the bottom of the collar must be worn in a ponytail.

PROPOSED NATIONAL BOARD ACTION:

That the National Board consider the above uniform changes.

ESTIMATED FUNDING IMPACT:

To be determined.

COMMITTEE RECOMMENDATION:

1. Authorize dark blue or black t-shirt. The Committee felt that the dark shirts would not be appropriate. In order to ensure safety of the members that may be wearing the blue field uniform with white t-shirt the Committee did recommend that the NB authorize the wearing of the orange safety vest with this uniform when necessary. **Recommend the National Board disapprove this proposal but authorize the wearing of the orange safety vest when appropriate.**

2. Authorize summer weight blue field uniform. The Committee determined that they had no concern with which weight uniform the members wore. Military Buds are available in two weights and the blue field uniform could certainly follow suit as long as the color and style number are published to ensure that the shades match. **Recommend the National Board approve this proposal.**

3. Authorize Blue Field Jacket. The Committee felt the blue field jacket should be optional for members; however, if worn it should be worn with the appropriate accouterments. No military badges or devices would be worn. The Committee also felt that if the field jacket were worn, uniform type headgear would be required. The approved headgear would be the CAP baseball cap or unit baseball caps. **Recommend the National Board approve the optional wear of the blue field jacket with appropriate CAP accouterments and headgear.**

4. Authorize Blue BDU hat and Discontinue wear of civilian headgear. The Committee agreed that a dark blue BDU cap would be appropriate with this uniform; however, they did not feel it necessary to discontinue the wear of civilian headgear. If members wear civilian outer garments; civilian headgear is the only headgear that would be appropriate. **Recommend the National Board approve the wear of a dark blue BDU style cap with the field uniform, but disapprove the recommendation to discontinue wear of civilian headgear.**

5. Cadet Officer Shoulder Boards. To be determined

6. CAP Summer Uniform. The Committee did not feel this combination would present a professional image on a regular basis. **Recommend the National Board disapprove the proposal.**

7. Cadet Ribbon Wear Policy. The Committee felt that cadets were particularly proud of their accomplishments and to remove previously earned ribbons would not be well received in the field. **Recommend the National Board disapprove this proposal.**

8. Cadet Physical Fitness Uniform. The Committee had some major concerns about approving another uniform combination. There was also concern for the cost to individual cadets if they are required to purchase these items. It was also noted that the Air Force is moving from the dark blue PE type shorts to gray shorts and if this uniform becomes required members may have trouble finding dark blue Air Force shorts. The Committee determined that this could be an optional uniform. **Recommend the National Board approve the wear of this combination as an optional cadet physical fitness uniform.**

9. Appearance and Grooming Standards for the CAP Distinctive Uniform. The Committee believes these recommendations will allow our members to present a professional image at all times. **Recommend the National approve the appearance and grooming standards as submitted.**

REGULATIONS AND FORMS AFFECTED:

CAPM 39-1, *CAP Uniforms*; CAPR 39-3, *CAP Awards and Decorations*, CAPR 52-16, *Cadet Programs*

NATIONAL BOARD ACTION:

COL BONNER briefed this agenda item and made the following committee recommendations/motions for National Board action:

1. That the National Board vote to (a) **DISAPPROVE** the wear of a black or dark blue t-shirt with the blue field uniform, but (b) **APPROVE** the wearing of the orange safety vest when appropriate

MOTION CARRIED WITH NO DISSENTING VOTES

2. That the National Board vote to APPROVE the wear of a summer weight blue field uniform as an optional item.

MOTION CARRIED WITH NO DISSENTING VOTES

3. That the National Board vote to APPROVE the optional wear of a dark blue field jacket with appropriate CAP accouterments and headgear.

MOTION CARRIED

4. That the National Board vote to APPROVE the wear of a dark blue BDU style hat as optional headgear. Civilian headgear should remain authorized when civilian outer garments are worn.

MOTION CARRIED

5. That the National Board vote to DISAPPROVE the elimination of cadet officer shoulder boards but modify the current devices, as follows:
 - Shorten by 1 inch
 - Use bar pins to attach to uniform
 - Shoulder cords will be worn at the shoulder seam instead of under the button of the shoulder board

MOTION CARRIED

FOLLOW-ON ACTION FOR ITEMS 1-5: Implementation of uniform changes, notification to the field, and change to regulation CAPM 39-1.

6. That the National Board vote to DISAPPROVE the wear of a CAP summer uniform

MOTION CARRIED

7. That the National Board vote to DISAPPROVE modification of the cadet ribbon wear policy.

MOTION CARRIED

8. That the National Board vote to APPROVE the wear of a standardized cadet physical fitness uniform as an optional uniform combination.

COL SKIBA/CT PROXY MOVED and COL GLASGOW/NCR seconded that the National Board vote to adopt the proposed item as requested by the National Cadet Advisory Council, which reads as follows:

- Recommend dark blue mesh shorts, standardized CAP t-shirt, unit t-shirt or Air Force t-shirt with white socks and tennis shoes
- Cold weather combination would be dark blue sweat pants and sweatshirt.

MOTION FAILED

9. That the National Board vote to **APPROVE** the establishment of appearance and grooming standards for CAP distinctive uniforms, as recommended by the National Commander, which read as follows:

- Appearance closely aligned with AF requirements
Blazer, skirt, slacks/trousers will meet same fit and length requirements
No pens, pencils, etc. will be exposed on any uniform
No casual slacks/trousers with blazer or aviator shirt
Golf shirts must be tucked in for males and will not fall below mid-hip for women
- Grooming standards
Hair will hang no longer than 4 inches below bottom of collar
If longer, women will wear in ponytail, bun, twist, etc.
Men will wear in ponytail

COL GLASGOW/NCR MOVED and COL SENDERLING/OR seconded a motion to table and send back to committee for further study and a proposal with additional requirements.

MOTION CARRIED

FOLLOW-ON ACTION: Referral to the Development Committee for further study and inclusion in August 2004 National Board agenda.

AGENDA ITEM 10

IT

Action

**SUBJECT: Elimination of paper-based CAPF 2 and CAPF 24
DE Wg/CC – Col Opland**

INFORMATION BACKGROUND:

CAP member promotions require processing two forms, CAPF 2, *Request for Promotion Action*, and CAPF 24, *Application for Senior Member Professional Development Awards*, through the command hierarchy for approval before submission to NHQ CAP for data entry. Both of these forms require demographic information about the member, which is already stored in NHQ CAP information systems. CAP volunteer members must look up the information in the NHQ system, and then write it on a form for submission to NHQ, which is redundant and time-consuming, in addition to the time delays in moving the paper, and the potential for loss in transit.

PROPOSED NATIONAL BOARD ACTION:

Request the Executive Director to convert these paper-based processes to online versions as expeditiously as possible. The online versions should require minimal data entry (utilizing information already stored by NHQ to the greatest extent possible), should automatically notify the next command echelon of a promotion request requiring their attention, if appropriate, and should include appropriate security measures (for example, a mechanism permitting the request to be entered by staff, but that would require validation by the appropriate commander or vice commander, before forwarding to the next higher echelon).

Optimally, when all the data has been entered satisfying the requirements for promotion, and time in grade has been fulfilled (as calculated by the system), the member's commander should be notified automatically that the member is eligible for promotion, and periodically reminded, at the option of the commander. Once the commander approves the action, the system automatically promotes the member if the commander is the approving authority, or the next higher commander is automatically notified, as appropriate.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Both the promotion and Professional Development training data input processes are to be converted to MIMS modules (ECD Aug 04). Coding is done. Business rules are being added by functional managers. A report of members eligible for duty performance promotions can be made available to all commanders when those modules are complete and data is in the MIMS

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 35-5, *CAP Officer and NCO Appointments and Promotions*
CAPR 50-17, *CAP Senior Member Professional Development Program*
CAPF 2, *Request for Promotion Action*
CAPF 24, *Application for Senior Member Professional Development Awards*

NATIONAL BOARD ACTION:

COL OPLAND/DE requested that the first sentence of each agenda item be amended to read as follows: “Request the Executive Director to make available online versions of (the appropriate form) as expeditiously as possible.” He acknowledged that the on-line versions of the forms are already being worked.

COL OPLAND/DE MOVED and COL KAUFFMAN/CS seconded that the National Board vote to approve the PROPOSED NATIONAL BOARD ACTION, amended to change the first sentence to read as follows: “Request the Executive Director to make available online versions of CAPF 2 and CAPF 24 as expeditiously as possible.”

MOTION CARRIED

AGENDA ITEM 11

IT

Action

**SUBJECT: Elimination of paper-based CAPF 2A
DE Wg/CC – Col Opland**

INFORMATION BACKGROUND:

CAPF 2A, *Request for and Approval of Personnel Action*, supports 5 different administrative processes: 1. Duty assignments; 2. Award of aeronautical ratings/mission qualifications; 3. Award of activity and service ribbons; 4. Member transfers between units; and 5. Member retirements.

An online Duty Assignment application has been developed by NHQ and is available through e-Services. Certain CAP Regulations (CAPR 62-1, *CAP Safety Responsibilities and Procedures*, and CAPR 67-1, *CAP Supply Regulation*) require assignment of personnel in writing, forwarding a copy to the next higher headquarters and/or the Liaison Office (LO) when someone is assigned to a specified position, and require that the higher headquarters and/or LO maintain copies of those documents on file.

The online MIMS (Member Information Management System) tracks receipt of mission qualifications, and contains most of the information required for award of aeronautical ratings.

PROPOSED NATIONAL BOARD ACTION:

Request the Executive Director to convert all CAPF 2A processes to online functions as expeditiously as possible. If all functions are not available online relatively concurrently, modify CAPF 2A accordingly until it becomes obsolete.

The online replacement of the CAPF 2A could utilize the existing online Duty Assignment application, which should automatically notify the next higher echelon of a new duty assignment, if appropriate, thus eliminating the requirement to forward copies of documentation to the next higher headquarters or LO (for example, for Safety Officers and Supply Officers), and eliminate the requirement for the higher headquarters and LO to retain copies of that documentation. A report should be available to higher echelons and LOs to permit identifying those assigned to specific positions in subordinate units (e.g., all subordinate Safety Officers).

Additional functions need to be developed to track the award of activity/service ribbons, and aeronautical ratings (mission ratings are already tracked in MIMS), but all this data could be stored online forming an eventual replacement for CAPF 45, *Senior Member Master Record*.

An online member transfer function and a request for retirement function should be developed promptly.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

IT is working an update to the entire membership/organization system. These items can be worked as part of that extensive update. Several of these items (such as many of the activity/service ribbons, duty positions, and aeronautical ratings) should be complete by Aug 04. The transfer and retirement functions should be complete by Oct 04.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPF 2A, Request for and Approval of Personnel Action
CAPR 35-1, Assignment and Duty Status
CAPR 39-2, Civil Air Patrol Membership
CAPR 39-3, Award of CAP Medals, Ribbons, and Certificates
CAPR 60-1, CAP Flight Management
CAPR 62-1, CAP Safety Responsibilities and Procedures
CAPR 67-1, CAP Supply Regulation

NATIONAL BOARD ACTION:

COL OPLAND/SE MOVED and COL KAUFFMAN/CS seconded that the National Board vote to approve the PROPOSED NATIONAL BOARD ACTION, amended to change the first sentence to read as follows: "Request the Executive Director to make available an online version of CAPF 2A as expeditiously as possible."

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staff action, implementation of policy, notification to the field, and change to CAPF 2A, CAPR 35-1, CAPR 39-2, CAPR 39-3, CAPR 60-1, CAPR 62-1, and CAPR 67-1.

AGENDA ITEM 12

IT

Action

**SUBJECT: Elimination of paper-based CAPF 27
DE Wg/CC – Col Opland**

INFORMATION BACKGROUND:

CAPF 27, *Organizational Action*, supports 5 types of unit changes (commander, address, meeting place and time, unit name), as well as re-designation of the type of unit (cadet, senior, composite, flight), activation of a new unit, and deactivation of a unit. Currently, all of the unit changes can be accomplished online through e-Services, with the exception of a change of commander, and the other functions.

PROPOSED NATIONAL BOARD ACTION:

Request the Executive Director to convert CAPF 27 to online functions as expeditiously as possible, while maintaining appropriate security constraints, starting with the change of commander function.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

IT is working an update to the entire membership/organization system. These items can be worked as part of that extensive update. The unit type designation changes should be completed by Aug 04. Since the commander designation may require a unit transfer before the commander designation can be made, and the unit activation must interface with financial modules, those items could take longer. (EDC would be Oct 04.) Unit deactivation must interface with MIMS (to transfer all members), with CATS (to insure all equipment is transferred), and with the finance system (to make sure all accounting concerns are complete) so this may take somewhat longer to implement.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 20-3, *Charters and Other Organization Actions*.

NATIONAL BOARD ACTION:

COL OPLAND/DE MOVED and COL KAUFFMAN/CS seconded that the National Board vote to request the Executive Director to make available an online version of CAPF 27 as expeditiously as possible, while maintaining appropriate security constraints, starting with the change of commander function.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staff action, implementation of policy, notification to the field, and change to CAPF 27 and CAPR 20-3.

AGENDA ITEM 13

XP

Action

**SUBJECT: Committee Reports
CAP/CC – Maj Gen Bowling**

Committees

1. Finance Committee

Col Angel

Report was submitted under Agenda Item 2.

2. Development Committee

Col Bonner

Report was submitted under Agenda Item 9.

3. Operations Committee

Col Hartman

Report attached (See Atch 1)

Reference Report Item 1. Life Rafts:

COL OPLAND/DE MOVED and COL GREENWOOD/IN seconded that the National Board vote to temporarily waive the wing commander reporting requirements as a result of Findings, Observations, etc. from Compliance Inspections, Survey Audits, and other such inspections associated with the certification of life rafts, life jackets or vests, immersion suits, and other such equipment, until the issue of funding such certifications has been resolved.

MOTION CARRIED

4. Professional Development Committee

Col Courter

No report.

5. Strategic/Tactical Evaluation & Planning Committee

Brig Gen Anderson

No report.

6. Cadet Programs Committee

Col Glasgow

1. COL GLASGOW presented a slide briefing which provided an update on the proposed cadet orientation flight enhancements/flight reimbursement program (not yet officially named)—an electronic program for tracking cadet orientation flights, effective 1 April 2004. (See Atch 2). This program has already been approved in concept by the NEC. Col Glasgow asked that region commanders provide the name of one wing so that the program can be tested prior to 1 April.
2. COL GLASGOW presented a slide briefing: National Cadet Competition Feasibility Study for Washington, DC as a venue for the National Color Guard, with a recommended change for 2005 and 2006 (See Atch 3).

COL GREENHUT/NER recommended that the National Board charge National Headquarters with seeking corporate sponsorship that is visible at places like Oshkosh. A company like Coca-Cola being able to have their logo on the capitol steps along with the CAP cadets should be a compelling selling point, and if they are willing to give us \$30,000 for this program, they may be willing to give us more money for other things that involve cadets. He expressed a belief that the entire cadet program, and certainly the Cadet Competition, could be underwritten by a corporate sponsor.

COL GREENHUT/NER MOVED to charge National Headquarters with investigating the possibility of defraying all of the costs of the National Cadet Competition through corporate sponsorships.

ACTION: Col Allenback/EX agreed that the National Headquarters would look into corporate sponsorships

COL GLASGOW MOVED and COL TODD/SWR, COL GREENWOOD/IN, and COL OPLAND/DE seconded that the National Board vote to move ahead with NCC being held in the Washington DC area in 2005 and 2006 to include all the venues possible including the Capitol building and flag raising ceremony at Arlington Cemetery. Additionally, continue to look for funding from outside sources or as identified by the National Finance Officer.

THE MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staff action.

7. Posse Comitatus Committee

Col Karton

No report.

8. Constitution & Bylaws Committee

Col Palermo

COL PALERMO/NLO reported that he had received a letter from Col Vogt, CAP-USA/CC, concerning the CAP-USA vice commander's position on the Membership Action Review Board (MARB). This letter provided official notification that the CAP-USA vice commander was being removed from the Membership Action Review Board for various reasons, which have been discussed at the Board of Governors (BoG). A replacement needs to be named to fill this vacancy.

The Constitution & Bylaws Committee referenced the changes made by the BoG to the vacancy (Director of Personnel) on the MARB due to organizational changes at National Headquarters with the Director, Leadership Development and Membership Services. There was another change to the Constitution & Bylaws that a member could not be in command or vice command of a region to serve on the MARB.

COL PALERMO/Chairman, Constitution & Bylaws Committee MOVED that the National Board vote to recommend to the Board of Governors:

- Strike “, the CAP-USA Vice Commander (or their designees)”
- Add “or his/her designee)” after “National Director of Leadership Development and Membership Services” and
- Change “two” to “three” in Article XVI, paragraph 3 of the CAP Constitution

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Proposed changes to the Constitution included in the June 2004 BoG agenda.

9. Corporate Aircraft Distribution Committee

Col Greenhut

COL GREENHUT reminded that the Corporate Aircraft Distribution Committee (CAD) is charged with making determinations for the corporation regarding the types of aircraft and the way CAP might be deploying these aircraft. Just recently, the CAD was additionally charged with investigating the possibility of adding a light twin aircraft to the CAP fleet. He presented a slide briefing outlining the rationale for considering this type aircraft, the premise that it is based on, the recommendation the CAD has made to the NEC, the performance data on that aircraft, and pictures of the aircraft selected. He noted that, should future CAP missions require twin aircraft, the NEC has voted that the Vuncanair twin would be the aircraft of choice to support these missions.

COL VOGT praised the CAD presentation and added that this is another instance where CAP has figured out how it can best suit the needs of the Department of Homeland Security (DHS), the Coast Guard, a component of it, in case and when

that tasking comes down. He clarified that there has to be a requirement and, as discussed in the FTCA/FECA arena, how those requirements come down and missions of the Air Force come down will require Department of Defense (DoD) approval. He added that in the DHS/DoD MOU that is being worked, DoD may tell the Coast Guard to buy the airplanes and then DoD will accept it as a mission, or DoD may say “It is your mission. We don’t have the aircraft to take it on for you.” These areas are yet to be resolved.

10. Infrastructure Committee

Col Saltzman

The report of the Infrastructure Committee was distributed.

11. Legislative Liaison Committee

Col Huggins

COL HUGGINS reported that he felt CAP had a very good Legislative Day on Thursday, which was a good experience for all the board members to be able to go to the hill and meet with members of Congress and their staffs. It provides an opportunity to convey to them your interest in America and in Civil Air Patrol, and to educate them about CAP’s missions. This is one of the reasons it is important to have the Winter National Board meeting in Washington, DC. He added that in the legislative program there is a congressional appropriation—a federal track—and a state appropriation—a legislative track. This year the program is in the middle of the congressional track for securing the appropriations for CAP for FY05. Last year there was success in having the report language, which governs CAP, rewritten by the House Defense Subcommittee in a way that has been very conducive to CAP. That was a lot of progress. Don Rowland worked hard on that with Paul Terry who was the subcommittee staff person. This year it appears CAP is right on target with appropriations. The exact numbers are unknown at this time but they should be in the right ballpark. There doesn’t appear to be a problem with the congressional appropriations, but the National Commander will be making a decision soon about talking on the hill about that.

COL HUGGINS thanked Mark Richardson for compiling a brochure entitled: “Securing State Funding & Other Supplemental Funding—a Tool for Commanders.” (See Agenda Item 17). He added that this is an outstanding document that is really needed by CAP commanders. He expressed appreciation to Col Allenback for his vision and others who worked on this document.

COL HUGGINS also stated that the committee recommends establishing a National Legislative Officer of the Year Award named in memory Colonel George Tuxedo, Hawaii Wing, who was an original member of the Legislative Liaison Committee and made significant contributions to the committee and CAP. He asked wing commanders to submit names for consideration of this award for presentation at the August 2004 National Board meeting.

COL HUGGINS expressed appreciation to the National Board members for the wonderful job they are doing. He also recommended that members of the legislature be invited to the National Board banquet. It is important that CAP keep up that liaison through the state legislative committees.

FOLLOW-ON ACTION. The National Commander tasked EX to staff the recommendation for a National Legislative Officer of the Year award for inclusion in the May 2004 NEC agenda.

AGENDA ITEM 14

Action

SUBJECT: Old Business

1. ITEM: Redirection of Mission Support and MIMS; Agenda Item 18 from the August 2003 National Board. Item was turned over to Col Glass and his MIMS committee.

COL GLASS reported that the MIMS Committee is made up of one member from each region plus two individuals from HQ CAP-USAF/IT and two individuals from HQ CAP-USAF/DO. This group met in Atlanta the first week of December to discuss the future of MIMS and what the committee wanted MIMS to do for CAP, particularly how it should relate to the operations portion. There was almost no discussion concerning the use of MIMS in personnel and non-operations functions since the current systems are working satisfactorily. The committee developed a list of 14 deliverables that the National Headquarters IT and the committee were to provide to the organization. The list was then prioritized. The committee is in close contact through email and conference calls. The concerns of the National Board were the impact of MIMS on CAPR 60-3 and the operational procedures.

The first item on the prioritized list was to disconnect mission pilot 101 card qualifications from the CAP pilot activity requirements. The way that MIMS had been set up one could run the 101 card and appear to be fully qualified as a mission pilot, but if the requirement was to be a CAP pilot, (which includes a license, a medical, a BFR, and a check ride, current Form 5, etc.) if those requirements were not satisfied simultaneously, the system would not issue you a 101 card to be a mission pilot. That link has been severed so that now the CAP pilot activity is freestanding. The facility is still there for the member to enter into MIMS his/her performance, dates of his BFRs or the types of airplanes he/she has taken check rides in, etc., and even his/her take offs and landings, his/her night currency, his/her instrument currency and all of that. It is only a logbook at this state of the game. It is not connected to the ES side of the house. On the ES side of the house the issue was not what you had to do to be a mission pilot as defined in CAPRs 60-3 and 60-4, the issue was how to record and keep track of the data and when the squares were filled.

For the next item on the priority list there was a strong sentiment among the group, which reflected strong sentiment throughout the nation that "I've got a good workable system at home and I don't want to use MIMS." The deliverable that the MIMS group and IT is going to provide to the organization is that members can use their home systems, but the official record as reported in MIMS will be for national statistics. If the Air Force wants to know how many mission pilots CAP has, those kinds of statistics will come from MIMS. So, how do we get the local systems to talk to MIMS. That process is in progress and the strategy that will be used is that WMU (in 35 wings) and paperless wings (seven), those electronic home systems will be facilitated so that they can talk electronically to MIMS and cross-load data. MIMS will electronically talk back and acknowledge data and pass data the other direction. The practical result is those wings that are on WMU can continue to use WMU. It will be transparent to the user. For the paperless wings—the same. It will be transparent to the user. You may use your homegrown system. The first round of tests is complete and was successful. We

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are into the second or third cycle to do the testing. The intent was to have that testing complete by 15 March and be able to go live around 1 April. The action of this board in tabling CAPR 60-3 caused some difficulty, which the committee has not had a chance to meet and resolve because the committee had assumed that CAPR 60-3 would be passed. Some of the business rules that were incorporated into the new CAPR 60-3, which are not in the present CAPR 60-3, were written into the computer programs. The basic strategy was and will remain the same. The wing commander is the individual who says “you are qualified to do whatever.” Then that information will be electronically transferred to MIMS, and if MIMS has additional information, it will be passed back on an update so that such things as national access to ES card data will be available to incident commanders. That was one of the deliverables. That an incident commander who is working a mission across state or with people outside the state, he would have access to the qualification record of a member from another wing/region. That was deliverable number 12.

Today, the committee was pretty well set to turn this thing on very shortly. Now the committee will have to go back and reconsider how to continue down the same track based on the fact that CAPR 60-3 wasn't ratified. The committee still intends, with the cooperation of IT, that the translator program can work in the existing MIMS so members can continue to use the homegrown systems and feed MIMS. For the people who don't have a system there are two alternatives. One alternative would be to join one of the existing systems that is up and running. A second alternative would be to create a new system. The keys to the kingdom—the data entry ports, the item diagrams that feed data into MIMS—will be made public to anyone. The last alternative is the functionality that is in MIMS today, each individual member calling up his/her record, typing in his completions, pushing the button. When the list gets full, it goes to the squadron commander to validate this, it then goes to the wing commander and if in agreement, awards this rating to this individual. That facility will still be there.

The next biggest item in the complaint list is the individual entry process, which is very user-unfriendly. The committee is addressing this as priority number four.

MR. CAPICIK/IT stated that the data entry is going into testing with the operations people this coming week and assuming they have no problems with it, the data entry system will be put into the production system and it will probably take a week to change tables for that. Then it will be tested by a couple of voluntary wings during the last part of March or first part of April. That is mainly to enter the achievements, especially for those people who are currently using paperwork to enter achievements directly into the system versus having to put in all the tasks, etc.

COL GLASS added that one of the things the committee did was to disconnect the long list of tasks, which is basically optional. The wing can enter at the achievement level or build it from the bottom with the members passing it up. The new screens will be much more user friendly and for the wings it basically will be, “here is John Doe and here are 13 different things he is qualified for. Yes. Yes. Yes. Confirmed. Go.”

MR. CAPICIK also stated that if the paper system is being used and everything for a person's achievement is approved, the actual entry of the achievement into MIMS is

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going to rest at the wing level. It will be a restricted application. The wing commander will appoint whoever he wants to have those things inputted.

COL GLASS added that it will be a “Fill in the screen kind of thing.” It will not be “Put in one, push the button, wait for the retrieval system to operate and come back then say what do you want to do next, and we put in another one.” It will be a mass entry by individual. It is the way you would expect to do it if you were operating with paper. It looks like a CAP Form 100 in many respects. That facility will be for the wing people so they can administer the system; below the wing, in any manner they want—paper 101Ts, MIMS, whatever.

COL GLASS also reported that there are other things concerning training, support, 24/7 availability, etc. that are low on the priority list that the committee has not yet scheduled. The committee is primarily trying to drive the things that deal with “you getting a 101 card” and making the system user friendly at the level that CAP will be entering. He asked Mr. Capicik if IT were planning to change the entry process for the individual member.

MR. CAPICIK replied that if the committee wants to continue using MIMS for the initial training of VSA or for the pilot data that can be done. He added that in the ES area, IT has already developed a multi-ES entry form, which is pretty user friendly as far as putting information in. IT is also planning to make putting the pilot data in more user friendly, and hopefully get rid of that irritation.

COL GLASS. The last item is that the MIMS committee has voted itself out existence, effective December 2004. The committee expects to have this up and running and the challenge to the committee taken care of by that time.

MR. CAPICIK stated there were a couple of other lower priority items that the committee had. One was to assign permissions by duty position. That code has been written and is being tested. And to extend that one step further, there is a need to give permissions in e-services by qualification too, specifically ICs. IT has gone in the back end and taken care of the immediate issue of giving ICs permission to see all the data of people in the nation for their job, but that was only an interim solution. What will happen is that IT will be able to identify a qualification like IC and say “Okay, all ICs or all something else, get to do these restricted applications.” That should significantly reduce the burden on the WSAs in the field.

COL GLASS added that on the personnel side of the house for MIMS, one of the things being passed over is the unit commander status. What used to go in on a Form 27 that says who is the unit commander of which unit, it is important that the units and wings process that information into the personnel side of the house because that unlocks permissions in MIMS on the operational side for people who are designated as unit commander.

MAJ GEN BOWLING reminded that this hinges upon Agenda Item 18, which was tabled at the August 2003 National Board, and asked if the committee had a recommendation.

COL GLASS recommended that Agenda Item 18 not be brought from the table. In his view Agenda Item 18 would trash WIMS and adopt WMU. The committee recommends against that.

COL PALERMO/NLO MOVED and COL TILTON/AL seconded that the National Board vote to bring Agenda Item 18 from the August 2003 National Board from the table.

MOTION CARRIED

MOTION TO APPROVE THE PROPOSED NATIONAL BOARD ACTION UNDER AGENDA ITEM 18, AUGUST 2003 NATION BOARD FAILED

COL PICKER/ID recommended that an IT (MIMS) Committee be reconstituted as a standing committee to oversee such actions in the future to make sure that the systems in the operations of this organization move in a proper direction.

ACTION: Maj Gen Bowling stated that as the National Commander he would set up an IT Committee, chaired by Col Opland/DE. Other members are: Col Joe Vazquez and Col Bob Picker as well as others they select. LMM was tasked to cut the orders for the committee.

COL PICKER/ID stated that due to the fact that CAPR 60-3 was tabled not because of basics but because of a couple of risk factors, he would like to propose another motion.

COL PICKER/ID MOVED and COL GLASS/MER seconded that the National Board vote to allow the IT directorate to continue with their development of the MIMS system and all the interfaces based on what work they have done with CAPR 60-3.

COL GLASGOW/NCR, seeking clarification of the motion, asked if IT would go ahead and use the business rules from the tabled regulation.

COL GLASS stated that it was his understanding that the reason for tabling CAPR 60-3 was to provide a legal review for many of the intricacies of the qualifications systems. It had nothing to do with the structure of how CAP qualifies people. He added that his understanding of this motion, if it passes, is that the MIMS Committee will proceed on the basis that the draft regulation had been ratified, as far as the business rules. There will still be an opportunity when CAPR 60-3 comes up for ratification to make changes, and the committee may have to go back and tweak the system. He reminded that the MIMS activity that the committee was working still requires that the wing commander is responsible for the certification of a qualification, regardless of how that is accomplished. The wing commander can accomplish that with the present CAPR 60-3.

MOTION CARRIED WITH NO DISSENTING VOTES

2. ITEM: Broad Area Review of CAP paperwork; Agenda Item 19-6 from the August 2003 National Board. Item will be covered in the Executive Director's update.

This item was covered in the Executive Director's update.

3. ITEM: Electronic Signatures; Agenda Item 21-2 from the August 2003 National Board. The following was the motion passed:

COL OPLAND/DE moved and COL GLASGOW/NCR seconded that the National Board requests that the National Executive Director investigate electronic signature technologies suitable for sensitive CAP transactions, and provide a proposal for implementation, including costs, to the winter 2004 National Board.

Further, the Executive Director, along with the Chief Financial Officer and General Counsel, are requested to classify all current and future CAP forms as either sensitive or non-sensitive with respect to their signature requirements as soon as possible.

COL LEIBOWITZ/GS presented a slide briefing (See Atch 4).

There was discussion on critical areas like money reimbursement and FTCA/FECA that require a higher level of security and verification of signatures. The Executive Director stated that some of the areas are still being identified and a list will be provided at the May 2004 NEC meeting.

FOLLOW-ON ACTION: Inclusion in the May 2004 NEC agenda.

4. ITEM: Additional Business Day at the Summer National Board; Agenda Item 21-6 from the August 2003 National Board. Item to be covered in the Executive Director's update.

COL ALLENBACK/EX reported that an additional business day will cost \$9,000 at a reasonable hotel, but in Tampa it will probably cost \$12,000. He proposed that CAP do a very tightly controlled General Assembly and Awards Ceremony to allow the National Board 2 full days for business. He stated this would be the most cost-effective way of accomplishing this goal. He added that a detailed schedule would be presented at the May 2004 NEC meeting.

FOLLOW-ON ACTION: Inclusion in the May 2004 NEC agenda.

5. ITEM: Transportation Committee changes to CAPR 77-1; Agenda Item 11-10 from the November 2003 National Executive Committee meeting. NEC voted to approve in concept, the recommended changes. National HQ was to do a feasibility study and implementation plan for the voted on possible changes.

MR. MIKE STEWART/LG briefed this item and distributed proposed changes to CAPR 77-1.

COL KAUFFMAN/CS MOVED and COL GREENWOOD/IN seconded that the National Board vote to accept the changes to CAPR 77-1, as presented.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: LG include changes in CAPR 77-1. Feasibility study and implementation plan still pending.

6. ITEM: GA-8 Checkout Requirements

TASKING:

The CAD Committee has asked the Operations Committee to review the following pilot requirements for checking out in the Gippsland GA-8 aircraft:

- Minimum of 500 PIC hours.
- Commercial pilot.
- Instrument rated.
- Complete the on-line GA-8 course.
- Checkout will be completed by a check pilot that has been checked out by a factory trained check pilot.

COMMITTEE RECOMMENDATION:

General Comments: The majority of the committee members concur with the proposed pilot qualifications stated above. However, several have reservations about having to be a commercial pilot. The rationale for that was within Civil Air Patrol there are a number of private pilots with substantial hours in complex/high performance aircraft who have just not proceeded to the commercial level. Some of these pilots are very active in the SAR/DR/CD/HLS missions and some of those are active IC's. It was felt that it would be a mistake to not allow some of them to fly the GA-8. In addition, the last item has been reworded as it implied that all check pilots would have to have a factory checkout and that may put severe constraints on the checkout program.

Based on the committee comments the following criteria are recommended:

1. Pilot must be a qualified SAR/DR pilot.
2. Minimum of 500 PIC hours
3. Commercial pilot (based on pilot experience and flight time a waiver may be requested through the chain-of-command to NHQ/EX)
4. Instrument rated.
5. Complete the on-line GA-8 course.
6. A CAP check pilot that has been certified by a factory-trained CAP check pilot will

complete all CAPF 5 flight checks in the GA-8 for the first two years of aircraft operation (date to be set by NHQ/DO).

COL GREENHUT/Chairman CAD Committee briefed the committee recommendation and moved its adoption.

BRIG GEN WHELESS/CV recommended a friendly amendment that paragraph 3 of the CAD recommendation be changed to reflect that a waiver may be requested through the chain of command to the National Commander or his designee—not to the Executive Director who is not in the chain of command of the volunteer force. The friendly amendment was accepted by the committee.

COL OPLAND/DE MOVED and COL BURRELL/IL seconded an amendment to the committee recommendation to strike paragraphs 3 and 4.

COL NELSON/CA MOVED and COL TRICK/MD moved to divide the question.

THE MOTION TO DIVIDE THE QUESTION FAILED

THE AMENDMENT FAILED.

THE MOTION (to include a waiver by the National Commander in paragraph 3) CARRIED

AGENDA ITEM 15

Action

SUBJECT: New Business

ITEM 1. Database Access for National Activity Directors

COL GLASGOW/NCR stated that a year ago the National Board voted to allow region and wing commanders as well as incident commanders access to the national IP database. He added that it is imperative that national activity directors also be allowed access to this information because they need addresses, phone numbers, contact points, qualification, etc.

COL GLASGOW/NCR MOVED and COL KAUFFMAN/CS seconded that the National Board vote to grant national IP database access to national activity directors for a period of one year, 6 months prior and 6 months after the activity.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters implementation and notification to national activity directors.

ITEM 2. Proposed Change to CAPR 62-1

COL McCONNELL/NAT CAP distributed a proposed change to CAPR 62-1, Section B—Accident Prevention, 2.b (1). He stated that the way it currently reads, it is not possible for the wing to be in compliance for inspection purposes.

COL McCONNELL/NAT CAP MOVED and COL TRICK/MD seconded that the National Board vote to change Section B—Accident Prevention, 2.b (1), CAP Regulation 62-1, Safety, Civil Air Patrol Safety Responsibilities and Procedures, to read as follows:

“. . . Summaries of safety material presented will be made available for review by those active personnel not in attendance through a bulletin board display, reading file, web page, mail or email distribution. All active personnel not present at the safety meeting must have been provided a copy of the safety summary or have read and provided the Safety Officer a confirmation that the summaries have been read. Safety summaries with attached attendance rosters, distribution lists and/or confirmations covering the past 12 months will be kept on file at the unit”

MOTION FAILED

There was discussion on the safety issues involved as to whether the word “or” or “and” was used in the second sentence of the proposed change.

COL SKIBA/CT PROXY MOVED and COL McCONNELL/NAT CAP seconded that the National Board vote to change Section B—Accident Prevention, 2.b (1), CAP Regulation 62-1, Safety, Civil Air Patrol Safety Responsibilities and Procedures, to read as follows:

“ . . . Summaries of safety material presented will be made available for review by those active personnel not in attendance through a bulletin board display, reading file, web page, mail or email distribution. All active personnel not present at the safety meeting must have been provided a copy of the safety summary and have read and provided the Safety Officer a confirmation that the summaries have been read. Safety summaries with attached attendance rosters, distribution lists and/or confirmations covering the past 12 months will be kept on file at the unit”

MOTION CARRIED

FOLLOW-ON ACTION. Implementation of policy, notification to the field, and change to CAPR 62-1, Safety, Civil Air Patrol Safety Responsibilities and Procedures.

ITEM 3. Status of CAP Missions

COL PALERMO/NLO referenced the Air Force Legal Services Agency/JACT Ltr, dated 19 Feb 2004, Re: Air Force Claim No. Holloman 03-229, to Maj Gen Bowling. A copy of this letter was distributed to the board members (See Atch 5). This letter says that in order for a CAP mission to be covered under a FTCA or FECA claim, it must either:

- (1) Have a special Air Force mission order assigned, and the Air Force must exercise operational control over the mission, or**
- (2) Involve a peacetime mission the Air Force has basically delegated to the CAP to perform that mission.**

Col Palermo stated that during the last year CAP has been in a state of continuous ambiguity as to whether our pilots subject themselves to a FTCA/FECA regime or a corporate mission status. In view of this ambiguity, he recommended that all the B missions not be flown unless you have received approval

- (1) From the NOC with a mission number or order or**
- (2) From your CAP-USAF liaison region command.**

He emphasized that CAP has to make sure that the pilots aren't misinformed on what their benefits might be.

COL PALERMO briefed the missions that would probably need Air Force approval and which ones would become corporate missions.

COL SCISS/XOHA expressed an opinion that in the future, all CAP missions that will have FTCA/FECA coverage will have command and control by the Air Force, but right now, there is no definitive Air Force direction as to what is a valid A, B, and C mission. He also stated that hopefully clear-cut direction from the Air Force would be forthcoming in the near future to clarify the status of CAP missions.

There were several requests for immediate guidance to the CAP pilots as to which flights have FTCA/FECA coverage and which have only corporate insurance coverage, as the situation stands today

MAJ GEN BOWLING stated that he has asked that Brig Gen Wheless, Col Palermo, Col Leibowitz, and Col Allenback to supply a team who will stay after the meeting to develop a command policy on the status of CAP missions for coordination with Col Vogt and Col Sciss, and signature by the National Commander for immediate dispatch.

NOTE: Following the meeting a MEMORANDUM FOR ALL CAP VOLUNTEERS, Subject: Air Force Assigned Missions, dated 6 Mar 04, was signed by Maj Gen Bowling and mailed.

ITEM 4. Proposal for a 3-year ID Card

COL WEBB/GLR stated that according to the Executive Director, it costs CAP over \$50,000 to send out ID cards. CAP has adopted a new card. He added that the military uses a 3-year expiration date.

COL WEBB/GLR MOVED and COL TODD/SWR seconded that the National Commander may adopt an ID card policy including adopting a 3-year expiration date.

COL PICKER/ID MOVED and COL SKIBA/CT PROXY seconded that the National Board vote to table this item, send it back to committee, and bring it before the May 2004 NEC.

MOTION CARRIED

FOLLOW-ON ACTION: Referral to the Development Committee and inclusion in the May 2004 NEC agenda.

AGENDA ITEM 16

Information

**SUBJECT: NOVASOL Presentation
HQ CAP/EX**

INFORMATION BACKGROUND:

Mr. Detlev Even of NOVASOL will update the NB on the progress of CAP's ARCHER hyperspectral imaging system. This high tech sensor will be used to enhance the effectiveness of all of CAP's operational missions. For example, the sensor will be able to "see" pieces of aircraft wreckage that are hidden underneath trees. The first system will be delivered to CAP for testing and approval at the end of Feb 04. NOVASOL will have 270 days to deliver the remaining 14 systems after the first one is accepted. The ARCHER system will be mounted in a GA-8 Airvan and will be deployed at key locations all across the country.

MR. DETLEV EVEN, Deputy Director, Sensor Systems, NOVASOL presented a slide briefing (See Atch 6).

A handout entitled, "ARCHER Searchers' Edge" was distributed to National Board members.

Appreciation was expressed to all CAP members who were instrumental in helping develop this cutting-edge technology for Civil Air Patrol.

AGENDA ITEM 17

Information

**SUBJECT: Commander's Supplemental Funding "Toolkit"
HQ CAP/EX**

INFORMATION BACKGROUND:

Several states are experiencing budget crisis and Wing Commanders have asked for assistance in holding on to their state appropriations. We facilitated a working group of experienced state volunteers with the objective of developing a tool kit that Wing commanders can use to supplement their funding and techniques to maintain the levels of funding currently received. Mark Richardson, CAP HQ/XPD, will review a new informational brochure developed by this working group to help all CAP Wing Commanders seek supplemental sources of funding. This "Toolkit" will enable Commanders to have better insight into how to compete for and secure sources of funding beyond the traditional USAF appropriation and the corporate account. Included will be tips and techniques to hold on to funding already being provided. Examples will include how the Department of Homeland Security funding is allocated to states; Federal grants; private and public foundations; contacting state legislators.

MR. RICHARDSON/XPD presented a slide briefing (See Atch 7)

A brochure, entitled, "Securing State Funding & Other Supplemental Funding—a Tool for Commanders" was distributed during the meeting.

AGENDA ITEM 18

Information

**SUBJECT: Citizen Corps Briefing
HQ CAP/EX**

INFORMATION BACKGROUND:

Following the tragic events that occurred on September 11, 2001, state and local government officials have increased opportunities for citizens to become an integral part of protecting the homeland and supporting the local first responders. Officials agree that the formula for ensuring a more secure and safer homeland consists of preparedness, training, and citizen involvement in supporting first responders. In January 2002, President George W. Bush launched USA Freedom Corps, to capture the spirit of service that has emerged throughout our communities following the terrorist attacks.

Citizen Corps, a vital component of USA Freedom Corps, was created to help coordinate volunteer activities that will make our communities safer, stronger, and better prepared to respond to any emergency situation. It provides opportunities for people to participate in a range of measures to make their families, their homes, and their communities safer from the threats of crime, terrorism, and disasters of all kinds. Citizen Corps programs build on the successful efforts that are in place in many communities around the country to prevent crime and respond to emergencies. Programs that started through local innovation are the foundation for Citizen Corps and this national approach to citizen participation in community safety.

Citizen Corps is coordinated nationally by the Federal Emergency Management Agency. In this capacity, FEMA works closely with other federal entities, state and local governments, first responders and emergency managers, the volunteer community, and the White House Office of the USA Freedom Corps.

Citizen Corps members Liz DiGregorio and Karen Marsh, Office for Domestic Preparedness under the Department of Homeland Security, distributed to each National Board member a brochure, entitled: "Citizen Corps, A Guide for Local Officials," along with a bookmark listing web sites for this organization and its affiliates.

KAREN MARSH presented a slide briefing, which included information that this program is implemented across the country through state/local/tribal Citizen Corps Councils (See Atch 8). Civil Air Patrol is an affiliate and Ms. Marsh encouraged widespread involvement of CAP across the country. Ms. Marsh stated that she would send a letter to introduce CAP to the local councils to help make this connection.

AGENDA ITEM 19

Information

**SUBJECT: Members for Missions
HQ CAP/EX**

INFORMATION BACKGROUND:

The 2004 Members for Missions recruiting campaign will be briefed. Specific rules, procedures and prizes will be covered. Funds are already in the budget to cover the cost of the campaign.

MS. PARKER/LMM presented a slide briefing (See Atch 9)

AGENDA ITEM 20

Information

**SUBJECT: Maryland Air National Guard
HQ CAP/EX**

INFORMATION BACKGROUND:

Brig Gen Charles Morgan, USAF, Adjutant General for the Maryland Air National Guard, will brief the National Board on the CAP support for the Maryland Air Guard and other current initiatives.

COL TRICK/MD presented a slide briefing, which showed several areas where the Maryland Wing is supporting the Maryland Air National Guard during deployment of its members as well as their families (See Atch 10). Col Trick introduced Brig Gen Charles Morgan, USAF, Adjutant General for the Maryland Air National Guard.

BRIG GEN MORGAN, USAF, expressed appreciation for all the CAP assistance provided to the Guard and complimented CAP on its programs.

FOLLOW-ON ACTION: There was a suggestion that the Maryland Wing program be made available on the web. Maj Gen Bowling agreed that this could be done.

AGENDA ITEM 21

Information

**SUBJECT: Chief of Chaplain Services
HQ CAP/EX**

INFORMATION BACKGROUND:

MAJ GEN BOWLING and CHAPLAIN, COL MELANCON welcomed and introduced the Chief of Chaplains of the United States Air Force, Major General Lorraine K. Potter, USAF.

MAJ GEN POTTER, USAF, during her remarks, spoke about the importance of physical and spiritual fitness as well as training. She stated that the Air Force depends upon the support of the reserve forces and the volunteers of Civil Air Patrol. Gen Potter referenced a policy statement that she signed today, entitled, "The Utilization of Air Force Auxiliary Chaplains." She appealed to CAP as a volunteer organization for the CAP chaplains to volunteer and let the active duty chapel staffs know who they are, what their skills are, and where they want to serve, as well as their needs. She added that the Air Force Chaplain Service is putting all its resources on disc. They also have a Mentoring Handbook on disc. A Chaplain Assistant Toolkit will be coming out the first of May. These and other training, self-help items such as critical incident stress, suicide prevention, and leadership discs are available to CAP from the Chaplain School at Maxwell. Gen Potter expressed appreciation to CAP for the volunteer efforts of its members—"you give much more materially than you get; you get much more spiritually in the sense of volunteerism than money could ever give you, which is why you keep doing it." Gen Potter added that the Air Force needs that commitment that represents the values of the Air Force—service before self—and it is integrity, and it is excellence. She closed with the statement that if we want our world to be a better place, we don't blame, we do something to make a difference to fix it, and that is the role she sees CAP doing. She added, "I see that as the role of CAP as you help interpret the mission of the military to the community and the mission is that we are doing the work of making this world a better world as God intended it to be. . . . I want you to use your chaplains and I want them to use their churches as a forum to share the good news about what we are doing to promote dignity and respect for all people around the world--what we are doing to make this world a safer, better place."

MAJ GEN POTTER presented Chaplain, Col Melancon with a Global Ministry pen set—the gift that is given to retiring Air Force chaplains—in appreciation for his contributions to the Chaplain Service.

MAJ GEN BOWLING presented Gen Potter with a CAP coin for superior performance.

AGENDA ITEM 22

Information

**SUBJECT: XOHA Briefing
Co Sciss – AF/XOHA**

INFORMATION BACKGROUND:

Col Sciss, AF/XOHA, briefed the National Board on the current issues within XOHA concerning the operations of Civil Air Patrol. See Atch 11.

Administrative Announcements

1. Maj Gen Bowling welcomed the following named new National Board members and presented them with National Board badges: Colonel Charles Carr/OH, Col Ralph Tomlinson/IA, Col Frank Eldridge/TX, Col Virginia Nelson/CA. Gen Bowling noted that there are two other new wing commanders who are not present—Col James Palmer/CT and Lt Col Ann Clark/VT—whose badges will be presented at a later date.
2. Maj Gen Bowling also announced the following named departing National Board members: Col Frank McConnell/NAT CAP, Col Loretta Holbrook/KY, Col George “Doc” Boyd/KS, Col Dale Hoium/MN, and Col Virginia Keller/OK. Gen Bowling expressed appreciation for their service.
3. Maj Gen Bowling recognized Col Granville/NY and praised him for the development of a pamphlet (displayed), which reflects excellence and education at its finest.
4. Col Glasgow/Chairman, Cadet Programs Committee, introduced and recognized members of the National Cadet Advisory Council.
5. Maj Gen Bowling expressed appreciation to the MIMS Committee and thanked all members for all their hard work.
6. Maj Gen Bowling appointed a new committee—Legal Review Committee, chaired by Col Robert Karton (members to be named later). The purpose of the committee will be to legally review agenda items that are referred to committee for working and then sent to the headquarters staff for development. After staffing, those items will then be sent to the Legal Review Committee, in conjunction with the Tiger Team and HQ CAP-USAF, prior to inclusion in National Board and NEC agendas for recommended action.
7. Maj Gen Bowling presented Ira C. Eaker awards to recognize the following named cadets for their achievement, their moving forward in the program, and for their leadership (the citations were read by Brig Gen Wheless/CV):
 - a. Cadet Lt Col Elizabeth Semple
 - b. Cadet Lt Col Francis Stephen Zaborowski III
 - c. Cadet Lt Col Clifton M. Pleasant
8. Maj Gen Bowling complimented the courtesy of the Marriott Crystal Gateway Hotel, and on behalf of the National Board and the entire organization, presented a memento to Mr. Ray Sirisakorn.

9. Maj Gen Bowling will send a letter requesting that the Soaring Building at the United States Air Force Academy be named the “1st Lt Thomas E. Doyle Building” in honor of a California Wing cadet, and that the motto of the building be “Above and Beyond.”
10. Maj Gen Bowling asked the NEC and National Board members to make themselves available to have their photographs taken for the purpose of adding their pictures to a sample ID card, which includes those items approved by the November 2003 NEC, for a wear test.

A MOTION WAS MADE, SECONDED, AND CARRIED WITH NO DISSENTING VOTES FOR THE NATIONAL BOARD TO GO INTO EXECUTIVE SESSION.

THE EXECUTIVE SESSION WAS HELD 1020 - 1105, FRIDAY, 5 MARCH 2004

THE NATIONAL BOARD VOTED TO ADJOURN AT 1700, SATURDAY, 6 MARCH 2004.

Ops Committee UPDATE, MAR 04 NB

Item Tasking Date

Notes

Item	Tasking	Date	Notes
1	Life Rafts		[Review]
		11-Jun-03	Salvador will work with CAP/LGC to develop an RFP to identify the most cost effective equipment re-certification vendor. NHQ has committed to the expense during the interim. There is no money in the budget! Therefore, if NHQ pays, something else suffers. Must have list from Wings. Region CCs must follow up. The Ops/Com members will encourage the Wings to respond to the NHQ tasking asking for life support equipment requirements plus equipment on hand. Salvador will send the most up-to-date listing to Ops/Com members.
		21-Aug-03	CAP/DO & LGC have developed a system to identify the most cost effective equipment re-certification vendor. We will be able to pay for the certification of the most mission critical equipment in the interim. We've initiated an invitation to bid based on a two stage process: (1.) We solicit for the vendors a program that will tell us specifically how they would most efficiently manage our equipment. (2.) Pending our acceptance of a program, we will solicit bids to obtain cost data. Note: We anticipate a program working similar to a lease wherein old equipment is simultaneously turned in for re-certification and/or repair while refurbished and/or re-certified equipment is delivered in its place. The solicitation is posted on the Department of the Air Force, Business Opportunities website: www.eps.gov/spg/USAF/AETC , solicitation # CAP-03-R003
		04-Mar-04	Due to limited funds only the equipment that is supporting is the Air Defense mission is being re-certified. Also an effort to determine a valid equipment requirement will provide a basis to determine a funding level to maintain equipment certification. Eastern Aero Marine was the only contractor bid and a meeting will be set up to determine a cost.
9	NCPSC		[Review -- recommendation to be presented at May 2004 NEC]
		11-Jun-03	Proposal to change the format of the NCPSC. Harry Jones to submit Syllabus and Project Book once received from Walt Schamel. Until the Ops/Com has tangible documents to work with, this tasking is on hold.
		04-Mar-04	Committee was asked to look at this item by the NEC. Currently gathering input from all committee members, which will be presented to the NEC at its May 2004 meeting.
13	Short Notice 60-2 vs SUIs		[*Completed* Needs to be reported to NEC]

	14-Nov-03	Committee did not recommend approval to the Nov NEC. Motion was tabled to allow further legal staffing.
31	Certification Boards	
	21-Aug-03	[Review - from Summer 2003 NB agenda item 17]
	14-Nov-03	Examine proposed changes to the Mission Crew Certification Boards. Committee recommended approval. Motion failed, but motion was made to task the committee to make specific recommendation for regulation change. Item still in work.
32	CAPR 60-1 Chg	
	04-Mar-04	NB Agenda Item #3. Proposed change to CAPR 60-1.2-12a(1) that adds "or pilot error" to the paragraph for assessing \$500 for aircraft damage. Committee does not support proposed change.
33	CAPR 62-1 Sup	
	04-Mar-04	NB Agenda Item #4. Proposal deletes the mandatory requirement to publish a supplement to 62-1. Committee supported this proposal at the 03 Nov NEC. Motion was tabled to allow an update for MIMMS to support this requirement.
34	CAPF 5 Substitute	
	04-Mar-04	Proposal recommends the FAA Wings Program as a substitute for the CAPF 5. Committee did not support the proposal as written. After the NB Agenda was published, a clarification was submitted. This is in work.

AGENDA # 3

AGENDA # 4

AGENDA # 5



Cadet Orientation Flight Enhancements

Cadet Programs Committee
Winter National Board
6 March 2004 Washington DC

Process Review

- **Region & Wing leaders monitor program**
- **Region Commanders allocate funds**
- **On-line process updates the cadet records and reimburses the wings**
After audit by Corp Team leaders

Identifying the Problems

- **Committee formed to establish a new reimbursement process**
- **3 Members chosen**
 - Lt Col Warren Vest, VA Wg O Flight Coordinator
 - Col Austyn Granville, Jr., NY Wg/CC
 - Col Rex Glasgow, NCR/CC

Identifying the Problems

- **Initial meeting NHQ CAP**
29 OCT - 1 NOV 03
- **HQ Staff representatives:**
 - Cadet Programs
 - Finance
 - Operations
 - Mission Support

Identifying the Problems

- **90% of all CAPF 7's required additional input after being scanned.**
- **50% of all CAPF 7's erroneous data.**
 - Cadet CAPID did not match name.
 - Calculation errors.
- **Incorrect information required verification by phone contact – delaying processing !!!**

Identifying the Problems

- **A system was needed to reduce errors.**
- **Reimbursement needed quicker turnaround.**
- **Tool given to Wing Commanders for financial management and budgeting.**
- **Authority kept at Wing Level.**

On-line Processing

- Pilot flies cadets and fills out worksheet
- Authorized member enters data into computer – chosen at Wing Level
- Wing CC approves data and sends to NHQ
- NHQ processes reimbursements
- Wing receives financial trail

O'Flight Reporting

Flight Date Flight Type

ex: MM/DD/YYYY

O'Flight Reporting

Flight Date Flight Type

ex: MM/DD/YYYY

Powered Aircraft Information:

CAP Owned Member Furnished

Aircraft N-Number Ferry Time

Pilot CAPID Fuel/Oil Charges

Comments

O'Flight Reporting

TM Transaction Number is: C10:292:04A

Flight Date Flight Type

ex: MM/DD/YYYY

Powered Aircraft Information:

CAP Owned Member Furnished

Aircraft N-Number Ferry Time

Pilot CAPID Fuel/Oil Charges

Comments

Save CAPID Seat Position

Cadet CAPID Seat Position Syllabus No. Powered Flight 1 Flight Time

Cadet CAPID Seat Position

Cadet CAPID Seat Position

Flight 1 of 1					
CAPID	Name	Syllabus	Flight Time	Error Flags	St.
34659	Winn, Chad	A	0:75	EXPIRED	Edi/Dc/2tc
31549	Kenney, Dougal	29	0	Over 18	Edi/Dc/2tc
35884	Surpuler, Mitchell	99	0		Edi/Dc/2tc
35394	Bentch, Angelica	99	0		Edi/Dc/2tc

Cadet Offlight Wing Verification Form

Batch Summary Report

Wing Offlight Budget Balance: 350.00
 Pending Transaction Balance: 77.00
 Total Net Balance: 273.00

Transaction Number	Flight Date	Tail Number	Mbr. Owned	Amount	Has Errors
<input type="checkbox"/> CF1200004AL	11/05/04	N123ABC		40.00	View Detail
<input type="checkbox"/> CF1200003AL	12/06/03	N123ABC		104.00	View Detail
<input type="checkbox"/> CF01012004AL	01/01/04	N367BA	✓	156.20	View Detail
<input type="checkbox"/> CF01022004AL	01/02/04	N5404E		50.60	✓ View Detail
<input type="checkbox"/> CF01052004AL	01/05/04	N9953Z		70.40	View Detail
<input type="checkbox"/> CF01102004AL	01/10/04	N99871	✓	26.40	View Detail
<input type="checkbox"/> CF01142004AL	01/14/04	N65724		26.40	View Detail
<input type="checkbox"/> CF01202004AL	01/20/04	N367BA	✓	123.20	View Detail
<input type="checkbox"/> CF02022004AL	02/02/04	N5404E		26.60	View Detail
<input type="checkbox"/> CF02292004AL	02/29/04	N367BA		49.50	View Detail

* Items in red indicate records older than 90 days

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* Items in red indicate records older than 90 days

Cadet Orientation Flight Reimbursement Summary

Wing: AL Address: [redacted]

Bank Number: 818890001

Reimbursement	Transaction Number	Flight Date	Exp.	tail Status	Est.
06/04	07/06/04 543	05	23.00	1.00	24.00
02/04	06/18/04 542	14	21.00	1.00	21.00
24/00	07/28/04 541	18	30.00	1.00	30.00

Next Steps

- Field testing in March.
 - One Wing from each Region.
- April start target date.
 - All rides reset to zero !!!
- Advertise changes with instructions to the field.
- Revise CAPP 52-7.





Summary

- **On-line process**
 - Speeds up accurate data entry
 - Electronic approvals
 - Faster reimbursements
 - Real-time reports
 - Better program management



National Cadet Competition Feasibility Study for Washington DC Venue

Cadet Programs Committee
Winter National Board
6 March 2004 Washington DC

Overview

- CP Committee tasked with determining the feasibility and costs of taking NCC to Washington, DC
- Game plan
 - Decide on objectives
 - Decide on budget



Objectives

- Better public visibility
 - Thousands visit the Mall
- Potentially more DV exposure
 - Air Force
 - Senators and Representatives
 - Industry



Objectives Feasibility

- Better public visibility
 - Mall might cost money (~\$14,600)
 - Park Police, transportation and parking, staging, etc.
 - Working on fee-free solutions
 - Other venues (Arlington National Cemetery, Pentagon, Bolling AFB, Hazy Center, etc.), incur increased transportation costs and time
- Potentially more DV exposure
 - DVs can attend any venues
 - DVs might want non-public venues

Objectives Limitations

- Transportation between venues expands the schedule
 - Parking locations & fees
 - Potential traffic delays
- Safer hotels not convenient to Bolling AFB
- Area hotels near DC are expensive
- Spectators may have limited access to more secured venues (like Bolling AFB)

Main Budget Items

- Housing
 - 200 participants at Bolling AFB \$14,500
 - ~150 guests at area hotels (~\$14,850 self-pay)
 - Hotels may be some distance from participant housing & competition venues
- Meals
 - 200 participants at ~\$4,200 per day (~\$21,000 total)
- Support
 - Includes trophies, equipment, coins, etc. (\$15,330)

Common Events

- Panel Quiz
 - Bolling AFB (no \$)
- Written Exam
 - Bolling AFB (no \$)
- Mile Run
 - Mall (no \$)
- Awards Banquet
 - Bolling AFB O'Club (\$5,000)
- Tours
 - Mall, Pentagon, etc. (\$ depends on venue)
- All Meetings
 - Bolling AFB (no \$)

Unique Events

- Drill Team Only
 - Standard Drill
 - Parking Lot or Hanger at Bolling AFB (no \$)
 - Innovative Drill
 - Mall (\$14,600 for staging and security) or Bolling AFB Parking Lot or Hanger (no \$)
 - Volleyball
 - Bolling AFB Gym (no \$ for facilities)
- Color Guard Only
 - Indoor Posting
 - Bolling AFB or any auditorium (no \$)
 - Outdoor Posting
 - Arlington National Cemetery (if suitable flagpole available), or Bolling AFB, or US Capitol (no \$), or any other flagpole in DC

Budget Feasibility

- Meals \$21,000
- Lodging \$14,500
- Transportation \$2,500
- Support \$15,330
- Banquet \$5,000
- Public Access \$14,600

- Total \$72,930



Comparisons*

- Washington DC
 - ~\$73,000
- Dayton, OH
 - ~\$43,000
- Colorado Springs, CO
 - ~\$40,000



* Does NOT include annual \$27,000 travel allowance for the regions.

Summary

- Feasible?
 - Yes!
- Costs
 - About \$30,000 more
 - May be able to lower costs by having most events at Bolling AFB



Civil Air Patrol
Performing Missions For America



**U.S. AIR FORCE
AUXILIARY**

ELECTRONIC SIGNATURES

**Stan Leibowitz
Paul Capicik**



**U.S. AIR FORCE
AUXILIARY**

Electronic Records and Signatures in Commerce

- ◆ **In Interstate Commerce –**
 - ◆ A signature, contract, or other record relating to such transaction may not be denied legal effect, validity, or enforceability solely because it is in electronic form
 - ◆ A contract relating to such transaction may not be denied legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation

Performing Missions For America



**U.S. AIR FORCE
AUXILIARY**

Retention

- ◆ **Retention is met by retaining an electronic record of the information**
 - ◆ Must accurately reflect the information
 - ◆ Must remain accessible to all parties
 - ◆ Must be able to be accurately reproduced for later reference by all parties
- ◆ **Federal agency cannot require use of a particular type of software**

Performing Missions For America



**U.S. AIR FORCE
AUXILIARY**

Digital Signatures

- ◆ **Secure signatures available commercially**
 - ◆ Example: VeriSign © at \$14.95 per year
- ◆ **Authenticates e-mail address**
- ◆ **Listed in public directory**

Performing Missions For America



**U.S. AIR FORCE
AUXILIARY**

What will USAF accept?

- ◆ **Forms supporting FECA/FTCA Claims**
 - ◆ Question being routed through CAP-USAF/CC to USAF/JAA/GCM/JACT through AFAB process
- ◆ **Forms supporting payments**
 - ◆ Financial system being certified
 - ◆ Requests for changes to forms after certification

Performing Missions For America



**U.S. AIR FORCE
AUXILIARY**

Critical Forms

- ◆ **Financial forms**

Performing Missions For America



DEPARTMENT OF THE AIR FORCE
AIR FORCE LEGAL SERVICES AGENCY (AFLSA)

AFLSA/JACT
1501 Wilson Blvd., Room 835
Arlington, VA 22209-2403

19 FEB 2004

Maj Gen (CAP) Richard L. Bowling
Commander, Civil Air Patrol
105 S. Hansell Street
Maxwell AFB, AL 36112-6332

Re: Air Force Claim No. Holloman 03-229

Dear Maj Gen Bowling

This is in response to your letter dated 23 January 2004, wherein you have requested that we reconsider our determination that the referenced claim did not arise from activities by an instrumentality of the United States, as set forth in my denial letter to the claimant, Mr. James Cogburn. I begin by stating that neither you nor the Civil Air Patrol (CAP) has standing to assert a request for reconsideration of our denial of the claim and that, by separate letter, I am advising Mr. Cogburn that neither your letter nor this response has any effect on the statute of limitations provisions in the Federal Tort Claims Act (FTCA).

I have thoroughly reviewed your letter and the attachments thereto and, having done so, I must advise you that the materials you have provided do not support the proposition that the activity in question was a "noncombat mission of the Department of the Air Force" in the fulfillment of which "the Civil Air Patrol shall be deemed to be an instrumentality of the United States," as set forth in Title 10 of the United States Code, Section 9441(c). Since CAP was not acting as an instrumentality of the Air Force in operating the glider tow plane that crashed into the claimant's hangar, it would be unlawful to use public funds to pay any claims arising from that incident.

The Secretary of the Air Force has, in Title 32 of the Code of Federal Regulations, specified when it is lawful to pay a claim against the United States arising from CAP activities. Section 842.143(d) of the Code expressly states that such a claim is *not* payable if it "[a]rises from a CAP activity not performed as a noncombat mission of the Air Force or as a specified Air Force authorized mission." Section 842.138(b) defines "Air Force noncombat mission" as follows:

Although not defined in any statute, an Air Force noncombat mission is any mission for which the Air Force is tasked, by statute, regulation, or higher authority, which does not involve actual combat, combat operations or combat training. The Air Force, in lieu of using Air Force resources, can use the services

of the Civil Air Patrol to fulfill these type missions. When performing an Air Force noncombat mission, the Civil Air Patrol is deemed to be an instrumentality of the United States. In order for a mission to be a noncombat mission of the Air Force under this part, it must either:

(1) Have a special Air Force mission order assigned, and, the Air Force must exercise operational control over the mission.

(2) Involve a peacetime mission the Air Force is tasked to perform by higher authority which requires the expenditure of Air Force resources to accomplish, and the Air Force specifically approves the mission as a noncombat mission, and assigns the mission to the Civil Air Patrol to perform.

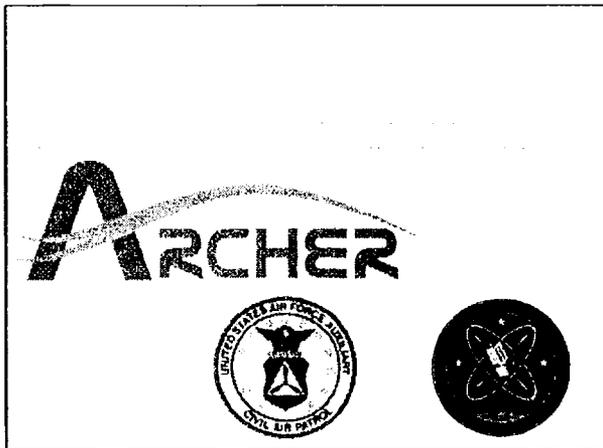
The glider training activity at Hobbs, New Mexico, was undoubtedly not a peacetime mission higher authority had tasked the Air Force to perform and our investigation has revealed no evidence that the Air Force assigned a special mission order to the activity or exercised operational control over it. You appear to have taken the position that the express provisions of the federal statute and implementing regulations requiring the Air Force to specifically identify each activity for which it will assume liability under the FTCA have been superceded by general discussions in the materials attached to your letter regarding broad categories of missions the CAP may have been permitted, under a past agreement, to perform as an instrumentality of the United States *if* the Air Force had explicitly authorized it. We can find no merit to that argument.

Sincerely,



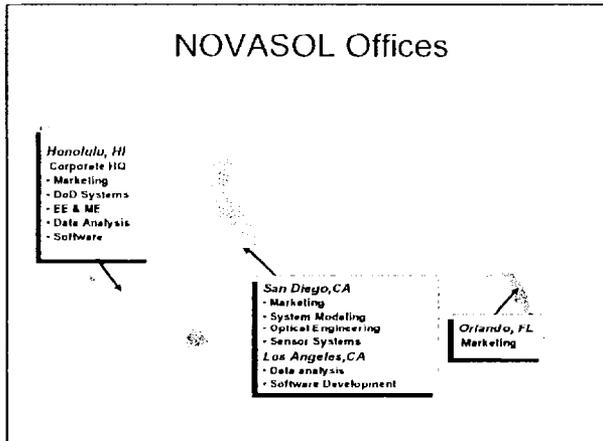
E. GLENN PARR
Chief, Aviation and Admiralty Law Branch
Tort Claims and Litigation Division

cc: HQ CAP-USAF/JA



About NOVASOL

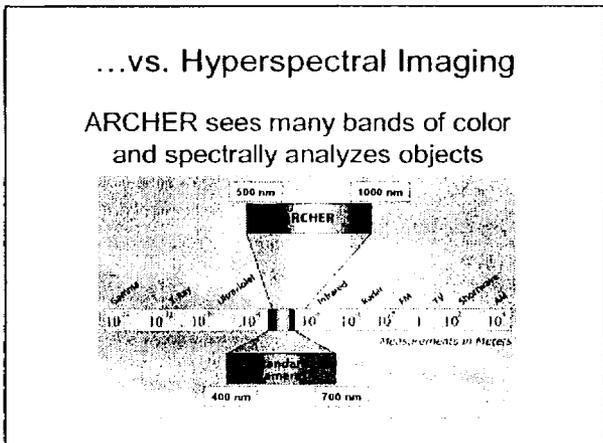
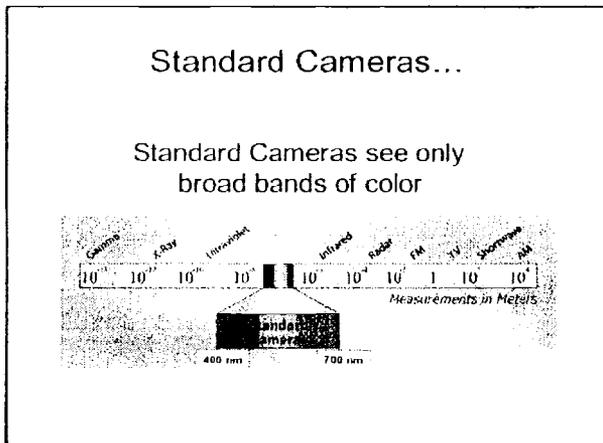
- Established in October 1998
- Employee-owned Hawaii corporation
- Offices in Honolulu, San Diego, Los Angeles and Orlando
- Specialized in electro-optic and data analysis systems for defense, medical, environmental, and industrial applications
- Grown from 12 to >80 employees in 5 years



What is ARCHER?

**Airborne
Real-Time
Cueing
Hyperspectral
Enhanced
Recon**

..... SeARCHERs' Edge

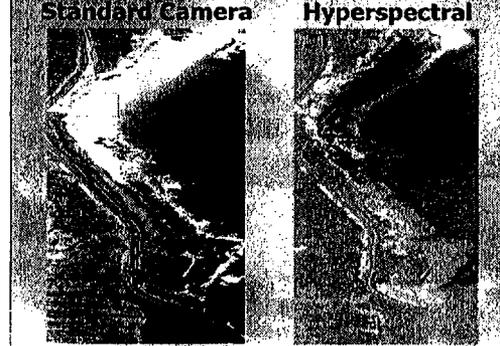


ARCHER Concept

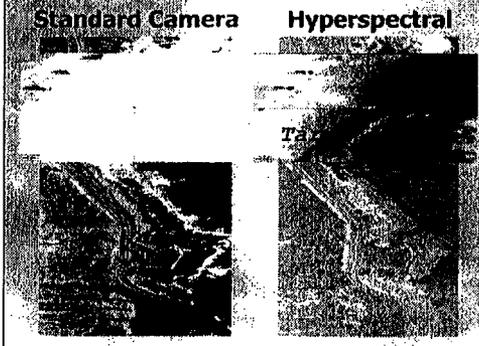
Algorithms applying spectral analysis allow ARCHER to:

- Detect spectral anomalies (things that do not "belong")
 - Examples: Search and Rescue, Disaster Management
 - Detect specific spectral signatures using matched filters (find things with known spectral properties)
 - Examples: Drug Interdiction, Homeland Defense
- Algorithms are applied in real-time, and require little to no user input

Data Example – Anomaly Detection



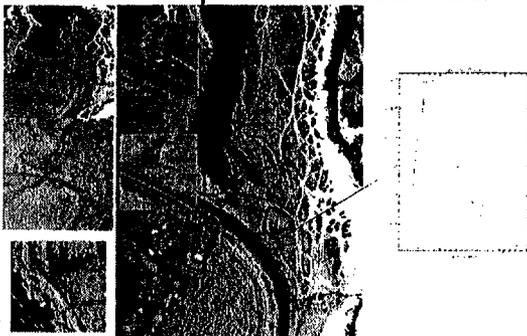
Data Example – Anomaly Detection



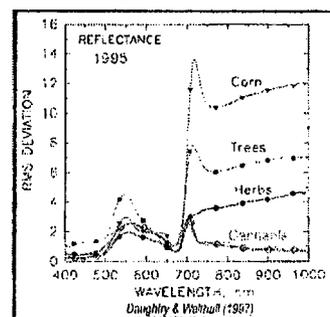
Data Example – Search and



Data Example – Matched Filter



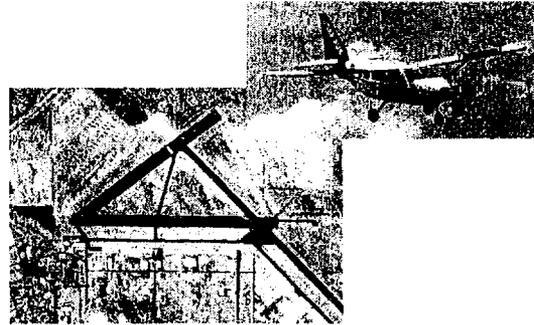
Drug Interdiction



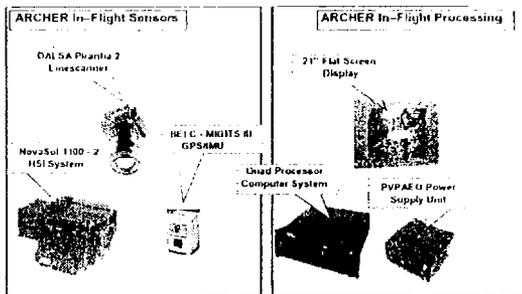
HSI Data over DEM



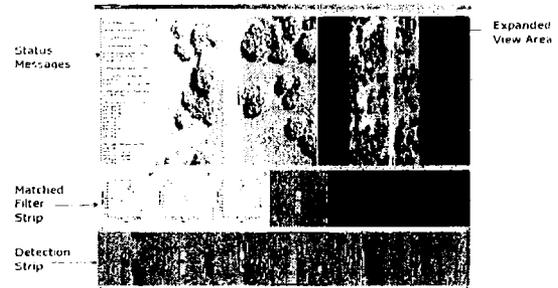
First Integration, February 27 2004



The Hardware



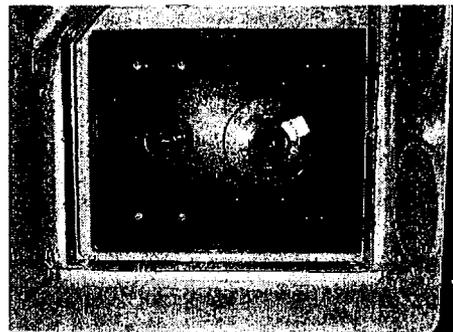
ARCHER GUI



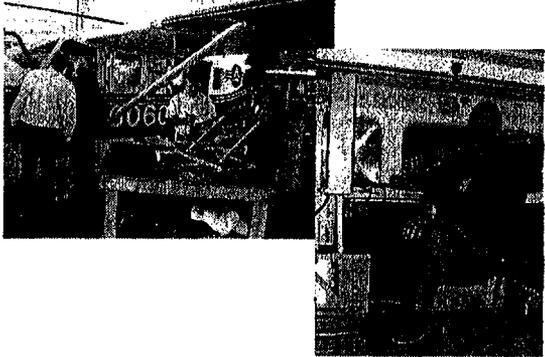
ARCHER Sensor Suite



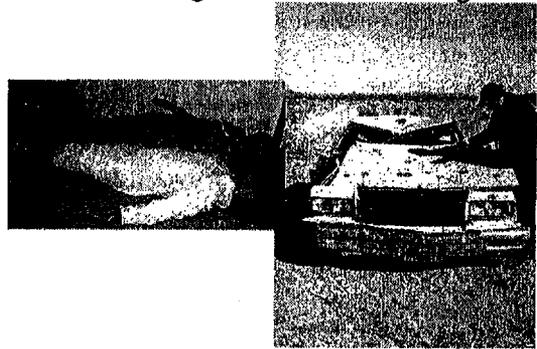
Airvan Viewing Port



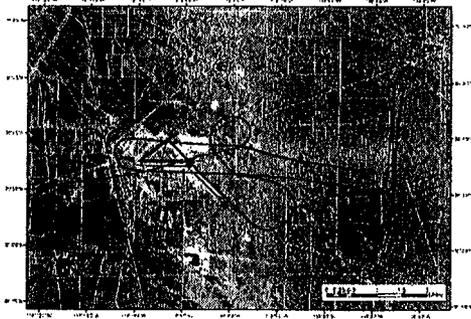
ARCHER Installed



First Flight over Test Range



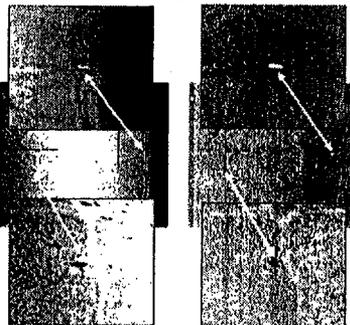
Flight Tracks



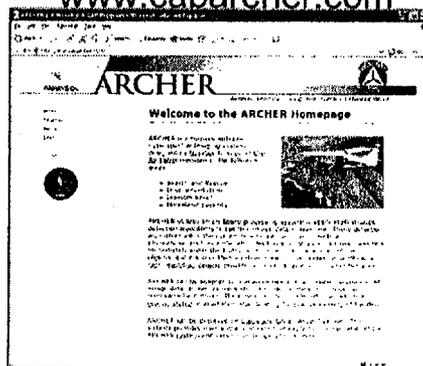
Target Range – Dummies



Target Range – Vehicles



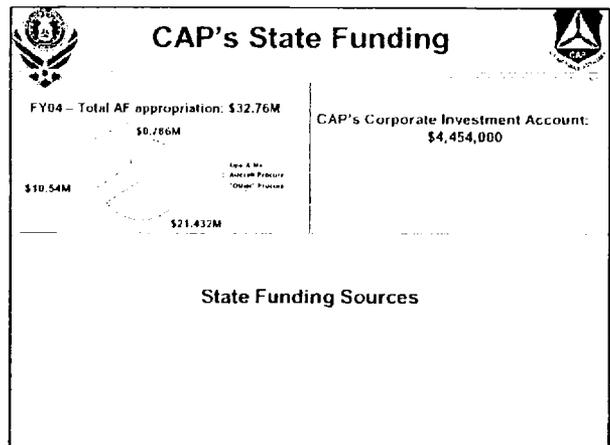
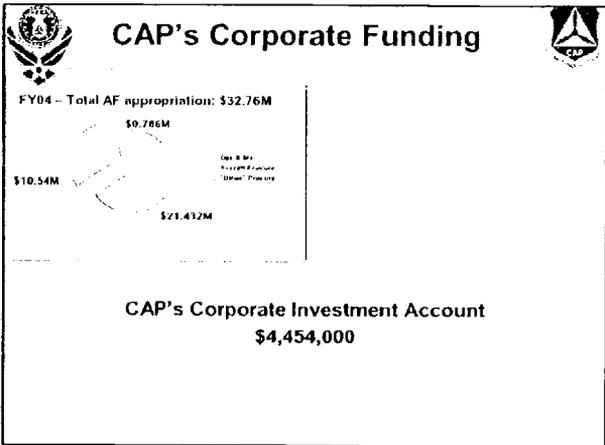
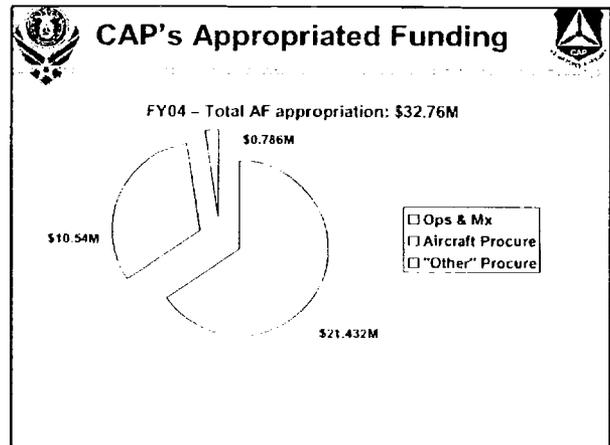
www.caparcher.com



Agenda Item 17

**Supplemental Funding
A "Tool Kit" for Commanders**

*Mark Richardson
Deputy Director, Plans & Grants*



State Funding

CAP's Overall Total by Year (\$M):

	'99	'00	'01	'02	'03
Total	2.89	3.13	3.01	3.13	2.69

% change: '99 to '03
- 7%

CAP's POM Funding

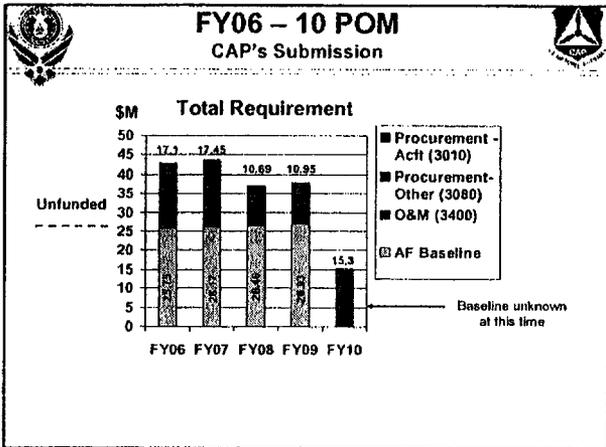
FY04 – Total AF appropriation: \$32.76M

**CAP's Corporate Investment Account:
\$4,454,000**

State Funding Sources

	'99	'00	'01	'02	'03
Total	2.89	3.13	3.01	3.13	2.69

POM – Program Objective Memorandum
- DoD 2-year cycle to identify ALL validated requirements and then compete for funding based on OSD-issued guidelines



So what's a Commander to do?

Historically: "Suck it up"

So what's a Commander to do?

Historically: "Suck it up"

A new vision: Implement STEP Long Term Objective # 8:

"Secure multiple sources of additional funding to support sustained growth of CAP beyond current funding constraints."

- ### State Funding Tiger Team 3 Dec 03, Washington DC
- Brig Gen Paul Bergman
 - Special Assistant, HLS
 - Col Andy Skiba
 - Director, HLS
 - Col Jim Huggins
 - Legislative Liaison
 - Col Al Applebaum
 - Pennsylvania Wing CC
 - Col Rod Moody
 - West Virginia Wing CC
 - Lt Col Aaron Harper
 - North Carolina Wing
 - Lt Col Bob Meinert
 - Pennsylvania Wing
 - Lt Col Jeff Wiswell
 - Wisconsin Wing
 - Capt Blake Cole
 - Arkansas Wing
 - Jim Shea
 - Strategic Partnerships
 - Representative from ODP
 - Representative from FEMA

The "Tool Kit"

Securing State Funding & Other Supplemental Funding

A Tool Kit for Commanders

- ### "Tool Kit"
- 🚩 **Securing and Maintaining State Funding**
 - 🚩 **Finding State Homeland Security Missions**
 - 🚩 **Federal Grants**
 - 🚩 **Grants to Non-Profits**
 - 🚩 **Examples of Success: Pennsylvania
North Carolina**



Supplemental Funding - A Huge Potential!



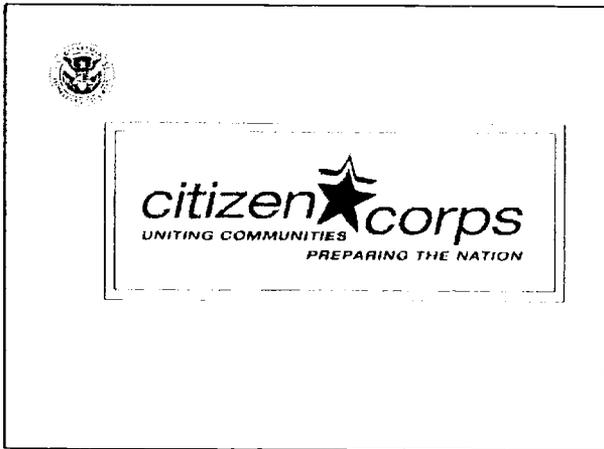
- CAP Booth at AOPA resulted in \$10,000 Grant!
- Stella & Charles Guttman Foundation
 - Based in New York
- Grant transferred to CAP's New York Wing
- Could double
- Be perpetual



Supplemental Funding - The Way Ahead



- Digest the "Tool Kit"
 - Give me feedback: mrichardson@cap.gov
- Involve your wing members
 - Control the message and direct the "eager" to CAP Reg 173-4, "Fund Raising/Donations"
 - "*Subordinate units must obtain prior written approval from the Wing Commander before initiating a project.*"
 - Will be revised to include policy for grants
- Lean on CAP/XPD for support



Citizen Corps Mission

To have everyone participate in making America safer from all hazards

We all have a role in hometown security

Citizen Corps asks you to embrace the personal responsibility to be prepared; to get training in first aid and emergency skills; and to volunteer to support local emergency responders, disaster relief, and community safety.

Citizen Corps Mission

Every American can participate through:

- **Personal responsibility:** preparedness plans and disaster supplies kits - home health and safety practices - disaster mitigation measures - crime prevention and reporting
- **Training:** emergency preparedness - response capabilities - first aid - fire suppression - search and rescue procedures - public health and safety
- **Volunteer service:** law enforcement - fire - emergency medical services - community public health -

Citizen Corps Approach

National network of state/local/tribal Citizen Corps Councils to:

- tailor activities to the community
- build on community strengths to develop and

implement a local strategy for all to participate

National Voice – National public awareness and media campaign

Citizen Corps Councils Membership

- First responder/emergency management (law enforcement, fire, EMS/EMT, public works)
- Volunteer community
- Elected officials
- Business leaders
- School systems representatives
- Transportation sector
- Media executives
- Minority and special needs representation
- Leadership from community sub-structure



Citizen Corps Councils

Responsibilities

- Build on community strengths to develop strategic plans for the whole community, including special needs groups
- Focus on public education, training, and volunteer opportunities for community and family safety
- Ensure citizens are connected to emergency alert systems
- Promote and oversee Citizen Corps programs
- Provide opportunities for special skills and interests
- Organize special projects/community events



First Responders Per Capita

1 firefighter for every 280 people

1 million firefighters - 750,000 volunteer

1 sworn officer for every 385 people

436,000 sworn law enforcement personnel
291,000 sworn sheriff's office personnel

1 EMT/paramedic for every 325 people

860,000 all levels of pre-hospital services:
basic EMT, intermediate EMT, paramedic

White House Homeland Security website and EMS Magazine July 2007



The Need to be Ready

In 95% of all emergencies,
bystanders or victims themselves
are the first to provide
emergency assistance or
to perform a rescue

Los Angeles Fire Department



Citizen Preparedness

To ensure that all Americans have the necessary information, education and skills to protect themselves, their families, homes and

businesses
Councils

Ready.gov

Are You Ready? 

Other Publications

Advocacy

Outreach

Media 

Canvassing

Word of mouth

Training & Exercises

People

Taking

ACTION!!



Citizen Corps Programs



Department of Justice

- Neighborhood Watch
- Volunteers in Police Service (VIPS)



Department of Homeland Security

- Community Emergency Response Teams (CERT)



Department of Health and Human Services

- Medical Reserve Corps

Other public education, training and volunteer service programs promoting community and family safety



Citizen Corps Affiliates

- Programs and organizations that provide:
 - materials and resources for public education or training;
 - volunteer service opportunities to support first responders, disaster relief activities, and community safety efforts; or
 - represent volunteers with an interest in homeland security



National Citizen Corps Council

Membership: Leaders of national organizations

- law enforcement
- fire
- emergency management
- emergency medical and public health services
- volunteer groups
- private sector
- federal partners
- intergovernmental organizations

whose colleagues at the state and local level will collaborate to create local Citizen Corps Councils and to advance the Citizen Corps



Citizen Corps Community Benefits

- Greater sense of security, responsibility, and personal control
- Builds community pride, unity and patriotism
- Promotes risk reduction, mitigation, prevention and preparedness practices
- Prepares us all for helping others in a crisis



Citizen Corps Community Benefits

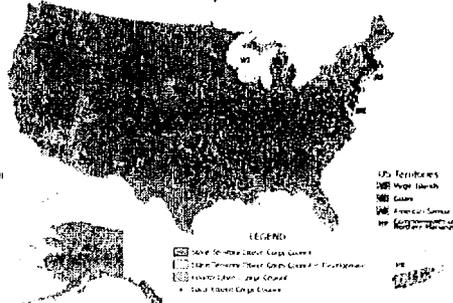
Benefits for First Responders:

- Year round support through volunteer programs
- Reduces burden on first responder services by promoting mitigation and preparedness measures
- Creates well trained, better informed, and better prepared citizens to take care of themselves and others during times of crisis - allowing first responders to address the

Citizen Corps Local Strategy

Function	Discipline	Location	SPECIAL NEEDS	TALENTS	MOTIVATE TO ACT			
• Public Education	• Fire • Law Enforcement/Crime Prev • Public Health	• Neighborhoods • Schools • Places of worship						
• Training	• Emer Med Svcs • First Aid • Alert/Warnings	• Businesses • Local Govt • Recreation						
• Volunteer Opportunities	• AH Emergency Prev and Prep • AH Emergency Response	• Hospitality • Transportation						

Citizen Corps Councils



What YOU Can Do

- Connect with the Citizen Corps Council nearest you
- Help form Citizen Corps Councils and start the programs in your community
- Help with public education, risk assessment, training, and volunteer participation
- Mentor others: organizations and

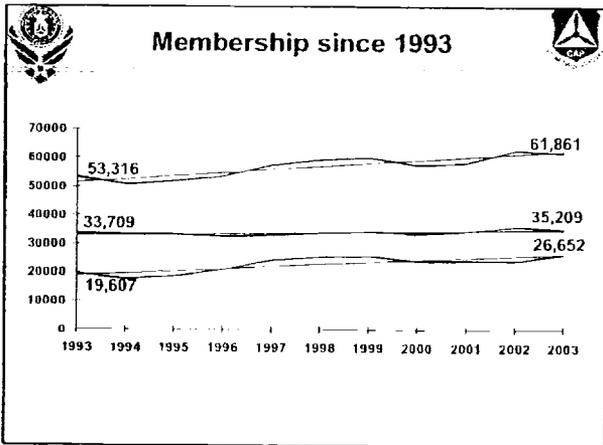
Agenda Item 19

Members for Missions

Susie Parker
Deputy Director, Membership Services

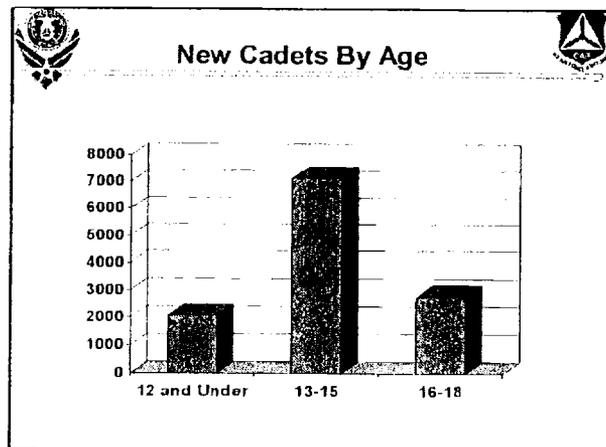
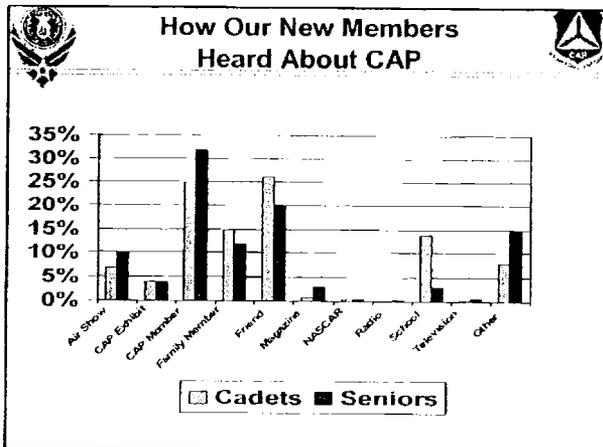
Members for Missions

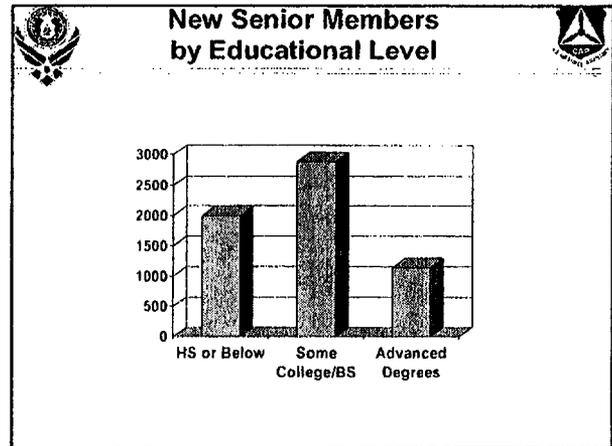
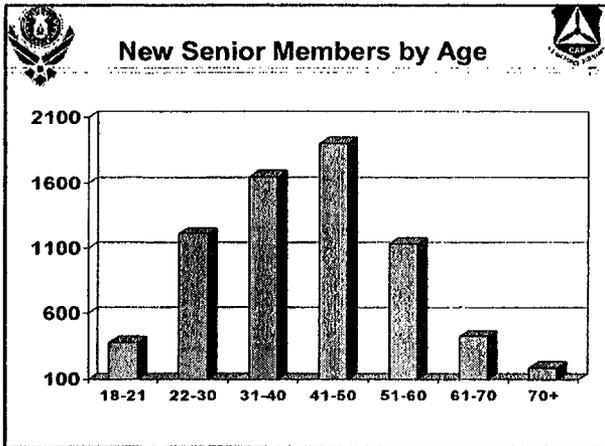
- Membership has declined since 1 October 2004
- ROTC program revisions had significant impact on our senior member numbers
- Efforts to promote awareness of CAP have continued but actual new members recruited have declined



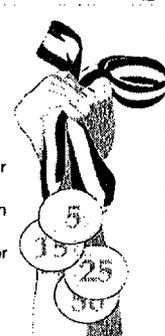
Recruiting . . .
Totals (as of Dec 31)

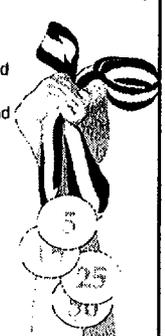
	Cadets	Seniors
1993	9,773	6,373
1994	8,531	6,517
1995	10,142	6,736
1996	12,120	7,625
1997	13,787	8,114
1998	14,081	8,829
1999	13,116	7,862
2000	10,430	7,059
2001	12,622	8,893
2002	14,209	9,365
2003	11,523	6,986

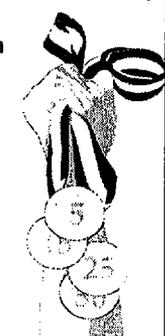




- ### Members for Missions
- Campaign will run 1 April 04 – 30 June 04
 - Prizes for top 10 cadet and senior recruiters
 - Prizes for top squadron in each region with highest overall growth

- ### Members for Missions
- Top Senior Member Prizes
 - 1st Place – VIP trip for 2 to the National Board or NCASE and 2 year free membership
 - 2nd Place – Topo Magellan Sport Trak Color GPS and 1 year free membership
 - 3rd Place – 3 Mega pixel Digital camera and 1 year free membership
 - 4th Place – Free uniform of choice or \$200.00 cash and 1 year free membership
 - 5th Place – Zire 21 Handheld Palm Pilot and 1 year free membership
- 

- ### Members for Missions
- Top Cadet Recruiter Prizes
 - 1st Place – Trip to Cadet Special Activity of choice and 2 year free membership
 - 2nd Place – Topo Magellan Sport Trak Color GPS and 1 year free membership
 - 3rd Place – 3 Mega pixel Digital camera and 1 year free membership
 - 4th Place – Free uniform of choice or \$200.00 cash and 1 year free membership
 - 5th Place – GameBoy Advance SP and 1 year free membership
- 

- ### Members for Missions
- \$250 to squadron in each region with highest overall growth rate
 - Beginning strength on 1 April 2004
 - Ending strength as of 30 June 2004
 - Transfers from deactivated units do not count
 - Late renewals will count toward overall growth
- 

A Maryland Partnership

A Very Special Relationship

Outline

- Missions
- Partnership
 - Maryland National Guard
 - Maryland Wing CAP

Our Missions

CIVIL AIR PATROL

- To serve America by developing our Nation's youth;
- accomplishing local, state and national emergency and humanitarian missions; and
- educating our citizens on the impact of aviation and space

NATIONAL GUARD

- Federal To support national security objectives
- State To protect life and property and to preserve peace, order and public safety
- Community To participate in local, state, and national programs that add value to America

Partnership – Maryland National Guard Facilities

- Warfield Air National Guard Base
 - Dining Hall
 - Teleconference Facilities
 - Hangars
- Camp Fretterd
 - Administrative & Class Rooms
 - Billeting
 - Dining Hall & Parade Field
- National Guard Armories

Wing Partnership with Maryland Air National Guard

- Activities at Camp Fretterd
- Recognition Day
- Orientation Flights
- Shadow Program
- Public Affairs
- Change of Command
- Easter Egg Hunt
- Drill Weekends
- Homecoming
- Family Day

A Maryland Partnership

- Maryland National Guard
- Maryland Wing, Civil Air Patrol

"It was a very good year!"

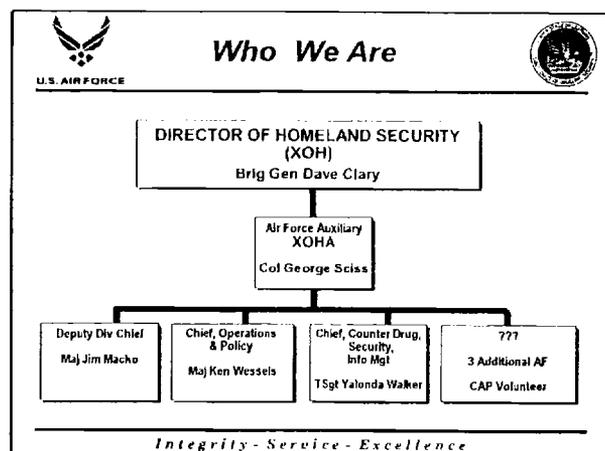
Headquarters U.S. Air Force
Integrity - Service - Excellence

AF/XOHA
Air Force Auxiliary Division



Col George Sciss
HQ USAF/XOHA
6 March 2004

U.S. AIR FORCE



What We Do




Mission

- Promote and Advocate Auxiliary (a.k.a. CAP) Issues to the Air Staff

Vision

- Fully integrate the Auxiliary into the Emerging Homeland Security Environment
- Promote the Traditional CAP missions of Aerospace Education and Cadet Programs

Goals

- Solidify the cooperative partnership between the CAP, CAP-USAF, and XOHA to create a rock-solid foundation of law / doctrine / policy for the Auxiliary to perform 'Missions for America'

Motto

One Team... One Fight...

Integrity - Service - Excellence

Air Force Auxiliary Board




- Air-staff level meeting where Auxiliary issues are presented
- Attendees include all the major directorates – FM, XO, DP, HO, HC, etc.
- Issues are vetted through CAP-USAF before reaching the AFAB
- 29 Jan 2004 AFAB Topic List:
 - Auxiliary Government Funding Transfer Mechanism
 - Establishing CAP Glider Program as an Aux Mission
 - Flat Rate vs. Actual Reimbursement for Auxiliary Expenses
 - Auxiliary Land Mobile Radio (LRM) funding to meet 2008 Narrow-Band Requirement
 - Auxiliary Use of Defense Reutilization and Marketing Service (DRMS)
 - CAP ID Cards & Military Base Access
 - Auxiliary Security Clearances
 - Auxiliary Use of DoD Satellite Phone Contract

Integrity - Service - Excellence

Other Issues




- Service Auxiliary Legislation**
 - DoD enabling legislation to establish service auxiliaries
 - Clarify current AF Auxiliary status
 - Clean up issues relating to legal basis for the Auxiliary
- DoD-DHS Memorandum of Understanding**
 - New way of doing business after 9/11
 - DHS absorbed 20+ bureaucracies into one organization
 - DoD stood up NORTHCOM as the CONUS Combatant Command
 - MOU will define the mission requirements, Auxiliary's role, tasking process, and funding stream
- CAP Listing in AFA Magazine's Almanac**
 - XOHA working package to CSAF to request listing
 - Will not be ready in time for this year's publication

Integrity - Service - Excellence

Other Issues




- CSAF "Airman's Contrails" Project**
 - New booklet given to every new airman and officer
 - CAP organization, mission, and rank structure included
 - Every 'Airman' will know about the Auxiliary and CAP
- CAP Glider Mission Support**
 - No clearly defined mission requirement currently in place
 - XOHA will staff package looking for AF buy-in into this program
 - Lengthy process due to the coordination process required
 - Will remain a 'corporate' mission until question resolved

Integrity - Service - Excellence

Other Issues

- A- B- & C- Mission Matrix
 - Problem: Legal reviews of mission status has uncovered inconsistency in applying "Air Force Assigned Mission" status to various CAP missions
 - Criteria for "Air Force Assigned Mission" defined very specifically in Code of Federal Regulations (CFR)
 - Only "Air Force Assigned Missions" eligible for legal protection under Federal Tort Claims Act (FTCA) and Federal Employees Compensation Act (FECA)
 - FTCA and FECA not Air Force managed programs; managed by Department of Justice and Department of Labor
 - Many current "B" missions exceed criteria for "Air Force Assigned Mission" status
 - Problem compounded by lack of precision in use of word "mission" in various regulations

Integrity - Service - Excellence

Other Issues

- A- B- & C- Mission Matrix (cont'd)
 - Issue being studied at SECAF/GC
 - Resolution and clarification of mission status at Air Staff level will impact
 - DoD-DHS Memorandum of Understanding (MOU)
 - Counter-drug (CD) mission funding mechanisms
 - State MOU templates
 - CAP Regulations, especially all 60-series
 - Long overdue
 - Joint CAP-USAF & Air Staff process
 - Proper "Operator" focus so appropriate missions will continue while the review is in progress

Integrity - Service - Excellence

Other Issues

- A- B- & C- Mission Matrix (cont'd)
 - "The Times Have Changed..." so doing business as usual is not an option
 - Future mission status will probably change
 - Current "A", "B", and "C" status categorization may be obsolete
 - Remove fuzzy nature of current "B" mission status
 - Result will lay the foundation for how XOHA, CAP-USAF, and CAP will proceed on many issues
 - Gilder Support
 - Counter Drug Missions
 - Goal -- All CAP flying activities will:
 - Be Safe
 - Properly legally
 - Contain appropriate legal protection for participants

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Where We Are Going

Building Block Approach

- Execution: Checklists & Operational Procedures
- Taskings: MOUs, OPORDs, SOPs
- Procedures: AF & CAP Instructions
- Policy: AFPD 10-27
- Doctrine: Auxiliary Mission Statement
- Law: Service Auxiliary Legislation

Rock-Solid Foundation for Auxiliary Operations

Integrity - Service - Excellence

How We'll Get There

- Three way partnership
 - What is the mission?
 - What are the requirements (organize, train, equip) to accomplish that mission?
 - What are the issues? Legal, Operational, Procedural
 - Bottom Line → Get it done safely, effectively, and within current law / doctrine / policy

Integrity - Service - Excellence

Air Force Auxiliary Division
Directorate of Homeland Security

Questions???

One Team... One Fight...

Integrity - Service - Excellence