

NEC Minutes

**National Executive Committee
Meeting Minutes
4-5 Nov 2011**



Maxwell AFB AL

National Executive Committee Meeting Minutes
4-5 November 2011
Maxwell AFB AL

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OPEN SESSION

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ATTEST:

OFFICIAL:



Barry S. Herrin
Colonel, CAP
National Legal Officer



Charles L. Carr, Jr.
Major General, CAP
National Commander

Civil Air Patrol
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OPEN SESSION

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

NATIONAL EXECUTIVE COMMITTEE

Maj Gen Charles L. Carr Jr., CAP	National Commander
Brig Gen Joseph R. Vazquez, CAP	National Vice Commander
Col Russell E. Chazell, CAP	National Chief of Staff
Col C. Warren Vest, CAP	National Finance Officer
Col Barry S. Herrin, CAP	National Legal Officer
Col Edward D. Phelka, CAP	National Controller
Col Christopher J. Hayden, CAP	Northeast Region Commander
Col Larry J. Ragland (Interim), CAP	Middle East Region Commander
Col Robert M. Karton, CAP.....	Great Lakes Region Commander
Col Alvin J. Bedgood, CAP	Southeast Region Commander
Col Sean P. Fagan, CAP	North Central Region Commander
Col Frank A. Buethe, CAP	Southwest Region Commander
Col Donald G. Cortum, CAP	Rocky Mountain Region Commander
Col Larry F. Myrick, CAP	Pacific Region Commander

Non-voting members:

Col Paul D. Gloyd, USAF.....	CAP-USAF Commander
Col Merle V. Starr, CAP.....	CAP Inspector General
Ch, Col J. Delano Ellis, CAP.....	Chief of Chaplain Corps

CORPORATE TEAM

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

AGENDA ITEM - 1	CS	Action
SUBJECT: Advisor / Committee Reports		
CAP/CS – Col Chazell		OPR - EXA

Perfunctory Reports:

1. (Staff) CAP National Safety Officer – Col Diduch

COL DIDUCH provided an update briefing, including flying safety.

2. (Executive) Finance Committee – Col Vest

COL VEST/NFO presented the National Finance Committee Report, with informational items and committee recommended action items:

- a. FY12 Appropriated and Corporate Budget Execution: Information.
- b. FY13 Appropriated Restored Financial Plan:

THE NEC FINANCE COMMITTEE moved that the National Executive Committee approve the FY13 Appropriated Financial Plan and restored budget plan and recommend that the Board of Governors approve these financial plans and, if the appropriated amount should either increase or decrease from the \$4,657M Delta, authorize the headquarters staff to adjust the budget proportionately.

THE MOTION CARRIED

FOLLOW-ON ACTION: Include in the December 2011 BoG agenda.

- c. Aircraft Maintenance (MX) Balance Status--Information

COL VEST/NFO briefed that there are five wings (AR, HI, IA, NC, OR) remaining that have not been able to reimburse the balances that are due NHQ.

- d. Depreciation Policy:

THE NEC FINANCE COMMITTEE moved that the National Executive Committee approve a change to the organization’s depreciation policy to create a new category called “Refurbished Aircraft” and depreciate those aircraft over a period of 10 years.

THE MOTION CARRIED

FOLLOW-ON ACTION: Implementation of policy and change to CAPR 174-1, Property Management and Accountability

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e. Modification to NEC Travel Policy

THE NEC FINANCE COMMITTEE moved that the National Executive Committee approve modifications to the NEC travel policy, as follows:

- (1) Provides enhanced guidance on the use of corporate and personal aircraft:
 - (a) MX fund to be established with corporate funds;**
 - (b) New mission symbol established in WMIRS;**
 - (c) Encourages use of CAP aircraft/greater convenience;****
- (2) Travel policy standardizes per diem for NEC travel;**
- (3) Documentation requirements are minimized on travel vouchers for members with corporate credit cards;**
- (4) Last minute/short notice travel is discussed.**

COL KARTON/GLR MOVED TO AMEND to clarify paragraph (1) a. by adding the words “for corporate aircraft” following the words “corporate funds.”

COL KARTON/GLR withdrew his amendment since it did not change the stated policy.

COL HAYDEN/NER MOVED TO AMEND and COL CORTUM/RMR seconded the amendment that the NEC approve deleting all references to alcohol in the NEC Travel Policy.

THE MOTION TO AMEND CARRIED

THE AMENDED MOTION CARRIED

FOLLOW-ON ACTION: Make approved policy changes to NEC Travel Policy.

f. Finance Trend Analysis, Accountability Matrix, and High Risk Wings--Information

3. (Executive) Chaplain – Ch, Col Ellis

Ch, Col Ellis gave an update on the Chaplain Corps.

4. National Controller – Col Phelka

COL PHELKA/NAT CON presented a slide briefing.

5. (Advisor) Senior Advisor, Support – Col Guimond

COL GUIMOND presented a slide briefing.

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6. (Advisor) Senior Advisor, Operations – Col Murrell

COL MURRELL presented a slide briefing updating the operational missions.

Additional Reports:

7. (Staff) National Medical Officer - The announcement was made of the appointment of Col Sergio B. Seoane, FL Wing, as Chief of Health Services, replacing Col Kay McLaughlin who did an outstanding job and has been promoted to the permanent grade of colonel for her hard work.

8. (Committee) Constitution and Bylaws Committee – Col Herrin briefed that the committee had one action item following the National Board, which was to meet and provide a recommendation to the BoG on the renaming of the Puerto Rico Wing. However, the SER/CC's site visit to the Virgin Islands is not scheduled until after the Dec BoG meeting. Therefore, the Constitution and Bylaws Committee will request that this item be removed from the BoG Dec 2011 agenda so that the committee can get field input before make a recommendation.

9. (Committee) Public Trust - Col Chazell/CS referenced a letter from Col Kavich on the Public Trust, and an Information Paper from the Diversity Committee

AGENDA ITEM - 2

CS
Minutes

Action

SUBJECT: Approval of April 2011 NEC Minutes

Author: Col Chazell

CAP/CS – Col Chazell

OPR: EXA

INFORMATION BACKGROUND:

The minutes of the April 2011 National Executive Committee meeting were distributed in draft form. This allowed the National Executive Committee members a chance to review the minutes for any discrepancies.

The April 2011 NEC Minutes are included in your material.

PROPOSED NEC ACTION:

The National Executive Committee approve the April 2011 NEC minutes.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

COL CHAZELL/CS MOVED and COL CORTUM/RMR seconded the PROPOSED NEC ACTION, corrected as follows:

(1) An amendment to the Special Meeting added on the NEC teleconference on 26 October 2011, to include, on the last page, the names of the mover and seconder.

(2) A change on page 10 of the DRAFT April 2011 NEC minutes, to correct the name of the mover or the seconder.

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THE MOTION CARRIED with one abstention by Col Ragland/MER because he did not attend the April 2011 meeting.

FOLLOW-ON ACTION: NHQ make the above corrections and remove the word 'DRAFT' from the April 2011 Minutes.

AGENDA ITEM – 3

CS

Action

**SUBJECT: NEC Meeting Locations
CAP/CS – Col Chazell**

Author: Col Chazell

OPR: EXA

INFORMATION BACKGROUND:

The National Executive Committee meets twice a year. Normally, this occurs in the spring and fall. The locations of the meetings over the last several years have moved around to different locations. Maj Gen Carr would like to establish a definite pattern for the next 3 years in order to help control cost and have some predictability in the location.

PROPOSED NEC ACTION:

The National Executive Committee approve the two annual NEC meeting locations for the next 3 years (2012, 2013, and 2014) be as follows:

Spring NEC meetings: late April or early May in an airline hub city such as Atlanta GA, Dallas TX or Salt Lake City UT (not restricted to these).

Fall NEC meetings: late October or early November at Maxwell AFB.

ESTIMATED FUNDING IMPACT:

Anticipate savings of both appropriated and corporate travel funds. The exact amount would depend on locations and the cost of travel at the time.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

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NEC ACTION:

COL CHAZELL/CS MOVED and COL BEDGOOD/SER seconded the PROPOSED NEC ACTION.

COL VEST/NFO MOVED TO AMEND and COL HAYDEN/NER seconded the amendment that all NEC meetings be held on Maxwell AFB, AL until changed by the NEC.

There was clarification that on-base housing cannot be guaranteed. There was discussion on what the monetary savings might be. In response to a question, Mr. Rowland/EX stated that it may be a trade-off between appropriated and corporate dollars, and the costs may not vary much between Maxwell and Atlanta, if there were no on-base housing available. It was noted that in order to get on-base housing, the dates of the meetings may need to be adjusted.

THE AMENDMENT CARRIED UNANIMOUSLY

COL CHAZELL/CS MOVED TO AMEND and COL BEDGOOD/SER seconded the amendment that the NEC approve holding the NEC meetings at Maxwell AFB AL, for 1 year (2012) instead of 3 years.

THE AMENDMENT CARRIED UNANIMOUSLY

THE AMENDED MOTION READS:

“That the National Executive Committee approve holding the two annual NEC meetings (one late April or early May and one late October or early November) at Maxwell AFB, AL, for 1 year (2012) instead of 3 years.

THE AMENDED MOTION CARRIED UNANIMOUSLY

FOLLOW-ON ACTION: NHQ scheduling

AGENDA ITEM – 4

CS

Action

SUBJECT: 2013 Annual Conference Location

Author: Col Chazell

CAP/CS – Col Chazell

OPR: EXA

INFORMATION BACKGROUND:

The NEC normally gives direction to the National Headquarters staff on where to hold the annual conference. The conference is rotated around the country so the volunteer membership from each area has a better opportunity to participate in the activities.

For the 2013 conference, the NHQ recommends the conference go back to the western part of the United States. Some of the criteria NHQ uses in recommending a location are the number of CAP members within a reasonable driving distance (300 miles), hotel price, availability and convenience of the airport, and activities/attractions within the city. Attached are the recommended cities for NEC consideration.

PROPOSED NEC ACTION:

The National Executive Committee select the host city for the 2013 Annual Conference.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

See attached sheet for cities under consideration.

CAP-USAF HEADQUARTERS' COMMENTS:

None.

ADVISOR / NATIONAL STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

COL CHAZELL/CS MOVED and COL BEDGOOD/SER seconded the PROPOSED NEC ACTION.

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COL CHAZELL/CS MOVED TO AMEND and COL BEDGOOD/SER seconded the amendment that the NEC select Denver, CO as the location of the 2013 Annual Conference.

THE AMENDMENT CARRIED (two opposed)

THE AMENDED MOTION CARRIED (one opposed)

FOLLOW-ON ACTION: NHQ scheduling

November 2011 NEC

2013 Annual Conference Western City Options

	CAP Members within 300 miles driving distance	Hotel Rates	# of Airlines serving airport	Distance Airport to City (miles)	Average Flight cost	Available Dates
Denver	2,725	\$149	15	25	\$243	21-24 Aug
Las Vegas**	4,470	\$109 - \$169	30	1.5	\$283	26-29 Aug
Phoenix	2,775	\$109 - \$129	17	3	\$287	14-17 Aug
Salt Lake City	1,280	\$149	9	9	\$332	14-17;21-24 Aug

** Note: for Las Vegas, the travel days would be: arrive on Monday and depart on Friday.

The NB business meeting would be on Tuesday and the banquet would be on Thursday night

Last 10 Locations of the Annual Conference

2003	Las Vegas NV	2008	Orlando FL
2004	Tampa FL	2009	San Antonio TX
2005	St Louis MO	2010	San Diego CA
2006	Reno NV	2011	Louisville KY
2007	Atlanta GA	2012	Baltimore MD

SUBJECT: Confirmation of Permanent General Officer Grades

Author: Col Chazell

CAP/CS – Col Chazell

OPR: ED

INFORMATION BACKGROUND:

In accordance with CAPR 35-5 (16 Mar 2010), *CAP Officer and Noncommissioned Officer Appointments and Promotions*, paragraph 1-5(b); and *Standard Operating Procedure – Confirmation of General Officer Grade at the Completion of Assignment*, approved by the NEC on 30 October 2010, the following General Officers, having completed their respective terms, are eligible for consideration of promotion to the permanent grades indicated:

Amy S. Courter, former National Commander, to the permanent grade of CAP Major General.

Charles L. Carr, Jr., former National Vice Commander, to the permanent grade of CAP Brigadier General.

In order for CAP general officer grades to become permanent, the National Executive Committee (NEC) must affirmatively vote in favor of converting the temporary grade to a permanent one within 18 months following the satisfactory completion of the assignment for which the temporary grade was bestowed.

A motion to consider the question of converting the temporary CAP general officer grade to a permanent grade must be made by an NEC member and seconded by another NEC member.

Once a properly offered motion is made and seconded, the question shall be automatically **postponed** until the next regularly scheduled NEC meeting in order to allow the individual to present evidence to the NEC showing cause why said temporary grade should be made permanent.

PROPOSED NEC ACTION:

The National Executive Committee approve this motion to consider the question of converting the temporary CAP general officer grades for Amy S, Courter and Charles L. Carr, Jr to the permanent CAP general officer grades indicated above. Upon approval of this motion, the question shall be automatically postponed until the next regularly scheduled NEC meeting in the Spring of 2012 and considered in accordance with the attached procedure.

ESTIMATED FUNDING IMPACT:

None.

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CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

CAP-USAF HEADQUARTERS' COMMENTS:

Concur.

ADVISOR / NATIONAL STAFF COMMENTS:

National Legal Officer – Concur.

REGULATIONS AND FORMS AFFECTED:

NEC ACTION:

COL CHAZELL/CS MOVED and COL PHELKA/NAT CON seconded the PROPOSED NEC ACTION.

COL MYRICK/PCR MOVED TO AMEND and COL VEST/NFO seconded the amendment to waive the 18-month requirement for this consideration only.

There was a suggestion that by secret ballot vote, if there is anything other than unanimous consent by the NEC for moving forward with promoting to the permanent grades, as indicated, that the candidates be allowed to come back and make a presentation, if they desire.

COL CHAZELL/CS recommended that if the NEC is going to take an affirmative vote today on these matters that they be moved to an Executive Session because, generally speaking the whole substance of discussions on personnel matters is held in an Executive Session.

MS. PARKER clarified that the regulation requires a secret ballot vote, if the vote is for permanent grades. She stated that the NEC could verbally vote to change the procedure, but the actual action must be by secret ballot.

There was clarification that the NEC would be voting on just this instance—not changing the procedure.

There was clarification that this action would actually be an amendment to vote to suspend the rules, to decide if the NEC is going to take this issue up without waiting for the next NEC meeting. If approved, it will come back up under Executive Session to actually decide whether to approve the permanent grades.

THE CHAIR restated the amendment that the NEC is voting to suspend the rules.

THE MOTION TO AMEND CARRIED (one opposed)

It was noted that Gen Carr was intentionally not present for the vote.

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COL CHAZEL/CS MOVED TO TABLE AND COL BEDGOOD/SER seconded to table the substantive vote on this agenda item until the Executive Session.

THE MOTION TO TABLE CARRIED UNANIMOUSLY

In the Executive Session, the NEC affirmed the permanent grade of Major General for Amy S. Courter and the permanent grade of Brigadier General for Charles L. Carr, Jr.

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Standard Operating Procedure Confirmation of General Officer Grade at the completion of assignment

1. In order for CAP general officer grades to become permanent, the National Executive Committee (NEC) must affirmatively vote in favor of converting the temporary grade to a permanent one within 18 months following the satisfactory completion of the assignment for which the temporary grade was bestowed.
2. A motion to consider the question of converting the temporary CAP general officer grade to a permanent grade must be made by an NEC member and seconded by another NEC member.
3. Once a properly offered motion is made and seconded, the question shall be automatically **postponed** until the next regularly scheduled NEC meeting in order to allow the individual to present evidence to the NEC showing cause why said temporary grade should be made permanent.
4. The individual shall be informed by the Chair by certified mail (return receipt required) to provide documentary evidence to the NEC. This documentary evidence shall enumerate the leadership initiatives and accomplishments of the individual during his/her tenure as National Commander or National Vice Commander. This evidence may be presented in written form by mail, or email. The individual may also choose to address the NEC by teleconference or to appear, at his/her own expense, to present the evidence verbally.
5. After presentation of the documentary evidence, the NEC may **take from the table** the original question and proceed to debate said question. This action will be conducted in closed session because it is a personnel matter. At such time as the question is called for a vote, the NEC will vote by secret ballot to convert the individual's temporary CAP general officer grade to a permanent grade. If the vote fails, the individual will immediately revert to his/her previously held permanent grade.
6. Should the NEC not advance this question within 18 months of the completion of the assignment, the individual automatically reverts to his/her previous permanent grade.
7. The individual shall be informed that an NEC vote has either passed or failed or that the 18 month window for grade conversion has expired. In any case, orders shall be issued informing the individual of his/her permanent grade.
8. The action or inaction of the NEC is final and not appealable as the failure to convert a temporary grade to a permanent one is not a demotion as contemplated by the CAP Constitution and Bylaws.

AGENDA ITEM – 6

HC

Action

SUBJECT: Promotion of Deputy Chiefs of Chaplains

Author: Chaplain (Col) Ellis

HC – Chaplain (Col) Ellis

OPR: ED

INFORMATION BACKGROUND:

To request that the *Temporary* grade of “Colonel” be granted to the Deputy Chief(s) of Chaplains of Civil Air Patrol. Observing that our Senior Partner (USAF) allows for its Chief of Staff, Deputy and Commanders of each major command to have equal grade of “General”; and, seeing that the Air Force, having four-hundred (plus) chaplains with upward fifty of them in the “O-6” grade; and, seeing that we (CAP) have more than six-hundred chaplains, not including CDIs in our Corps: It would seem prudent to us if we elevate a chaplain from the Region Chaplain’s ranks to “Deputy Chief for the Corps, that we should grant that chaplain this temporary grade while in office.

PROPOSED NEC ACTION:

That the National Executive Committee approve the Request of the Chief of Chaplains by granting the *temporary* grade of “Colonel” to the Deputy Chief(s) of Chaplains so long as that chaplain holds that office. Upon expiration of their term in said office, the chaplain shall revert back to their permanent grade of “Lieutenant Colonel.”

ESTIMATED FUNDING IMPACT:

If the action is approved we estimate there will be no cost to CAP.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

No comment.

CAP-USAF HEADQUARTERS’ COMMENTS:

No comment.

ADVISOR / NATIONAL STAFF COMMENTS:

National Chief of Staff – Non Concur – This issue has been raised in the past for both Region Chiefs of Staff (May 2007) and Region Chaplains (Nov 2007). The agenda item for Region Chiefs of Staff was withdrawn by the maker of the motion – presumably for lack of support - and the agenda item for Region Chaplains was defeated.

Further, no NEC staff directorate –Chief of Staff, National Legal Officer, National Finance Officer, National Controller, or National Inspector General has deputies in the grade of Colonel unless those deputies previously earned the permanent grade of Colonel as a result of service on the National Board as Wing or Region Commanders. Additionally, no non-NEC staff directorates – Health Services and Historian – have deputies in the grade of

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Colonel unless those deputies previously earned the permanent grade of Colonel as a result of service on the National Board as Wing or Region Commanders. To approve this agenda item would grant the Chaplaincy a grade structure not allowed for other staff directorates and would be inherently unfair to deputies in those other directorates.

Sr Advisor Support and PD Advisor – Concur with the National Chief of Staff's comments. If this AI is approved we believe that the NEC/NB can expect a number of follow-on AIs requesting a similar grade structure for the numerous "deputy" positions noted above.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

CHAP, COL ELLIS MOVED the PROPOSED NEC ACTION.

The motion died for lack of a second.

AGENDA ITEM – 7

LG

Action

SUBJECT: CAPR 174-1 Revision (Assessments)

Author: Col Phelka

CAP/NC – Col Phelka

OPR: LG

INFORMATION BACKGROUND:

CAPR 174-1, paragraph 2-27 describes the assessment policy for lost or damaged property. It specifically applies to *all property* assigned to or owned by CAP, including aircraft, vehicles, communications equipment, and other property.

The policy details Wing Commanders to recommend assessments after a report of survey is completed, and further directs Region Commanders to be the assessment authority. However, if the party being assessed is assigned above Region Headquarters, the regulation is silent.

In order to close this gap, the NEC action outlined below is proposed. Having the National Chief of Staff as the assessment authority preserves the National Controller as the reviewer and monitor for all assessments (CAPR 174-1, paragraph 2-27d) and the National Commander as appeal authority (CAPR 174-1, paragraph 2-27e).

PROPOSED NEC ACTION:

The National Executive Committee approve a revision to CAPR 174-1, paragraph 2-27, calling for the National Chief of Staff to be the assessment authority for members assigned above Region Level.

ESTIMATED FUNDING IMPACT:

There is no funding impact.

CAP NATIONAL HEADQUARTERS' COMMENTS:

NHQ concurs with this proposal and further recommends that it be expanded to include assessments against region commanders as well.

CAP-USAF HEADQUARTERS' COMMENTS:

Concur.

ADVISOR / NATIONAL STAFF COMMENTS:

National Legal Officer – Concur.

REGULATIONS AND FORMS AFFECTED:

None.

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NEC ACTION:

COL PHELKA, NAT CON MOVED and COL FAGAN, NCR seconded that the National Executive Committee approve a revision to CAPR 174-1, paragraph 2-27, calling for the National Chief of Staff to be the assessment authority for those members assigned above Region level as well as the Region Commanders. If the Chief of Staff is to be assessed, the Vice Commander will be the assessment authority.

THE MOTION CARRIED UNANIMOUSLY

FOLLOW-ON ACTION: Implementation of policy and change to CAPR 174-1, *Property Management and Accountability*.

AGENDA ITEM – 8

DO

Action

**SUBJECT: GA-8 Pilot Requirements
PCR/CC – Col Myrick**

Author: Lt Col Doyle

OPR: DO

INFORMATION BACKGROUND:

The GA-8 aircraft was originally intimately tied to the Archer program and the pilot requirements were designed for that program's needs. Since the GA-8's do not now have Archer equipment on board anymore, the aircraft are available for other uses, such as ES missions, transport, cadet activities, etc.

To improve utilization of these aircraft and allow flexibility in crew selection, we should distinguish between Archer and non-Archer missions. For non-Archer missions, the requirement to "Be a qualified SAR/DR mission pilot with an instrument rating and 300 hours of PIC fixed wing aircraft time" (CAPR 60-1 para 3-6a(3)(a)) is not at all necessary.

Even on an Archer mission, a qualified transport mission pilot could fly the aircraft to the point where it is needed. This is especially important when the aircraft simply needs to be re-located for maintenance or Archer use. The special requirements are only required on sorties where the Archer system is actually being used.

PROPOSED NEC ACTION:

The National Executive Committee approve: CAPR 60-1 para 3-6a(3)(a) shall be modified to read "**(a) For sorties on which ARCHER equipment is actually being used:** Be a qualified SAR/DR mission pilot with an instrument rating and 300 hours of PIC fixed wing aircraft time."

ESTIMATED FUNDING IMPACT:

No impact.

CAP NATIONAL HEADQUARTERS' COMMENTS:

If approved, we will establish a separate mission qualification in Ops Quals for ARCHER pilots.

CAP-USAF HEADQUARTERS' COMMENTS:

Concur.

ADVISOR / NATIONAL STAFF COMMENTS:

National Legal Officer – Concur.

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Senior Advisor-Operations – Concur. With the reduction in both ARCHER equipment and missions, there is an increased availability for the GA-8 to participate in other missions, including those not requiring an instrument rating or the precision required by ARCHER. CAP check pilots, however, must take into consideration the additional passenger, including cadets, and payload capabilities of the GA-8 when completing the CAPF 5 process.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*

NEC ACTION:

COL MYRICK/PCR MOVED and BRIG GEN VAZQUEZ/CV seconded the PROPOSED NEC ACTION.

There was clarification that the modification will cover ARCHER equipment only when it is actually on, being used, and engaged—not during transport, and that the motion is clear without amendment.

THE MOTION CARRIED UNANIMOUSLY

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

AGENDA ITEM - 9

Action

SUBJECT: Old Business

A. April 2011 NEC Minutes: Item 8

Presenter – Col Chris Hayden, Ad-Hoc Committee Chair

Triangle / Propeller Logo

CAP/CS – Col Chazell

Author: Col Guimond

INFORMATION BACKGROUND:

Command Patch



Corporate Seal



Emblem



Triangle/Propeller



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

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

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

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

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

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

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

PROPOSED NEC ACTION:

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

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

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

ESTIMATED FUNDING IMPACT:

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

CAP NATIONAL HEADQUARTERS' COMMENTS:

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

CAP-USAF HEADQUARTERS' COMMENTS:

Concur.

ADVISOR / NATIONAL STAFF COMMENTS:

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

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

REGULATIONS AND FORMS AFFECTED:

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

NEC ACTION:

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

MOTION TO TABLE CARRIED

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

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

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

THE MOTION TO SEND TO COMMITTEE CARRIED

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

November 2011 NEC Action:

COL HAYDEN, Chair of the Ad Hoc Committee, presented a written report to the NEC.

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

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

THE MOTION CARRIED (three opposed; one abstained)

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

AGENDA ITEM - 10

Action

SUBJECT: New Business

A. CAPR 174-1 Revision (Definitions) (ADDED AGENDA ITEM)

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

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

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

THE MOTION TO POSTPONE CARRIED UNANIMOUSLY

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

B. Use of Member-Owned/Furnished Aircraft

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

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

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

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

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

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THE STRAW POLL WAS NEGATIVE.

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

After further discussion, the following motion was made:

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

THE MOTION CARRIED (one opposed and one abstention)

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

C. Corporate Credit Card Use

COL PHELKA/NAT CON MOVED and COL RAGLAND/MER seconded that the National Executive Committee approve that any person holding a CAP Corporate credit card must submit receipts to support the statement charges on the account within 21 days after the date of the billing statement. Card holders who do not submit detailed receipts on time shall have their credit card revoked upon the third such occurrence.

There was clarification that the expenses would still be reimbursed even though the credit card is revoked. It was noted that whether a credit card could be reinstated would have to be carefully evaluated because standards of the auditors must be met.

COL HERRIN/NLO MOVED TO AMEND and COL RAGLAND/MER seconded to send this matter to the Finance Committee for resolution prior to the end of the year.

THE MOTION CARRIED (hand count vote)

FOLLOW-ON ACTION: Teleconference vote by the NEC by the end of the year after receipt of proposed resolution from the Finance Committee.

D. Incident Command Levels 1 & 2 SQTRs

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

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

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

E. Removal of SSN for Aerospace Education Members

COL CHAZELL/CS MOVED and COL MYRICK/PCR seconded that the National Executive Committee direct the NHQ staff to immediately cease the collection of Social Security Numbers for Aerospace Education Members because such members have previously undergone background checks incident to their employment and CAP has no independent need for such information.

There was clarification if any AE member decided to join CAP as a senior member, then the finger printing process would be required, which includes providing the SSN.

THE MOTION CARRIED UNANIMOUSLY

FOLLOW-ON ACTION: Implementation of policy and change to CAPR 280-2, *Civil Air Patrol Aerospace Education Mission*.

F. Elimination of Aircraft Maintenance Balances

COL MYRICK/PCR MOVED and COL VEST/NFO seconded that the National Executive Committee approve the elimination of aircraft maintenance balances on the remaining five wings (AR, HI, IA, NC, OR) who have balances owed to NHQ.

There was clarification that these five wings are the only wings currently with outstanding aircraft maintenance balances, and the funds that were collected went back into the maintenance program.

COL CHAZELL/CS MOVED TO AMEND and COL PHELKA/NAT CON seconded the amendment to state that all wings that met their obligations to pay in for the tail number balances be reimbursed 100 percent over the next 10 years.

There was discussion on the financial impact of the amendment including an estimated dollar value. Col Chazell stated that he did not expect approval of this amendment, but wanted it on the record.

THE MOTION TO AMEND DID NOT PASS (show of hands vote)

THE ORIGINAL MOTION CARRIED (show of hands vote)

G. Glider Centers of Excellence (COE)

COL MYRICK/PCR MOVED and COL BEDGOOD/SER seconded that the National Executive Committee approve making the COE optional at region level.

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There was a handout with statistical information on the glider program.

There was in-depth discussion on both the merits of keeping the centers of excellence standardized at region level and the possible advantages of making them optional at region level, but the stated success of the program would depend on command emphasis and using the approved minimum 200 flights per year per glider goal.

THE MOTION CARRIED (hand count vote)

FOLLOW-ON ACTION: Implementation of policy, notification, and change to CAPR 60-1, *CAP Flight Management*.

H. Use of Vanguard-generated Funds

BRIG GEN VAZQUEZ/CV MOVED and COL MYRICK/PCR seconded that the National Executive Committee approve revising the use of Vanguard Training Funds Policy to permit using the funds for any purpose that the NEC agrees to.

There was clarification that approval of this agenda item will eliminate the restriction for Vanguard funds to be used only to support Region Training Centers, and will allow the NEC to approve these funds for other uses. The funds would be kept in a separate category with a wider latitude for their use. (A follow-on motion will request use of these funds to support the National Volunteer Staff.)

THE MOTION CARRIED

FOLLOW-ON ACTION: Implementation of policy, notification, and change to CAPR 173-1, *Financial Procedures and Accounting*.

I. National Volunteer Staff Funding

BRIG GEN VAZQUEZ/CV MOVED and COL MYRICK/PCR seconded that the National Executive Committee approve the allocation of \$25,000 in Vanguard Training Funds now and at the beginning of every fiscal year to the National Volunteer Staff to defray travel and other business costs. These funds will be administered by the National Chief of Staff and be in addition to the budget already allocated to the National Command Staff and for Commander Directed Travel.

COL HERRIN/NLO MOVED TO AMEND and BG VAZQUEZ/CV seconded the amendment that on line 3, at the end of sentence one ending with the word "costs," to add the phrase "for persons who do not already have a budget for travel and business expenses."

THE MOTION TO AMEND CARRIED (one opposed)

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There was clarification that if the money allocated is not spent for the stated purpose, the funds could be transferred to another account or would go into the general fund. Each new fiscal year starts with \$25,000 for use by the National Volunteer Staff.

There was also clarification that the expenses for the National Volunteer Staff will be following the Commander Directed Travel policy in how they are processed and authorized.

The Executive Director stated that he supports these travel funds, but expressed concern that the approved travel funds for the National Volunteer Staff are coming from Vanguard Funds rather than other accounts, for two reasons: (1) The NEC changed the full concept of fully supporting National Training Facilities. The earlier idea was to accumulate enough funds to establish additional training facilities. He suggested that \$25,000 could be found elsewhere in the budget. (2) Many members view this as a tax on items sold through Vanguard; if you want to spend their taxes on them for more travel that is a decision that the NEC needs to carefully consider.

COL BUETHE/SWR MOVED TO AMEND and COL HERRIN/NLO seconded the amendment to strike the words “now and at the beginning of every fiscal year,” following the word “Funds” on line two, and substitute with the words “This is a 1-year trial and will be addressed at the Nov 2012 NEC meeting.”

THE MOTION TO AMEND CARRIED (three opposed; one abstained)

The twice amended motion reads:

“BRIG GEN VAZQUEZ/CV MOVED and COL MYRICK/PCR seconded that the National Executive Committee approve the allocation of \$25,000 in Vanguard Training Funds to the National Volunteer Staff to defray travel and other business costs for persons who do not already have a budget for travel and business expenses. These funds will be administered by the National Chief of Staff and be in addition to the budget already allocated to the National Command Staff and for Commander Directed Travel. This is a 1-year trial and will be addressed at the Nov 2012 NEC meeting

THE AMENDED MOTION CARRIED (one opposed; one abstained)

FOLLOW-ON ACTION: Implementation of policy for one year and include in the Nov 2012 NEC agenda. Include these travel funds in next year's National Finance Committee budget review

J. Confirmation of General Officer Grades – Changes to Standard Operating Procedures

COL PHELKA/NAT CON MOVED and COL HERRIN/NLO seconded that the National Executive Committee approve the modification of the Standard Operating Procedures (SOP) for General Officer grades be modified as follows: Insert between

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paragraphs 2 and 3 the following paragraph: “After the motion and the second, a secret ballot be conducted in accordance with CAPR 35-5. If the National Executive Committee unanimously approves the General Officer grade, it is approved. If any other results than unanimous consent, the procedure below will be followed:”

There was clarification that this change will permit the NEC, by unanimous consent, to act on General Officer grades, and failing that, then the procedure follows the normal process.

THE MOTION CARRIED (one opposed; one abstained)

FOLLOW-ON ACTION: Implementation of procedures and change to Standard Operating Procedures

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

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

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

THE MOTION TO SEND TO COMMITTEE CARRIED

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

THERE WAS A MOTION AND A SECOND TO ADJOURN THE NEC MEETING

THE MOTION TO ADJOURN CARRIED

Items voted on via fax between NEC meetings.

Safety Officer College

INFORMATION BACKGROUND:

The CAP Safety Officer College (CAPSOC) was approved for implementation biennially. The inaugural CAPSOC will occur in June 2012. The CAPSOC was designed to be similar to other courses, such as the National Legal Officer College (NLOC) and the National Inspector General College (NIGC). For both of these courses CAP allows granting equivalency credit for participants in Level IV of the Senior Member Professional Development Program in lieu of attendance at a Region Staff College (RSC). The CAPSOC course has been reviewed by NHQ and the National Staff. Everyone agrees it meets the requirements to grant RSC credit.

PROPOSED NEC ACTION:

The National Executive Committee grant Region Staff College credit to graduates of the CAP Safety Officer College in the same way as the National Legal Officer College and National Inspector General College. This credit will count toward achievement of Level IV of the senior member professional development program.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Recommend approval.

CAP-USAF HEADQUARTERS' COMMENTS:

Recommend approval.

ADVISOR / NATIONAL STAFF COMMENTS:

National Safety Officer - Recommend approval.
National Professional Development Officer – Recommend approval.
National Deputy Chief of Staff, Support – Recommend approval.
National Chief of Staff – Recommend approval.

REGULATIONS AND FORMS AFFECTED:

CAP Regulation 50-17, *CAP Senior Member Training Program*, Chapter 6 – Level IV, Command and Staff.

NEC ACTION:

Approved via fax vote - February 2012.

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ADMINISTRATIVE ANNOUNCEMENTS:

Remarks updating current activities were made by Maj Gen Charles Carr, National Commander; Mr. Don Rowland, Executive Director; and Col Gloyd, USAF, Commander, CAP-USAF.

Brig Gen Vazquez/CV announced the projected dates for the 2012 NEC meetings are 3-5 May and 1-3 November and noted that NHQ reserves the right to adjust those dates, plus or minus a week, if there is a conflict, with approval.

Maj Gen Carr stressed the importance of members sending items of business to the Chief of Staff at the appropriate time for inclusion in the agenda of each meeting so they can be fully staffed instead of bringing them up as New Business, except in case of emergency. He added that very often items of New Business need to be referred to committee prior to the NEC taking action because they haven't been staffed.

Maj Gen Carr reminded NEC members of the safety training requirements.

Mr. Rowland/EX presented the 2012 CAP Business Plan to the NEC and asked for feedback from the members prior to his presenting this plan at the Dec 2011 BoG Meeting. Following discussion, Mr. Rowland thanked the NEC members for their participation, comments, suggestions, ideas, and support. He also thanked the staff for putting together this plan.

Brig Gen Vazquez /CV announced that after the adjournment of the meeting, there would be a meeting of the region commanders.

**Attachment 1
Item 10-B**

AGENDA ITEM – New Business: Item 10-B

Action

SUBJECT: Corporate Limitations on Use of Member-owned/furnished Aircraft

Author – Mr. Johnny Dean, NHQ/DO

Col Chazell

INFORMATION BACKGROUND:

As a result of the current budget limitations caused by Congress' FY12 Continuing Budget Resolution, numerous requests for use of member-owned/furnished aircraft on B and C missions have been submitted to National Headquarters. Current policy regarding use of member-owned/furnished aircraft for corporate missions is covered in CAPR 60-1, paragraph 2-4g which states:

g. "CAP corporate aircraft are the resource of choice for AFAMs. Member-owned/furnished aircraft should only be used on AFAMs when CAP corporate aircraft are not available or when mission requirements dictate the usage of non-corporate aircraft. The use of member owned/furnished aircraft requires wing or higher commander approval for corporate missions and CAP-USAF Liaison Region commander or higher approval for each AFAM in which the aircraft's use is requested.

(1) For AFAMs, a hold harmless agreement (HHA) (see National Stan/Eval web page) waiving any claims for property damage against the United States arising from the use of the aircraft must be executed annually by the aircraft owner for each member-owned/furnished aircraft. The CAP-USAF Liaison Region Commander will review the current HHA and CAP-USAF aircraft inspection paperwork prior to approving the use of member-owned/furnished aircraft for each AFAM use. The HHA will be on file with the state director. NOTE: FECA and FTCA still apply to CAP members executing AFAMs in member owned/furnished aircraft. The HHA does not waive FTCA coverage or FECA benefits for the CAP member.

(2) Prior to the use of member owned/furnished aircraft on AFAMs, a copy of the aircraft airworthiness certificate must be on file with the state director. "

The temporary expanded use of member-owned/furnished aircraft brings additional risks that must be weighed before making a decision to employ them on a wide scale for CAP corporate missions and training. Reductions in utilization of corporate aircraft may necessitate eventual fleet reductions while flying more member-owned/furnished aircraft may accrue additional risk for the corporation by flying aircraft that are not maintained to CAP's standards.

Total flying hours for FY11 (102,235) were down more than 10,000 hours from the FY10 (112,014) total. The combination of flying more member-owned/furnished aircraft with the current budget limitations may well result in yet another drop in total hours for FY12. Lower total hours for multiple consecutive years is certain to drive average aircraft utilization hour well below 200 hours per aircraft, the number that has traditionally been our

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justification for maintaining our fleet size at 550 aircraft. Of additional concern, AFOTC/JROTC orientation missions are not being funded by the Air Force and are expected to result in an almost 3,000 hour drop in total CAP flying hours. If total corporate aircraft mission hours continue to decline, we may be forced to reduce the fleet.

CAP corporate aircraft are maintained to a higher standard than that required by the Federal Aviation Regulations (FARs). Among the differences in standards, CAP requires more frequent fluid hose changes, oil changes every 50 hours or six months whichever occurs first and propeller overhauls at the manufacturer's recommended intervals. If faced with litigation resulting from an accident in a member-owned/furnished aircraft on a C mission, our acceptance of lower standards will likely come into question. Member-owned/furnished aircraft flown on AFAM missions are inspected by CAP-USAF and are covered under their FECA and FTCA protections.

Member-owned/furnished aircraft flown on C missions will fall under our general liability insurance policy and will not be covered by the Air Force nor are they required to be inspected by CAP or CAP-USAF. Judgments caused by accidents in member-owned/furnished aircraft that result in damages in excess of our policy limits will need to be paid from CAP corporate funds. Missions flown for agencies requiring the presence of outside agency personnel as passengers or crewmembers will also expand our liability. If expanded use of member-owned/furnished aircraft continues over a long period our insurance rates may rise to offset the additional risk.

In addition to the issues above, increased use of member-owned/furnished aircraft may not result in more mission opportunities because of the FAA requirement to utilize a commercial pilot on any flight where the pilot receives reimbursement. Our FAA waiver to reimburse private pilots only applies to Air Force-assigned missions.

Non-CAP passengers are permitted but should be discouraged due to the increased corporate liability.

Air Force assigned B missions still require state director inspections, a hold harmless agreement and Air Force mission approval. The restrictions on B missions contained in Table 1 are not Air Force restrictions on the use of member owned/furnished aircraft but are the result of CAP decisions to manage available funding, risk and fleet concerns.

In summary, increased use of member owned/furnished aircraft will increase our corporate liability exposure and, depending on the duration of the current funding difficulties, may significantly impact our total corporate aircraft flying hours. Counting the FY11 flying hour drop and the potential impact of allocating hours to member owned/furnished aircraft CAP may need to reduce our aircraft fleet size. Fleet reduction will likely result in a drop in membership and in our ability to fill mission requests. Our intent with this decision is not to encourage the use of member-owned/furnished aircraft but only to provide an interim solution that permits accomplishment our most important missions at minimal cost.

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PROPOSED NEC ACTION:

Make a decision on the use of member-owned/furnished aircraft for specific CAP missions.

ESTIMATED FUNDING IMPACT:

There is no funding impact.

CAP NATIONAL HEADQUARTERS' COMMENTS

If approved, the result of this decision will be published as supplemental guidance to that previously given.

CAP-USAF HEADQUARTERS' COMMENTS

ADVISOR / NATIONAL STAFF COMMENTS:

Senior Advisor for Operations concurs however has some concerns about setting a precedent on the use of member owned/furnished aircraft beyond the period of the budget limitation.

REGULATIONS AND FORMS AFFECTED:

None

NEC ACTION:

See page 30 for NEC action.