

**HISTORY OF**  
Minnesota Wing  
CIVIL AIR PATROL  
Auxiliary of the United States Air Force



1 January 2016 - 31 December 2016



HISTORY  
of  
Minnesota Wing  
CIVIL AIR PATROL

*AUXILIARY OF THE UNITED STATES AIR FORCE*

*Prepared By*

Susan Blessman, Lt. Col., *CAP*

*2016 Wing Historian*

*Reviewed By*

*Col. James Garlough, CAP*  
*Minnesota Wing Commander*

**COMMANDERS APPROVAL LETTER**  
(ATTACH HERE AS PDF OR MS WORD DOCUMENT)



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## INTRODUCTION OF UNIT STAFF & BRIEF UNIT NARRATIVE

The Minnesota Wing NCR MN 001

<b>Wing Commander</b>	James Garlough	Col
<b>Vice Commander</b>	Lt. Col. Don Sorenson	Lt Col
<b>Chief of Staff</b>	Capt. James Jagow	GRADE

The mission of Minnesota Wing, Civil Air Patrol, is to represent CAP to the state of Minnesota by providing instruction and information in regard to aerospace education, opportunities to serve through emergency services preparedness and be a mission support to the professional emergency services, and to provide a vibrant learning experience in leadership, aerospace, and emergency services to youth, age 12-20.

### SUMMARY NARRATIVE OF MAJOR ACTIVITIES

#### Chapter I OPERATIONS

##### Search and Rescue

6-7 AUG 16T5962 MN WING GP III SAREX HUTCHINSON, MN AIRPORT. LT COL KEITH M. BISCHOFF SERVED AS MISSION SAFETY OFFICER WHILE MAJOR GARY L. LEMASTERS SERVED IN AIR BRANCH. LT COL CHET WILBERG WAS THE INCIDENT COMMANDER. OVER 56 MN WING MEMBERS PARTICIPATED CONDUCTING 40 AIR AND 7 GROUND SORTIES. EIGHT AIRCRAFT AND ONE GROUND TEAM WERE MANAGED BY THE MISSION STAFF. ABOUT 60 FLYING HOURS WERE USED. USAF OBSERVERS WERE PRESENT TO OBSERVE OPERATIONS. EMPHASIS WAS GIVEN TO IMPROVING MISSION SORTIE MANAGEMENT.

10-11 SEP SAREX AT THE BEMIDJI AIRPORT. LT. COL. KEITH BISCHOFF IS THE INCIDENT COMMANDER. NORTHLAND COMPOSITE SQUADRON IS THE HOST SQUADRON WITH GROUP 1 UNITS PROVIDING SUPPORT. MAJ. JIM HARRIS IS THE PROJECT OFFICER. NORTHLAND IS THE HOST SQUADRON WITH GROUP 1 UNITS PROVIDING SUPPORT. MAJOR JIM HARRIS IS THE PROJECT OFFICER

- MISSION BASE STAFF IS NEEDED AND SHOULD APPLY AT THIS TIME (QUALIFIED, TRAINEES, MSA'S)
- EMPHASIS AREA FOR MISSION BASE STAFF INCLUDE:
  - REDUCING THE TIME AIRCRAFT ARE ON THE GROUND AT THE MISSION BASE.
  - TRAINING ON THE DIFFERENCES BETWEEN AN ACTUAL MISSION AND A PLANNED SAREX.
  - DEVELOPING STAFF WHO CAN WORK MORE THAN ONE STAFF POSITION.
- THE PLANNING SECTION IS REQUIRED.
- RV PARKING AND CAMPING IS PERMITTED AT THE CAP HANGAR IN BEMIDJI.

AFTER ACTION REPORT FROM IC, LT. COL. KEITH M. BISCHOFF

DEDICATED MN WING MEMBERS WHO SIGNED IN AND PARTICIPATED SAFELY IN THE SAREX ON SATURDAY SEPTEMBER 10 AT BEMIDJI AIRPORT UNDER EXCELLENT WEATHER CONDITIONS. ABOUT 26 AIR SORTIES WITH ABOUT 38 FLIGHT HOURS AND FOUR GROUND TEAM SORTIES WERE CONDUCTED BY THE 72 MEMBERS WHO SIGNED IN TO THE SATURDAY MISSION. THESE FOLKS WERE WILLING AND ABLE TO UPGRADE AND PRACTICE THEIR ES SKILLS. WE ONLY USED ABOUT 2/5THS OF FUNDING AVAILABLE.

THE NORTHLAND COMPOSITE SQUADRON HOSTED THE GROUP 1 SAREX AT BEMIDJI AIRPORT ON SATURDAY AND SUNDAY WITH MAJOR JAMES HARRIS, GROUP 1 COMMANDER HEADING UP THE MISSION PLANNING FUNCTION. ON SATURDAY WE HAD EIGHT AIRCRAFT PARTICIPATE AND TWO GROUND TEAMS CONDUCTING TRAINING AND UPGRADING THEIR GTM SKILLS. THREE AIRCREWS COMMITTED TO PARTICIPATE IN ADDITIONAL TRAINING ON SUNDAY SO OUR AOB, GEORGE ANDERSON AND HIS STAFF CONDUCTED AIR SORTIE TRAINING WITH MAJOR JAMES HARRIS AND DIANE HARRIS SUPPORTING THEM IN THE MSO AND COMMUNICATIONS AREAS AT THE BEMIDJI MISSION BASE. ADDITIONAL AIRCREWS WHO WISHED TO RESPOND FOR SUNDAY MISSIONS CONTACTED THE AOB AT THE PREVIOUS PHONE NUMBERS PUBLICIZED.

OUR SATURDAY ACTIVITIES DID IDENTIFY SEVERAL MISSION DEFICIENCIES INCLUDING THE AIRCREWS NOT COMPLETING THEIR WIMRS ENTRIES CORRECTLY OR COMPLETELY PRIOR TO BRIEFING AND DEBRIEFING AND RADIO COMMUNICATION FAILURES WHEN THE BJI REPEATER FAILED. SOME AIRCRAFT RADIOS PROBLEMS WERE ALSO IDENTIFIED. OUR AIRCREWS DID A MUCH BETTER JOB WITH AIRCRAFT SECURITY ON THE RAMP THAN AT THE GROUP III SAREX THOUGH IT WAS QUITE A HIKE TO AND FROM MISSION BASE.

GROUP III SAREX -- NO DATE PROVIDED

Disaster Relief

NO DATA PROVIDED.

Homeland Security

NO DATA PROVIDED.

Counterdrug

NO DATA PROVIDED.

**Chapter II AEROSPACE EDUCATION**

Internal Aerospace Education

MINNESOTA WING'S DEPARTMENT OF AEROSPACE EDUCATION ENJOYS AWARD WINNING SUCCESSES. THE MAY 2010 COMPLIANCE INSPECTION (CI) RECEIVED AN A-1 SUCCESSFUL RATING WITH ONE COMMENDABLE REMARK WHILE UNDER



THE LEADERSHIP OF LT. COL. BLAZE CUNNINGHAM, DIRECTOR OF AEROSPACE EDUCATION (DAE), AND MAJ. DAVID COATES, DIRECTOR OF EXTERNAL AEROSPACE EDUCATION. THREE YEARS LATER ON 28 SEP 2013 AT THE SAV, LT. COL. MATSON, DAE, AND MAJOR DAVID COATES GARNERED ANOTHER A-1 SUCCESSFUL RATING WITH THREE COMMENDABLE REMARKS. A REPEAT PERFORMANCE ON A CI ON 28 SEP 2014 LED TO AN A-1; HIGHLY SUCCESSFUL AND ONE COMMENDABLE REMARK WITH NOW LT. COL. DAVID COATES AT THE HELM AS DIRECTOR OF AEROSPACE EDUCATION. THE 2016 SAV RESULTS ARE "HIGHLY SUCCESSFUL" RATING WITH ONE COMMENDABLE.

THE UAV (UNMAN AIR VEHICLE) PROGRAM WAS DEVELOPED BY LT. COL. PAUL PRIOR OF THE ST. CROIX SQUADRON AND CAPT. JAMES WIFF OF THE VIKING COMPOSITE SQUADRON. IT WAS SENT TO NATIONAL HEADQUARTERS IN 2015. A YEAR LATER THIS UAV PROGRAM WAS ADOPTED BY NHQ AS THE NEW UAV PROGRAM.

THE WING WORKS WITH SEVERAL OUTSIDE ORGANIZATIONS INCLUDING THE BOY SCOUTS OF AMERICA, THE GIRL SCOUTS OF AMERICA, JROTC, WOMEN WITH WINGS (WOMEN IN AVIATION PROGRAM), AVIATION DAYS AND WINGS OF THE NORTH - AIR EXPO, THE LOCAL FIRE DEPARTMENTS AND POLICE TO ADVANCE THE EXTERNAL AE PROGRAM THROUGH WORKSHOPS, HANDS ON ACTIVITIES, SIMULATORS AND DEMONSTRATIONS.

THE AE OFFICERS ADVANCE THE MINNESOTA AE PROGRAM THROUGH A VARIETY OF AVIATION AND AERONAUTIC ENDEAVORS. WE HELD THE NATIONAL AVIATION FLIGHT ACADEMY HERE IN MINNESOTA, AND OFFER BOTH GLIDER AND POWER FLIGHTS TO OUR CADETS. WE CONDUCT BOTH THE MODEL ROCKETRY PROGRAM AND THE NEW UAV PROGRAM FOR OUR CADETS TO ADVANCE AERONAUTIC ENDEAVORS.

IN MINNESOTA, WE HAVE 22 AEM (AEROSPACE EDUCATION MEMBERS) AND 56 AEO (AEROSPACE EDUCATION OFFICERS). OUR AEM ADVANCES AWARENESS OF AEROSPACE ISSUES AND EDUCATES STUDENTS. OUR AEO USES THE TOOLS, LIKE THE STEM (SCIENCE, TECHNOLOGY, ENGINEERING AND MATH) KITS, TO INFORM, INSPIRE AND CREATE A GENUINE INTEREST IN AERONAUTICS, ROBOTIC, UAV AND ASTRONOMY.

THE AIR FORCE ASSOCIATION FUNDED CYBER PATRIOT PROGRAM HAS ACTIVE PARTICIPATION THROUGHOUT MINNESOTA WING. THE PROGRAM ADVANCES COMMUNICATION AND HARDENING COMPUTERS FROM CYBER-ATTACKS. THE PROGRAM ALSO PROMOTES THINKING AND INSPIRES COLLABORATION AMONG THE PARTICIPANTS. THIS PROGRAM IS GAINING POPULARITY AMONG OUR SQUADRONS. WE HAVE NINE SQUADRONS PARTICIPATING IN THE CYBER PATRIOTS PROGRAM IN 2016.

LT. COL. COATES REPORTS, "I AM VERY PROUD OF OUR AE PROGRAM IN MINNESOTA. A TOTAL OF 68.18 % OF OUR SENIOR MEMBERS HAVE TAKEN THE YEAGER TEST AND HAVE BEEN AWARDED THE YEAGER CERTIFICATE AND RIBBON. IN THE AE SPECIALTY TRACK WE HAVE A CURRENT TOTAL COUNT OF: 11 – MASTERS RATINGS; 17 – SENIOR RATINGS; 29 – TECHNICIAN RATINGS AND 54 WITH NO RATINGS IN AE. AT WING HQ, WE HAVE 39 SENIOR MEMBERS, ALL BUT ONE HAS A YEAGER. AT THE BEGINNING OF THIS YEAR, OUR PERCENTAGE WAS MUCH LESS ABOUT 64%. I HAVE ENCOURAGED OUR WING STAFF TO LEAD BY EXAMPLE. I DEMANDED AND HOUNDED THEM TO TAKE THE YEAGER TEST. AT THIS POINT, I HAVE 100% SENIOR STAFF MEMBERS AT WING HEAD QUARTERS WITH YEAGER'S. WE HAVE RECEIVED THE NORTH CENTRAL REGION – AE OFFICERS OF THE YEAR AWARDS: (2011-2012); (2012-2013); (2013-2014); (2014-2015); AND THIS YEAR (2015-2016). OUR WING HAS BEEN AWARDED THE NCR AE PROGRAM OF THE YEAR AWARDS: (2010-2011); (2011-2012); (2012-2013); (2013-2014); (2014-2015); AND THIS YEAR (2015-2016)."

#### External Aerospace Education

THE WING WORKS WITH SEVERAL OUTSIDE ORGANIZATIONS INCLUDING THE BOY SCOUTS OF AMERICA, THE GIRL SCOUTS OF AMERICA, JROTC, WOMEN WITH WINGS (WOMEN IN AVIATION PROGRAM), AVIATION DAYS AND WINGS OF THE NORTH - AIR EXPO, THE LOCAL FIRE DEPARTMENTS AND POLICE TO ADVANCE THE EXTERNAL AE PROGRAM THROUGH WORKSHOPS, HANDS ON ACTIVITIES, SIMULATORS AND DEMONSTRATIONS.

### **Chapter III CADET PROGRAMS**

#### Cadet Programs

UNDER THE DIRECTION OF LT. COL. SUSAN BLESSMAN SINCE 2010, THE MNWG CADET PROGRAMS HAS GROWN AND FLOURISHED. ACHIEVING HIGH SCORES FOR INSPECTIONS AND COMMENDATIONS, THE PROGRAM SUCCEEDS DUE TO THE COMMITTED SENIOR MEMBERS, DEPUTY COMMANDERS FOR CADETS, AND THE DESIRE OF THE CADETS TO GO ABOVE AND BEYOND.

2016 WAS NO EXCEPTION. LT. COL. JAY SLIWINSKI IMPROVED AN ALREADY SUCCESSFUL ENCAMPMENT BY LEADING THE CHANGE TO NATIONAL'S PROGRAM. MINNESOTA LEADERSHIP ACADEMY STEPPED INTO ITS 16TH YEAR CONTINUING TO OFFER THE REGION LEADERSHIP SCHOOL. THE ANNUAL VOLLEYBALL TOURNAMENT, OR CABIN FEVER ACTIVITY, WAS PLANNED AND EXECUTED BY THE CADET ADVISORY COUNCIL. PLUS THE MYRIAD OF UNIT ACTIVITIES WHICH INVITE WING-WIDE PARTICIPATION: BLACKCAP (RED WING COMPOSITE SQUADRON), AEROSPACE EDUCATION (ANOKA COUNTY COMPOSITE SQUADRON).

OVERALL ACHIEVEMENTS FOR 2016 INCLUDED 215 O-FLIGHTS FOR CADETS, 86 WRIGHT BROTHERS AWARDS (CADET STAFF SERGEANT), 28 MITCHELL AWARDS

(CADET SECOND LIEUTENANT), 12 EARHART AWARDS (CADET CAPTAIN), 4 EAKER AWARDS (CADET LT. COLONEL), AND 1 SPAATZ AWARD (CADET COLONEL).

IN THE LAST FEW YEARS SEVERAL CADETS TOOK THE GENERAL CARL SPAATZ EXAM IN MINNESOTA WING. FOR A SEVERAL YEARS FORMER MNWG COMMANDER COL. THOMAS B. THEIS PROCTORED AND ADMINISTERED THE EXAM FOR THE WING. WHEN COL. THEIS ACCEPTED THE NORTH CENTRAL REGION VICE COMMANDER POSITION, THE SPAATZ PROCTOR POSITION WAS HANDED TO A SPAATZ AWARD RECIPIENT #442, LT. COL. DOUGLAS M. RUTHERFORD, A MEMBER OF MINNESOTA WING WHO SERVES ON THE NHQ STAFF. THE WING IS VERY PROUD OF THESE CADETS COLONELS: JACOB JONES #1976 (6 DEC 2014 OF DULUTH COMPOSITE SQUADRON, NATHAN J. HOFFMAN #1989 (27 APRIL 2015) OF NORTH HENNEPIN COMPOSITE SQUADRON, CAITLIN E. ALBRIGHT #2004 (17 AUG 2015) OF ANOKA COUNTY COMPOSITE SQUADRON, AND ANDREW R. CARTER #2043 (17 MAY 2016) OF THE 130TH COMPOSITE SQUADRON. [HTTP://WWW.SPAATZ.ORG/THE-AWARDS/THE-GENERAL-CARL-A-SPAATZ-AWARD/SPAATZ-AWARD-RECIPIENTS](http://www.spaatz.org/the-awards/the-general-carl-a-spaatz-award/spaatz-award-recipients)

2016 ALSO BROUGHT A CHANGE OF WING COMMANDER. THE CEREMONY WAS HELD AT THE ANNUAL WING CONFERENCE WHICH SEEMED LIKE AN APPROPRIATE TIME FOR LT. COL. SUSAN BLESSMAN TO RELINQUISH THE POSITION OF DIRECTOR OF CADET PROGRAMS. MAJ. BLANE PIERSON, A FORMER CADET, WAS APPOINTED TO THE DUTY POSITION.

### Cadet Activities

CADET PROGRAMS BEGAN THE YEAR WITH THE ENCAMPMENT SELECTION PROCESS, INTERVIEWS, TRAINING, ENCAMPMENT PREPARATORY SCHOOLS, ALL OF WHICH CULMINATED WITH THE 18TH MNWG ENCAMPMENT. TRADITIONALLY ENCAMPMENT PREPARATORY SCHOOLS (EPS) ARE HELD TO INTRODUCE BASIC CADETS, THOSE 12 YEARS OLD OR NOT YET ATTAINED C/SSGT, TO THE ENCAMPMENT EXPERIENCE. EPS1 MEET 29 APRIL – 1 MARCH AT CAMP RIPLEY, MN, UNDER THE COMMAND OF CAPT. MATT FRAME WITH C/1ST LT. SHANNON HOCKMAN AS THE CADET COMMANDER. TWENTY-SEVEN STUDENTS ATTENDED CLASSES AND DRILL UNDER THE DIRECTION AND INSTRUCTION OF 37 CADRE ALONG WITH THE GUIDANCE OF FOUR SENIOR MEMBERS. THE SECOND ENCAMPMENT PREPARATORY SCHOOL, EPS2 WAS ALSO HELD AT CAMP RIPLEY, 3-5 JUNE. EPS2 WAS UNDER THE COMMAND OF MAJ. ELLEN BROWNING WITH C/CAPT. ELISE JOHNSON AS THE CADET COMMANDER. FOLLOWING A SIMILAR SCHEDULE AS THE FIRST EPS, THERE WERE 34 STUDENTS, 25 CADRE, AND 12 SENIORS.

FROM 23 TO 30 JULY, THE MINNESOTA WING ENCAMPMENT WAS HELD AT CAMP RIPLEY UNDER THE COMMAND OF LT. COL. JAY SLIWINSKI. THE 18TH CADET TRAINING GROUP WAS LED BY CADET COMMANDER C/LT. COL. ELIAS STRAW

ALONG WITH HIS DEPUTY COMMANDERS, C/MAJ. SARAH CHANSKI (BASIC LEARNING), C/MAJ. KELLEN GRUNDMAN (ADVANCED LEADERSHIP) AND C/CAPT. ETHAN COMPTON (EXECUTIVE OFFICER). IN ATTENDANCE WERE 87 FIRST YEAR CADETS, 33 RETURNING STUDENTS, 50 CADET CADRE AND 43 SENIORS. THREE MEMBERS OF THE U.S. AIR FORCE AND U.S. NAVY HELPED WITH TRAINING.

THIS ENCAMPMENT HAD THE UNIQUE EXPERIENCE OF PARTICIPATING IN AN ACTUAL SEARCH AND RESCUE MISSION. THE ENTIRE ADVANCED LEADERSHIP COURSE (ALC) ANSWERED THE CALL FOR HELP WHEN A PERSON WENT MISSING NEARBY. WHAT THE LOCAL SHERIFF THOUGHT WOULD TAKE SEVERAL DAYS TO SEARCH TOOK THE CIVIL AIR PATROL ONLY A FEW HOURS."

THE FOLLOWING AWARDS WERE EARNED AT THE GRADUATION CEREMONY:

C/1LT ETHAN SPAID	HONOR FLIGHT COMMANDER
C/CMSGT KYLE WILLIAMSON	HONOR FLIGHT SERGEANT
1LT GAIL WINTERBOTTOM	HONOR FLIGHT TRAINING OFFICER
C/1LT AZALEA HORTON	HONOR ALC TEAM LEADER
LT COL JOEL STEPANEK	HONOR ALC TEAM TRAINING OFFICER
C/AMN ALYSSA THIELEN	38TH CTS DISTINGUISHED GRADUATE
C/AMN TREVOR M ANDERSON	39TH CTS DISTINGUISHED GRADUATE
C/SSGT CAMERON DAHLSTROM	CTS DISTINGUISHED GRADUATE
C/CMSGT SARAH SKJEVELAND	ALC DISTINGUISHED GRADUATE
C/SSGT EVAN MCNAIR	LEADERSHIP OFFICER'S AWARD FOR
ACADEMIC EXCELLENCE	
C/CMSGT GEORGE HARE	ENCAMPMENT COMMANDER'S FOR
LEADERSHIP AWARD	
C/CMSGT MACY KLEIN	COMMANDANT'S CADRE EXCELLENCE AWARD
C/2LT HANNAH COMPTON	SUPPORT CADRE EXCELLENCE AWARD
1LT COLETTE CRAIG	SENIOR STAFF EXCELLENCE AWARD
CMSGT DON VANCE	"ORACLE'S" FIELD LEADERSHIP EXCELLENCE
AWARD	
C/TSGT IVA HAMMITT-KESS	ENCAMPMENT DISTINGUISHED GRADUATE

CADETS SUBMITTED ONLINE APPLICATIONS FOR NATIONAL SPECIAL ACTIVITIES, 35 WERE ACCEPTED.

OUR ANNUAL WING-WIDE VOLLEYBALL TOURNAMENT WAS HELD IN MARCH AT HALENBECK FIELD HOUSE, ST. CLOUD STATE UNIVERSITY WITH 16 TEAMS VYING FOR THE COVETED FIRST PLACE TROPHY. ST. CLOUD COMPOSITE SQUADRON PLACED FIRST. THIS YEAR'S CONTEST WAS ORGANIZED BY THE CADET ADVISORY COUNCIL (CAC) UNDER MAJ. ELLEN BROWNING SUPERVISION. THE EVENT WAS FOLLOWED BY A ST. CLOUD COMPOSITE SQUADRON LOCK-IN FEATURING SWIMMING, WALL CLIMBING, MOVIES, AND OTHER CONTESTS THROUGHOUT THE EVENING.

MINNESOTA WING'S ANNUAL CONFERENCE HELD THE LAST WEEKEND OF APRIL IN BREEZY POINT, MINNESOTA, HAD A "FIRST" FOR THE CADETS - THEIR OWN SPECIAL GUEST SPEAKER! LT. COL. JANON "JD" ELLIS, VICE PRESIDENT OF THE SPAATZ ASSOCIATION, JOINED US FROM WASHINGTON D. C. HE SPOKE AT THE CADET GENERAL ASSEMBLY ABOUT HIS YEARS AS A CADET AND THE LESSONS HE LEARNED THAT HELPED HIM SUCCEED IN LIFE. FOR CADETS, THE CONFERENCE BEGAN ON FRIDAY EVENING WITH A PIZZA SOCIAL, POOL, PING PONG, FOLLOWED BY AN OPPORTUNITY TO HAVE A DANCE LESSON TO PREPARE FOR THE SATURDAY NIGHT MILITARY BALL. CADETS ATTENDED THE GENERAL ASSEMBLY ON SATURDAY MORNING TO HEAR THE WING COMMANDER AND OTHER DIGNITARIES. THE AFTERNOON HAD A VARIETY OF BREAKOUT SESSIONS DESIGNED ESPECIALLY FOR CADETS AT ALL LEVELS. C/CAPT. IZABELLA RALEIGH, CADET ADVISORY COUNCIL CHAIR, AND MAJ. ELLEN BROWNING, CADET ADVISORY COUNCIL ADVISOR, LED A TRAINING SESSION ON THE CADET ADVISORY COUNCIL. UNDER MAJ. BRIAN FRESEMAN, CADET AIRMEN AND NCOS MET TO DISCUSS OPPORTUNITIES FOR THE CADET WHO IS ADVANCING IN THE PROGRAM. A SESSION ON THE NEW CADET COMPETITION RULES WAS HELD BY SENIOR MEMBER JAN CHANSKI WHO HAD ESCORTED A TEAM TO THE NATIONAL CADET COMPETITION IN DECEMBER OF 2015. HELPING HER WITH THE PRESENTATION AND SOME COLOR GUARD TRAINING WAS THE NORTH HENNEPIN COMPOSITE SQUADRON CURRENT AND PAST COLOR GUARD TEAM MEMBERS. THE CAC SPONSORED A SPEECH CONTEST FOR THE CADETS. THE WINNER, C/1ST LT EMILY HACKBARTH, PRESENTED THE SPEECH AT THAT EVENINGS' AWARDS BANQUET. THE AWARD WINNING MNWG DRUG DEMAND REDUCTION PROGRAM LED TWO SEMINARS. NORTH CENTRAL REGION DDR DIRECTOR LT. COL. BONNIE BRAUN AND MNWG DDR DIRECTOR 1LT. NANETTE BERG CHALLENGED CADETS TO GET ACTIVE AND MAKE EDUCATION FUN. THE SECOND SESSION FOR CADETS AND SENIORS CONCENTRATED ON SETTING AND ACCOMPLISHING DDR GOALS WITH A "HOW TO" ON COMPLETING THE AFTER ACTION REPORTS ON ESERVICES. ALL CADETS WERE ASKED TO ATTEND "FROM STRIPES TO DIAMONDS" LED BY LT. COL. "JD" ELLIS (SPAATZ RECIPIENT #663) WHO SPOKE ABOUT USING ONE'S CADET CAREER TO PREPARE FOR THE SPAATZ EXAM AND THEN LIVE LIFE AS A SPAATZ RECIPIENT. COL. ELLIS MADE HIMSELF AVAILABLE TO THE CADETS BY PARTICIPATING AT THE SPECIALTY FAIR. THE SPECIALTY FAIR OFFERS TABLES OR "BOOTHES" FOR MEMBERS TO MEET WITH DIRECTORS AND VENDORS OR RECRUITERS LIKE THE AIR FORCE AND AIR FORCE ASSOCIATION. CADETS ALSO ATTENDED A DISCUSSIONS ON THE NEW CADET PHYSICAL FITNESS TRAINING, AEROSPACE EDUCATION'S STEM (SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS) KIT PRESENTATION AND THE EVER POPULAR FLIGHT SIMULATORS WITH A FLIGHT SIMULATOR COMPETITION. THE ANNUAL MINNESOTA LEADERSHIP ACADEMY WAS HELD 20-23 OCTOBER AT CAMP RIPLEY UNDER THE COMMANDER OF MAJ. ANDREW "ANDY" DEW AND CADET COMMANDER C/MAJ SARAH CHANSKI. ATTENDANCE WAS EXCEPTIONAL WITH 70 CADETS ATTENDING AS STUDENTS AT THE AIRMAN TRAINING SCHOOL AND NON-COMMISSIONED OFFICER SCHOOL. THIRTY-FIVE STUDENTS ATTENDED THE REGION CADET LEADERSHIP SCHOOL WHICH RAN JOINTLY WITH MLA.

CADETS CAME FROM NINE DIFFERENT STATES: MINNESOTA, IOWA, MICHIGAN, TEXAS, TENNESSEE, ARIZONA, HAWAII, NEBRASKA AND OREGON WHICH IN TURN REPRESENTS FIVE REGIONS. TWENTY-SIX CADETS SERVED AS STAFF UNDER THE MENTORSHIP OF 30 SENIOR MEMBERS.

THE MNWG WING CADET COMPETITION WAS HELD ON 5 NOVEMBER AT THE ARMY AVIATION SUPPORT FACILITY IN ST. CLOUD WITH FIVE SQUADRONS VYING FOR THE COVETED TITLE OF MINNESOTA WING COLOR GUARD. DURING THE COMMAND OF COL. BRENT HALWEG THE WING DECIDED TO HAVE AN ANNUAL COMPETITION REGARDLESS OF WHETHER OR NOT NATIONAL HELD A COMPETITION. IF NATIONAL HOLDS A COMPETITION, THE MNWG COLOR GUARD OR THE SECOND PLACE WINNER REPRESENTS THE WING. NORTH HENNEPIN COMPOSITE SQUADRON (NHS), KNOWN FOR WINNING COLOR GUARD TEAMS, ONCE AGAIN TOOK FIRST PLACE, FOLLOWED CLOSELY BY ST. CLOUD COMPOSITE SQUADRON AND OWATONNA COMPOSITE SQUADRON TAKING THIRD PLACE. PLACINGS IN THE VARIOUS AREAS OF COMPETITION WERE AS FOLLOWS: INDOOR POSTING - 1ST NHS, 2ND ST. CLOUD; OUTDOOR POSTING - 1ST NHS, 2ND VIKING; TEAM LEADERSHIP - 1ST ST. CROIX, 2ND ST. CLOUD; WRITTEN EXAM - 1ST 130TH, 2ND NHS; PHYSICAL TRAINING - 1ST 130TH, 2ND ST. CLOUD; INSPECTION - 1ST NHS, 2ND OWATONNA. THE HIGHEST TEST SCORE ON THE WRITTEN EXAM WAS ACHIEVED BY C/MSGT. EVAN THORESON, VIKING COMPOSITE SQUADRON. THE MALE FLEET FOOT WINNER WAS C/CAPT. EVAN WIGHAM, ST. CLOUD COMPOSITE SQUADRON. THE FEMALE FLEET FOOT WINNER WAS C/MSGT. KATHERINE OLSON OF ST. CLOUD COMPOSITE SQUADRON.

29 APRIL – 1 MARCH ENCAMPMENT PREPARATORY SCHOOL 27 STUDENTS, 37 CADRE, 14 SENIORS

3 – 5 JUNE ENCAMPMENT PREPARATORY SCHOOL 34 STUDENTS, 25 CADRE, 12 SENIORS

23 – 30 JULY ENCAMPMENT COMMANDER LT COL JAY SLIWINSKI 87 BASIC STUDENTS 33 ADVANCED STUDENTS 50 CADRE 43 SENIORS

20 – 23 OCTOBER MINNESOTA LEADERSHIP ACADEMY COMMANDER MAJ ANDREW DEW

70 ATS/NCOS STUDENTS 35 RCLS STUDENTS, CADETS FROM 9 DIFFERENT STATES IN ATTENDANCE

26 CADET STAFF 30 SENIORS

5 NOVEMBER MN WING CADET COMPETITION

### Drug Demand Reduction

MINNESOTA WING CIVIL AIR PATROL'S DRUG DEMAND REDUCTION PROGRAM (DDR) OUTSTANDING ACHIEVEMENTS EARNED DDR OF THE YEAR AWARD FROM NATIONAL HEADQUARTERS FOR TWO CONSECUTIVE YEARS THROUGH A VARIETY OF OUTREACH PROGRAMS FOR THE COMMUNITY AND CADET ACTIVITIES AT ALL LEVELS OF INTEREST.

MINNESOTA WING STRIVES TO EMPOWER CADETS TO STEP UP AND FILL THE VOID FOR DDR EDUCATION IN THEIR SCHOOL DISTRICTS IN LIEU OF BUDGET CUTS AND THE ENDING OF THE DARE PROGRAMS IN MANY MINNESOTA SCHOOL DISTRICTS. A FORMULATION OF A CADET TASK FORCE BY MINNESOTA WING CONTINUES TO SPARK INTEREST AMONG THE CADETS AS SHOWN IN THEIR ACTIVE PARTICIPATION AND INVOLVEMENT. THIS SERIOUS INVOLVEMENT IS DEMONSTRATED BY THE FACT THAT MINNESOTA WING SUBMITTED A CADET OFFICER AS THEIR CHOICE FOR DDR OFFICER OF THE YEAR FOR 2016. IT IS THE GOAL OF MINNESOTA WING TO ENCOURAGE ALL CIVIL AIR PATROL WINGS NATIONWIDE TO OFFER A CADET TASK FORCE TO SERVE THEIR COMMUNITIES.

MINNESOTA WING PROMOTED DDR AT WING LEVEL BY INCLUDING DDR AT ALL CADET ACTIVITIES AND STRONGLY ENCOURAGES PARTICIPATION IN DDR ON A MONTHLY BASIS BY ALL SQUADRONS. MINNESOTA WING COMPLETED AND SUBMITTED 78 DDR AFTER ACTIVITY REPORTS FOR PRESENTATIONS, INCLUDING CHARACTER DEVELOPMENT, WING CONFERENCE SESSIONS, PRESENTATIONS IN SCHOOLS, TRAINING LEADERS OF CADETS SEMINARS (TLC), AND DDR SESSIONS DURING THE ANNUAL CADET ENCAMPMENT.

MINNESOTA WING DDRO'S HAD A TOTAL OF 541.75 PRESENTATION HOURS WHICH IS REFLECTED IN THE 78 AFTER ACTION REPORTS. MINNESOTA WING STATISTICS:

NUMBER OF MEMBERS AND COMMUNITY MEMBERS PARTICIPATING IN DDR ACTIVITIES: 5,411

NUMBER OF HOURS DEDICATED TO DDR ACTIVITIES: 541.75

NUMBER OF UNITS THAT PARTICIPATED IN DDR: 11 INCLUDING WING HQ AT WING CONFERENCE AND ENCAMPMENT

NUMBER OF MILES TRAVELED FOR DDR PRESENTATIONS/EVENTS: 2,183

THE WING DDR OFFICER'S LOG OF ACCOMPLISHMENTS INCLUDES:

MINNESOTA WING ENCAMPMENT – CADET DDR PRESENTATIONS AND ACTIVITIES

DULUTH AIR SHOW – DULUTH COMMUNITY OUTREACH BOOTH AT AIR SHOW

MINNESOTA WING CONFERENCE SEMINAR – DDR OVERVIEW FOR SENIORS

SEMINAR SYNOPSIS: SETTING AND ACCOMPLISHING GOALS FOR DDR FOR 2016-2017 AND HOW TO GET CREDIT BY

COMPLETING DDR AFTER ACTION REPORTS

MINNESOTA WING CONFERENCE SEMINAR - DDR ACTIVITIES FOR CADETS AND SENIORS

SEMINAR SYNOPSIS: GET ACTIVE! MAKE EDUCATION FUN! DO YOU HAVE YOUR DDR GAME ON?

MINNESOTA WING VOLLEYBALL COMPETITION/LOCK IN –DDR PRESENTATION TO ALL ATTENDING

GRAND RAPIDS – DDR COMMUNITY OUTREACH AND TRAINING

BEMIDJI – DDR COMMUNITY OUTREACH AND TRAINING

TRAINING LEADERS OF CADETS (TLC) – DDR TRAINING

MINNESOTA WING STAFF MEETING – DDR/SAFETY BRIEFING ON BEING SOBER AND NO BUZZ DRIVING PRESENTED BY WING CHAPLAIN/SAFETY OFFICER

MINNESOTA WING CONTINUES TO PROVIDE A DDR NEWSLETTER KNOWN AS DDR TIDBITS TO DDROS THROUGHOUT MINNESOTA WING WHICH PROVIDES ADEQUATE INFORMATION AND IDEAS FOR DDR PRESENTATIONS WITHIN THEIR SQUADRONS ALLOWING CADETS ACCESS TO REGULAR UPDATES TO DDR INFORMATION AND EXPECTATIONS. THIS NEWSLETTER IS OPEN TO ALL DDROS TO SUBMIT TOPIC IDEAS TO INSPIRE OTHERS WITHIN THE WING AND PROVIDE AN OPPORTUNITY TO NETWORK AND SHARE ESSENTIAL DATA TO PROVIDE LEARNING OPPORTUNITIES. AN EXAMPLE OF ONE OF THE 2016 ARTICLES IS THIS ONE ABOUT THE POP MUSIC ICON PRINCE WHO PASSED AWAY LARGELY THROUGH THE MISUSE OF PRESCRIPTION MEDICATIONS. WE USED THE NOTORIETY AND POPULARITY OF THIS NATIONALLY KNOWN RECORDING ARTIST'S DEATH TO BRING HOME AND BRING "CLOSE TO HOME" THE CONSEQUENCES OF THE MISUSE OF DRUGS.

PURPLE RAIN

A GREAT MUSICIAN, PRINCE, RECENTLY PASSED AWAY. HE WAS BEST KNOWN FOR A SONG CALLED PURPLE RAIN. THERE ARE MANY STORIES ABOUT WHAT THE WORDS PURPLE RAIN REFER TO IN THE SONG. WE MAY NEVER KNOW THE EXACT MEANING. HOWEVER, IT IS INTERESTING THAT THERE IS ALSO A DRUG CALLED PURPLE RAIN, AS WELL AS "PURP" AND MANY OTHER DRUG NAMES CLOSELY RELATED. PURPLE RAIN IS A PCP LACED MARIJUANA CIGARETTE, OR JUST PCP. IT CAN ALSO REFER TO COUGH SYRUP MIXED WITH SODA AND/OR JOLLY RANCHERS. IT IS VERY DANGEROUS AND SOME CELEBRITIES HAVE DIED FROM USING IT. THE ARTICLE PROVIDED A WEBSITE FOR FURTHER INFORMATION.

MINNESOTA WING EMPOWERS CADETS WITH KNOWLEDGE ABOUT DRUG USE AND ADDICTION PREVENTION AND REQUIRES THE PROMOTION OF DDR AS COMPULSORY FOR ALL WING LEVEL ACTIVITIES. BECAUSE OF THIS AMBITIOUS GOAL ACTIVITY/PROJECT OFFICERS MUST INCORPORATE A DDR COMPONENT OR BRIEFING IN ALL ORGANIZED CADET ACTIVITIES. THE DDRA ASSIST OR CONDUCTS ACTIVITIES AT SQUADRON EVENTS TO ENCOURAGE AND EMULATE EXPECTED APPLICATION OF THE DDR PROGRAM.

MINNESOTA WING'S DDR PROGRAM HAS ENGAGED CADETS IN THE PROMOTION OF THE PROGRAM AND IS ON THE ROAD OBTAINING THE AGGRESSIVE GOALS THE WING HAS SET. THE CREATIVITY OF MINNESOTA WING DDROS AND THEIR WILLINGNESS TO BE AN INSTRUMENT OF CHANGE PLUS THEIR DESIRE TO BUILD DISCERNMENT AMONG YOUTH IS EVIDENT BY THE HOURS OF VOLUNTEERISM AS WELL AS THE OUT OF POCKET EXPENDITURES USED TO ACCOMPLISH THEIR OBJECTIVES. THE HOURS OF VOLUNTEERISM AS WELL AS THE OUT OF POCKET EXPENDITURES USED TO ACCOMPLISH THEIR OBJECTIVES. THIS EXEMPLIFIES



THE VALUE MINNESOTA WING PLACES ON THE DDR PROGRAM AND DISTINGUISHES IT FROM AMONG ITS PEERS.

## APPENDIX I: Chapters I-III - Data and Statistics

### OPERATIONS

#### Director of Operations

Aircraft Coordinator

Capt Dale Armstrong

GRADE

Standardization/Evaluation Officer

Capt James Zuralas

GRADE

CIS Officer

GRADE

Homeland Security Officer

Maj Thomas Fitzhenry

#### Director Counterdrug Operations

Counterdrug Administrative Officer

GRADE

#### Director of Emergency Services

Disaster Relief Officer

Lt Col Stan Kegel

GRADE

ES Training Officer

Lt Col Ron MacCarthy

## COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016

### OPERATIONS

#### Director of Operations

1. NO DATA PROVIDED.

Aircraft Coordinator

1. NO DATA PROVIDED.

Standardization/Evaluation Officer

1. THE STANDARDS AND EVALUATIONS WORLD CONTINUES IN ACCORDANCE TO THE REGULATIONS AS CHECK PILOTS GIVE CHECK RIDES AND THE DIRECTOR, CAPT. JAMES “JIM” ZURALEZ ALONG WITH LT. COL. DAVID “DAVE” YOST ATTEND THE MONTHLY WING COMMANDER’S CALL AND STAFF MEETING. “WE DO COME UP WITH SOME INITIATIVES (OR ATTEMPTED INITIATIVES) LIKE TRYING TO PAIR STUDENTS WITH INSTRUCTORS, A FUELING INITIATIVE FOR CESSNA 182S TO ALLOW MORE EFFICIENCY, ETC.” REPORTS ZURALEZ. “THE BIGGEST SPECIFIC THING I’VE DONE IS WRITE MY 8TH MONTHLY PILOT NEWSLETTER.” STAN/EVAL HOLDS THE NATIONAL CHECK PILOT STANDARDIZATION COURSE EVERY MAY AND A SEMINAR AT THE WING CONFERENCE. THE CONFERENCE SESSION CONCENTRATED ON BEING A PILOT MENTOR. SIXTY (60) FORM 5 CHECKRIDES GIVEN BY THE CHECK PILOTS IN THE 2ND HALF OF 2016.

CIS Officer

1. .

Homeland Security Officer

1. NO DATA PROVIDED.

**Director Counterdrug Operations**

1. NO DATA PROVIDED.

Counterdrug Administrative Officer

1. NO DATA PROVIDED.

**Director of Emergency Services**

1. NO DATA PROVIDED.

Disaster Relief Officer

1. NO DATA PROVIDED.

ES Training Officer

1. NO DATA PROVIDED.

## **AEROSPACE EDUCATION**

### **Director of Aerospace Education**

Internal Aerospace Education  
External Aerospace Education

Lt Col David Coates

Lt Col David Coates

Lt Col David Coates

## **COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016**

### **Director of Aerospace Education**

1. MINNESOTA WING'S DEPARTMENT OF AEROSPACE EDUCATION ENJOYS AN AWARD WINNING SUCCESSES. THE MAY 2010 COMPLIANCE INSPECTION (CI) RECEIVED AN A-1 SUCCESSFUL RATING WITH ONE COMMENDABLE REMARK WHILE UNDER THE LEADERSHIP OF LT. COL. BLAZE CUNNINGHAM, DIRECTOR OF AEROSPACE EDUCATION (DAE), AND MAJ. DAVID COATES, DIRECTOR OF EXTERNAL AEROSPACE EDUCATION. THREE YEARS LATER ON 28 SEP 2013 STAFF ASSISTED VISIT GARNERED ANOTHER A-1 SUCCESSFUL RATING WITH THREE COMMENDABLE REMARKS WITH LT. COL AL MATSON AS THE DAE AND EXTERNAL AE MANAGED BY MAJ. DAVID COATES. A REPEAT PERFORMANCE ON A CI ON 28 SEP 2014 LED TO AN A-1; HIGHLY SUCCESSFUL AND ONE COMMENDABLE REMARK WITH NOW LT. COL. DAVID COATES AT THE HELM AS DIRECTOR OF AEROSPACE EDUCATION. THE 2016 SAV RESULTS ARE UNKNOWN AT THE TIME OF THIS WRITING BUT A "HIGHLY SUCCESSFUL" RATING IS EXPECTED.

#### **Internal Aerospace Education**

THE AE OFFICERS ADVANCE THE MINNESOTA AE PROGRAM THROUGH A VARIETY OF AVIATION AND AERONAUTIC ENDEAVORS. WE HELD THE NATIONAL AVIATION FLIGHT ACADEMY HERE IN MINNESOTA, AND OFFER BOTH GLIDER AND POWER FLIGHTS TO OUR CADETS. WE CONDUCT BOTH THE MODEL ROCKETRY PROGRAM AND THE NEW UAV PROGRAM FOR OUR CADETS TO ADVANCE AERONAUTIC ENDEAVORS.

IN MINNESOTA, WE HAVE 22 AEM AND 56 AEO. OUR AEM ADVANCES AWARENESS OF AEROSPACE ISSUES AND EDUCATES STUDENTS. OUR AEO USES THE TOOLS, LIKE THE STEM (SCIENCE, TECHNOLOGY, ENGINEERING AND MATH) KITS, TO INFORM, INSPIRE AND CREATE A GENUINE INTEREST IN AERONAUTICS, ROBOTIC, UAV AND ASTRONOMY.

THE AIR FORCE ASSOCIATION FUNDED CYBER PATRIOT PROGRAM HAS ACTIVE PARTICIPATION THROUGHOUT MINNESOTA WING. THE PROGRAM ADVANCES COMMUNICATION AND HARDENING COMPUTERS FROM CYBER-ATTACKS. THE PROGRAM ALSO PROMOTES THINKING AND INSPIRES COLLABORATION AMONG THE PARTICIPANTS. THIS PROGRAM IS GAINING POPULARITY AMONG OUR SQUADRONS. WE HAVE NINE SQUADRONS PARTICIPATING IN THE CYBER PATRIOTS PROGRAM IN 2016.

#### **External Aerospace Education**

1. THE WING WORKS WITH SEVERAL OUTSIDE ORGANIZATIONS INCLUDING THE BOY SCOUTS OF AMERICA, THE GIRL SCOUTS OF AMERICA, JROTC, WOMEN WITH WINGS (WOMEN IN AVIATION PROGRAM), AVIATION DAYS AND WINGS OF THE NORTH - AIR EXPO, THE LOCAL FIRE DEPARTMENTS AND POLICE TO ADVANCE THE EXTERNAL AE PROGRAM THROUGH WORKSHOPS, HANDS ON ACTIVITIES, SIMULATORS AND DEMONSTRATIONS.

## CADET PROGRAMS

### Director of Cadet Programs

Cadet Programs Development  
 Region/Wing Cadet Leadership School Coordinator  
 Cadet Honor Academy Coordinator  
 Cadet Advisory Council Chair

**Maj** Blane Pierson

Maj Blane Pierson

GRADE

GRADE

Maj Ellen Browning

### Director of Drug Demand Reduction

**1st Lt** Nanette Stevens

## COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016

### Director of Cadet Programs

29 APRIL – 1 MARCH ENCAMPMENT PREPARATORY SCHOOL 27 STUDENTS 37 CADRE 14 SENIORS

3 – 5 JUNE ENCAMPMENT PREPARATORY SCHOOL 34 STUDENTS 25 CADRE 12 SENIORS

23 – 30 JULY ENCAMPMENT COMMANDER LT COL JAY SLIWINSKI 87 BASIC STUDENTS 33 ADVANCED STUDENTS 50 CADRE 43 SENIORS

20 – 23 OCTOBER MINNESOTA LEADERSHIP ACADEMY COMMANDER MAJ ANDREW DEW

70 ATS/NCOS STUDENTS 35 RCLS STUDENTS, CADETS FROM 9 DIFFERENT STATES IN ATTENDANCE

26 CADET STAFF 30 SENIORS

5 NOVEMBER MN WING CADET COMPETITION

2016-2016 REGION Cadet Advisory Council representatives:

1. LT. COL. BOAZ FINK

2. MINNESOTA'S COUNCIL SQUADRON REPRESENTATIVES: C/CAPT. ETHAN COMPTON

C/CAPT. ALEX DVORAK

C/1ST LT. ANNALISE TOSTENSON

C/CMSGT DAKOTA ST. JOHN

C/SMSGT JOSIAH THOMAS

C/2ND LT. MICHAEL WOLFGRAM

C/CMSGT LAUREN WISELEY

C/CAPT. EMILY HARKBARTH

C/CAPT. ETHAN WENTLER

C/2ND LT. KIRSTEN OLSON

C/CAPT. ANTHONY CAMPAGNOLA  
C/2ND LT. JACK TROMBLEY  
C/CMSGT CALEB GREGORY  
C/CMSGT JONATHAN SCHROEDER  
C/1ST LT. COURTNEY ROGAT  
C/2ND LT. MACY KLEIN  
C/2ND LT. ANA TOSTENSON  
C/CMSGT SARAH SKJEVELAND  
C/MSGT CAMERON ARGO

Cadet Conference

1. SEE NARRATIVE FOR CADET PROGRAMS.

Region Cadet Leadership School (RCLS)

1. THIRTY-FIVE STUDENTS ATTENDED THE REGION CADET LEADERSHIP SCHOOL WHICH RAN JOINTLY WITH MLA. CADETS CAME FROM NINE DIFFERENT STATES: MINNESOTA, IOWA, MICHIGAN, TEXAS, TENNESSEE, ARIZONA, HAWAII, NEBRASKA AND OREGON WHICH IN TURN REPRESENTS FIVE REGIONS.

Cadet Honor Academy (CHA)

1. N/A

REGION Cadet Competition or MINNESOTA Wing Cadet Competition

1. The MNWG Wing Cadet Competition was held on 5 November at the Army Aviation Support Facility in St. Cloud with five squadrons vying for the coveted title of Minnesota Wing Color Guard. During the command of Col. Brent Halweg the wing decided to have an annual competition regardless of whether or not national held a competition. If national holds a competition, the MNWG Color Guard or the second place winner represents the wing. North Hennepin Composite Squadron (NHS), known for winning Color Guard teams, once again took first place, followed closely by St. Cloud Composite Squadron and Owatonna Composite Squadron taking third place. Placings in the various areas of competition were as follows: Indoor Posting - 1st NHS, 2nd St. Cloud; Outdoor Posting - 1st NHS, 2nd Viking; Team Leadership - 1st St. Croix, 2nd St. Cloud; Written Exam - 1st 130th, 2nd NHS; Physical Training - 1st 130th, 2nd St. Cloud; Inspection - 1st NHS, 2nd Owatonna. The highest test score on the written exam was achieved by C/MSgt. Evan Thoreson, Viking Composite Squadron. The male fleet foot winner was C/Capt. Evan Wigham, St. Cloud Composite Squadron. The female fleet foot winner was C/MSgt. Katherine Olson of St. Cloud Composite Squadron.

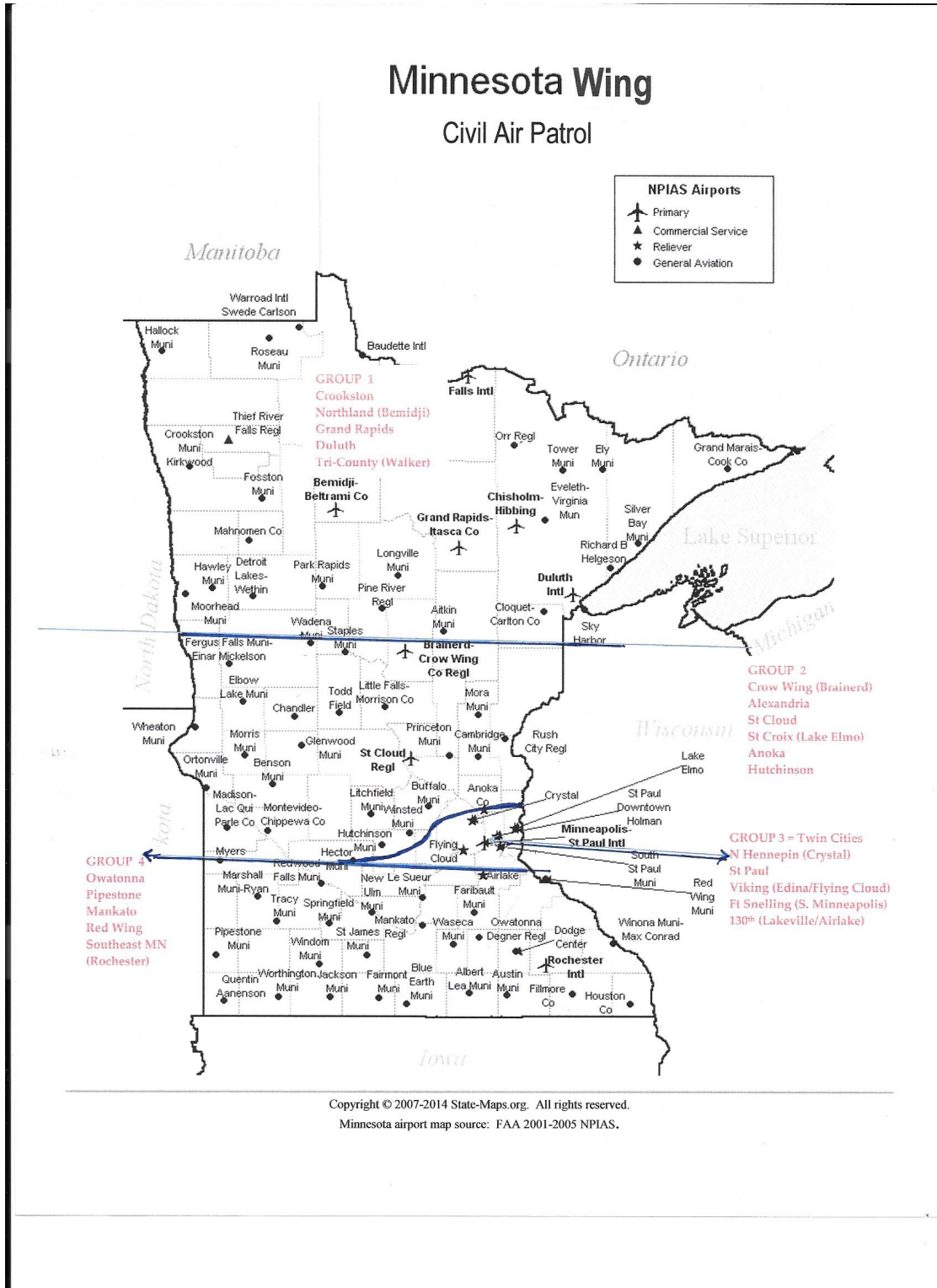
**Director of Drug Demand Reduction**

MINNESOTA WING DDRO'S HAD A TOTAL OF 541.75 PRESENTATION HOURS WHICH IS REFLECTED IN THE 78 AFTER ACTION REPORTS. MINNESOTA WING STATISTICS:

NUMBER OF MEMBERS AND COMMUNITY MEMBERS PARTICIPATING IN DDR ACTIVITIES: 5,411  
NUMBER OF HOURS DEDICATED TO DDR ACTIVITIES: 541.75  
NUMBER OF UNITS THAT PARTICIPATED IN DDR: 11 INCLUDING WING HQ AT WING CONFERENCE AND ENCAMPMENT  
NUMBER OF MILES TRAVELED FOR DDR PRESENTATIONS/EVENTS: 2,183  
THE WING DDR OFFICER'S LOG OF ACCOMPLISHMENTS INCLUDES:  
MINNESOTA WING ENCAMPMENT – CADET DDR PRESENTATIONS AND ACTIVITIES  
DULUTH AIR SHOW – DULUTH COMMUNITY OUTREACH BOOTH AT AIR SHOW  
MINNESOTA WING CONFERENCE SEMINAR – DDR OVERVIEW FOR SENIORS  
SEMINAR SYNOPSIS: SETTING AND ACCOMPLISHING GOALS FOR DDR FOR 2016-2017 AND HOW TO GET CREDIT BY COMPLETING DDR AFTER ACTION REPORTS  
MINNESOTA WING CONFERENCE SEMINAR - DDR ACTIVITIES FOR CADETS AND SENIORS  
SEMINAR SYNOPSIS: GET ACTIVE! MAKE EDUCATION FUN! DO YOU HAVE YOUR DDR GAME ON?  
MINNESOTA WING VOLLEYBALL COMPETITION/LOCK IN –DDR PRESENTATION TO ALL ATTENDING  
GRAND RAPIDS – DDR COMMUNITY OUTREACH AND TRAINING  
BEMIDJI – DDR COMMUNITY OUTREACH AND TRAINING  
TRAINING LEADERS OF CADETS (TLC) – DDR TRAINING  
MINNESOTA WING STAFF MEETING – DDR/SAFETY BRIEFING ON BEING SOBER AND NO BUZZ DRIVING PRESENTED BY WING CHAPLAIN/SAFETY OFFICER

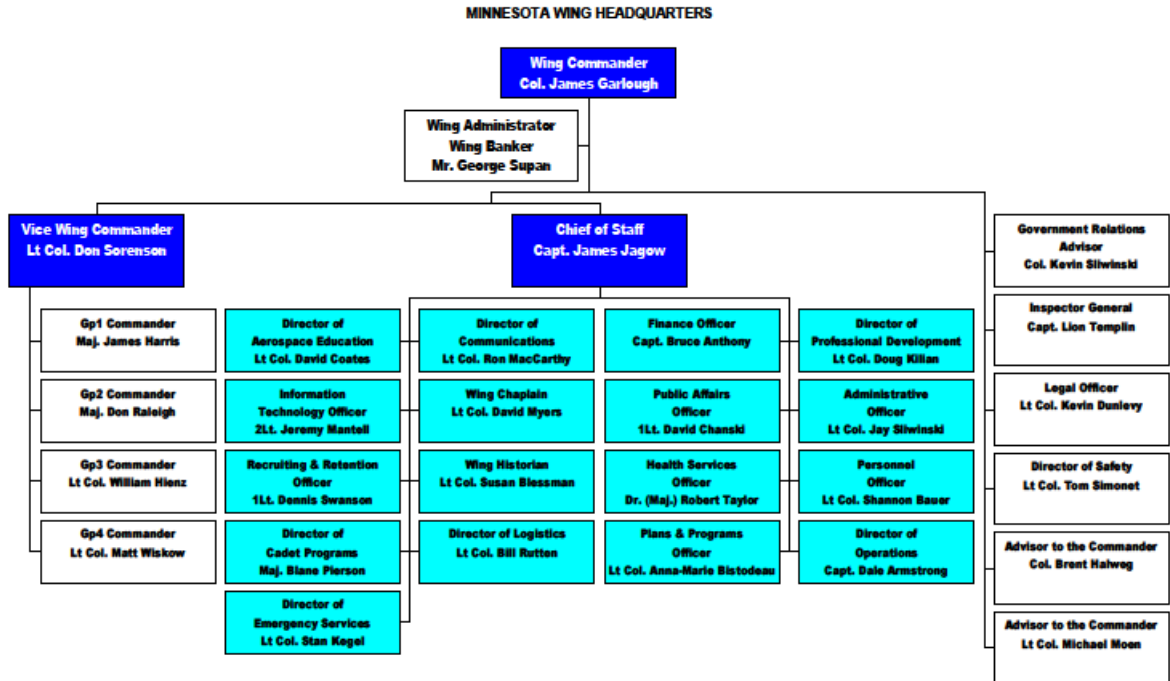
# APPENDIX II: Unit Staff - Data and Statistics

Unit Map (showing geographic subdivisions within a WING)





Unit Organization Chart  
 (ATTACH UNIT ORGANIZATION CHART HERE)



See Departments below

10/19/2016

## Unit Command and Staff Listing

(ATTACH COMMAND AND STAFF DOCUMENT HERE)

Member	Duty
Adams, Paul Lt Col	Asst Director of Logistics; Supply Officer; Asst Transportation Officer
Anthony, Bruce Capt	Director of Finance
Armstrong, Dale Capt	Director of Operations
Bauer, Shannon Lt Col	Asst Director of Professional Development; Personnel Officer
Berg, Theodore Capt	Asst Inspector General
Bistodeau, Anna-Marie Lt Col	Character Development Instructor; Asst Personnel Officer; Plans and Programs Officer
Blessman, Susan Lt Col	Historian
Borchardt, Craig Capt	Asst Inspector General
Chanski, David 1st Lt	Asst Director of Administration; Asst Public Affairs Officer
Coates, David Lt Col	Director of Aerospace Education
Craig, William Capt	Asst Supply Officer
Craswell, James Maj	Communications Engineering Officer
Duncan, Bryce Maj	Asst Director of Communications
Dunlevy, Kevin Lt Col	Legal Officer
Finger Ronald Maj	Asst Director of Communications
Fitzhenry, Thomas Maj	Counterdrug Officer; Director of Emergency Services; Asst Director of Operations Asst Emergency Services Officer
Garlough, James Col	Commander
Halweg, Brent Col	Asst Advisor to the Commander

Heck, Frank Capt	Asst Director of Operations
Hetherington, James Maj	Maintenance Officer
Hienz, William Lt Col	Asst Legal Officer
Hollenhorst, Thomas Lt Col	Asst Legal Officer
Jagow, James Capt	Chief of Staff Director of Safety
Kaufman, Shelly Maj	Asst Inspector General
Kegel, Stanley Lt Col	Asst Director of Emergency Services; Director of IT;Asst Director of Operations
Kenan, David Lt Col	Asst Recruiting & Retention Officer
Khan, Mahbubur 1st Lt	Asst Director of Operations
Kilian, Douglas Lt Col	Director of Professional Development; Asst Personnel Officer; Testing Officer
Knutson, Jeffrey Maj	Asst Emergency Services Training Officer
MacCarthy, Ronald Lt Col	Director of Communications; Emergency Services Training Officer
Mantell, Jeremy 2d Lt	Asst Director of IT
Martin, D Lt Col	Asst Chaplain
Myers, David Lt Col	Chaplain
Niemann, Carrie Maj	Asst Director of Safety;Asst Personnel Officer;Asst Plans and Programs Officer
Odette, David Lt Col	Homeland Security Officer
Pacheco, Anthony CMSgt	Command NCO
Pagel,	Asst Director of Operations

William Capt	
Pherson, Nash Maj	Disaster Relief Officer
Pierson, Blane Maj	Director of Cadet Programs
Rutten, James Lt Col	Asst Director of Communications; Director of Logistics; Asst Director of Operations Transportation Officer
Sherman, Wayne Maj	Asst Director of Communications
Simonet, Thomas Lt Col	Asst Director of Safety
Skaar, David Lt Col	Character Development Instructor; Asst Director of Operations
Sliwinski, Jay Lt Col	Asst Alerting Officer Director of Administration Asst Director of Communications
Sliwinski, Kevin Col	Asst Director of IT; Asst Director of Operations; Government Relations Advisor Web Security Administrator
Sommer, Martin Maj	Asst Director of Communications; Asst Director of Finance
Sorenson, Donald Lt Col	Vice Commander
Stevens, Nanette 1st Lt	Drug Demand Reduction Administrator
Swanson, Dennis 1st Lt	Director of Recruiting & Retention
Tarara, Corie Capt	Asst Legal Officer
Taylor, Robert Maj	Health Services Officer
Templin, Lion Capt	Inspector General
Wilberg, Chet Lt Col	Asst Emergency Services Officer
Yost, David Lt Col	Asst Standardization/Evaluation Officer
Zurales, James Maj	Standardization/Evaluation Officer

**APPENDIX III: Director of Logistics – Data and Statistics**

**LOGISTICS**

**Director of Logistics**

Supply Officer

Transportation Officer

Maintenance Officer

**Lt Col Bill Rutten**

Lt Col Paul Adams

N/A

N/A

**COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016**

**Director of Logistics**

MAJOR EQUIPMENT ISSUES IN SUPPORT OF ACTIVITIES:

3/18/16 CTW

4/22 WING CONFERENCE

4/30/16 EPS

6/4/16 EPS

7/23/16 CTG

10/13-15/16 SAV

11/19/16 WG FILE CABINET PROJECT

MAY 2016 ABU DISTRIBUTION

NOV 2016 WEX CARD RECALL

1. DEC 2016 SHELL CARD DISTRIBUTION

Supply Officer

1. NO DATA PROVIDED.

Transportation Officer

1. NO DATA PROVIDED.

Maintenance Officer

1. NO DATA PROVIDED.

## **APPENDIX IV: Director of Communications – Data and Statistics**

### **COMMUNICATIONS**

#### **Director of Communications**

Communications Licensing Officer  
ORMS Officer  
HF Coordination Officer

**Lt Col Ron MacCarthy**  
GRADE  
GRADE  
Capt Ron Finger

### **COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016**

#### **Director of Communications**

2016 was a rebuilding year for Minnesota Wing Communications. A number of individuals were brought on board as Assistant Directors of Communications with specific areas of responsibility: Logistics – Maj. Martin Sommer, 800 MHz – Lt. Col. Jay Sliwinski, HF Radio – Capt. Ron Finger, Repeaters – Maj. Wayne Sherman, Communications Engineering Officer – Maj. Jay Craswell and Maj. Bryce Duncan

The Byron Repeater failed and was sent National. It is now operational. The Maple Grove Repeater had to have its antenna repaired. The Hutchinson Repeater is scheduled to be improved and reinstalled on the local water tower.

Work began on a better method of tracking the reprogramming of EF Johnson VHF radios. This will continue into 2017. Meanwhile, logistics was moved from Red Wing to Wing Headquarters in S. St. Paul to facilitate the logistic function of the wing. A secure cage was assembled in the hanger for the equipment.

The repair of equipment has been simplified. All equipment that needs repair is turned into the Wing and forwarded to the National Technology Center in Alabama. On the other hand, the disposal of communication equipment continues as we actively assist the squadrons in turning in obsolete equipment. Non-Department of Defense equipment is recycled with Best Buy. DOD equipment goes to Camp Ripley.

The Air Force mandated that all HF call signs have no more than two numbers. This prompted a redo of the wing call signs for both HF and VHF. Another change with HF radios began when National changed the code plug. With the help of Ron Finger, all Wing HF radios were updated. For his hard work Ron Finger was recognized as the Wing Communicator of the Year.

The Wing purchased and received some donations of narrow band compatible HF radios. These are generally 16 channel radios, but are more easily programmed than the EF Johnson radios which was accomplished by Lt Col. Jay Sliwinski.

The State of Minnesota utilizes a system called ARMER for most public safety communications. The wing was able to train operators in this system and, therefore, was able to utilize some donated 800 MHz radios.

Negotiation began on acquiring permission to install one of the wing's portable repeaters at Camp Ripley. This is a continuing project. Another project is Constant Watch 16, a national CAP

communications exercise, which was held 29 April with good participation from MN Wing. The DOD communications exercise, COMDEX 16-4 was completed in the fall. This exercise is designed to test the ability of National to communicate with local squadrons, without using the internet or commercial phone communications.

Two Wing Communications meetings were held. The first one on 26 March as of a general nature and was held in St. Cloud Composite Squadron. The second meeting was on HF operations at Brainerd Composite Squadron on 10 December. The Director was invited to participate in the monthly conference call with the FEMA Regional Emergency Communications Coordination Working Group. Minnesota Wing is within the area covered by FEMA Region 2016 was a rebuilding year for Minnesota Wing Communications. A number of individuals were brought on board as Assistant Directors of Communications with specific areas of responsibility: Logistics – Maj. Martin Sommer, 800 MHz – Lt. Col. Jay Sliwinski, HF Radio – Capt. Ron Finger, Repeaters – Maj. Wayne Sherman, Communications Engineering Officer – Maj. Jay Craswell and Maj. Bryce Duncan

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Both a change-of-command inventory and an annual inventory of communications equipment were accomplished. Shortly after the annual was completed, the Air Force conducted a Staff Assistance Visit (SAV). There were no problems with the inventory and subsequently the Air Force has used Minnesota Wing's communication logistics system as an example for other Air Force personnel.

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Communications Licensing Officer

1. NO DATA PROVIDED.

ORMS Officer

1. NO DATA PROVIDED.

HF Coordination Officer

1. NO DATA PROVIDED.

Communications Operations

1. NO DATA PROVIDED.

Communications Facilities and Equipment

1. NO DATA PROVIDED.



## **APPENDIX V: Director of Professional Development - Data and Statistics**

Professional Development

**Director of Professional Development**

**Lt Col Doug Kilian**

### **COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016**

#### **Director of Professional Development**

SENIOR MEMBERS AROUND MINNESOTA WING WORKED ON ACHIEVING THEIR TRAINING LEVELS. THE WING WELCOMED 63 NEW MEMBERS WHO COMPLETED LEVEL I, CAP ORIENTATION, PROVIDING THEM WITH THE INFORMATION REQUIRED FOR ACTIVE MEMBERSHIP IN CAP. THIS LEVEL CONSISTS OF A BLENDED COURSE CONTAINING A SERIES OF LESSONS TAKEN BY THE NEW MEMBER ONLINE SUPPLEMENTED WITH IN-RESIDENCE CONTENT TAUGHT BY THE UNIT'S PROFESSIONAL DEVELOPMENT OFFICER (PDO). THE COURSE ALSO INCLUDES A "PLAN OF ACTION" WHICH THE MEMBER, PDO AND COMMANDER WORK ON TOGETHER TO MAP OUT THE NEW MEMBER'S FIRST 18 MONTHS IN CAP.

LEVEL II AND ITS AWARD NAMED AFTER TUSKEGEE AIRMAN BENJAMIN O. DAVIS AWARD WAS ACCOMPLISHED BY 18 MINNESOTA WING MEMBERS AND CONCENTRATES ON TECHNICAL TRAINING. IN THIS LEVEL, THE MEMBER ACQUIRES A TECHNICAL SKILL AND BEGINS RECEIVING BASIC LEADERSHIP AND MANAGEMENT TRAINING. CAP PRESENTS STUDY MATERIAL IN PAMPHLETS CALLED SPECIALTY TRACK STUDY GUIDES. EACH MEMBER, IN COORDINATION WITH THE UNIT COMMANDER AND UNIT PROFESSIONAL DEVELOPMENT OFFICER, SELECTS A SPECIALTY BASED ON INDIVIDUAL INTERESTS AND THE NEEDS OF THE UNIT. THE MEMBER COMPLETES THE OFFICER BASIC COURSE, WHICH GIVES THE MEMBER FURTHER INSIGHT INTO THE CAP ORGANIZATION AND INTRODUCES THEM TO BASIC MANAGEMENT, COMMUNICATION AND LEADERSHIP CONCEPTS.

SEVEN MEMBERS EARNED THE GROVER LEARNING AEROSPACE AWARD BY COMPLETING LEVEL III WITH ITS CONCENTRATION ON MANAGEMENT.

LEVEL IV CONCENTRATES ON MEMBERS DESIRING TO BECOME LEADERS IN CAP. EVERY WING AND REGION COMMANDER, AND THOSE MEMBERS BEING GROOMED TO REPLACE THEM, COMPLETES LEVEL IV. CAP ALSO REQUIRES MEMBERS TO COMPLETE REGION STAFF COLLEGE (RSC) AT THIS LEVEL OR THE USAF SQUADRON OFFICER SCHOOL (SOS) BY CORRESPONDENCE OR ANY OF THE PROFESSIONAL MILITARY EDUCATION (PME) EQUIVALENTS. ONE MINNESOTA WING SENIOR MEMBER SUCCESSFULLY COMPLETED LEVEL IV AND EARNED THE PAUL E. GARBER AWARD.

THE WING HELD THREE SQUADRON LEADERSHIP SCHOOL (SLS) TO TRAIN SQUADRON-LEVEL MEMBERS TO PERFORM THEIR SQUADRON JOBS AND

INTRODUCES LEADERSHIP AND MANAGEMENT TECHNIQUES. ANOKA COMPOSITE SQUADRON TRIED A UNIQUE APPROACH BY HOLDING SEVERAL CLASS SESSIONS OVER SEVERAL WEEKS ENDING IN MARCH. ST. PAUL COMPOSITE SQUADRON ACCOMPLISHED THE TRAINING OVER THE 9-10 MARCH 2016 WEEKEND. SOUTHEAST MINNESOTA COMPOSITE SQUADRON OFFERED THE SLS, 17-18 SEPTEMBER IN ROCHESTER.

SUMMARY:

LEVEL COMPLETIONS

63 LEVEL I COMPLETIONS

18 LEVEL II COMPLETIONS

7 LEVEL III COMPLETIONS

1 LEVEL IV

SLS HELD SEPT 17-18 IN ROCHESTER MN

SLS HELD MARCH IN ANOKA

SLS HELD 9-10 MARCH IN ST PAUL

## **APPENDIX VI: Staff Officers - Data and Statistics**

<b>Director of Administration</b>	<b>Lt Col Jay Sliwinski</b>
<b>Director of Personnel</b>	<b>Lt Col Shannon Bauer</b>
<b>Director of Recruiting and Retention</b>	<b>1st Lt Dennis Swanson</b>
<b>Director of Plans and Programs</b>	<b>Lt Col Anna-Marie Bistodeau</b>
<b>Director of Public Affairs</b>	<b>1st Lt Renee Belina, David Chanski</b>
<b>Director of Information Technology</b>	<b>2d Lt Jeremy Mantell</b>
<b>Finance - Financial Statement</b>	<b>Capt Bruce Anthony</b>
<b>Chaplain</b>	<b>Lt Col David Myers</b>
<b>Historian</b>	<b>Lt Col Susan Blessman</b>
<b>Health Services</b>	<b>Maj Robert Taylor</b>

### **COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016**

#### **Director of Administration**

UNDER THE COMMANDER OF COL. BRENT HALWEG, LT. COL. THOMAS SIMONET MAINTAINED THE SUPPLEMENTS AND OTHER DUTIES OF THE ADMINISTRATION OFFICER. SIMONET, A RETIRED USAF COLONEL, LABORED UNDER PERSONAL HARDSHIP TO MEET THE IMMEDIATE DEMANDS OF THIS DUTY POSITION.

IN OCTOBER LT. COL. JAY SLIWINSKI, A 911 SHIFT SUPERVISOR AT AN EMERGENCY COMMUNICATIONS CENTER, WAS DESIGNATED AS THE WING DIRECTOR OF ADMINISTRATION. HE IMMEDIATELY BEGAN WORK ON THE BACKLOG OF PARTICIPATION LETTERS AND FIND RIBBONS FOR 2016 MISSIONS ENSURING THIS AREA WAS UP TO DATE. HE SET AND ACHIEVED SEVERAL GOALS IN HIS FIRST THREE MONTHS AS ADMINISTRATOR TO IMPROVE THE PAPERWORK OF THE WING BY GOING PAPERLESS. THESE GOALS INCLUDED IMPLEMENTING A WING-WIDE ATTENDANCE SYSTEM USING WWW.BESTATTENDANCE.COM. THIS ATTENDANCE SYSTEM, AVAILABLE FOR WING AND SQUADRON, ALLOWS ACCESS TO ATTENDANCE RECORDS ONLINE FROM HOME, WORK, ETC., WITHOUT HAVING TO FIND THE ROSTER OR DRIVE TO THE SQUADRON. IN ADDITION, IT TRACKS WHICH SENIOR MEMBERS ARE AT ACTIVITIES, SO WHEN AN SUI OR CI COME UP, IT IS EASY TO SHOW THAT THERE WERE TWO CPP TRAINED SENIOR MEMBERS AT EVERY EVENT. FINALLY, IT HELPS FOR LARGER, OVERNIGHT ACTIVITIES, AS IT IMMEDIATELY KEEPS AN ONLINE ATTENDANCE SYSTEM THAT IS AVAILABLE TO THE DIRECT OF CADET PROGRAMS IN CASE THERE IS AN EMERGENCY SITUATION AND A HEAD COUNT IS NEEDED.

FOR THE CONVENIENCE OF THE WING STAFF, AN ONLINE MONTHLY WING STAFF MEMBER REPORT WAS CREATED. THESE REPORTS PROVIDE THE STAFF WITH EACH OTHER'S GOALS, SHORT AND LONG TERM PLANS, AND ACCOMPLISHMENTS. ADDITIONALLY, AN ONLINE NOTE-TAKING SYSTEM OF THE WING STAFF MEETING IS USED AND THE RESULTS ARE PUBLISHED IN AN EMAIL AND STORED ELECTRONICALLY AS A GOOGLE DOCUMENT. MEMBERS WHO COULD NOT ATTEND THE WING MEETING IN PERSON ARE ABLE TO GO ONLINE, OPEN THE MEETING NOTES AND WATCH AS THEY WERE BEING COMPLETED IN

REAL TIME. ONLINE FORMS AND SUPPLEMENTS RECEIVED AN UPDATE BY CHANGING THE USER-INTERFACE. THESE ARE AVAILABLE AT WWW.MNCAP.ORG. PUBLICATIONS ARE UNDERWAY WHICH DOCUMENT THE VARIOUS PROCESSES UNIQUE TO MINNESOTA WING.

FOR YEARS MINNESOTA WING MEMBERS ENJOYED THE WINGTIPS NEWSLETTER BUT IT FELL BY THE WAY. THIS WAS REINVENTED AS A SHORT, ONE-PAGE "HOW TO" GUIDE WITH VARYING TOPICS AVAILABLE THROUGH EMAIL AND ON OUR WING'S WEBSITE.

#### **Director of Personnel**

PERSONNEL CLEANED HOUSE, AS IS THE FILES, ELECTRONIC OR PAPER. IN ADDITION TO THE USUAL PROCESSING OF PROMOTIONS, 50-YEAR LETTERS, ETC., WHICH ARE RECORDED AS STATISTICS AT NATIONAL HEADQUARTERS, A COUPLE OF "BIG TICKET" ITEMS WERE ACCOMPLISHED. LT. COL. BAUER BEGAN THE YEAR AS A VALUED MEMBERS OF THE MINNESOTA WING AWARDS BOARD. THIS BOARD REVIEWS THE ANNUAL AWARD NOMINATIONS AND MAKES RECOMMENDATIONS TO THE WING COMMANDER. IN MARCH THE ANNUAL REVIEW OF MINNESOTA WING SUPPLEMENTS,(THE ONES THAT PERTAIN TO PERSONNEL, WERE COMPLETED. APRIL 2016: ATTENDED MINNESOTA WING CONFERENCE AND MADE JOINT PRESENTATION WITH THE PROFESSIONAL DEVELOPMENT OFFICER AS A BREAKOUT SESSION. THROUGHOUT 2016 LT. COL. BAUER SERVED ON THE FINANCE COMMITTEE.

#### **Director of Recruiting and Retention**

PERSONNEL:

AT THE START OF 2016, LTC DAVID KENAN WAS THE MN WING DIRECTOR OF RECRUITING & RETENTION, WITH 1LT DENNIS SWANSON AS AN ASSISTANT. AT WING CONFERENCE IN APRIL, LTC KENAN CHOSE TO STEP BACK FROM BEING THE DIRECTOR DIRECTOR, WHILE REMAINING AN ASSISTANT, WHILE 1LT SWANSON WAS APPOINTED TO BECOME THE DIRECTOR. LATE IN 2016, CAPT THOMAS SETTELL FROM MN021 EXPRESSED AN INTEREST IN ASSISTING THE WING EFFORT WITH RECRUITING & RETENTION, AND EVENTUALLY HELP AT ONE OF THE EVENTS.

#### **WING CONFERENCE**

1LT SWANSON PROVIDED A BRIEFING AT THE MN WING CONFERENCE, TO OUTLINE HIS VISION FOR COLLABORATION AND SHARING OF RECRUITING & RETENTION IDEAS, IN ADVANCE OF ASSUMING DIRECTORSHIP OF THE WING RECRUITING & RETENTION FUNCTIONS.

#### **RETENTION SURVEYS PROJECT:**

IN LATE 2015, 1LT SWANSON WAS TASKED BY THE WING COMMANDER TO CONTACT MEMBERS WHOSE MEMBERSHIPS WERE EXPIRING, AND FIND OUT WHY THEY WERE NOT CONTINUING THEIR MEMBERSHIPS. EARLY IN 2016, 1LT SWANSON DEVELOPED A PROCESS FOR IDENTIFYING THE MEMBERS, AND DISTRIBUTING THE INFORMATION TO THE R&R POCS AT EACH SQUADRON, WHO

CONTACTED THE MEMBERS AND REPORTED RESULTS. 1LT SWANSON COMPILED THE DATA AND MADE IT AVAILABLE TO THE WING COMMANDER. LATER IN THE YEAR, THE PROCESS WAS SIMPLIFIED BY USING GOOGLE FORMS, WHICH AUTOMATICALLY COMPILED THE DATA, AS THE SQUADRON R&R POCS ENTERED IT. AS THE PROJECT MATURED, EACH SQUADRON WAS ENCOURAGED TO REGULARLY LOG THEIR ATTEMPTS TO CONTACT THE EXPIRED MEMBERSHIPS, AND A REPORT WAS PROVIDED AT THE END OF THE YEAR

#### RECRUITING EVENTS:

OVER THE COURSE 2016, BOTH LTC KENAN AND 1LT SWANSON WERE OFTEN FOUND DISTRIBUTING BUSINESS CARDS THAT PROMOTED CIVIL AIR PATROL TO WHOMEVER WOULD ACCEPT THEM.

1LT SWANSON REFINED HIS TECHNIQUES TO USE WHEN HOSTING A RECRUITING BOOTH. WHEN A BOOTH WAS SET UP AT AN EVENT THAT INVOLVED YOUTH, A CRAFT TABLE WAS USED TO ATTRACT YOUNG GUESTS WHO COULD BUILD AND HAND-LAUNCH PAPER ROCKETS AT A SMALL TARGET. SOME EVENTS WERE COOPERATIVE WITH A SQUADRON THAT COULD PROVIDE A SIMULATOR AND THE STAFF TO SUPPORT IT - AND THE SIMULATOR WOULD ATTRACT AN OLDER GUEST TO THE BOOTH. A SIGN-UP SHEET WAS USED TO COLLECT CONTACT INFORMATION, WHICH WAS DISTRIBUTED TO THE SQUADRON THAT WAS CLOSEST TO THE HOME OF THAT GUEST. AS THE YEAR PROGRESSED, GIVE-AWAYS (BOTTLED WATER AND CAP-BRANDED FLYING DISKS) WERE ALSO OFFERED WHEN A GUEST PROVIDED CONTACT INFORMATION.

1LT SWANSON HOSTED A BOOTH AT THE FOLLOWING 21 EVENTS:

- JAN (ST CLOUD): VEX ROBOTICS TOURNAMENT.
- APR (CROOKSTON): MOUNTED SHOOTERS COMPETITION, WITH MN134, AIRCRAFT FLOWN BY LT. COL. PAUL PRIOR
- JUN (BLAINE): DISCOVER AVIATION DAYS, WITH MN021
- JUN (ALEXANDRIA): ALEXANDRIA FLY-IN, AIRCRAFT FLOWN BY LT. COL. PAUL PRIOR
- JUN (ALEXANDRIA): ALEXANDRIA UNIT KICK-OFF, VAN DRIVEN BY MAJOR GEORGE SUPAN
- JUN (LAKE ELMO): FLY-IN BREAKFAST, WITH MN122
- JUN (CRYSTAL): AIRPORT OPEN HOUSE WITH MN017
- JULY (BRAINERD): JULY 4TH PARADE, WITH MN012
- JULY (DULUTH): AIRSHOW, WITH MN016
- AUG (RED WING): RED WING DAYS, WITH MN104
- AUG (934 AW): FAMILY DAY, WITH MN131
- AUG (133 AW): FAMILY DAY, WITH MN042
- AUG (STATE FAIR): STEM DAY, WITH MN131 & OTHERS
- SEP (INVERGRVHGT): CAF HANGAR DANCE, WITH MN042
- SEP (STPAUL): AUTO SHOW, WITH AIRCRAFT FROM MN122
- SEP (STPAUL): GIRLS IN AVIATION DAYS, WITH AIRCRAFT FROM MN122

ATTENDING THE STATIC AIRCRAFT WAS LT. COL. PAUL PRIOR. LT. COL. DAVID YOST AND MAJOR CHUCK JENTS FERRIED. AT THE INSIDE DISPLAY BOOTH WAS MAJOR COLLEEN MCARTHUR, MAJOR JASON SUBY, CAPT. STEPHEN WALL, AND CAPT. CORIE TARARA. THE OUTSIDE ROCKETRY CRAFT TABLE WAS UNDER THE LEADERSHIP 1LT. DENNIS SWANSON WITH SM MICHAEL DIERCKS, C/SR.AMN. ALEXANDER TARARA, C/A1C NICHOLAS SCHWEIGER.

MAJOR JAMES ZURALES AND C/2 LT. ANDREW TARA HELPED WHERE NEEDED. PAPER ROCKETS (113 COUNT!) WERE BUILT, AND MANY BROCHURES AND FLYERS WERE GIVEN TO ATTENDEES.

- SEP (STANTON): INFORMATIONAL MEETING, WITH MN104
- OCT (MARSHALL): AMERICAN LEGION CONFERENCE
- NOV (MANKATO): VEX ROBOTICS TOURNAMENT, WITH MN048
- NOV (STANTON): INFORMATIONAL MEETING, WITH MN104
- DEC (BURNSVILLE): FIRST (FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY) ROBOTICS TOURNAMENT, WITH CAPT THOMAS SETTELL
- NOTE: IN ADVANCE OF SEVERAL RECRUITING EVENTS, 1LT SWANSON HAD VISITED SEVERAL OF THE SQUADRONS TO PROVIDE TRAINING FOR RECRUITING BOOTH OPERATIONS.

#### MEMBERSHIP

ON 10-DECEMBER 2015, THE MEMBERSHIP OF MN WING WAS 1322 MEMBERS, WHILE ON 08-DECEMBER 2016; THE MEMBERSHIP OF MN WING HAD GROWN TO 1345 MEMBERS, SHOWING A NET GROWTH OF 23 MEMBERS.

1.

#### **Director of Plans & Programs**

THE MAIN RESPONSIBILITY FOR PLANS AND PROGRAMS IS THE ANNUAL WING CONFERENCE WITH ITS AWARDS PRESENTATIONS. THE 69TH MINNESOTA WING CONFERENCE WAS HELD APRIL 22-24, 2016 AT BREEZY POINT CONFERENCE CENTER, PEQUOD LAKES, MN WHICH IS GEOGRAPHICALLY LOCATED IN THE MIDDLE OF THE STATE. "CELEBRATING 75 YEARS, ALWAYS VIGILANT FOR AMERICA, 1941-2016 WAS THE THEME UNDER THE LEADERSHIP OF WING COMMANDER, COL. BRENT HALWEG. VISITING DIGNITARIES WERE BRIGADIER GENERAL LARRY MYRICK, NATIONAL VICE COMMANDER, COLONEL MICHAEL TYNNISMAA, NATIONAL COMMANDER CAP-USAF, LT. COLONEL JEFFREY MEYERS, NCLR, COMMANDER COLONEL ROBERT TODD, NCR, COMMANDER, COLONEL REGENA AYE, NCR VICE COMMANDER, LT. COLONEL DWAYNE STICH, USAF RET.,LT. COLONEL CLARK CARLSON, MN WING VICE COMMANDER, LT .COLONEL JAMES GARLOUGH, MN WING CHIEF OF STAFF, MAJOR GENERAL DWIGHT WHELESS, CAP CHIEF LEGAL COUNSEL, MAJOR GENERAL GARY BATINICH, USAF RET., LT COLONEL JANON D. ELLIS, VICE PRESIDENT OF THE SPAATZ ASSOCIATION, CAPTAIN KATHLEEN CROCKETT, AIDE DE CAMP, NATIONAL HEADQUARTERS, DAN MURPHY, PRESIDENT, E. W. RAWLINGS CHAPTER, AIR FORCE ASSOCIATION, KEVIN MORRIS, FAASTEAM PROGRAM MANAGER, OPERATIONS CASSANDRA ISACKSON, DIRECTOR MNDOT AERONAUTICS, COLONEL ANITA ELLIOTT, IA WING COMMANDER.

ON FRIDAY, APRIL 22, MEMBER GATHER TO REGISTER OR ATTEND MEETINGS SUCH AS THE WING CHAPLAIN MEETING, FIRST AID COURSE, EXECUTIVE COMMITTEE, THE SENIOR OR CADET SOCIAL, DANCE INSTRUCTION AND AN ICE CREAM SOCIAL. THE GENERAL ASSEMBLY MET ON SATURDAY MORNING WITH A BREAKOUT LATER ON FOR THE CADET ASSEMBLY. THE AFTERNOON OFFERED A VARIETY OF BREAKOUT SESSIONS PLUS A SPECIALTY FAIR IN WHICH WING DIRECTORS ARE AVAILABLE TO TALK TO MEMBERS OR OTHER LIKE THE AIR FORCE ASSOCIATION OFFERING INFORMATION. THE ANNUAL TOWN HALL MEETING WITH THE WING COMMANDER OFFERS MEMBERS AN OPPORTUNITY TO PARTICIPATE IN A QUESTIONS/ANSWERS SESSIONS. A WORSHIP SERVICE IS OFFERED FOLLOWED BY THE ANNUAL BANQUET. THE SPEAKER FOR THE BANQUET WAS MAJOR GENERAL GARY M. BATINICH, MOBILIZATION ASSISTANT (MA) TO THE CHIEF OF AIR FORCE RESERVE, THE PENTAGON, WASHINGTON, D.C. A WING COMMANDER CHANGE OF COMMAND CEREMONY WAS HELD WITH COL. BRENT HALWEG RELINQUISHING COMMAND TO LT. COL. JAMES GARLOUGH. THE EVENING ENDED WITH A MILITARY BALL.

SUNDAY MORNING WAS THE CADET ADVISORY COUNCIL MEETING AND COMMANDER'S CALL.

ABOUT FOUR OR FIVE TIMES A YEAR, PLANS AND PROGRAMS IS TASKED WITH PROVIDING A 5TH MONDAY SOCIAL. IN THE TRADITION OF THE SQUADRONS' "BLUE MOONS", AN EVENING OF SOMETHING OUT OF THE ORDINARY AND MOSTLY JUST FOR FUN, THE WING STAFF AND AREA COMMANDERS ARE INVITED TO GATHER AND BRING FAMILY MEMBERS FOR A POTLUCK DINNER. WING PURCHASED A GAS BARBEQUE TO ADD VARIETY DURING THE WARMER MONTHS. OFTEN MEMBERS GATHER AROUND THE GRILL FOR A SOCIAL CHAT AND FIND THEIR MOUTHS WATERING IN ANTICIPATION OF THE GRILLED MEAT. WHETHER A WARM SUMMER NIGHT OR ONE OF OUR BONE CHILLING SUB-ZERO WEATHER DAYS, MEMBERS LOOK FORWARD TO ENJOYING THE 5TH MONDAY SOCIALS TO CONVERSE WITH FELLOW MEMBERS IN A RELAXED, NON-UNIFORM SETTING. LET'S FACE IT, WE LIKE EACH OTHER'S COMPANY.

WREATHS ACROSS AMERICA. LEST WE FORGET... ON 17 DECEMBER 2016 MINNESOTA WING AND SQUADRONS IN THE TWIN CITIES AREA PARTICIPATED IN THE NATIONAL WREATHS ACROSS AMERICA AT FORT SNELLING NATIONAL CEMETERY. WE HAD OVER 10,000 WREATHS TO PLACE WITH OVER 300 SPECIAL REQUEST PLACEMENTS. THE DAY WAS A SOMBER GREY AND COLD WITH A LITTLE SUN WHICH CAME AND WENT, DROPPING THE TEMPERATURES DRASTICALLY AND INCREASING THE WIND. THE PREDICTION OF EXTREME COLD AND VERY COLD WIND CHILLS CAUSED US TO CANCEL THE ANNUAL FORMAL CEREMONY AND GET RIGHT TO WORK SETTING OUT THE WREATHS. SURPRISINGLY, WE HAD A HUGE TURNOUT OF CIVILIANS ALONG WITH CAP MEMBERS FROM ST PAUL, VIKING, 130TH, ST CROIX AND ANOKA COUNTY COMPOSITE SQUADRONS AND FT. SNELLING CADET SQUADRON. CHAPLAIN (LT. COL.) DONALD MIKITTA MADE HIS YEARLY PILGRIMAGE TO PLACE WREATHS

ON THE GRAVES OF COLONEL ALAN BRANDON, COLONEL JOSEPH KASPER, COLONEL GERRY QUILLING AND HIS WIFE, SHIRLEY, AND CADET JON MARC MCCOLLUM.

**Director of Public Affairs**

1 LT. RENEE BELINA STEPPED INTO HER LAST YEAR AS THE WING PUBLIC AFFAIRS OFFICER TO COMPLETE THREE MAJOR TASKS IN THREE MONTHS. THE WINTER 2016 ISSUE OF NORTHERN FLIGHTS MAGAZINE CAME OFF THE PRESSES.

LT. BELINA SUBMITTED THE 2016 WING CRISIS COMMUNICATION AND PUBLIC AFFAIRS PLAN TO THEN WING COMMANDER COL. BRENT HALWEG. 2016 SQUADRON CRISIS COMMUNICATION AND PUBLIC AFFAIRS PLANS WERE SUBMITTED TO THE WING. 1LT. DAVID CHANSKI STEPPED INTO THIS DUTY POSITION IN SEPTEMBER 2016. HE ASSISTED IN WORKING THE CAP BOOTH AT THE MINNESOTA STATE FAIR AS PART OF STEM DAY, HELPED IN PRODUCING A NORTHERN FLIGHTS MAGAZINE FOR WINTER/SPRING OF 2017 PLUS PLAYED A PART IN REACHING OUT TO THE MEDIA REGARDING CIVIL AIR PATROL'S 75TH ANNIVERSARY.

**Director of Information Technology**

1. Data not provided.

Information Technology Officer

1. DATA NOT PROVIDED.

**Finance - Financial Statement**

FROM JANUARY THROUGH APRIL 2016 VARIOUS STEPS WERE PUT INTO PLACE FOR THE CHANGE OF FINANCE OFFICER AFTER A VERY SUCCESSFUL AND AWARD WINNING TERM WITH MAJ. RAY PHILLIPS. AS THE MN WING DIRECTOR OF FINANCE, PHILLIPS CREATED AN OPERATING MANUAL THAT WENT ABOVE AND BEYOND THE PERTINENT INFORMATION NEEDED FOR A WING FINANCE OFFICE. A REVISION WAS PUBLISHED IN DECEMBER BUT THE PROCESS OF TESTING AND PROOFING CARRIED INTO JANUARY. WITH THIS CAME HIS ANNOUNCEMENT TO THE FINANCE COMMITTEE OF HIS INTENTION OF STEPPING DOWN AT THE WING CHANGE OF COMMAND AT THE END OF APRIL. ROUTINE FINANCIAL TASKS WERE COMPLETED IN FULL AND ON TIME. MSA CREDIT CARDS WERE PROCESSED EACH WEEK WITH ANY NECESSARY FOLLOW-UPS WITH MEMBERS WHO MAY HAVE NEEDED TO SUPPLY ADDITIONAL INFORMATION. THE MONTHLY SQUADRON BACKDRAFT WAS PERFORMED AND EACH SQUADRON RECEIVED ITS BUDGET REPORT. BANK RECONCILIATIONS WERE ROUTINELY COMPLETED.

AT EACH MONTHLY FINANCE COMMITTEE MEETING A BUDGET REVIEW WAS PERFORMED FOR THE MEMBERS IN ATTENDANCE. FOLLOWING EACH FINANCE COMMITTEE MEETING PHILLIPS PREPARED AND DISSEMINATED THE MINUTES TO THE MEMBERS. EACH MONTH A VARIETY OF MISCELLANEOUS FUNCTIONS WERE PERFORMED INCLUDING, BUT NOT LIMITED TO, ASSISTING WING



MEMBERS WITH QUESTIONS, REVIEWING AND RECONCILING A/R AGING, PERFORMING CERTAIN FUNCTIONS, TRACKING STATE OF MINNESOTA FUNDS, ETC. PHILLIPS RECRUITED CAPT. BRUCE ANTHONY TO BE AS HIS REPLACEMENT.

WING ADMINISTRATOR GEORGE SUPAN AND PHILLIPS TEAM-TAUGHT A FINANCE CLASS AT WING CONFERENCE. THIS COURSE TOOK TWO VIEWPOINTS: THE WING APPROACH AND CHAIN OF CUSTODY ISSUES AND THE UNIT VIEW POINT DISCUSSION ON REGULATIONS FOR FINANCE, FINANCE FORMS, BUDGETS, AND REPORTS.

MAJ. RAY PHILLIPS RECEIVED AN ACHIEVEMENT AWARD AND COMMANDER'S COMMENDATION FROM MINNESOTA WING AND THE NCR DIRECTOR OF FINANCE AWARD.

ON 1 MAY 2016 CAPT. BRUCE ANTHONY ASSUMED THE DIRECTOR OF FINANCE (FM) RESPONSIBILITIES. HE WORKED WITH WING ADMINISTRATOR (WA), MR. GEORGE SUPAN, TO LEARN THE FM RESPONSIBILITIES AND PROPER PROCEDURES, PLUS THE USE OF QUICKBOOKS. HE REVIEWED MSA (AIRCRAFT FUEL CREDIT CARD VENDOR) INVOICES TO RECONCILE CHARGES WITH WMIR FLIGHT INFORMATION AND RESOLVED DISCREPANCIES WITH PILOTS, SQUADRONS, AND OTHER WING MEMBERS. CREDIT CARD INVOICES, PROPOSED BUDGETS, CHECK REQUESTS AND OTHER FINANCE RELATED DOCUMENTS FOR FINANCE COMMITTEE APPROVAL WERE ROUTINELY UPLOADED TO SERTIFY. COLLECTED AND PROCESSED FOR DEPOSIT CHECKS FROM AIRCREW FLYING WING AIRCRAFT ON NON-WING OR NON-AIR FORCE MISSIONS. ANTHONY RECONCILED LAKE ELMO BANK ACCOUNT AFTER BEING REVIEWED BY WA, MR. SUPAN. REVIEWED THE QUICKBOOKS RECEIVABLE AGING REPORT TO MONITOR AND COLLECT LONG OUTSTANDING RECEIVABLES. PREPARED WING FINANCE COMMITTEE MONTHLY AGENDA, PARTICIPATED IN THE MEETINGS, AND RECORDED AND PREPARED THE MEETING MINUTES FOR COMMITTEE APPROVAL. ISSUED MONTHLY AND QUARTERLY FINANCE STATEMENTS PROVIDED BY MR. SUPAN TO SQUADRONS AND ADDRESSED COMMENTS ON DISCREPANCIES. ADVISED SQUADRON FINANCE OFFICERS ON RESPONSIBILITIES, CAP RULE REQUIREMENTS, AND VARIOUS PROCEDURES RELATED TO THEIR POSITIONS. MET WITH MR. SUPAN, CAPT. SOMMER, AND OTHER WING PERSONNEL TO ADDRESS MISCELLANEOUS WING FINANCE ISSUES AND DEVELOP PROCEDURES.

30 JUNE 2016 IS THE END OF STATE OF MINNESOTA FISCAL YEAR AND END OF WING EXPENDITURES FUNDED BY STATE APPROPRIATIONS FOR THE FIRST THREE QUARTERS OF CAP FY 2016. 1 JULY 2016 BEGAN THE NEW STATE OF MINNESOTA FISCAL YEAR AND THE APPROPRIATIONS SUMMARY, PREPARED BY MR. SUPAN, IMPLEMENTED FOR WING FINANCE PLANNING FOR THE LAST QUARTER OF CAP FY 2016 AND THE FIRST THREE QUARTERS OF CAP FY 2017. FROM JULY TO SEPTEMBER 2016 ANTHONY ASSEMBLED BUDGET INFORMATION FROM VARIOUS WING DEPARTMENTS TO PREPARE THE FY 2017 WING BUDGET. 1 OCTOBER 2016 MARKED THE BEGINNING OF CAP FY 2017. IN NOVEMBER CAPT.

MARTY SOMMER WAS RECRUITED TO ASSUME THE RESPONSIBILITIES OF ASST. DIRECTOR OF FINANCE. CAPT. SOMMER ALSO VOLUNTEERED TO SUPPORT WA, MR. SUPAN, WITH WING FINANCE RESPONSIBILITIES. BY DECEMBER THE NATIONAL DRAFT BACK ACCOUNT WAS SET UP IN QUICKBOOKS. THIS ACCOUNT RECORDS MONEY ACCUMULATED FROM AIRCRAFT USE AND STATE APPROPRIATIONS TO PAY THE CAP NATIONAL DRAFT BACK WHICH OCCURS EACH QUARTER. THE ACCOUNT WAS SET UP TO PREVENT GENERAL CASH FLOW ISSUES THAT MIGHT RESULT FROM LARGE DRAFT BACK WITHDRAWALS FROM THE WING ACCOUNT.

**Chaplain**

1. NO DATA PROVIDED.

**Historian**

1. This duty position was empty for many years finally being filled in May 2016 when Chaplain (Lt. Col.) Don Mikitta agreed to take the position with Lt. Col. Susan Blessman assisting. Both began work on the History Technician Rating and contacting squadron historians. In July, Ch. Mikitta was reassigned to region so switched wing duty assignment with Lt. Col. Blessman to help the wing as the Assistant Historian. The wing commander asked the historians to create a 75th Minnesota Wing slide presentation. Ch. Mikitta took on this project. Blessman took on the project of compiling the 2016 Minnesota Wing Historian's Report.

**Health Services**

1. NO DATA PROVIDED.

## **APPENDIX VII: Special Staff Officers – Data and Statistics**

**Inspector General**  
**Safety**  
**Government Relations**  
**Legal**

**Capt Lion Templin**  
**Lt Col Thomas Simonet**  
**Col Kevin Sliwinski**  
**Lt Col Kevin Dunlevy**

### **COMPLETED STAFF ACTIONS CY JAN 2016 – DEC 2016**

#### **Inspector General**

1. NO DATA PROVIDED.

#### **Safety**

LT COL DONALD MIKITA SERVED AS DIRECTOR OF SAFETY FROM JULY OF 2015 TO JULY 2016.

WE HAD SAFETY BRIEFINGS ON THE MONTHLY STAFF MEETING NIGHTS. ATTENDANCE WAS TRACKED AND ABSENT STAFF MEMBERS WE PROVIDE TRAINING MATERIAL TO MAKE UP. MATERIAL WAS ALSO PROVIDED TO THE UNIT SAFETY OFFICERS TO BE USED IN THE UNITS. ALL ATTENDANCE WAS TRACKED IN THE SAFETY MANAGEMENT SYSTEM

THE MONTHLY SAFETY BEACON WAS DISTRIBUTED TO THE UNIT SAFETY OFFICERS, WITH COMMENT OF WHAT TO LOOK FOR IN THE DOCUMENT.

WE HELD TWO SAFETY DOWN DAYS DURING THIS PERIOD. ONE WAS THE ANNUAL REQUIRED, AND ADDITIONAL ON WAS REQUIRED BY THE WING COMMANDER WHEN SEVERAL SAFETY INCIDENTS WARRANTED THE ADDITIONAL TRAINING

100% OF ANNUAL SAFETY SURVEYS WERE COMPLETED ON TIME.

THE DIRECTOR ATTENDED 30 UNIT MEETINGS, AND VISITED WITH THE LOCAL UNIT SAFETY OFFICERS. HE ALSO ATTENDED THE WING CONFERENCE WHERE HE TRAINED SAFETY OFFICERS. AND AT THE SUMMER ENCAMPMENT HE SERVED AS AN ASSISTANT SAFETY OFFICER.

LT COL MIKITA WAS REPLACED BY LT COL THOMAS SIMONET, AS MIKITA WAS REASSIGNED TO NORTH CENTRAL REGION.

#### **Government Relations**

COL. KEVIN F. SLIWINSKI WAS THE GOVERNMENT RELATIONS ADVISOR FOR THE ENTIRE CALENDAR YEAR 2016. STARTING THE YEAR ALL 10 OF THE MEMBERS OF THE MINNESOTA DELEGATION TO CONGRESS WERE MEMBERS OF THE CIVIL AIR PATROL CONGRESSIONAL SQUADRON. THERE WERE 104 MEMBERS IN THE MN WING LEGISLATIVE SQUADRON OF THE 200 MEMBERS IN THE MN LEGISLATURE AFTER REP. ANN LENCZEWSKI RESIGNED AT THE END OF THE YEAR.

THE FIRST CONGRESSIONAL GOLD MEDAL PRESENTATION IN 2016 WAS ON JANUARY 7TH TO MRS. CECELIA BELL BY MAJOR GENERAL STAYCE HARRIS IN FARIBAULT, MN.

ON 23 FEBRUARY COL. SLIWINSKI AND COL. HALWEG DEPARTED FOR THE MEETINGS WITH CONGRESS IN DC. WE MET MEMBERS IN ALL 10 OFFICES AND DISCUSSED CIVIL AIR PATROL AND THE FY2017 CAP BUDGET. ON FEBRUARY 25TH LT. COL. BONNIE BRAUN, NORTH CENTRAL REGION DRUG DEMAND REDUCTION OFFICER, AND C/1ST LT. ANTHONY CAMPAGNOLA, WHO WAS ATTENDING THE CADET LEADERSHIP ACADEMY IN DC, JOINED US FOR THE MEETINGS. IN ADDITION TO THE HANDOUTS FROM CAP NATIONAL HEADQUARTERS, COL. SLIWINSKI DISTRIBUTED A HANDOUT ON MINNESOTA.

ON MARCH 9TH CADETS DELIVER HANDOUTS TO THE MN LEGISLATURE. C/LT COL. GIDEON WIFF, C/CAPT. SARAH CHANSKI, C/LT COL. BOAZ FINK AND C/CAPT. JUSTIN DOKKEN JOIN LT COL. JAMES GARLOUGH AND COL. SLIWINSKI (NOT PICTURED) AT THE NEW MN SENATE BUILDING. COL. HALWEG AND I ALSO MET WITH ISAAC RUSSELL, SEN. METZEN'S (WHO REPRESENTS THE PART OF FLEMING FIELD THAT THE MISSION AIRCRAFT MAINTENANCE FACILITY IS LOCATED ON ) STAFFER AND ALSO THE ADMINISTRATOR OF THE SENATE CAPITAL INVESTMENT COMMITTEE.

ON MARCH 17TH COL. HALWEG AND COL. SLIWINSKI MET WITH REP. MARK ANDERSON IN ST PAUL TO DISCUSS HOW TO APPROACH FINANCING THE COMPLETION OF THE MISSION AIRCRAFT MAINTENANCE FACILITY. ON MARCH 23RD THEY MET WITH GAVIN HANSEN THE ADMINISTRATOR OF THE HOUSE CAPITOL INVESTMENT COMMITTEE AND HE MADE AN APPOINTMENT FOR MARCH 29TH WITH THE CHAIR OF THE COMMITTEE, REP. TORKELSON, TO DISCUSS THE CONSTRUCTION.

ON MARCH 18TH COL. HALWEG AND COL. SLIWINSKI MET WITH REP. JOE ATKINS WHO REPRESENTS THE PART OF FLEMING FIELD THAT MISSION AIRCRAFT MAINTENANCE FACILITY IS LOCATED ON TO SPONSOR THE BONDING BILL FOR THE CONSTRUCTION IN THE MN HOUSE OF REPRESENTATIVES.

ON MARCH 29TH COL. BRENT HALWEG PRESENTED MN LEGISLATIVE SQUADRON MEMBERSHIPS TO SEN. BILL WEBER, REP. TAMA THEIS, REP. JOSH HEINTZEMAN, AND REP. CONNIE BERNARDY .

ON MARCH 30TH COL. BRENT HALWEG PRESENTED MN LEGISLATIVE SQUADRON MEMBERSHIPS TO REP. BRIAN DANIELS, REP. PHYLLIS KAHN, REP. DREW CHRISTENSEN, REP. ROB ECKLUND, REP. BUD NORNES, SEN. JIM ABELER, AND LT COL. JAMES GARLOUGH JOINED COL. HALWEG FOR THE PRESENTATION TO SEN. TONY LOUREY, AND REP. KELLY FENTON. SEN. GARY DAHMS WAS NOT AVAILABLE. THE GROUP ALSO MET WITH REP. PAUL TORKELSON, THE CHAIR OF THE CAPITAL INVESTMENT COMMITTEE, TO DISCUSS BONDING FOR THE COMPLETION OF THE MISSION AIRCRAFT MAINTENANCE FACILITY.

ON MARCH 31ST COL. BRENT HALWEG PRESENTED MN LEGISLATIVE SQUADRON MEMBERSHIPS TO REP. BOB VOGEL, REP. ROZ PETERSON, REP. DUANE QUAM, REP. JIM NASH, REP. DALE LUECK, REP. TOM HACKBARTH, REP. YVONNE SELCER, AND SEN. GARY DAHMS.

THE SECOND CONGRESSIONAL GOLD MEDAL PRESENTATION WAS ON APRIL 11TH TO MR. RICHARD C. LAMOTTE BY CONGRESSMAN JOHN KLINE AT FLEMING FIELD IN SOUTH ST. PAUL, MN. ON APRIL 23RD COL. SLIWINSKI SET UP A BOOTH AT THE SPECIALTY FAIR AT THE WING CONFERENCE AND PROVIDED MEMBERS INFORMATION ON RECRUITING LEGISLATIVE MEMBERS.

ON APRIL 27TH COL. HALWEG AND COL SLIWINSKI MET WITH REP. DAN SCHOEN FROM SOUTH ST PAUL WHO INFORMED US THAT BECAUSE OF LACK OF INFORMATION, THE BONDING BILL FOR THE CONSTRUCTION WAS NOT SENT OUT OF COMMITTEE BUT THAT HE WOULD ASSIST US NEXT YEAR.

STARTING IN JUNE, MN WING FLEW 14 MN LEGISLATORS AND ONE CONGRESSMAN ON ORIENTATION FLIGHTS. THE FOLLOWING SPREADSHEET IS A LIST OF THE LEGISLATORS, AIRPORT, PILOT AND DATE OF THE FLIGHTS:

NAME	AIRPORT	PILOT	DATE FLOWN
SEN. INGEBRIGTSEN	AXN	CAPT. BRAD HECK	6/17/2016
SEN. CARLA NELSON	RST	CAPT. KAREN BARRIE	6/21/2016
SEN. CARRIE RUUD	BRD	2/LT. BRUCE MOENCK	7/1/2016
REP. JOSH HEINTZEMAN	BRD	2/LT. BRUCE MOENCK	7/1/2016
REP. BOB VOGEL	BRD	2/LT. BRUCE MOENCK	7/1/2016
REP. ROZ PETERSON	LVN	MAJ, ULLRICH ROEDDER	7/12/2016
REP DREW CHRISTENSEN	LVN	MAJ, ULLRICH ROEDDER	7/12/2016
REP. JON KOZNICK	LVN	MAJ, ULLRICH ROEDDER	7/12/2016
SEN. MARY KIFFMEYER	STC	LT COL. GREG NASTROM	7/13/2016
REP. DAN FABIAN WALKER		LT COL. JAMES WILLIAMSON	7/25/2016
REP BRIAN DANIELS	LVN	MAJ, ULLRICH ROEDDER	8/3/2016
REP. TOM EMMER	STC	LT COL. GREG NASTROM	8/16/2016
SEN. DAVID SENJEM	RST	CAPT. KAREN BARRIE	9/18/2016
REP. KELLY FENTON	SGS	LT COL. PAUL ADAMS	9/29/2016
SEN. JEREMY MILLER	ONA	MAJ, ULLRICH ROEDDER	9/30/2016

WHEN REPS. JOE SCHOMACKER AND JOHN PERCELL JOINED THE LEGISLATIVE SQUADRON EARLY IN JULY, THE SQUADRON REACHED ITS MAXIMUM NUMBER OF 113 MEMBERS. HOWEVER, I AM SAD TO SAY THAT WE LOST SEN. JIM METZEN TO CANCER ON JULY 11TH. SEN. METZEN WAS A STAUNCH SUPPORTER OF CAP AND HAD SERVED AS THE PRESIDENT OF THE SENATE. DURING THAT TIME HE RECEIVED A CAP LIFE SAVING AWARD FOR SAVING SEN. TOMASSONI'S LIFE BY PERFORMING THE HEIMLICH MANEUVER ON HIM.

ON SEPTEMBER 28TH, CAPT. BRAD HECK FLEW COL BRENT HALWEG AND COL KEVIN SLIWINSKI TO DETROIT LAKES AIRPORT WHERE THEY JOINED MAJS. JAMES AND DIANE HARRIS AND VISITED WITH CONGRESSMAN COLLIN PETERSON'S STAFFER JODY DEY TO DELIVER THE 2015 REPORT TO CONGRESS AND OTHER REPORTS. ON SEPTEMBER 30TH, COL. KEVIN SLIWINSKI AND COL. BRENT HALWEG DROVE TO DULUTH TO MEET WITH CONGRESSMAN RICK NOLAN'S DISTRICT DIRECTOR, JEFF ANDERSON, AND STAFFER, MARK PRIVRATSKY. THEY DELIVERED THE 2015 REPORT TO CONGRESS AND OTHER REPORTS.

## Legal

1. NO DATA PROVIDED.

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**Submitted by**

Susan Blessman, Lt Col, CAP

**Department of the Historian**

