



Insert Commander Approval Letter **HERE**

# **ANNUAL HISTORY TEMPLATE ENTRY POINTS**

## **INTRODUCTORY DOCUMENTS**

TITLE PAGE  
COMMANDER'S APPROVAL LETTER

## **INTRODUCTION OF UNIT STAFF**

UNIT Commander  
UNIT Deputy  
Commander

Patrick Wolfgram  
Jill Dahlstrom

## **SUMMARY NARRATIVE OF MAJOR ACTIVITIES**

*On the following pages, please provide one page for each chapter, with one or more paragraphs for each section of the chapter.*

## Chapter I OPERATIONS

Search and Rescue

N/A

Disaster Response

N/A

Homeland Security

N/A

Counterdrug Operations

N/A

## **Chapter II AEROSPACE EDUCATION**

Internal Aerospace Education

See Cadet Programs Attachment

External Aerospace Education

COVID-19 cancelled all externally planned activities with local school groups

## **Chapter III CADET PROGRAMS**

Cadet Programs

See attached infographic

Cadet Activities

See attached infographic

Drug Demand Reduction

N/A

APPENDIX I: Core Mission Data and Statistics (*Data in support of the Narrative*)

Operations

COVID-19 suspended nearly all operations in 2020

Aerospace Education

COVID-19 suspended nearly all operations in 2020.  
See Cadet Programs attachment

Internal Aerospace Education

COVID-19 suspended nearly all operations in 2020.  
See Cadet Programs attachment

External Aerospace Education

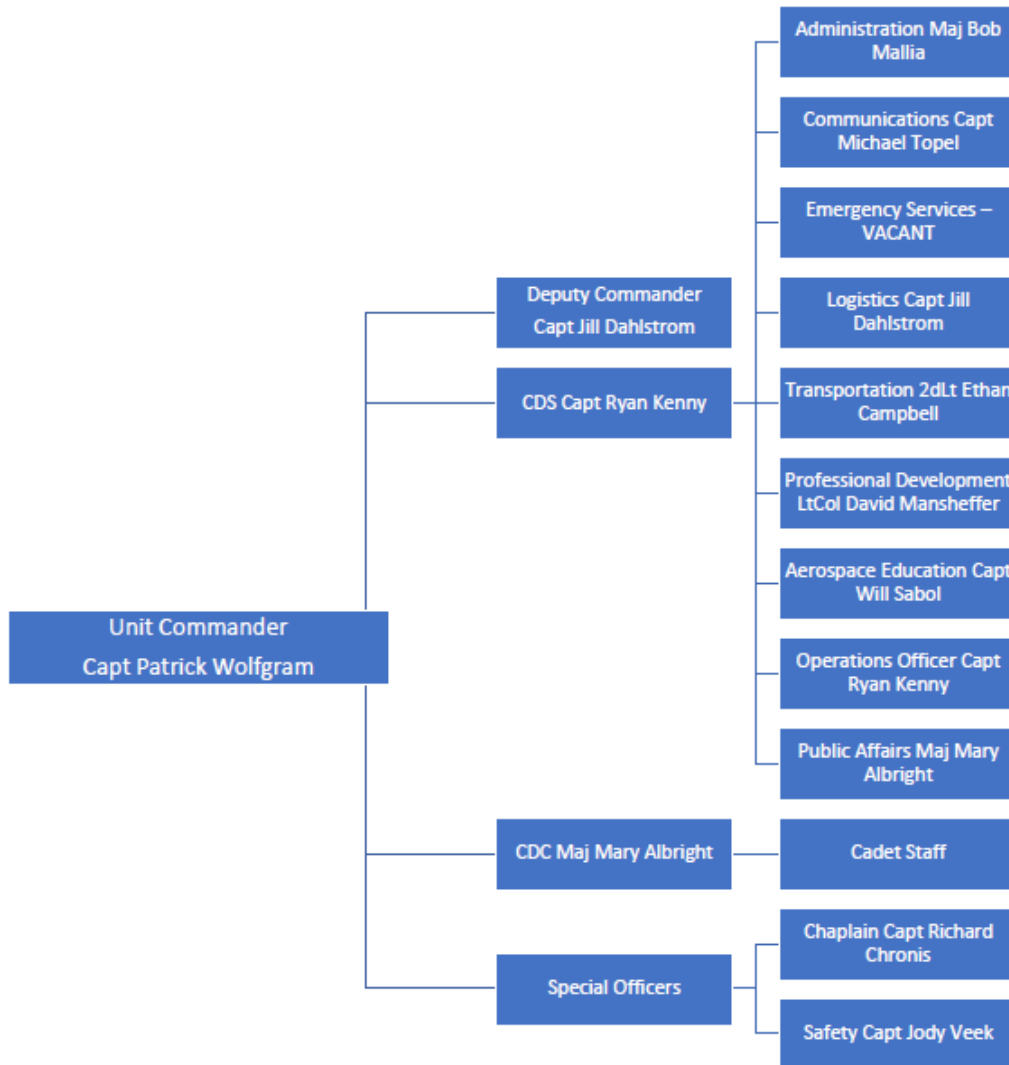
COVID-19 forced cancellation of all planned external activities with local schools

Cadet Programs

See attached infographic plus report

## APPENDIX II: Unit Staff - Data and Statistics

### Unit Organization Chart





## Unit Command and Staff Listing

### Aerospace Education

|                             |   |
|-----------------------------|---|
| Aerospace Education Officer | Mary E Albright<br>Joseph J Gmitter<br>Ryan P Kenny<br>William G Sabol<br>Michael F Topel |
|-----------------------------|---|

### Cadet Programs

|                             |                                     |
|-----------------------------|-------------------------------------|
| Activities Officer          | Jill C Dahlstrom                    |
| Cadet Activities Officer    | Michael F Topel<br>Todd M Voit      |
| Squadron Activities Officer | Patrick Wolfgram                    |
| Squadron Leadership Officer | Ellen E Quist<br>Caitlin E Albright |

### Chaplain

|                                  |                   |
|----------------------------------|-------------------|
| Chaplain                         | Richard D Chronis |
| Character Development Instructor | William G Sabol   |

### Command Section

|                              |                                       |
|------------------------------|---------------------------------------|
| Advisor to the Commander     | David V Mansheffer                    |
| Commander                    | Patrick Wolfgram                      |
| Deputy Commander             | Jill C Dahlstrom<br>Mary E Albright   |
| Deputy Commander for Cadets  | Mary E Albright<br>Caitlin E Albright |
| Deputy Commander for Seniors | Ryan P Kenny                          |
| Historian                    | Dorothy M McKinley<br>Todd M Voit     |

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### Emergency Services

|                               |                                   |
|-------------------------------|-----------------------------------|
| Disaster Preparedness Officer | Antonio M Rossini                 |
| Emergency Services Officer    | Ellen E Quist<br>Jill C Dahlstrom |

**Emergency Services**

Emergency Services Training Officer Antonio M Rossini  
Search and Rescue Officer Antonio M Rossini  
Patrick Wolfgram

**Financial Management**

Finance Officer Howard V Bureau  
Michelle A  
Wayman

**Information Technology**

Information Technologies Officer David V  
Mansheffer  
Web Security Administrator David V  
Mansheffer  
Mary E Albright

**Logistics**

Logistics Officer Jill C Dahlstrom  
Maintenance Officer Aleksandr A  
Dergachev  
Supply Officer Nathan R Bostrom  
Jill C Dahlstrom  
Transportation Officer Jill C Dahlstrom  
Ethan A Campbell

**Marketing and Public Affairs**

Public Affairs Officer Todd M Voit  
Jill C Dahlstrom  
Mary E Albright  
Caitlin E Albright  
Recruiting & Retention Officer Thomas R Settell

**Operations**

Alerting Officer Antonio M Rossini  
Operations Officer Kimberly K Huso  
Ryan P Kenny  
Standardization/Evaluation Officer Nikolas D Halatsis

**Personnel**

Administrative Officer Robert J Mallia  
Personnel Officer Michael J Fischer  
David V  
Mansheffer

**Professional Development**

Professional Development Officer Mary E Albright

## Professional Development

David V  
Mansheffer  
Thomas R Settell  
Michael J Fischer  
Richard D Chronis  
Todd M Voit  
Mary E Albright  
Caitlin E Albright

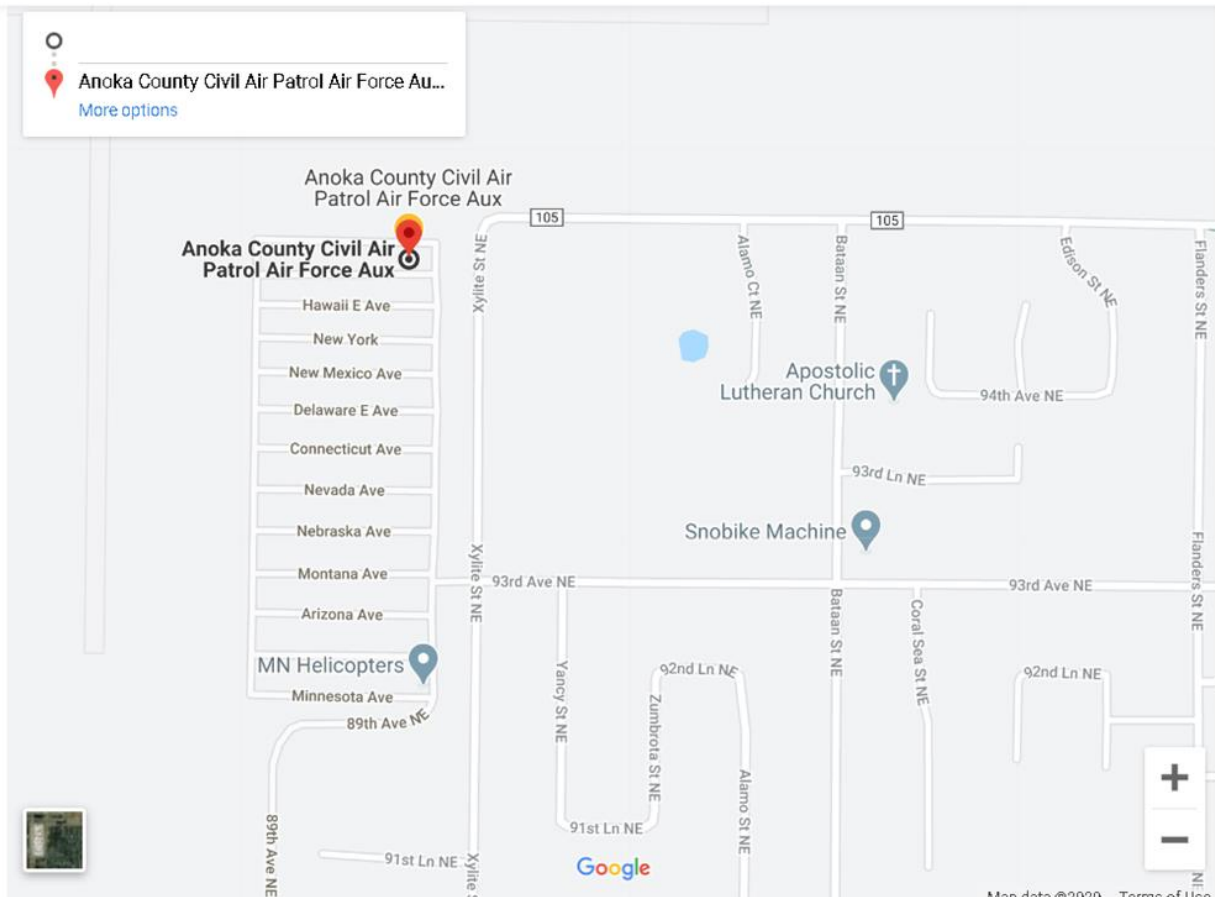
Testing Officer

## Safety

Safety Officer

Jody E Veek  
Aaron W Anderson  
Kimberly K Huso

Unit Map



APPENDIX III: Unit Staff - Data and Statistics

|                          |                   |
|--------------------------|-------------------|
| Logistics                | Jill Dahlstrom    |
| Communications           | Michael Topel     |
| Professional Development | David Mansheffer  |
| Administration           | Bob Mallia        |
| Personnel                | Michael Fischer   |
| Recruiting & Retention   | Thomas Settell    |
| Plans & Programs         | VACANT            |
| Public Affairs           | Mary Albright     |
| Information Technology   | David Mansheffer  |
| Financial Statement      | Michelle Wayman   |
| Chaplain                 | Richard Chronis   |
| Historian                | Todd Voit         |
| Health Services          | VACANT            |
| Inspector General        | NA for Unit Level |
| Safety                   | Jody Veek         |
| Government Relations     | NA for Unit Level |
| Legal                    | NA for Unit Level |

## 2020 Anoka CAP Cadet Programs Goals

200 cumulative cadet promotion in the calendar year

- Every cadet promotes at least twice. 100 cadets = 200 promotions

10 cadets earn the STEM Badge

- Provide self-tracker and accountability reminders

3 cadets earn the CyberBadge

- Host at least 1 Cyber workshop to complete activities

Milestone Award Goals

5 Mitchells

3 Earharts

CyberPatriot

- 1 high school team and 1 middle school team for CP XIII in Fall 2020
- High school team makes Platinum Tier and advances to Region level
- Middle school team advances to Semifinal level

StellarX

- Both teams reach National Finals for STLX VI
- Form 2 teams for STLX VII in Fall 2020

Color Guard

- 1st Place Region Competition
- Top 3 at National Cadet Competition
- Top 2 Wing Cadet Competition Fall 2020.

Maintain 100 cadets on the roster each month throughout 2020

Grow to 115-120 cadets by Sept 1, 2020 to aim for #2 non-school cadet program nationwide

Grow retention to 85%

Focus on 8th grade (rising freshmen) recruiting in Spring 2020 through Earth Science teachers

Spring school lunch recruiting week

Form an approved sUAS team

Explore drone competition team

Host an Aerospace Lock In for Anoka Cadets

- Determine if open up to wing or external audiences

Q1 - (Jan, Feb, Mar)

Current Promotion Totals to date: 50

Mitchells to date: 1

Earharts to date: 1

StellarX finished as National Semifinalist

3 drone racing teams participated in state championships

Cadet roster totals hovering near 100

Q2 - (Apr, May, June)

Current Promotion Totals to date: 70

Mitchells to date: 1

Earharts to date: 1

Due to COVID, Aerospace Lock In was cancelled. Re-schedule for 2021

Due to COVID, unable to do focused spring recruiting. Emailed flyers to target schools, asking for inclusion in Digital Backpack. Only 1 school returned contact agreeing to do so.

Due to COVID, Region and National Cadet Competition was cancelled. Team reforming in July for 2020-2021 competition season.

CyberBadge workshop conducted virtually, however not all cadets completed all requirements. Focus on helping them complete by end of Q4.

Cadet roster totals hovering near 100

Q3 (July, Aug, Sept)

Current Promotion Totals to date: 111 -- Revising 2020 annual promotion goal to be 160

Mitchells to date: 4

Earharts to date: 4 - Annual Goal Achieved

Cadet roster was 92 at end of Q3. --- Revising goal to maintain in 90s through 2020

Color Guard team placed 3rd at Wing Cadet Competition. Continue to train and qualify in top 2 in 2021. Watch for openings at Region level.

## **January 2020**

New Cadets: 0

Promotions Total: 19

Wright Brothers: 1

Mitchell: 0

Earhart: 0

Phase IV: 1

Eaker: 0

Spaatz: 0

### General Weekly Schedule Outline:

1830-1835 Opening Formation

1835-1930 Flight Time [Leadership, Small Group]

1930-2030 Main Class [Varies by week]

2030-2045 Announcements & Promotions

2045-2100 Closing Formation

### Aerospace Education:

1/14 Guest Speaker Astronomer Ron Schmit

### Emergency Services [Leadership]

1/7 Guest Speakers Tom Biller and Steve Sorenson from Northland College Geospatial Intelligence Department on drones and map reading

### Squadron PT [Fitness]

1/21 Conducting fitness testing offsite at a local elementary school gym

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

1/28

### Other activities or updates:

StellarX Practice Round 3 conducted on 1/18

Following our visitors from Northland College, we were invited to form a drone racing team for the first ever RAD Championship in Minnesota. We formed three teams based on cadet interest and participated in the competition on Jan 31. It was a good experience with one of our teams making it to the quarterfinal round. We'll be continuing this program at Anoka.

Honor Guard program is in the process of forming.

### Upcoming Meeting Schedule:

2/4 Aerospace Ed: Hydraulic Engineering STEM Kits

2/11 Emergency Services + Annual Safety Training

2/18 Cadet Programs/Fitness

2/25 Character Development

Upcoming Event Schedule:

2/8 StellarX Qualifying Round 3

2/22 Mid-Term Cadet Staff Training

2/29 StellarX National Semifinals (if qualified)

Other notes:

We had 4 new prospective members attend for the first time on Jan 28.

Our training flight staff has done a great job helping new cadets earn their first promotions - so much so that our Airmen flights are overloaded and our training flights are too small for effective training.

Starting Feb 4, we're modifying our flight structure to have 1 Senior NCO flight, 1 Junior NCO and C/SrA flight, 3 Airman (C/A1C and C/Amn) flights and 1 Training Flight. This will provide better span of control and a more effective training environment.

Retention actions: I reached out via email to all cadets that I hadn't seen OR didn't know what their status was. It was a quick check in to say, "We haven't seen you for a while and people are asking about you. Hope everything is ok and that we'll see you at CAP this week."

I heard from about half of the cadets and most said they had current Tuesday night conflicts that would be resolved soon.

I've assessed our projected cadet corps strength and determined that a focused recruiting action this spring is still in order. We will be losing between 10-12 cadets to high school graduation, depending on where they end up post-high school. I'm working with the Cadet XO and Cadet Recruiting & Retention NCO on an event timeline for a "lite" April or May recruiting program.

**Current cadet totals as of 2/1: 99 cadets**

2 cadets have not renewed their memberships:

**Amaree Barfield** - I spoke with him and he directly told me that weight training and meeting sports coaches expectations were more important to him than CAP.

**Jett Parenteau** - Jett was in cross country in the fall and on the swim & dive team this winter. Despite my reach-outs, no communication was received on his plans to stay active within CAP.



## **February 2020**

New Cadets: 2

Promotions Total: 8

Wright Brothers: 0

Mitchell: 0

Earhart: 0

Phase IV: 2

Eaker: 0

Spatz: 0

### General Weekly Schedule Outline:

1830-1835 Opening Formation

1835-1930 Flight Time [Leadership, Small Group]

1930-2030 Main Class [Varies by week]

2030-2045 Announcements & Promotions

2045-2100 Closing Formation

### Aerospace Education:

2/4 Hydraulic Engineering STEM Kit

### Emergency Services [Leadership]

2/11 Annual Safety Training

### Squadron PT [Fitness]

2/18 Fit to Fly presentation plus interactive class on how to create a personal fitness training plan

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

2/25

### Other activities or updates:

StellarX Semifinal Round conducted on 2/29

We'll know by March 4 if our teams advance to the National Finals

Honor Guard program has begun and had first meetings

### Upcoming Meeting Schedule:

3/3 Aerospace Ed: Stealth Technology

3/10 Emergency Services: Winter Survival Techniques

3/17 Cadet Programs/Fitness/Safety

3/24 Character Development

3/31 Blue Moon: Field Trip to Brick Mania

### Upcoming Event Schedule:

3/7 Int Training Leaders of Cadets (Senior Class)

3/14 MNWG VB Lock In  
3/22 UBX  
3/26-29 MNWG Cadre Training Weekend

Other notes:

March will be our last month for the Stripes for Slices promotion challenge. The challenge was to earn a collective 50 total promotions Jan 1-Mar 31 to earn a pizza party. As of March 1, we are 23 promotions away with 4 meetings to go.

The good news is we have several cadets who have completed all requirements and are merely waiting out time in grade. One struggle area is drill. Our weather conditions on Tuesdays combined with our lack of interior practice space has meant we haven't had as much drill practice as we could for our cadets to become proficient.

Our overall attendance lagged in February. Tuesday has had the worst luck with cold wind and weather. I'm not sure if that's playing a role. I have had communication from some parents and cadets that they are experiencing conflicts with hockey and wrestling. Given the proactive communication, I hope this is a transitory condition and numbers will continue to rise.

That being said, we have a large group of cadets who have perfect attendance each week and I'm pleased to see that commitment to CAP.

**Current cadet totals as of 3/1: 100 cadets**

**1 cadet did not renew his membership: Sam Bureau**

I believe this to be a coordination issue with his parents to get his membership paid. Sam is a current flight commander and is scheduled to give his Chief Speech this week to complete the Armstrong achievement. I fully expect him to renew.

## **March 2020**

New Cadets: 1

Promotions Total: 23

Wright Brothers: 1

Mitchell: 1

Earhart: 1

Phase IV: 0

Eaker: 0

Spatz: 0

### General Weekly Schedule Outline:

1830-1835 Opening Formation

1835-1930 Flight Time [Leadership, Small Group]

1930-2030 Main Class [Varies by week]

2030-2045 Announcements & Promotions

2045-2100 Closing Formation

### Aerospace Education:

3/3 Aerospace Ed: Stealth Technology

### Emergency Services [Leadership]

3/10 Emergency Services: Winter Survival Techniques

### Squadron PT [Fitness]

3/17 Virtual Class: Implementing your own personal fitness plan

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

3/24

### Other activities or updates:

Blue Moon has turned into a group learning lab with two blocks and a Kahoot Knowledge Challenge. Cadets selected 6 topics and we assigned 3 per block for cadets to participate in virtually.

Like everyone else, we've moved to a virtual model that is still fluid.

I think we'll settle in for a 30 min flight time and 20-30 min main class model followed by announcements.

Side note: Virtual meetings are harder and more exhausting to create and manage than live ones. But I'm hoping the effort keeps our cadets engaged and connected so that when we meet in person again, everyone still shows up.

### Upcoming Meeting Schedule:

4/7 Aerospace Education: Intro to Coding using Code.org

4/14 Emergency Services - Topic TBD

4/21 Fitness/Cadet Programs  
4/28 Character Development

Upcoming Event Schedule:

Live events on hiatus through May 11 per National Commander's directive

Other notes:

Stripes for Slices promotion challenge: Jan 1-Mar 31 -- Earn 50 promotions and Maj Albright throws a pizza party.

The cadets did it! And not just 50 - we got 51 promotions! WOO-HOO!

We've also thrown out some other challenges for cadets to work on at home:  
STEM Badge, Cyber Badge, Congressional Award, Fitness PALA Award

Our first 3 virtual meetings have averaged 50-60 attendees. I feel this is good engagement considering some cadets may have internet access challenges at home. I haven't heard too much about this, but with the geographic reach we have into some rural areas, it's possible.

I need to re-evaluate our cadet staff rotation because that kick off starts in mid-April. That's on my task list for this week. We have many inter-dependent events so mapping things out to keep consistent with our June change of command may be a little tricky and will have to remain flexible.

**Current cadet totals as of 3/1: 101 cadets**

**1 cadet turned 21 in March**

**Justin Dokken** aged out of cadet program eligibility

**Looks like National decided to extend March renewals to June.**

I had 4 cadets that I expected to not renew due to inactivity and non-communication. Wish I would have known this so I wasn't sending them renewal reminder emails.

The one downside to this is the artificial inflation it creates when it extends cadets who probably have no intention of participating.

## April 2020

New Cadets: 0

Promotions Total: 6

Wright Brothers: 1

Mitchell: 0

Earhart: 0

Phase IV:

Eaker: 0

Spaatz: 0

### General Weekly Schedule Outline - Virtual

1815-1830 Cadet Staff Meetings

1830-1900 Flight Time

1900-1945 Main Class + Announcements

1945-2000 Cadet Staff Meetings

### Aerospace Education:

4/7 Pixels and [code.org](https://www.code.org)

### Emergency Services [Leadership]

4/14 Maps 101

### Squadron PT [Fitness]

4/21 Virtual Squadron PT workout

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

4/28

### Other activities or updates:

Mission: Possible Promotion Challenge - April 1-June 2

Goal: 33 promotions

All cadets who promote get a squadron paracord bracelet

I'm working on a group goal for after we can get together.

Promotions earned as of May 1: 6

Anoka Bingo Challenge - I created a bingo card for cadets (and a separate one for seniors) to complete some micro-activities for Anoka-branded chocolates. I'd had those ready to use for recruiting events this spring at schools so I used them for this challenge. 4 cadet completed the challenge.

Virtual meeting attendance has consistently been 50-60 each week.

I see signs of quarantine fatigue.

Sustaining virtual training and engagement - I don't know how long this can be effective without losing people.

We're starting our cadet staff selection process and will finalize exec selections shortly.

We created a pilot program to engage our older, more experienced cadets in a meaningful way that works with their unique situations. Meant for the cadets who've previously been on executive staff and are feeling like there's no place for them and/or the cadets at college who have less flexibility for the typical cadet training schedule, or those looking for a unique challenge. But we're truly open to participation from senior, experienced cadets who can help create and flesh out this program.

Upcoming Meeting Schedule:

5/5 Aerospace Education  
5/12 Emergency Services - Topic TBD  
5/19 Fitness/Cadet Programs  
5/26 Character Development

Upcoming Event Schedule:

Live events on hiatus through May 11 per National Commander's directive

Other notes:

We've also thrown out some other challenges for cadets to work on at home:  
STEM Badge, Cyber Badge, Congressional Award, Fitness PALA Award

**Current cadet totals as of 5/1: 101 cadets**

**Looks like National again decided to extend April renewals for 3 months to now expire in July**

I'm sure it was easier to simply extend everyone, but I wish cadets had a step to confirm they wanted to extend. I had at least 2 that I knew were not going to renew even before COVID-19. The artificial inflation adds one more thing to manage.

## May 2020

New Cadets: 0

Promotions Total: 7

Wright Brothers: 1

Mitchell: 0

Earhart: 0

Phase IV:

Eaker: 0

Spaatz: 0

### General Weekly Schedule Outline - Virtual

1815-1830 Cadet Staff Meetings

1830-1900 Flight Time

1900-1945 Main Class + Announcements

1945-2000 Cadet Staff Meetings

### Aerospace Education:

5/5 Mars Rover Computer Simulation Challenge

### Emergency Services [Leadership]

5/12 Cadet Power Panel - 4 Cadets from the NCAC joined our meeting to discuss their cadet leadership careers and insights

### Squadron PT [Fitness]

5/19 In lieu of fitness, we had Aerospace Engineer and Executive Director of Challenger Minnesota Kasey Herzberg join us as our guest speaker

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

5/26

### Other activities or updates:

Mission: Possible Promotion Challenge - April 1-June 2

Goal: 33 promotions

All cadets who promote get a squadron paracord bracelet

Everyone who promotes is in a drawing for CAP travel mug

Promotions earned as of June 1: 13

Motivation to continue advancing is stagnant.

I'm very concerned about morale in this area.

Virtual meeting attendance continues to hover in the low 50s.

New cadet staff selected.

We consolidated down to 4 flights + 1 flight for support staff. This is down from 6 flights previously.

Phoenix Unit launch is on hold due to primary cadet program needs at this time.  
Once I get the new staff term set, I'll hope to have time to re-address this.  
We did have 2 interested cadets. 1 opted to serve on cadet staff and I'm grateful she was flexible because I needed her there. The second is content to wait; we've had a conversation and are on the same page.

Upcoming Meeting Schedule:

6/2 Aerospace Education - Emergency Engineering Exercise  
6/9 Emergency Services - Topic TBD  
6/16 Fitness/Cadet Programs - Recorded Change of Command & Awards  
6/23 Character Development  
6/30 Blue Moon

Upcoming Event Schedule:

Live events on hiatus until have more info on remobilization

Other notes:

I sent digital flyers to local schools asking that they be sent out prior to the end of distance learning. As one of the only youth organizations running virtually, we wanted to get the word out for students and families that there is something they can participate in.

I do have 1 New Member Board this week.  
Last week, we had a 2nd guest join us for the first time.

Anoka was honored with the following awards at the 2020 North Central Region Conference:

Iva Hammitt - Region Cadet of the Year  
Sydney Norwood - Air Force Sergeant's Association Squadron Cadet of the Year  
Mary Albright - Region Cadet Programs Officer of the Year

**Current cadet totals as of 6/1: 101 cadets**

**National again decided to extend May renewals for 3 months to now expire in August**



## June 2020

New Cadets: 2

Promotions Total: 7

Wright Brothers: 1

Mitchell: 0

Earhart: 0

Phase IV:

Eaker: 0

Spatz: 0

### General Weekly Schedule Outline - Virtual through June 23

1815-1830 Cadet Staff Meetings

1830-1900 Flight Time

1900-1945 Main Class + Announcements

1945-2000 Cadet Staff Meetings

### Aerospace Education:

6/2 Emergency Engineering Exercise

### Emergency Services [Leadership]

6/9 Map Reading Exercises

### Squadron PT [Fitness]

6/16 Virtual Squadron PT

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

6/23

### Other activities or updates:

June 30 - our first in-person meeting since mid-March. Attendance was positive. We had nearly 39 cadets at the meeting. Considering this is a holiday week, I feel pretty good about those numbers. July 7 will give us a better handle on how many will return to in-person.

I was worried about how the cadets would handle open ranks in formation and in drill, but there were no major issues. I budgeted 30 min for opening formation because I simply wasn't sure how it would work and planned for a couple of practices. There were only minor bumps - not even worth describing - and we only did it once.

They were all fully engaged the entire meeting. It was a bummer we had to shorten for weather, but the forecasted heat and dew point made that advisable. But it was a great first night back. You could really tell the cadets were glad to be back in person.

Moving forward:

We'll continue to have meetings outside.

I'm working with my cadet exec staff and other senior cadets to do a July 25th training day. The overarching plan is to mimic the Saturday of an EPS on a local scale for a day event, roughly 8am-5pm. We're going to

finalize a working agenda by the weekend and reverse engineer our timeline for staff selection, training, registration.

Cadet Competition Team is forming. Commander has been selected - C/CMSgt Eliana Cocchiarella. We'll hold info mtgs next week and hopefully do a try out and/or selection in July so the team can start preparing for Wing Cadet Competition.

I got in on the CyberStart Game, a virtual cyber challenge from JROTC that's been extended to CAP squadrons who register. I'll get this out to our CyberPatriot team members and interested parties in the coming days.

Upcoming Meeting Schedule:

7/7 Aerospace Education - Goddard Golf  
7/14 Emergency Services - Topic TBD  
7/21 Fitness/Cadet Programs -PT Testing  
7/28 Character Development

Upcoming Event Schedule:

Exhibition Round for CyberPatriot season opens Mid-July. We'll likely set up an info time for the teams to participate.

Will also be looking at ramping up what's needed for the Drone Racing Team and StellarX.

Currently watching what happens with the public school system for the fall regarding our Back to School initiatives. I'm working with our Cadet XO and R&R to have two parallel approaches depending on how the school plans play out.

Other notes:

Will launch a new promotion challenge today to run July 1-Aug 31.

**Current cadet totals as of 7/1: 97 cadets**

National has stopped auto-extending memberships. The communications around that process were nonexistent and made retention management more challenging than it needed to be.

The following cadets did not renew:

**Jennifer Gustafson** - Dad was a senior and signed them up together. He shared a while back that she has struggles in her personal life and wouldn't be participating.

**Jack Jendro** - Recently re-engaged so I suspect this one will renew and it was lack of awareness of his renewal. Email already sent to him and his parent.

**Jerry Li** - Hasn't attended meetings for months. Both he and his parent were non-responsive to phone calls and emails.

**Kayla Line** - Had a great couple of months, but decided to focus on working and school vs CAP. She and her parent notified me last fall that she enjoyed her time with CAP, but had other priorities.

**Izabella Raleigh** - Turned 21 in June

## July 2020

New Cadets: 2

Promotions Total: 5

Wright Brothers: 1

Mitchell: 0

Earhart: 1

Phase IV: 1

Eaker: 0

Spaatz: 0

### General Weekly Schedule Outline

1815-1830 Cadet Staff Meetings

1830-1930 Flight Time

1930-2030 Main Class

2030-2045 Announcements

2045-2100 Closing formation, clean up, departure

### Aerospace Education:

7/7 Goddard Golf activity

### Emergency Services [Leadership]

7/28 Line Search 101

### Squadron PT [Fitness]

7/14 PT Testing

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

7/21

### Other activities or updates:

In-person meeting attendance in July has been consistently near 40 cadets each week. Lowest was 36. Highest was 43.

Because we can't do any pinning ceremonies, we've allotted more time for flight time and the main class each week.

New prospects have arrived every week since we've started back. On July 28, we had 3 first time attendees - and I was only expecting one of them.

We're going to make some slight shifts to flight assignments to rebalance starting next month.

StellarX and CyberPatriot teams have had their first organizational meetings. We'll have at least 1 team each, with the possibilities of a second team depending on how many cadets stay committed.

Color Guard tryouts occurred in early July and are in final steps to begin practicing for Wing Cadet Competition.

On 7/28 Capt Wolfgram and Maj Rossini brought two planes in and got 4 cadets up for o-flights. This was the first flight for all 4 of those cadets.

Upcoming Meeting Schedule:

8/4 Aerospace Education - Guest Speaker from NASA JPL

8/11 Emergency Services - Topic TBD

8/18 Character Development

8/25 Squadron PT

Upcoming Event Schedule:

Drone Racing Team is starting to get organized. Rules for this year should drop soon.

Anoka Mini EPS was rescheduled for Aug 15 due to weather.

Student Applications re-opened for another week or until 20 students reached.

Other notes:

Working on trying to get the GES metric for QCUA.

**Current cadet totals as of 8/1: 92 cadets**

*Note: eServices has not updated the roster count as of Aug 1, but each of the following cadets do show an expiration of 31 July. Suspect a database glitch on their end.*

The following cadets did not renew as of Aug 1:

**Chris Benson** - Initially said he'd return in the summer, but have not had any further return communication for online or in-person.

**Dayne Carlson** - nonresponsive to reach outs

**Jacob Casey** - Notified me last fall that he was no longer interested

**Carter Edge** - Transfer from Rochester last year due to a move. Has never attended a meeting. Non responsive to communication

**Aidan Daufelt** - Initially engaged with especially supportive parents, but stopped attending after a few months. Entire family has been non responsive.

**Jack Parenteau** - Interests appear to have shifted. Has not responded to any reachouts.

**Franco Rossini** - Very involved in youth hockey

**Nicholas Topel** - Joined because his grandfather was a member. After a couple of months, decided to disengage.

**Matthew Washburn** - Possible delayed renewal. Has been inconsistently active during the spring, but has not returned to in-person. No responses from him or his parent

## **August 2020**

New Cadets: 4

Promotions Total: 32

Wright Brothers: 3

Mitchell: 2

Earhart: 2

Phase IV: 5

Eaker: 0

Spatz: 0

### General Weekly Schedule Outline

1815-1830 Cadet Staff Meetings

1830-1930 Flight Time

1930-2030 Main Class

2030-2045 Announcements

2045-2100 Closing formation, clean up, departure

### Aerospace Education:

8/4 Guest Speaker from NASA JPL - Evan Higgelman spoke about Mars Curiosity project via Google Hangout

### Emergency Services [Leadership]

8/11 Knot Tying

### Squadron PT [Fitness]

8/25 Squadron PT

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

8/18

### Other activities or updates:

Soak The Staff Promotion Challenge EARNED.

The goal was 30 promotions from July 1-Aug 31. They hit 32.

It was a tough challenge down the last week. I'm mentally exhausted - but it was worth it!

We'll soak the staff at the Sept 1 mtg.

In-person meeting attendance continues to be low 40s

New prospects continue to arrive each week. Watching how schools roll out as I plan Join CAP Night initiatives.

Mini EPS on Aug 15 was successful. 16 students attended.

Squadron UBX on Aug 22 was well attended by cadets

Mid-Term Staff Training on Aug 29 went really well.

### Upcoming Meeting Schedule:

9/1 Aerospace Education - How you exercise in space

9/8 Emergency Services - Communications

9/15 - Join CAP Night - tentatively working out concurrent restricted attendance in-person and virtual live broadcast

9/22 Character Development

9/29 Squadron PT

Upcoming Event Schedule:

Drone Racing Team is starting to get organized. Rules for this year should drop soon. First organization mtg on 8/31

CyberPatriot and StellarX teams will likely have at least one practice in September.

Other notes:

Quality Cadet Unit Award - As of 8/30 we've earned in all 7 available categories for this award year! The cadets worked hard to get to 60% GES.

One of my September to-do's will be to review cadet staff structure for both continuity and engagement for the next term. This latest challenge has helped us develop a larger cadet officer corps, including a larger group of Phase IV cadets who are active at meetings.

I need to assess how I can keep them around, especially if we end up being forced back into virtual meetings later this year.

**Current cadet totals as of 9/1: 94 cadets**

The following cadets did not renew as of Sept 1:

**Noah Holst** - Was sporadically active during virtual meetings, but has not attended meetings since we returned to in-person. Nonresponsive to reach outs.

**Ethan Korte** - disengaged from CAP last year. Graduated high school and moving on to the next life chapter

**Aidan Kue** - Joined last year, but with COVID, his family is maintaining social distancing. We've tried to keep him engaged with a virtual class since returning to in-person meetings, but non-responsive.

**Hailey Olson** - I suspect this was a coordination issue with her parents paying on time. She's on the StellarX team. I expect her membership to be renewed.

**William Walker** - graduated high school this past spring. Enlisted in the Army

## September 2020

New Cadets: 3

Promotions Total: 6

Wright Brothers: 0

Mitchell: 1

Earhart: 0

Phase IV: 1

Eaker: 0

Spaatz: 0

### General Weekly Schedule Outline

1815-1830 Cadet Staff Meetings

1830-1930 Flight Time

1930-2030 Main Class

2030-2045 Announcements

2045-2100 Closing formation, clean up, departure

### Aerospace Education:

9/1 How do astronauts exercise in space? Interactive class.

### Emergency Services [Leadership]

9/8 Line Search 101

### Squadron PT [Fitness]

9/29 Fitness Testing

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

9/22

### Other activities or updates:

In-person meeting attendance maintaining consistency

Join CAP Night yielded 12-15 prospects on 9/15

8 prospects returned for the second meeting on 9/22

We have 24 cadets signed up for our Phoenix Games event on Oct 24

This gives us 4 teams of 6.

I had 2 cadets ask me on 9/29 if it was too late to sign up. I'm giving them until the weekend to get enough for a 5th team.

StellarX teams are consistently practicing every Thursday

CyberPatriot team has practiced once this month and needs to schedule the next training round

Drone teams are holding open practices on Mondays

Color guard is preparing for Wing Cadet Competition on Oct 10. We conducted their PT test on 9/29



Upcoming Meeting Schedule:

10/6 Aerospace Education - Guest Speaker LtCol Nicole Mitchell, Air National Guard  
10/13 Emergency Services: Flight Line Marshaling  
10/20 Squadron PT  
10/27 Character Development/Wingman Down Day

Upcoming Event Schedule:

Oct 10 Wing Cadet Competition  
Oct 15-17 MN Leadership Academy  
Oct 18 StellarX Practice Round 1  
Oct 24 is The Phoenix Games  
Oct 25 CyberPatriot Practice Round

Other notes:

Promotions were light this month, but some of this can be attributed to the large number of promotions in August, meaning many cadets are still serving out time in grade.

We're a month out from the next cadet staff application process. We'll start planting seeds for cadets to start thinking about how they want to grow their leadership skills in the next term.

We're watching carefully how many prospects stick with us in early October.

I did 2 new member boards on 9/29 and I expect several in the next week. Depending on the consistency, we may need to form a 5th flight. Cadet exec staff is aware and evaluating how we can fill flight pair roles for the remainder of the term.

**Current cadet totals as of 10/1: 87 cadets**

The following cadets did not renew as of Oct 1:

**Daniel Christensen** - Over the summer, his mom shared that he didn't want to stick with CAP. He originally came to join with a friend, but when that friend didn't join, Daniel's motivation to stick with CAP left.

**Daniel Holmes** - Mom talked to me that she felt Daniel wasn't a good fit for CAP. He's on the autism spectrum and while she felt the structure was beneficial, she thought he was too young and easily overwhelmed. She was grateful to us and had no ill feelings.

**Blake Mattick** - Hasn't attended a meeting in over a year. I've been in touch with his mom a couple of times, but he hasn't returned to CAP.

**Jeffrey McCann** - Joined last year. Came to a few meetings, but stopped attending early on. Non-communicative to emails or phone calls.

**Mathea Sheagren** - Initially active, but in the spring communicated that she was no longer interested in CAP and wanted to pursue other things.

**Abigail Ward** - Was a bit inconsistent, but when COVID hit, she has not returned any emails or phone calls.

**Mathias Westermeyer** - Initially enthusiastic. Was one of the first new cadets last year to get his uniform squared away and then just stopped coming. Non responsive to emails or phone calls. Lives in Otsego so the commute may have been an issue.

## **October 2020**

New Cadets: 6

Promotions Total: 8

Wright Brothers: 0

Mitchell: 0

Earhart: 1

Phase IV: 2

Eaker: 0

Spaatz: 0

### General Weekly Schedule Outline

1815-1830 Cadet Staff Meetings

1830-1930 Flight Time

1930-2030 Main Class

2030-2045 Announcements

2045-2100 Closing formation, clean up, departure

### Aerospace Education:

10/6 Guest Speaker LtCol Nicole Mitchell, Commander, 126th Weather Flight, Air National Guard and KSTP-TV Meteorologist

### Emergency Services [Leadership]

10/13 Flight Line Marshaling Basics & Working with Dogs in Emergency Services

### Squadron PT [Fitness]

10/20 Squadron Fitness

### Cadet Programs [Leadership]

Weekly Flight Time includes leadership concepts appropriate to the levels of each Training, Airman and NCO/Officer Flight

### Character Development

10/27 Character Development & Wingman Down Day

### Other activities or updates:

In-person meeting attendance maintaining consistency

Phoenix Games was a success. We'll make some event timing adjustments for next time to be more time-efficient. We're going to ball park this for late September 2021 so we aren't so close to Cadet Competition and MN Leadership Academy.

StellarX competed in Practice Round 1.

CyberPatriot completed the Training Round.

Drone racing team continues to practice each week.

Cadet Competition team placed 3rd overall at Wing Cadet Competition on Oct 10. Additional awards included 1st Place Outdoor Posting of the Colors, 1st place Physical Fitness and Fastest Female Mile Run for C/2dLt Cocchiarella.

Upcoming Meeting Schedule:

11/3 Aerospace Education  
11/10 Emergency Services  
11/17 Fitness  
11/24 Character Development

Upcoming Event Schedule:

11/1 StellarX QR1  
11/8 CyberPatriot Practice Round  
11/10 Cadet Exec Interviews  
11/14 CyberPatriot QR 1  
11/21 Cadet Staff Interviews & Evaluation  
11/21 StellarX PR2

Other notes:

On paper, we lost a lot of cadets to non-renewal this month. Nearly all of them haven't been to a meeting since we returned (not even the virtual options we've offered).

We're doing ok on engagement and attendance though; we had to form a 5th flight to provide span of control for training flights. Because the single training flight had 18 people in it several weeks straight.

November starts our cadet staff rotation process for the Winter/Spring term. Applications for Deputy Cadet Commanders and Cadet Executive Officer opened today and we'll open the remainder in a week. This process will culminate with Cadet Staff Training on Sat. Dec 5.

Promotions started to pick up this month as time in grade started to be fulfilled. We've got a little competition in the officer corps; there are a few who don't want to be passed up by their peers. :-)

However, I've had several conversations with cadets in multiple phases of the cadet program who've mentioned being overwhelmed with the hybrid and distance learning system. Navigating that system is impacting their ability to make regular progression.

**Current cadet totals as of 11/1: 80 cadets**

The following cadet transferred out:

**Noah Hampton** - he's attending college out of state and plans to be active out there

The following cadets did not renew as of Nov 1:

**PJ Wiechman** - He had some anxiety issues in his personal life prior to joining CAP and after talking with his mom, they took a leave of absence. Mom notified me in mid-October that he would not be renewing.

**Max Ahlbrecht** - Started strong, but then had scheduling conflicts on Tuesdays in winter. Mom has been in touch with me that they have several mental health issues they are dealing with and will not renew.

**Sheldon Anthony** - Very consistent the first couple months, polite and poised. But then become inconsistent and non-communicative. Mom reached out over the past week to let me know he would not return due to too many other activities on his schedule.

**Kaleb Chute** - Attended virtual meetings for a while, but no communication or return contact since in-person meetings resumed. Parent has also been non-responsive.

**Ethan Favre** - Parent notified me in the spring that he would no longer be participating in CAP.

**Nick Morina** - Mom communicated with me in early 2020 that they were overwhelmed with managing life after a divorce and couldn't continue.

**Corbin Pommerenck** - Consistent and active until COVID forced virtual meetings. Inconsistent attendee to virtual meetings. Has not returned to in-person meetings. Both he and his parent have been non-communicative.

**Tristan Quast** - Was very interested in flying. After talking with his mom, he decided he was only interested in flying and didn't like the military component. Mom notified me in February he would not be participating.

**Sam Seavey** - Inconsistent attendee pre-COVID and now. Both he and his parent have been non-communicative.

**James Wong** - Was not interested in virtual meetings, but has not yet returned to in-person. Non-communicative.

**Jonathan Zheng** - Was active in the beginning, but in 2020, attended a couple virtual meetings. Notified me that he would not be continuing with CAP in October.

**Caden Nguyen-Hofer** - I expect this cadet to renew. He's been somewhat consistent in attendance, but consistent in asking questions about o-flights. So my sense is this is a coordination issue with getting his parents to renew his membership.

# 2020 ANOKA COUNTY COMPOSITE SQUADRON

**2nd** all-female cadet exec staff selected in unit history

**DIVERSITY**

**1/3** of MNWG female cadet officers are at Anoka

## VITAL STATISTICS

**84**

Total Cadets

**23**

New Cadets

**151**

Promotions



**9**

Wright Brothers

**5**

Mitchell

**3**

Earhart

**1**

Eaker

## ENGAGEMENT WITH UNIQUE GUEST SPEAKERS



National Cadet Advisory Council Panel

- Evan Higgelman, NASA JPL Engineer, Mars Curiosity Project
- Ron Schmit, Astronomer, MN Astronomical Society
- LtCol Nicole Mitchell, Air National Guard & KSTP-TV Meteorologist
- Kasey Herzberg, Aerospace Engineer & Exec Dir, Challenger MN
- Steve Sorenson, sUAS Geospatial Intelligence Instructor, Northland College

## INNOVATION HIGHLIGHTS

- 1st unit to launch successful organized virtual mtgs. Recognized by Nat Vice Commander
- Created drill training video series to help cadets practice at home while virtual
- Created Wingman Weds to keep members engaged and connected while virtual
- Launched Anoka Bingo Cards for engagement with self-paced CAP training tasks
- Created Phoenix Games, an Olympics-style competition, to broaden & deepen friendships with fun competitive team elements
- Launched social media Spotlight Series to connect with greater community
- 11 cadets participated in Commercial Drone Pilot Class en route to FAA exam
- Apollo 13 Emergency Engineering Exercise



## ACHIEVEMENT HIGHLIGHTS



2020 National Semifinalist  
Only all female team  
Current rank #3 nationally



3rd place MN All-Service Div  
Platinum Tier Qualifier



Fielded 3 drone racing teams in  
Minnesota State Championships

**10**

consecutive Quality Cadet Unit Awards won

**17**

MNWG Encampment or MN Leadership Academy Staff positions earned

**3rd**

place Wing Cadet Competition