

# NEC MINUTES

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**National Executive Committee  
Meeting  
13-14 May 2005**

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**Cincinnati OH**

# 13-14 May 2005

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### OPEN SESSION

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**The minutes were approved at the National Executive Committee Meeting in November 2005.**

Civil Air Patrol  
National Executive Committee  
13-14 May 2005  
Cincinnati OH

**OPEN SESSION**

CALL TO ORDER .....	Maj Gen Dwight H. Wheless, CAP
INVOCATION.....	Ch, Col Charles E. Sharp, CAP
PLEDGE OF ALLEGIANCE .....	Col Larry D. Kauffman, CAP
SAFETY PLEDGE.....	Brig Gen Antonio J. Pineda, CAP
ROLL CALL.....	Mr. Al Allenback, HQ CAP/EX
NATIONAL COMMANDER REMARKS.....	Maj Gen Dwight H. Wheless, CAP
EXECUTIVE DIRECTOR UPDATE.....	Mr. Al Allenback, HQ CAP/EX
SENIOR AIR FORCE ADVISOR UPDATE .....	Col George C. Vogt, USAF
SAFETY BRIEFING .....	Col Davis Bonner, CAP

**NATIONAL EXECUTIVE COMMITTEE**

Maj Gen Dwight H. Wheless, CAP .....	National Commander
Brig Gen Antonio J. Pineda, CAP .....	National Vice Commander
Col George C. Vogt, USAF.....	Senior AF Advisor
Col Larry D. Kauffman, CAP.....	National Chief of Staff
Col Donald B. Angel, CAP.....	National Finance Officer
Col Theodore R. Chavez, CAP.....	National Legal Officer
Col George M. Boyd, CAP.....	National Controller
Col Richard A. Greenhut, CAP .....	Northeast Region Commander
Col Charles S. Glass, CAP .....	Middle East Region Commander
Col Robert Karton, CAP (proxy) .....	Great Lakes Region Vice Commander
Col Matthew R. Sharkey, CAP.....	Southeast Region Commander
Col Rex E. Glasgow, CAP .....	North Central Region Commander
Col Thomas L. Todd, CAP.....	Southwest Region Commander
Col Lynda C. Robinson, CAP .....	Rocky Mountain Region Commander
Col Merle V. Starr, CAP.....	Pacific Region Commander

**Non-voting members:**

Col William S. Charles, CAP.....	CAP Inspector General
Ch, Col Charles E. Sharp, CAP.....	Chief of Chaplain Services

**CORPORATE TEAM**

Mr. Al Allenback	Executive Director
Mr. Don R. Rowland	Senior Director, Strategic Comm. & Plans
Mr. Paul J. Capicik	Chief Information Officer
Mr. Ray Bean (acting)	Director, Leadership Dev. & Membership Services
Ms. Susan Easter	Chief Financial Officer
Mr. John A. Salvador	Director, Operations
Mr. Mark Richardson	Director, Logistics & Mission Support
Mr. Stanley Leibowitz	General Counsel
Mr. Jim Shea	Director, Strategic Partnerships

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**AGENDA ITEM - 1**

**XP**

**Action**

**SUBJECT: Approval of the November 2004 NEC Minutes  
CAP/CS – Col Kauffman**

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**INFORMATION BACKGROUND:**

The minutes of the November 2004 National Executive Committee meeting were distributed in draft form. This allowed the National Board members a chance to review the minutes for any discrepancies.

**PROPOSED NEC ACTION:**

That the National Executive Committee vote to approve the November 2004 NEC minutes.

**ESTIMATED FUNDING IMPACT:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

None.

**NEC ACTION:**

**COL KAUFFMAN/CS MOVED and BRIG GEN PINEDA/CV seconded the PROPOSED NEC ACTION.**

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Remove the word "DRAFT" and add an approval page to the currently printed minutes.

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**SUBJECT: Change in Chaplain Appointment Rank  
CAP/CCS – Ch Col Sharp**

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**INFORMATION BACKGROUND:**

About two years ago we changed CAPR 35-5, Section E, paragraph 25a (professional appointments of chaplains) so that chaplains would enter CAP as first lieutenants. Previously they joined as captains like other professional groups (medical, legal, etc) with comparable education. That change has created increased concern among denominational endorsers, CAP commanders, and newly appointed chaplains for two reasons. First, most chaplains possess advanced degrees just like other professionals who receive the grade of captain. Second, the lower rank is seen as a disincentive to recruiting. This proposal remedies these concerns and is an appropriate way for CAP to show it values its chaplains.

**PROPOSED NEC ACTION:**

That the National Executive Committee approve a change to CAPR 35-5, Section E, paragraph 25a, as follows:

- a. **Chaplains.** Concurrent with appointment as chaplain in CAP, chaplains may be appointed to an appropriate grade as outlined below. Requirements for appointment as CAP chaplains are outlined in CAPR 265-1, *The CAP Chaplain Program*.
  - 1) First Lieutenant. A clergyperson with a bachelors degree from a nationally accredited college (listed in the Higher Education Directory or recognized by the Armed Forces Chaplains Board), who meets the qualifications for a chaplain waiver appointment as outlined in CAPR 265-1.
  - 2) Captain. A clergyperson with a bachelors degree and seminary degree or a bachelors degree and more than seven years of ministry experience.
  - 3) Major. A clergyperson with an earned doctorate degree in a ministry related field and one year time-in grade as a captain.

**ESTIMATED FUNDING IMPACT:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

HQ fully supports the recommended change.

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**CAP-USAF HEADQUARTERS' COMMENTS:**

Concur.

**COMMITTEE RECOMMENDATION:**

The Development Committee has reviewed this item and has no objections.

**REGULATIONS AND FORMS AFFECTED:**

*CAPR 35-5, CAP Officer and NCO Appointments and Promotions.*

**NEC ACTION:**

**COL TODD/SWR MOVED and COL GLASGOW/NCR seconded** the PROPOSED NEC ACTION.

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Staff implementation of policy, notification to the field, and change to CAPR 35-5, Section E, paragraph 25a.

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**AGENDA ITEM - 3**

**FM**

**Action**

**SUBJECT: FY06 Corporate Budget  
CAP/NFO – Col Angel**

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**INFORMATION BACKGROUND:**

The proposed FY06 corporate budget requires NEC review and comment prior to forwarding to the June 2005 Board of Governors meeting. The final staff proposed budget will be sent to the NEC members in a separate mailing.

**PROPOSED NEC ACTION:**

That the National Executive Committee approve the FY06 corporate budget and forward it to the June 2005 Board of Governors meeting.

**ESTIMATED FUNDING IMPACT:**

To be determined.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

The Finance Committee recommended approval.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NEC ACTION:**

**COL ANGEL/NFO MOVED and COL KAUFFMAN/CS seconded that the National Executive Committee approve the FY06 corporate budget and forward it to the June 2005 Board of Governors meeting for final approval.**

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION. Inclusion in the June 2005 BoG agenda.

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<b>AGENDA ITEM - 4</b>	<b>XP</b>	<b>Action</b>
<b>SUBJECT: 2006 NEC and National Board Meeting Dates</b>		
<b>CAP/CS – Col Kauffman</b>		

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**INFORMATION BACKGROUND:**

Proposed dates are:

<b><u>Event</u></b>	<b><u>Date</u></b>	<b><u>Location</u></b>
Winter National Board Meeting	3-4 Mar 06	Washington DC (Under Contract)
May 2006 NEC Meeting	5-6 May 06	Atlanta GA
August 2006 National Board Meeting	Aug 06	West Coast
November 2006 NEC Meeting	3-4 Nov 06	Montgomery AL

**PROPOSED NEC ACTION:**

That the National Executive Committee vote to approve the proposed NEC and National Board Meeting dates and sites for 2006.

**ESTIMATED FUNDING IMPACT:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

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### NEC ACTION:

**COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded** that the National Executive Committee vote to approve the proposed NEC dates and sites for 2006.

COL KAUFFMAN noted that the 4-5 Nov 05 NEC meeting has been moved from Atlanta to Maxwell AFB AL.

### **MOTION CARRIED WITH NO DISSENTING VOTES**

NOTE: Several proposals were presented for consideration for the Aug 06 National Conference. A decision on the Aug 06 National Conference was delayed until later in the meeting

Later in the meeting, **COL KAUFFMAN/CS MOVED and COL GLASS/MER seconded** that the National Executive Committee vote to approve holding the Aug 06 National Conference the week of 7 – 13 August, at the Nugget, in Reno (Sparks), NV.

### **MOTION CARRIED BY MAJORITY VOTE**

FOLLOW-ON ACTION. National Headquarters calendar updates and planning.

NOTE: HQ CAP/XP announced that the 2007 National Board meeting will be held in Atlanta because CAP had an adjustment performance clause in the NCASE contract. CAP did not meet the performance and had a penalty. The hotel accepted our proposal, a part of which was that we would book a meeting there in 2007.

COL GLASS/MER added that for an East Coast National Board, he would like to make a serious request to the national staff to consider the feasibility of a cruise.

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**AGENDA ITEM - 5**

**XP**

**Action**

**SUBJECT: FY08-12 CAP Program Objective Memorandum (POM)  
CAP/CS – Col Kauffman**

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**Presented by HQ CAP/XP – Don Rowland**

**INFORMATION BACKGROUND:**

Each year the May NEC reviews CAP's proposed POM submission. Air University, our POM input level, typically begins their review in August. This is our opportunity to review our submission, identify potential deficiencies in funding and validate new requirements as submitted to Air University.

The June 2005 Board of Governors (BoG) will review the NEC recommended POM inputs.

**PROPOSED NEC ACTION:**

That the National Executive Committee vote to approve the FY08-12 POM and forward to the BoG for final approval.

**ESTIMATED FUNDING IMPACT:**

To be determined.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

To be determined once the final POM input numbers are known.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NEC ACTION:**

**COL ANGEL/NFO MOVED and COL GREENHUT/NER seconded** that the National Executive Committee accept the figures presented by HQ CAP/XP as a target for the next phase of the POM process.

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION. Inclusion in the June 2005 BoG agenda for endorsement of the FY08-12 POM.

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**AGENDA ITEM - 6**

**DO**

**Action**

**SUBJECT: VHF Repeater Requirements Study  
CAP/CS – Col Kauffman**

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**Presented by committee chair - Lt Col Moe Thomas**

**INFORMATION BACKGROUND:**

**STUDY OF CAP's VHF REPEATER REQUIREMENTS:** A major effort has been underway in the communications community to document CAP's future repeater requirements in the 2008 narrowband era. All the wings have studied their requirements and filed applications for future repeater needs. The region communications staffs have reviewed those applications and forwarded them to the National Repeater Coordination Group (NRCG). The NRCG is composed of two representatives from each region appointed by the region commander. The NRCG has completed a final review of the wing applications and assembled a national repeater requirements plan which will be briefed to the NEC. With the NEC's approval, this new repeater requirement plan will go forward to the AF for their review/approval. Once the AF approves the repeater plan, CAP will amend the Communications Table of Allowances and develop a funding plan for this project.

**PROPOSED NEC ACTION:**

That the National Executive Committee vote to approve the repeater plan proposed by the National Repeater Coordination Group.

**ESTIMATED FUNDING IMPACT:**

The Air Force has appropriated \$5.8 M for CAP's VHF Repeater requirements.

**REGULATIONS AND FORMS AFFECTED:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

Recommend approval.

**CAP-USAF HEADQUARTERS' COMMENTS:**

Comments depending review of repeater study.

**COMMITTEE RECOMMENDATION:**

This is a committee agenda input.

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**NEC ACTION:**

**COL KAUFFMAN/CS MOVED and COL STARR/PCR seconded** that the National Executive Committee approve the repeater plan proposed by the National Repeater Coordination Group (NRCG), EXCEPT as the NRCG revises it prior to June 2005.

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: After CAP-USAF coordination, action as appropriate.

**SUBJECT: Committee Reports  
NCS – Col Kauffman**

**Committees**

**1. Finance Committee**

**Col Angel**

COL ANGEL distributed the minutes of the Finance Committee Meeting, 12 May 2005 (Atch 1).

COL ANGEL corrected the minutes on page 2 in that the picture ID card process is not complete due to the on-going formal Air Force coordination process.

**Cash Reserves:**

MAJ GEN WHELESS agreed that the Investment Policy has already been approved by the NEC and stated that it needs to go to the BoG as a recommendation for final approval.

FOLLOW-ON ACTION: Inclusion in the Jun 05 BoG agenda.

**Unqualified Audit Opinion Analysis:**

MAJ GEN WHELESS commented that with the approval (inclusive with the NEC approving the budget) of the proposed support for squadrons no later than 1 Oct 05, the region commanders would need to emphasize the mandatory requirement (to use Quicken to manage cash accounts) to the wing commanders and the wing commanders to all units.

FOLLOW-ON ACTIONS:

1. Provide Quicken to each squadron.
2. Re-write CAPR 173-1 to standardize the chart of accounts
3. Visit squadrons (by WFA) to develop an understanding of squadron activity.

**Fundraising Issues:**

1. Percentage fundraising:

There were numerous cited violations in the field, and questions were asked as to whether, even if better regulated, “the percentage type fundraising activity represent CAP appropriately?” It was pointed out that the regulation may not be clear as to what kind of percentage fundraising is prohibited. As a part of some of these endeavors, checking accounts were opened in the name of CAP by outside interests.

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MAJ GEN WHELESS summarized that, since it is clear to him that the region commanders want to continue to prohibit percentage fundraising, he will discuss this matter with legal counsel and region commanders in order to find the best solution and will consider the suggestion for a reminder to all unit commanders that it is forbidden. He agreed that the checking account violation was an even more serious point.

2. Update of Profitability of Corporate Strategic Partnership Program—Agenda 8, Old Business, Item 3)

The Finance Committee made the following proposal to the NEC:

“The Finance Committee recognizes that the Strategic Partnership Program has been somewhat successful with value in-kind; however, cash on cash alone has not been successful. Therefore, we recommend to the NEC that the program be restructured.”

MR. ALLENBACK was invited to address this issue. He distributed (1) a statement of income to date; (2) the current job description (3) HQ CAP/EXP MEMORANDUM FOR HQ CAP-EX, 25 April 2005, Subject: Strategic Partnerships/Current Projects, and (4) Copy of slide briefing, Strategic Partnerships. Mr. Allenback also presented a slide briefing. He stated that this kind of program takes some vision and some ability to take risks to make some great progress.

COL ANGEL/NFO proposed that, pursuant to the recommendation of the Finance Committee vis-à-vis a restructure, he will ask the National Commander to allow a focus group or sub-committee to research this in conjunction with staff and develop more definitive ways on how to proceed, realizing that this may include a recommendation on numbers of people to hire or numbers of volunteers to get involved.

MAJ GEN WHELESS agreed with the recommendation of the National Finance Officer.

FOLLOW-ON ACTION: National Commander appointment of a study group to assist the Executive Director in restructuring this position to ensure the desires of the NEC were incorporated.

### **National Board Travel:**

MAJ GEN WHELESS encouraged wings that do not need reimbursement in order to be able to attend National Board meetings to refrain from asking for these funds, thereby providing more funds for wings that cannot afford the expense.

MAJ GEN WHELESS stated there was no objection to the Finance Committee action from NEC members.

FOLLOW-ON ACTION: Clarification of policy and notification to wing commanders.

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### Ethics Policy

MAJ GEN WHELESS suggested that region commanders carefully read the proposed CAP Ethics Policy. He stated that there were several things in the policy that he will object to and believes that it needs to be more succinct.

FOLLOW-ON ACTION: National Commander action to rework the Ethics Policy and inclusion in the Jun 05 BoG Agenda

NOTE: Col Charles mentioned that it needs to go to the Audit Committee

### CAPMart Update

MAJ GEN WHELESS asked if there were any questions about the policy adopted by the Finance Committee. There were none.

### FY06 Appropriated Financial Plan

The Finance Committee endorsed the action taken by the Financial Management Board and recommended that option #3, as presented, be adopted by the NEC in order to absorb a current shortfall of \$233, 215.

**COL ANGEL/NFO MOVED and COL KAUFFMAN/CS seconded that the National Executive Committee vote to approve Option 3, as presented, to meet the CAP deficit and balance the budget. (NOTE: Option 3 reads: "Combination of IT connectivity package and personnel = \$234,000)**

### MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staff action.

#### **2. Safety Sub-Committee**

**Col Bonner**

COL BONNER reported that the committee is working on the safety pledge cards. The cards will include the safety pledge and bullets for the National Commander's safety initiatives. The committee is continuing to develop safety checklists; and working on CAP safety happenings, which, without punitive action, would allow a person to tell something he/she saw that was wrong as long as there was no serious accident or incident involved. This would also be posted on the web site. The committee also has developed a draft safety contract.

#### **3. Development Committee**

**Col Robinson**

COL ROBINSON presented a slide briefing (Atch 2). The Development Committee has established six sub-committees; recommended a change to Frank G. Brewer Awards; recommended NEC not authorize a leather jacket with grade insignia and CAP

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distinctive patches; and noted other uniform items under consideration that will be presented at the 2006 Winter National Board for consideration.

MAJ GEN WHELESS asked Col Karton to call Col Webb with reference to the recommendation of the Development Committee concerning the leather jacket proposal since the jacket was Col Webb's idea. Gen Wheless did not want a vote by the NEC without Col Webb's input and delayed all action on this item.

Later in the meeting, **COL ROBINSON/RMR MOVED and COL TODD/SWR seconded the Development Committee recommendation to change the Frank G. Brewer Awards as recommended by the family: (1) Combine the Individual/Organizational category (could be either/or), and (2) change the "anniversary" category to "lifetime achievement" and require winner to be a CAP member. (NOTE: These changes would result in four Brewer awards each year).**

### **MOTION CARRIED WITH NO DISENTING VOTES**

FOLLOW-ON ACTION: Implementation of policy change, notification to the Brewer family and the field, and change to CAPR 280-2.

Later in the meeting, Col Karton reported on his call to Col Webb with regard to the leather jacket and suggested that CAPM 39-1 be amended because the sub-committee has already approved a black leather jacket. He stated that the committee's recommendation was based on some faulty premises—(1) that it was mandatory (it is not and never was intended to be); (2) that it was the Air Force A-2 (it is not). He further stated that this is a civilian leather jacket (Coopers); it is different from the Air Force jacket—it is black; it would only be authorized with distinctive CAP uniforms as an option—not mandatory, and if worn with a CAP uniform just as the blue flight jacket is allowed now, CAP could have a name plate and a patch on the breast pocket and the region commander could authorize a region patch as opposed to the national MAJCOM.

There was further discussion on the description and intended wear of black leather jackets, and concerns were expressed about misinterpretation in the field.

**COL KARTON/GLR PROXY MOVED and COL ROBINSON/RMR seconded that the National Executive Committee vote to amend CAPM39-1 by authorizing a leather jacket with grade insignia and CAP distinctive patches.**

**COL GREENHUT/NER MOVED and COL TODD/SWR moved to table and refer to committee.**

### **MOTION TO TABLE CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Referral to development committee

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**4. Professional Development Committee  
(Report given by Col Glasgow)**

**Col Courter**

COL GLASGOW presented a slide briefing (Atch 3). A concept for a Great Start optional program was presented.

Gen Wheless delayed action on this proposal until after the report of the Recruiting and Retention Sub-Committee.

Later in the meeting, **COL GLASGOW/NCR MOVED and COL KAUFFMAN/CS seconded** that the National Executive Committee approve the concept of the proposed Great Start program with a field test and a report back to the Aug 05 National Board.

**MOTION CARRIED WITH NO DISSENTING VOTES**

**FOLLOW-ON ACTIONS:**

1. Proceed with field testing Great Start program
2. Inclusion in the Aug 05 National Board agenda

**5. Cadet Programs Sub-Committee**

**Col Glasgow**

COL GLASGOW reported that the committee would bring CAPR 52-16 to the National Board in August 2005.

There was clarification that if after a field study the proposed optional Great Start program is approved, the committee would like to make reference to it in CAPR 52-16.

FOLLOW-ON ACTION: If appropriate, develop a change to CAPR 52-16 or implement otherwise.

**6. Ad-Hoc Committee on CAPR 900-6, Hull Repair Program Col Robinson**

COL ROBINSON distributed a proposed (DRAFT 3) CAP REGULATION 900-6, Hull Recovery Program (HRP).

MR. LEIBOWITZ/GC responded to a question as to why the hull self-insurance motion at the Nov 2004 NEC meeting had not been implemented and the charges collected. He said, "in NEC in the May 2004 meeting changing the premium and assigned the NHQ staff to rewrite CAPR 900-6 to conform with that change that the regulation was changed to reflect the premium and to update the method of collecting the premium from the regions and wings. Some region commanders questioned some of the policy issues that were in the regulation. Instead of issuing the revised regulation MAJ GEN WHELESS sent the regulation to an ad-hoc committee for further study.

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committee. That is why it has not been implemented yet and why the regulation change is necessary.”

MR. LEIBOWITZ/GC also addressed a question relating to member-owned rented aircraft insurance. He stated that, “in order for that insurance to pay there has to be a claim against the member. Normally it is an FBO whose plane gets damaged and they try to charge it against the person who rented it. So, for us to be able to collect that money from the member there has to be a claim against the member and he/she then assigns it to the insurance company and that is how they pay. If all we are doing is charging the \$500 that the insurance company is going to pay because that is all the member is liable for. On the other hand, if we have a determination that the member was negligent and we charge the member \$5,000, then the insurance company can step in and pay the \$5,000.”

MAJ GEN WHELESS concluded that since this was a report from committee without recommended action, and that new information surfaced during the discussion, it would be appropriate to set it aside and let the committee work this issue and get the information back to us.

FOLLOW-ON ACTION: Ad-Hoc Committee directed to continue developing the hull repair program and return information as quickly as is convenient.

### **7. Recruiting and Retention Sub-Committee**

**Ms. Robin Hunt**

MS. HUNT presented a slide briefing (Atch 4) and distributed EXIT SURVEY RESULTS conducted during the period January – February 2005. Also, charts depicting individual region membership trends for the last five years were distributed to each region commander.

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**AGENDA ITEM - 8**

**Action**

**SUBJECT: Old Business**

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**1. ITEM: Insurance Issues, Nov 04 NEC (page 41).**

The issue of insurance and Air Force assigned missions was brought up. Gen Wheless tasked Col Glass and Col Todd to get with Col Chavez and Mr. Leibowitz to discuss and bring back a proposal for the May 05 NEC meeting.

COL GLASS/MER briefed that at the Nov 04 NEC meeting he was tasked to investigate the opportunity to buy commercial insurance to replace FECA/FTCA for CAP corporate missions. He provided a status report but stated that he was not prepared to make a recommendation at this time. Status: "We have been in contact with General Counsel who is in contact with our current insurer. Mr. Leibowitz has received a quote from our current insurer who is well aware of our accident history and rate.

Option 1. The quotes for \$50,000 accidental death or dismemberment with a maximum of \$150,000 per accident would cost \$272,000. It would not cover us on any Air Force-assigned missions.

Option 2. From the same carrier, \$100,000 coverage would double the cost. \$300,000 per accident, \$100,000 per person would cost \$545,000 annually for the premium.

Option 3. Mutual of Omaha has asked for our demographics and our accident history. Col Glass is in the process of giving them the demographics, at which they will look at and respond. They were particularly interested in the age and sex of our people. We talked about the possibility of Mutual of Omaha, if they insure these people, also like AOPA, invite them to sell additional coverage. For example, if we covered them at \$50,000 would Mutual of Omaha be authorized to solicit the individual for \$250,000 at the member's expense. It appeared in early discussions that it would be very expensive to buy a group premium for our people. We talked about the possibility of CAP insuring them at a lower level and the members could optionally buy at their own cost a higher level. I told the Mutual of Omaha representative that I thought this would be an acceptable option, and that is the direction we are going."

COL GLASS added information on the statistics of pilots. He counted only the pilots with 101 cards as mission pilots; there are only about 2,900, which is less than 10 percent of our senior strength that are active, card-carrying, ready-to-go mission pilots. This doesn't say whether they have a current Form 5. If you look at the total number of people who fly on corporate missions with a CAP 101 card, this would pick up everybody that would be covered except those few who don't have 101 cards and happen to be cadet orientation pilots. That number is 7,900. So the population that we would be covering is only 7,900 out of some 35,000 nationally.

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COL GLASS will provide statistical information to Mutual of Omaha so the company can evaluate and then discuss a policy. The initial pass is \$100,000 accidental death and the equivalent amount of long-term disability payable over the lifetime of the individual.

COL GLASS also found a third carrier—the Armed Forces Benefit Association—that does the servicemen’s group life insurance for the reservists. They are familiar with military-type people and say they insure first-responders. He has had no contact with them yet, but they may be interested in offering CAP a group policy.

COL GLASS summarized that he has an open quote from the current insurer; he will be getting a quote from Mutual of Omaha; and he hopes to get a quote from the Armed Forces Benefit Association prior to the summer National Board.

COL KARTON stated that the current discussion has to do with life insurance. He understood that the charge was to provide coverage to those who don’t have FECA/FTCA anymore. That isn’t life insurance; that is only while you are engaged in the mission. AOPA’s policy is when you are flying, if you get killed as a result of an accident, and then it is far less expensive. You are talking about large numbers here for the coverage. If it were limited to replace the FECA coverage that we are no longer getting, he asked if the premium would be substantially less.

MAJ GEN WHELESS stated he was interested in knowing whether Gen Searock is going to bring up something at the Board of Governors. (Reference Col Kauffman’s statement that he believes Gen Searock may bring it up as a funding issue because he wants to get it in the POM.) Gen Wheless concluded that he didn’t believe there is any action that CAP can take right now. He added, “with the information provided and questions asked, we may need to change the scope and come back with some other alternatives and I will work with Col Glass.

FOLLOW-ON ACTION: National Commander action.

### **2. ITEM: CAP Magazine, Nov 04 NEC.**

This issue is covered under an informational item.

### **3. ITEM: Contract for CAP Strategic Partnership program position.**

Item was covered under the Finance Committee Report.

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**AGENDA ITEM - 9**

**Action**

**SUBJECT: Additional New Business**

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**ITEM 1. North Carolina Wing Headquarters Advance**

COL GLASS/MER distributed an agenda handout on this item (Atch 5)

**COL GLASS/MER MOVED and COL KAUFFMAN/CS seconded** that the National Executive Committee approve the advance of up to \$20,000 to the North Carolina Wing for the purpose of preventing and repairing damage to its headquarters building. This advance is to be offset in equal annual installments from the NC Wing dues rebate over a period of five years.

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: National Headquarters staff action to implement

**ITEM 2. Minnesota Wing Maintenance Facility**

COL GLASGOW/NCR distributed an agenda handout (with attached May 2003 NEC minutes, Agenda 14.2) on this item (Atch 6)

**COL GLASGOW/NCR MOVED and COL GREENHUT/NER** seconded that the National Executive Committee allow the Minnesota Wing to continue building this maintenance facility by securing a bank loan of up to \$126,000.

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Approval notification to the Minnesota Wing.

**ITEM 3. HQCAP-USAF/XO and HQ CAP/DO Interim Guidance for CAP SAR/DR/HLS/CD and GTE**

LT COL MATHIS, HQ CAP-USAF/XO distributed a DRAFT MEMORANDUM FOR CAP-USAF LIAISON REGION COMMANDERS, CAP REGION COMMANDERS, CAP WING COMMANDERS, AND CAP-USAF STATE DIRECTORS FROM HQ CAP-USAF/XO AND HQ CAP/DO, SUBJECT: Interim Guidance for CAP Biennial Search and Rescue/Disaster Relief/Homeland Security/Counterdrug (SAR/DR/HLS/CD) Evaluation and Guided training Exercises (GTE) with attached DRAFT EVALUATION GUIDANCE.

LT COL MATHIS presented a briefing on this interim policy guidance, which applies to both CAP and CAP-USAF and supersedes the CAP-USAF Pamphlet 12 Evaluation Guide dated Mar 1999 and the related guidance in CAP-USAFI 10-802 and CAPR 60-3.

**SUBJECT: Wing Administrators  
HQ CAP/XPH – Don Reckart**

**BACKGROUND**

Issue

Wing Administrator Program

Background

- ❖ CAP lacks paid employees at the wing level to work day-to-day tasks required to satisfy DoDGARs accountability and perform tasked Air Force missions.
- ❖ SECAF-directed manpower reductions in December 2002 eliminated the Deputy State Director positions which, in some cases, had assisted with these tasks through the CAP – USAF Liaison structure.
- ❖ CAP/CC identified need for additional support and addressed this issue in writing to General Foglesong.
- ❖ Lt Gen Keys, AF/XO, in May 23, 2003 letter, pledged “good-faith effort” to identify potential funding sources for CAP Corporate employees to transact day-to-day administration.
- ❖ SECAF, in Nov 04, approved funding for 50 Wing Administrators in FY06 and leaves open the possibility of funding “up to half” of the positions in FY05.

Solution

Place qualified administrators with those Wings requiring assistance in accordance with local and federal employment laws and in cooperation with respective wing commanders.

Implementation

- ❖ Position Description
  - Reviewed at Winter 2005 National Board
  - Approved by CAP–USAF
  - Approved by Corporate Working Group
- ❖ Timeline
- ❖ Employment Process
  - Watchword = Consistency
  - HQ/HR & Wing Commander partnership
- ❖ Workload Demand – Part Time v. Full Time

MR. DON RECKART/HQ CAP/HR presented a slide briefing (Atch 7)

COL GLASS clarified that the wing administrators may not hold a CAPR 20-1 position in CAP. If they choose to serve as a volunteer it must be completely removed from their normal duties and they may not do volunteer work on their standard workday. If there is a search and rescue mission (SAR), the wing administrator, as a volunteer, may fly the SAR mission, but not on company time. The wing administrator should not be involved in administrative functions of any kind, as a volunteer. COL GLASS briefed the financial sheet (Atch 8) and hiring plan (Atch 9).

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**COL GLASS MOVED and COL KAUFFMAN/CS seconded** that the National Executive Committee vote to adopt the hiring plan for the wing administrators as presented.

COL CHAVEZ/NLO advised that both federal and state labor laws apply. He stated that it is vital that each wing commander be informed of the implications of the state wage and hour law. Col Glass added that he was dealing only with federal law and the state legal officers must check to make sure the employment practice used by the wing commander does not violate state laws. There was a request for the headquarters to consider sending to the wing commanders the available summary of wage and hour laws for each state.

MR. ALLENBACK/EX stated that he would like to present an update on this program to the August 2005 National Board. Gen Wheless agreed that it would be good for Mr. Reckart to appear and become known to the wing commanders.

### **MOTION CARRIED WITH NO DISSENTING VOTES**

#### FOLLOW-ON ACTIONS:

1. Implementation of the hiring plan.
2. Forwarding summary of state wage and hour laws to wing commanders
3. Inclusion in Aug 05 National Board agenda.

**SUBJECT: CAP Magazine  
HQ CAP/XP – Don Rowland**

**BACKGROUND**

Issue:

Transition the CAP News to a glossy magazine format

Transition to new glossy 4 Color CAP Magazine:

Current CAP News will be phased out / New concept magazine begins

Concept/Purpose:

Timing: January '06

Design:

Cost: - to be determined based on format and frequency of issues  
Unfunded for '06

Advertising Considerations:

Working on possible solutions to this – may present limited possibilities

Frequency: Bimonthly

Format/Makeup:

# of pgs. / Editorial coverage/slant  
Printing  
Distribution

Next Steps:

Secure funding / Reviews/approvals

**OTHER SC STRATEGIC INITIATIVES**

- Reorganization
- Priorities
- Focus on Customer/Volunteer
- PAO Program
- Crisis Communications Program
- Branding
  - . Perception
  - . Image
  - . Identity
  - . Awareness

MR. DON ROWLAND/HQ CAP/XP presented a slide briefing (Atch 10)

He briefed the transition of the CAP News to a bimonthly glossy magazine format, effective January 2006.

**SUBJECT: XOS-HA Update  
Maj Wessels**

**BACKGROUND**

MAJ WESSELS presented a slide briefing. By request, a copy of the briefing will be provided NEC members.

During the briefing, Col Vogt stated that in a meeting with Mr. Dominguez and Gen Keys, he (Col Vogt) proposed that all the items, e.g. the Chaplains program, be taken out of AFI 65-601 (budgeting) and included in AFI 10-2701 with other CAP activities, which would facilitate making changes, when necessary. Maj Wessels agreed this should be done. They will look at whether this is feasible as AFI 10-2701 proceeds through coordination.

During the briefing, the CAP ID card was discussed extensively. Col Karton/GLR raised a question regarding Air Force approval of the CAP ID card. He stated that the NEC had no question but that the Air Force approval was final and has proceeded accordingly. Col Vogt explained approval of the CAP ID card was verbal at the action officer level and on good faith Col Sciss came to CAP and briefed that acceptance by that action officer. When the final CAP ID card was presented and Col Sciss again presented it for final approval, the action officer again indicated that he had no problem with it but said they had better get it staffed so CAP would have something in writing that would be an approval for eternity. The staff summary package was then generated to get that formal coordination process so it will be codified. Currently CAP has an informal approval even though it is from a reliable source. Col Vogt added, "We need to do a better job of delineating to you exactly who 'the Air Force' is in every situation. There is common perception in the field, if a TSgt says something or if it is the SECAF saying something, it is 'the Air Force' says. Within every organization there are certain levels that have to buy off on something before it is official. What we are doing now is correcting a misstep that happened before and making sure the proper person in 'the Air Force' approves it once and for all. These things take time. I think this one, in the exuberance of rushing to get it done for you, might have been a misstep. I wish, in hindsight, the question had been asked, or that person had volunteered, 'Yes, I think it will go through, but the staff summary sheet is the actual final coordination process so that it is officially blessed.'" Maj Wessels added that if the formal coordination had preceded the give-and-take discussions and the informal approval, the Air Force answer probably would have been "no" and more work and time would have been wasted.

Concerns were voiced regarding expenditure of CAP funds on a program without final Air Force approval. Col Vogt stated he would call the Air Staff on Monday morning and get a status of the staff summary coordination, including an estimate of time, regarding the CAP ID card.

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GEN WHELESS suggested that he make a call after he hears from Col Vogt and after discussions with Col Allenback and Ms. Parker about the rapidity with which CAP proceeds. He stated that he understands the concerns and appreciated the number of apologies from Col Vogt.

GEN WHELESS expressed appreciation to Maj Wessels for the briefing.

Later in the meeting, Gen Wheless emphasized that if in the Air Force formal coordination there is ANY change, the CAP ID card will come back to the NEC.

Also later in the meeting, Col Karton reported on his phone call to Col Webb regarding the CAP ID card (and leather jacket). He stated that Col Webb reiterated that "we have acted in good faith with approval from the Air Force" and more is the point from his point of view, "this is the Civil Air Patrol's card, which is distinctive from the DoD card by the addition of the band which the Air Force requested and under the circumstances there is no reason why we shouldn't proceed to produce the card and distribute it."

MAJ GEN WHELESS stated his intent on how to handle the ID card issue, unless the NEC feels it would be inappropriate. He gave an example, "it is possible that a region commander in good faith would tell someone that CAP is willing to do something, and it is possible that if that issue came to the level of the National Commander, that the National Commander, based on other considerations, might need to say, 'as much as the region commander committed in good faith, we cannot do that. We have to do it a different way.'" Gen Wheless added, "I think that is the very nature of command and when command is not exercised in a reasonable way then you will provide corrective action to your commander so that reasonable correction goes up and down. If Col Vogt reports to me on Monday that there is some difficulty about the ID cards and he has identified where that problem lies, then my suggestion to the staff is going to be 'don't spend money yet.' I would want Col Vogt to press as hard as he could in order to conclude this issue, but if we still come up with non-approval, I would want to get notice to the NEC as quickly as possible. But, I do not think this issue is worth falling on our sword for. I do not want this issue to cloud our negotiations about control. That is the single most important issue that is before Civil Air Patrol, and how we act on collateral issues may affect that outcome. That is why I suggest to you that we will leave the NEC action where it was, where it was taken in good faith, but if I find that exigencies require some delay in the implementation or that the NEC reconsider it, then I will bring it to you."

COL KARTON expressed concern about drawing the line between smaller issues of control (conceding) and larger issues of control (not conceding) and stated that either the Air Force has control of CAP corporate activity or it does not. He added that if the Air Force does not have control over the big corporate activities, it doesn't have control over the little ones either.

MAJ GEN WHELESS stated that he doesn't believe the Air Force has control over CAP corporate uniforms. He added, "If you wanted to pick a card that is green or orange that does not look almost identically like an official Air Force card, then we would control it. But when you get too close, when we start wearing the Air Force blues, I am not going to dispute the fact that the Air Force controls the wear of that uniform. And I think

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the issue is the same with the present card. I think it is important that we lay this on the table. If I am off-base, then I need to get re-directed.”

MR. ALLENBACK/EX stated that Col Karton may not be aware, but there is a lot of important national security issues involved in this issue. The President has appointed a commission on ID cards. There is an Air Force executive agency to work that for us. He added, “I think it is important to stay on the path that you have decided that there has to be some official coordination, which should be resolved soon. There are some national-level security issues with the card looking like a real Air Force card and that is what is being worked out.”

MAJ GEN WHELESS stated that he understands that Col Karton is an excellent advocate for his commander just as he was an excellent advocate for the National Commander when he was the National Legal Officer, and he appreciated it.

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### Administrative Announcements

Maj Gen Wheless recognized the attendance by past National Commanders Maj Gen Rick Bowling and Brig Gen Paul Bergman who are members of CAP's Board of Governors. He also welcomed the region commanders and national staff.

1. Maj Gen Wheless expressed his appreciation to the region commanders, specifically for their cooperation in identifying aircraft and gliders available for national use. He also noted that through outstanding leadership of the region commanders, all unit reports have been received. He added that additional management will be needed for those wings that do not have a wing financial officer and in the area of logistics for accountability across the board.
2. Maj Gen Wheless reported that a number of big issues are pending for the organization, including:
  - (a) The interpretation of CAP's congressional act; the meaning of it; to what degree the Secretary of the Air Force retain control; to what degree does that control include corporate activities funded by the Air Force, if to any degree. The General Counsel of the Air Force has submitted an opinion to which CAP's legal team has responded, and discussions will follow regarding these issues. There is great hope there will be a meeting of minds with a resolution acceptable to CAP and the Air Force. The outcome of this issue will determine the direction of CAP for years to come.
  - (b) The second big issue is the FAA. Great efforts are being made to prepare appropriate language to deal with issues that CAP has with FAA and the direction that CAP will take in an attempt to resolve these issues.
  - (c) A letter signed by the National Commander to the Acting Secretary of the Air Force asking that he declare the glider program be an integral part of the CAP support provided to the Air Force. This action was taken so that CAP could move ahead on the glider program, including maintenance, while negotiations continue on the language in the congressional act that the Air Force will adopt it in its Air Force Policy Directives (AFPD) and the Air Force Instruction (AFI). In the proposed AFPD and AFI the glider program will become an integral part of the program with coverage. The glider issue will be weighed with the importance of the control issue.
3. Maj Gen Wheless announced that Col Greenhut completes his term of office as NER commander in August. He outlined a selection process (nonpolitical) for replacement and asked for input to this proposal from the region commanders. He asked Col Glass to chair a review committee (three to five members—composition to be determined) to review the applications. The committee will advise all wing commanders in the NER and all region commanders of those who have self-nominated themselves as candidates for the office. The

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committee will accept written comments, oral comments, or any recommendations from any of the wing commanders or the current sitting commander. The committee will review all the self-nomination submissions and prepare a first cut list, if necessary due to the number of submissions, for personal interview—probably no less than three and no more than five candidates. The committee would vote by successive secret ballots until a majority is achieved, deleting those candidates receiving no votes in each balloting. That will conclude the activity of the committee. The chairman will NOT announce the name of that person. The name will then be submitted to the National Commander who will confer with the committee chairman and confer directly with the sitting commander before a final decision is made. The National Commander will then announce the name of the successor. These actions will be taken prior to the date of departure of the current commander.

4. Brig Gen Pineda's remarks included four items:
  - (a) He will be working with headquarters staff and committees to support the recruiting and retention efforts.
  - (b) He is meeting and working with Homeland Security, Domestic Security and Task Force 7, which handles the southern part of Florida. This effort may result in a nationwide program.
  - (c) He also is working with U. S. Customs air branch officials in the area of investigations (observation flights only), which should open doors across the country.
  - (d) He was invited and represented CAP at a Domestic Security National Plan rollout in south Florida, which was attended by federal, state, and local officials. Hopefully this effort will result in making other connections and opening other doors.
5. Mr. Al Allenback/EX reported that CAP is prominently featured in a new edition of a handbook, "AIRMAN," which is given to all personnel entering the Air Force. Also, CAP is prominently featured in the 2005 Almanac issue of the Air Force Magazine as a part of the total Air Force team. He also provided an update of National Headquarters activities and a status of tasking from the November 2004 NEC. He noted that the headquarters had processed four staff packages of fairly complex issues in the last month. Col Allenback also offered congratulations to CAP-USAF for an EXCELLENT rating in a recent AETC IG inspection. He added that the inspector praised the coordination and cooperation between corporate and Air Force staffs.
6. Col Vogt, USAF, Senior AF Advisor, commented on the busy couple of months leading to the 2-week compliance inspection combined with readiness and chemical warfare gear. He noted that Operations and Safety received an OUTSTANDING rating; FM, JA, and IM were rated EXCELLENT; resulting in overall rating of EXCELLENT. He emphasized that the cooperation and working together to work through issues identified in past DoD IG inspections and Air

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Force Inspection Agency special review of 2002 were noted by the inspectors. He introduced his staff as well as Major Ken Wessels, USAF/XOS-HA, representing Col Sciss who is TDY to the 1<sup>st</sup> Air Force. Col Vogt stated that he brought greetings from Lt Gen Regni, AU/CC, who is a staunch supporter of CAP and stays current on all CAP operations. With reference to the AFD and AFI discussions with SAF General Counsel mentioned earlier by Gen Wheless, he further stated that he had the honor of sitting in a teleconference with Lt Gen Keys, AF/XO, and Mr. Dominguez. Mr. Dominguez, as a BoG member and Secretary of the Air Force, was able to give Col Vogt some insights on the way ahead with the AFD and AFI and he added that, in his role as Senior AF Advisor, he would like to be involved in the future discussions in this matter. He announced that the money for wing administrators is available for this fiscal year, based on 12 hires in July and 13 in August. At the same time, the Air Force, including AU and AETC, is going through an exercise to decide where cuts can be made to make ends meet this year. Col Vogt stated that he is cutting wherever possible and if there is fallout at the end of the fiscal year, it will go to CAP programs. He suggested that Headquarters CAP go through the same cost-cutting exercise to help with unfunded requirements. He further reported that Mr. Dominguez is signing a letter directing a review of CAP-USAF manning and structure to see how CAP-USAF can better support CAP and all its new missions. Once AETC and Air Staff teams are looking at CAP-USAF, they will also look at the whole operations support—what we need to support 1<sup>st</sup> Air Force and the commitments to that organization.

7. Col Davis Bonner presented a slide briefing on Safety, in the absence of Mr. Woodsmall. There was discussion on the age of CAP pilots and the emphasis placed by insurance companies. Mr. Leibowitz/GC stated that AOPA is engaging in a major study of the effects of aging on pilot abilities and insurance. Col Bonner also reported that the FY05 Paul W. Turner Award was earned by the Rhode Island Wing, and the Safety Officer of the Year Award was earned by Capt Lawrence Mattiello of the Nighthawk Composite Squadron, Texas Wing.
8. Maj Gen Wheless announced the winner of the 2005 Norm Edwards Counterdrug Officer of the Year Award—Lt Col Paul Falavolito of the Pennsylvania Wing. The NER/CC has been notified so that he can pass it down.
9. Appreciation was expressed to the Finance Committee and all the staff that worked with the committee for their hard work and cooperation.
10. Maj Gen Wheless thanked everyone at the NEC table for dealing with some difficult issues in a fashion that intelligent people can deal with issues.
11. Maj Gen Wheless announced that, in addition to Col Greenhut—mentioned earlier—this is also Col Robinson's last NEC meeting as a region commander. She will depart about a month later than Col Greenhut.

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**THE NATIONAL EXECUTIVE COMMITTEE WENT INTO EXECUTIVE SESSION AT 3:15 PM ON FRIDAY, 13 MAY 2005**

**THE NEC ADJOURNED AT 12:37 PM, SATURDAY, 14 MAY 2005.**