
Civil Air Patrol
Board of Governors Meeting Minutes
5 December 2007
Washington DC

Chairman, Civil Air Patrol Board of Governors
Major General Richard L. Bowling, CAP
Member-at-Large

Vice Chairman, Civil Air Patrol Board of Governors
Lieutenant General John D. Hopper, Jr., USAF (Ret)
CEO, Air Force Aid Society

Members

Colonel Reggie L. Chitwood, CAP
Civil Air Patrol National Chief of Staff

Brigadier General Amy S. Courter, CAP
Civil Air Patrol Interim National Commander

Mister Paul L. Graziani, President and CEO
Analytical Graphics Inc.

Lieutenant General Nicholas B. Kehoe, USAF (Ret)

Brigadier General Steven Westgate, USAF
Vice Commander, 1st Air Force

Lieutenant General Charles J. Searock Jr., USAF (Ret)
General Aviation & Technology Consultant

Major General John M. Spiegel, USAF (Ret)
Booz Allen Hamilton, Inc.

Colonel John E. Tilton, CAP
Member-at-Large

Mister Bruce N. Whitman, President
FlightSafety International Inc.

Appointments Current as of 1 November 2007

Civil Air Patrol
Board of Governors Meeting
5 December 2007
Washington DC

Schedule

CALL TO ORDER
Major General Richard L. Bowling, CAP

PLEDGE OF ALLEGIANCE
Lieutenant General John D. Hopper, Jr., USAF (Ret)

ROLL CALL
Mr. Don R. Rowland

RECOGNITION OF NEW MEMBERS AND VISITORS
OPENING REMARKS
Major General Richard L. Bowling, CAP

NATIONAL COMMANDER'S REPORT ON ORGANIZATION STRUCTURE
Brigadier General Amy Courter, CAP

CIVIL AIR PATROL BOARD OF GOVERNORS AGENDA

CLOSING REMARKS
ADJOURNMENT
Major General Richard L. Bowling, CAP

Civil Air Patrol
Board of Governors Meeting
5 December 2007
Washington DC

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Opening Remarks

CALL TO ORDER. Major General Richard L. Bowling, CAP, Chairman, Civil Air Patrol Board of Governors, called the meeting to order. Lt Gen John D. Hopper, Jr., USAF (Ret), Vice Chairman, Civil Air Patrol Board of Governors, led the group in reciting the Pledge of Allegiance. Mr. Don Rowland, Executive Secretary, called the roll and noted that there was a quorum with all members present, except that Brig Gen Steven Westgate, USAF represented Maj Gen Henry C. Morrow, USAF, Commander, 1st Air Force.

THE CHAIRMAN thanked everyone attending this 5 December 2007 meeting of the Civil Air Patrol Board of Governors, and noted the attendance of Mr. Craig Duehring, Acting Assistant Secretary of the Air Force (Manpower & Reserve Affairs), accompanied by his assistant Col Ann Hamilton, USAF; the Honorable W. Kip At Lee, Deputy General Counsel for the Air Force, National Military Affairs; and Brig Gen Sandy Schlitt, USAF (Ret), Vice Chairman, Aerospace Education for the Air Force Association;

THE CHAIRMAN also introduced the two Civil Air Patrol members sitting for the first time on the Board of Governors: Colonel Reggie Chitwood, CAP, National Chief of Staff and Col John Tilton, former commander of the Alabama Wing, Civil Air Patrol.

THE CHAIRMAN also welcomed Mr. Billy Daniels, auditor from Wilson, Price, Barranco, Blankenship & Billingsley; Col Russell Hodgkins, USAF, Commander, CAP-USAF; Col Andrew Worek, CAP, National Legal Officer; and Col Curt Sheldon, USAF, and his staff.

THE CHAIRMAN again reminded the board, especially the two new members, that the Board of Governors functions not only as oversight, but also as an advocate for Civil Air Patrol to help provide the tools that CAP needs to continue to serve this country.

THE CHAIRMAN paid tribute to Col Ed Lewis, CAP, and Col Dion DeCamp, CAP, the two CAP members who recently perished in an aircraft accident.

BRIG GEN COURTER, CAP, presented a slide briefing which reviewed current Civil Air Patrol activities and outlined a revised organizational structure.

THE CHAIRMAN thanked the National Headquarters' staff for all their efforts to ensure the success of this meeting. He also thanked the Audit Committee and National Headquarters' FM staff for the great strides made in the financial area.

THE 5 DECEMBER 2007 MEETING OF THE CIVIL AIR PATROL BOARD OF GOVERNORS OPEN SESSION BEGAN AT 1035 AND ADJOURNED AT 1430.

THERE WAS A CLOSED EXECUTIVE SESSION, BEGINNING AT 1445 AND ENDING AT 1530.

Agenda Item: 1**Approval of Previous Minutes
Maj Gen Bowling**

Background

The BoG met last on 6 June 2007 in Atlanta GA. Additionally, the BoG met by teleconference on 2 October 2007. The 5 December 2007 meeting of the Board of Governors is to review and approve the previous meeting minutes.

Proposed BoG Action

That the Board of Governors vote to approve the 6 June and 2 October 2007 minutes.

Funding Impact

None.

Committee Recommendation

None.

BoG Action

MR. GRAZIANI moved and LT GEN HOPPER, USAF (Ret), seconded a motion that the BoG approve the minutes of the June 2007 meeting, amended to clarify the discussion on page 8. (a) Update on CAP activities, to reflect the intent of HR-1333, which was for the Department of Homeland Security (DHS) to establish the MOU with the Air Force and that the legislation would have been directive to DHS; as well as the minutes from the 2 October teleconference.

THE MOTION CARRIED UNANIMOUSLY

Agenda Item: 2**FY08 Amended Appropriated Budget
Mr. Rowland**

Background

The FY08 Appropriated Budget was previously approved by the BoG on 6 December 2006. Recently, congressional action has restored funding. This funding has been rolled into our current programs. Attached is a decision paper outlining the programs most affected by the increase in funding.

See **Appendix A** for the entire budget.

Proposed BoG Action

That the Board of Governors vote to approve the FY08 Amended Appropriated Budget.

Funding Impact

As outlined in the budget proposal.

Committee Recommendation

None.

BoG Action

MR. ROWLAND/EX reviewed the FY07 Budget Execution Report and clarified that, though the fiscal year ended 1 October 2007, 100 percent of the budget has been executed or encumbered so funds are still being paid out.

MR. ROWLAND/EX also reviewed the Line of Credit. Air Force reimbursement has been refined by working with DFAS so that less money needs to be borrowed. He reminded that the interest is paid out of CAP membership dues because it is not reimbursable from the Air Force.

MR. ROWLAND/EX briefed the amended FY08 Appropriated Budget. The budget was amended because \$2.8M was added by Congress. There was clarification that even though \$800,000 had been saved in major maintenance, there would have still been a shortfall without the additional funding. There was also clarification that the uniform that is provided cadets consists of an Air Force-style blue shirt, blue pants, hat, and belt, but not shoes. In response to a question about the Counterdrug Missions line item, Mr. Rowland explained that the funding goes directly to the operation of the aircraft—legislation does not allow reimbursement from Customs or DEA. Mr. Rowland added that Senator Stevens (D-AK) identified constituent needs of survival equipment, the cost of which did not add up to the \$500,000 that he requested.

If the \$500,000 is approved, it is hoped that any excess can be used for other requirements in Alaska.

MR. ROWLAND/EX requested approval to amend the budget to add the \$2.8M back into the O & M budget for FY08.

LT GEN SEAROCK, USAF (Ret) moved and COL CHITWOOD/CAP seconded a motion that the Board of Governors vote to approve the FY08 Amended Appropriated Budget.

THE MOTION CARRIED UNANIMOUSLY

FOLLOW-ON ACTION: Execution of budget as amended.

DECISION PAPER**ON****FY08 AMENDED APPROPRIATED BUDGET**

- **PURPOSE:** To obtain approval of the CAP FY08 Amended Appropriated Budget.

- **BACKGROUND:** The FY08 budget was previously approved, however at that time CAP's funding was to be reduced by \$2.442M. Following successful Congressional action, \$2.8M was restored to the FY08 appropriated budget of which \$500K was designated for Alaska survival equipment. This meeting will seek approval of an amended budget to account for this restoration of funding.

Budget is at **Appendix A**.

- **HIGHLIGHTS:**

The following major mission area funding was increased as noted:

- Cadet Uniforms funding (\$164K)
- AF-funded Training Missions (\$837K)
- Aircraft Major Maintenance funding (\$385K)
- CD Mission support (\$396K)
- Salaries/Benefits (\$251K for Wing Admin; \$151K for NHQ)
- Audit Services, Ethics Point, Software Upgrade, Wing Admin Travel (\$116K)

- **DECISION:** Approve the CAP FY08 Appropriated Budget as amended.

Agenda Item: 3**FY09 Appropriated Budget
Mr. Rowland**

Background

The proposed FY09 Appropriated Budget was presented to Civil Air Patrol's National Executive Committee (NEC) on 2 November 2007. The NEC discussed the budget and approved it as presented. Attached is the decision paper outlining the highlights of the budget.

See **Appendix B** for the entire budget.

Proposed BoG Action

That the Board of Governors vote to approve the FY09 Appropriated Budget.

Funding Impact

As outlined in the budget proposal.

Committee Recommendation

The CAP Finance Committee has reviewed the financial data presented and forwarded these items through CAP's NEC for presentation to the Board of Governors.

BoG Action

MR. ROWLAND/EX briefed the FY09 Appropriated Budget. There was clarification that the aircraft fleet size is currently 530; however, the NEC has just asked to raise the number to 550 and that process is being worked. Mr. Rowland pointed out that the vehicle fleet size is about 900 and that the vehicle procurement is woefully underfunded. There was an explanation that a current legal opinion does not allow CAP to purchase vehicles under the GSA contract. CAP vehicles are bought under the bid process in open market. There was also an explanation that utilization of vehicles is tracked by number of events and passengers—not just miles. Mr. Rowland referred to the 15 percent cut three years ago in the CAP budget, which was later restored, but added that the out-years have never been fully restored from that cut. The \$1.7M reduction will continue to be worked within the Air Force, but at some point there may need to be a legislative initiative to restore the remainder.

MR. ROWLAND/EX requested approval of the proposed budget, which does not ask for anything that is not in an unfunded list. CAP has identified this need to the Air Force. Those items are carried as "unfunded" and hopefully they will be restored.

MAJ GEN SPEIGEL, USAF (Ret) moved and BRIG GEN COURTER, CAP, seconded a motion that the Board of governors vote to approve the FY09 Appropriated Budget.

THE MOTION CARRIED UNANIMOUSLY

DECISION PAPER
ON**FY09 APPROPRIATED BUDGET**

- **PURPOSE:** To obtain approval of the CAP FY09 Appropriated Budget.

- **BACKGROUND:** During each budget cycle, the BoG is asked to approve the Civil Air Patrol budget. This meeting will seek approval of the FY09 Appropriated Budget.

Budget is at **Appendix B**. Mr. Rowland will brief the significant adjustments to the FY09 budget as compared to FY08.

- **HIGHLIGHTS:**

-- Reduction in baseline of \$1.760M

Salaries/Benefits	-\$ 239,000
Cadet Uniforms	-\$ 264,748
Training Missions	-\$ 625,192
Consolidated Maintenance (Major & Minor)	-\$ 631,060

-- Increased postage expenditure by \$170K – anticipate no base service

IMPACT:

-- Salaries: reduce staff by 5 employees; 10% increase in response time

-- Cadet Uniforms: 2,600 cadets will not receive new uniforms when they join

-- 25% reduction in program

-- Training Missions: 4,500 less training hours

-- 13% reduction in program

-- Consolidated Maintenance: delayed actions, longer time out of service

- **DECISION:** Approve the CAP FY09 Appropriated Budget.

Agenda Item: 4

**CY08 Cost of Living Adjustment
Mr. Rowland**

Background

The proposed CY08 Cost of Living Adjustment was presented to Civil Air Patrol's National Executive Committee (NEC) on 2 November 2007. The NEC discussed the proposed adjustment and approved it as presented. Attached is the decision paper outlining the highlights of the adjustment.

Proposed BoG Action

That the Board of Governors vote to approve the 3.5% Cost of Living Adjustment for calendar year 2008.

Funding Impact

The FY08 Appropriated Budget can support the recommended adjustment.

Committee Recommendation

The CAP Finance Committee has reviewed the financial data presented and forwarded these items through CAP's NEC for presentation to the Board of Governors.

BoG Action

MR. ROWLAND/EX briefed the proposal and outlined the comparison with the Air Force and local community. He noted that the approved Amended FY08 budget will cover this increase.

LT GEN HOPPER, USAF (Ret) moved and COL TILTON, CAP, seconded that the Board of Governors vote to approve a 3.5% Cost of Living Adjustment for CAP NHQ staff for calendar year 2008.

A point was raised that salaries need to be looked at in comparison to the annual cost of living raise, which may get skewed after a period of time. It was noted that 3 years ago a comparison study of salaries was done and CAP came in line with the area. Also, whenever a position becomes available, it is reclassified to ensure that the job is classified correctly for the pay.

THE MOTION CARRIED UNANIMOUSLY

DECISION PAPER**ON****CY08 COLA**

- **PURPOSE:** To endorse proposed CY08 Cost of Living Adjustment for NHQ staff.

- **BACKGROUND:** During the Nov 07 NEC, CAP's Finance Committee submitted the COLA recommendation and the NEC unanimously approved the recommended rate increase.
 - US Urban Area: 3.7%
 - U S Air Force: 3.5%
 - State of Alabama: 3.5%
 - City of Montgomery: 4.0%
 - Montgomery County: 4.0%

- **Proposed CAP NHQ COLA: 3.5%**

The FY08 budget can support the COLA recommended.

- **DECISION:** Endorse the proposed COLA increase for next calendar year.

Agenda Item: 5

**Changes to CAP Investment Policy
Mr. Rowland**

Background

The proposed changes to the CAP Investment Policy were presented to Civil Air Patrol's National Executive Committee (NEC) on 2 November 2007. The NEC discussed the proposed changes and approved them as presented. Attached is a decision paper outlining the highlights of the adjustment.

Proposed BoG Action

That the Board of Governors vote to approve the suggested changes to the CAP Investment Policy as outlined below:

- a. Modify the current investment policy to include Exchange Traded Funds.
- b. Reword investment policy goal to "The immediate goal of the Civil Air Patrol corporate investment program is to grow its portfolio to a base line of \$5,000,000."

Funding Impact

As outlined in the proposal.

Committee Recommendation

The CAP Finance Committee has reviewed the suggested changes presented and forwarded these items through CAP's NEC for presentation to the Board of Governors.

BoG Action

MR. ROWLAND/EX briefed the proposal and recommended approval to include Exchange Traded Funds in the Civil Air Patrol portfolio, as recommended by the National Finance Committee, approved by the National Executive Committee and endorsed by the Audit Committee (item a. of the proposed action).

BRIG GEN COURTER, CAP, moved and COL CHITWOOD, CAP, seconded that the Board of Governors vote to approve a modification to the current CAP Investment Policy to include Exchange Traded Funds.

There was clarification that the trade decisions are made by CAP's investment advisors and this would be a no-load cost. An advantage would be in knowing the value immediately when traded. Also, this proposal is made because of the Index which has more stability than just individual stocks.

There was also clarification that Item b. of the proposed action was withdrawn and will be brought forward at a later date after further discussion with the Audit Committee regarding the investment policy goal. There was further discussion on the importance of how CAP achieves an investment policy goal, and what actions will be taken by the CAP leadership to review and evaluate all investment policies.

THE MOTION CARRIED UNANIMOUSLY

FOLLOW-ON ACTIONS: (1) Modification to CAP Investment Policy to include Exchange Traded Funds; (2) Inclusion of change to Investment Policy Goal in a future BoG agenda; (3) EX provide a report on Foundation Funds to BoG members (or include in the June 2008 BoG agenda).

DECISION PAPER**ON****Change to CAP Investment Policy**

- **PURPOSE:** To endorse proposed changes to the CAP Investment Policy.

- **BACKGROUND:** During the Nov 07 NEC, CAP's Finance Committee submitted suggested changes to the CAP Investment Policy and the NEC unanimously approved the recommendations.

Recommended changes:

a. Modify the current investment policy to include Exchange Traded Funds (ETF). CAP's investment brokers, A.G. Edwards, have suggested the organization modify the investment policy to allow the corporation to invest in ETFs. ETF's carry the same risk factors as our other investments.

1. ETF's are funds that track an index, but can be traded like a stock. ETFs always bundle together the securities that are in an index; they never track actively managed mutual fund portfolios (because most actively managed funds only disclose their holdings a few times a year, so the ETF would not know when to adjust its holdings most of the time). Investors can do just about anything with an ETF that can do with a normal stock, such as short selling. Because ETFs are traded on stock exchanges, they can be bought and sold at any time during the day (unlike most mutual funds). Their price will fluctuate from moment to moment, just like any other stock's price, and an investor will need a broker in order to purchase them, which means that he/she will have to pay a commission.

2. On the plus side, ETFs are more tax-efficient than normal mutual funds, and since they track indexes they have a very low operating and transaction costs associated with them. There are no sales loads or investment minimums required to purchase an ETF. The first ETF created was the Standard and Poor's Deposit Receipt (SPDR, pronounced "Spider") in 1993. SPDRs gave investors an easy way to track the S&P 500 without buying an index fund, and they soon became quite popular.

b. Reword investment policy goal to "The immediate goal of the Civil Air Patrol corporate investment program is to grow its portfolio to a base line of \$5,000,000." CAP has met the goal of \$4,000,000 established a few years ago and would like to update the goal and change the wording from "long term" to "immediate" as stated above.

- **DECISION:** Endorse the proposed changes to the CAP Investment Policy.

Agenda Item: 6

**Audit Committee Report
Lt Gen Hopper**

Background

The Civil Air Patrol Board of Governors Audit Committee normally meets twice a year in conjunction with the regular meeting of the Board of Governors. Lt Gen Hopper, Chairman of the Board of Governors' Audit Committee, will provide an update on recent activities and findings.

Proposed BoG Action

To be determined.

Funding Impact

To be determined.

Committee Recommendation

To be presented by Lt Gen Hopper.

BoG Action

LT GEN HOPPER, USAF (Ret), Chairman of the Audit Committee, noted that the other members of the Audit Committee are Mr. Whitman and Mr. Graziani, the newest member, replacing Brig Gen Courter, CAP, Interim National Commander. The charter makes it inappropriate for Gen Courter to serve as a member of the Audit Committee while also serving as the National Commander.

LT GEN HOPPER, USAF (Ret), provided the following report:

There have been excellent results since the last meeting with a reduction in the number of single audits—a great accomplishment of the CAP FM staff and the auditors.

There are some new audit standards, effect 2008, which will involve risk assessment, and plans are already underway to comply. The test remains, what a reasonably improved command would do and CAP meets that test with virtually every product.

The investment policy was discussed and several issues were raised. A proposal will be brought to the BoG after further study and development by the Interim National Commander and Executive Director.

There was a good update on the Wing Banker Program that continues to move forward. The Audit Committee encouraged the FM staff to continue to push that program forward.

Consolidated Maintenance has been and will be a big saver. At 53 percent right now, we anticipate 80+ percent of CAP's wings to come under the program by the end of 2008.

The WMIRS (Web Mission Information Reporting System) is effective and will solidify the financial control and reporting process. There needs to be some improvement in the LG area.

There has been a giant step forward in the partnership between DFAS and CAP, resulting in a reduced turnaround time for funds reimbursements.

Lt Gen Hopper noted that the cost of using a Line of Credit has been significantly reduced from \$55,000.00 to \$5,000.00.

Stated that the Audit Committee was very satisfied with the progress made since the last board meeting in June 2007.

BRIG GEN COURTER, CAP, added that she and Mr. Rowland/EX are members of The Independent Sector—a panel that put together principles of good governance and applicable practice as a guide for charities and foundations. This was brought to light when the question was raised, “How do we raise the financial acumen of the National Executive Committee?” She added that the guide has been distributed to the NEC with some focus on several areas, including good guidance and relevant up-to-date information on the best practices. She offered to make it available to the BoG members.

LT GEN HOPPER, USAF (Ret), stated that he also would become a member of The Independent Sector.

Agenda Item: 7

**Litigation Update
Mr. Odell**

Background

Mr. Gordon Odell, Headquarters Civil Air Patrol General Counsel, will update the Board of Governors on the status of litigation involving the Civil Air Patrol. (Discussion in attached Background Paper)

Proposed BoG Action

To be determined.

Funding Impact

To be determined.

Committee Recommendation

None.

BoG Action

MR. ODELL/GC briefed the status of litigation involving the Civil Air Patrol in Closed Executive Session.

BACKGROUND PAPER**ON****GC LITIGATION UPDATE**

- **PURPOSE:** To update Board of Governors on status of lawsuits involving CAP.
- **BACKGROUND:** Below are the current lawsuits involving CAP. Details will be provided during BoG meeting. Any discussion on strategy employed or resolution of suits will require a closed-door session.
 - Aric Hall v Civil Air Patrol
 - Campbell v CAP
 - Plaszowiecki v Civil Air Patrol
 - Stella v CAP
 - NC Aircraft Accident Litigation
 - CAP v Delta & FAA (Not filed – Partially settled)
 - CAP v Jackson Hole Aviation (Settled)
 - CAP v American Air (Settled)
 - Craig v Peterson
 - CAP v Williams
 - CAP v Zinnecker
- **DECISION:** None required

Odell/CAP/GC/334-264-7152/go/16 Nov 07

Agenda Item: 8**Oversight Committee Report
Lt Gen Searock**

Background

The CAP Board of Governors established a committee to review the various roles different organizations play in guiding Civil Air Patrol and to better understand the governance issues involved in day-to-day operations. The committee members were to visit with both CAP and CAP-USAF to gain their perspective.

Proposed BoG Action

To be determined.

Funding Impact

To be determined.

Committee Recommendation

To be presented by Lt Gen Searock.

BoG Action

LT GEN SEAROCK, USAF (Ret) presented a slide briefing covering a recent visit to National Headquarters by the Oversight Committee: Lt Gen Hopper, USAF (Ret), Maj Gen Speigel, USAF (Ret), and Lt Gen Searock, USAF (Ret). Gen Searock stated that they met with Col Russell Hodgkins, USAF, CAP-USAF Commander; and Mr. Don Rowland, Executive Director, and staffs to discuss ways to increase the utilization of Civil Air Patrol. Several recommendations were made with a view of the Board of Governors becoming more involved as advocates for Civil Air Patrol. Also, a point was made that in order to move forward, emphasis needs to be placed on revising DoD and Air Force guidance.

GEN SEAROCK added that during discussion with the Interim National Commander, Gen Courter volunteered to take the suggested recommendations and begin the action that can lead to their eventual implementation and will report back to the BoG.

FOLLOW-ON ACTION: Inclusion in bi-monthly report or inclusion in the Jun 08 BoG agenda.

Agenda Item: 9**Full Motion Video
Brig Gen Westgate**

Background

Brig Gen Westgate updated the BoG on full motion video and how it can be applied and used in Civil Air Patrol missions.

Proposed BoG Action

To be determined.

Funding Impact

To be determined.

Committee Recommendation

None.

BoG Action

BRIG GEN WESTGATE, USAF, represented Maj Gen Morrow, Commander, 1st Air Force, who sent regrets that he could not attend this meeting. Gen Westgate expressed appreciation to Civil Air Patrol for all it is doing for 1st Air Force, and elaborated on a new possible mission for CAP. He stated that during the course of assisting with the California fires, the 1st Air Force realized they needed full motion video (FMV). This is a system to help identify where a fire is and where it is going, as well as other applications, and can be installed in CAP aircraft. He further stated that Gen Morrow is interested in CAP performing this type mission for 1st Air Force.

There was a follow-on information briefing and lengthy discussion on training and funding that would be needed to support this kind of mission.

Agenda Item: 10

**Base Support Initiative
Brig Gen Courter**

Background

Brig Gen Courter will update the CAP Board of Governors on recent developments in the Base Support Initiative. Attached is a background paper on the initiative. This is for information purposes only.

Proposed BoG Action

None.

Funding Impact

None.

Committee Recommendation

None.

BoG Action

BRIG GEN COURTER, CAP, and MR. CRAIG DUEHRING, Acting Assistant of the Air Force (Manpower & Reserve Affairs), presented a slide briefing updating recent developments in the Base Support Initiative, and requested endorsement of the Board of Governors. The following vision statement was proposed:

“The Civil Air Patrol (CAP) embodies volunteerism and is an integral and expanding part of our Air Force culture. We will continue to look at innovative and efficient methods to integrate our volunteers into the total force support, operations and services, thus enabling our airmen to focus on meeting tomorrow’s challenges.”

During discussion, there was clarification of several areas including distinctive uniform wear, grooming standards, and appropriate training of those adult CAP members participating in the Base Support Initiative. A point was made that this program is intended to take away restrictions and allow local CAP groups or squadrons and Air Force bases to work out the details of how they can interface—and in some cases, augment those areas where troops have been deployed. It was also noted that another potential value of this initiative will be CAP awareness of and visibility to the Air Force, which may result in even more areas where the Air Force may use CAP capabilities that are even more closely related to Air Force traditional missions, including appropriate participation by cadets. An important point was made that this proposal needs to fit within the existing authority statute and a key element to its implementation and success will be the designation of Air Force-assigned mission status.

MAJ GEN SPEIGEL, USAF (Ret) summarized other thoughts and recommended that, as the template is built, there needs to be a mechanism to adjust to mission creep and to help validate the quality of the mission that Civil Air Patrol is being asked to do. He reiterated that CAP members, as a rule, will not be filling jobs traditionally held by uniformed personnel; that the missions in which they are involved should be more focused towards those where there is a parallel between the Civil Air Patrol and their dues paying functions and what the wing is expecting them to do. Also, some kind of measure of success needs to be considered.

BRIG GEN COURTER, CAP, moved and MR. GRAZIANI seconded that the Board of Governors endorse support for the Base Support Initiative Trial Program and express our appreciation as the partnerships develop with a request for a report of the evaluation at the June 2008 BoG meeting.

THE MOTION CARRIED UNANIMOUSLY

FOLLOW-ON ACTION: Implementation of the BSI Trial Program and inclusion in the Jun 08 BoG agenda.

TALKING PAPER
ON
BASE SUPPORT INITIATIVE

- **PURPOSE:** To update the CAP Board of Governors on recent developments in the Base Support Initiative (BSI) since Secretary Duehring's teleconference on 2 Oct 07
- **UPDATE:**
 - AF bases participating in initial test phase: Randolph AFB, San Antonio, TX (still tentative as of 16 Nov 07) and Wright-Patterson AFB, Dayton, OH
 - AF and CAP project officers have been appointed
 - Randolph: AF rep - 12 FTW Director of Staff (Lt Col), CAP rep - local Group CC
 - Wright-Patterson: AF rep - 88 Mission Support Group Commander (Col), CAP rep - local Group CC
 - A BSI working group planning meeting will be held 29 Nov 07, in the Pentagon, co-hosted by SAF/MRR and AF/A3OHA
 - SAF/MR will open and close this one-day conference
 - Topics include: discussion of AF Assigned Mission status; base access; USCG Auxiliary insights; uniform; background checks; funding; base-specific requirements
 - Proposed "uniform" for CAP volunteers participating in BSI activities will be khaki pants and either of the currently available CAP polo or twill shirts, any color
 - Cold weather outer wear remains to be determined
 - This is not currently one of the approved CAP uniform combinations, so will require CAP/CC Interim Policy letter to authorize it in order to kick off BSI test phase
 - AFAM status requires individuals to be in an authorized uniform
 - Feed back thus far is all positive. Mr. Duehring and staff are excited about the prospects BSI can bring toward direct support to the AF and at both locations, the AF and CAP project officers are in active discussion.
 - Start date: Jan 08
- **DECISION:** None required, informational only.

Agenda Item: 11

Other Business
Maj Gen Bowling

Background

All other business brought to the table by members of the Board of Governors.

Proposed BoG Action

To be determined.

Funding Impact

To be determined.

Committee Recommendation

None.

BoG Action

COL LINKER/IG briefed that he has been working on developing metrics for the compliance inspection and complaint resolution programs. This effort has greatly improved the management of these programs with an added ability to properly classify the issues and to develop trends. He also reported on the 4-year cycle of compliance inspections; one cycle has been completed and the second one is three-quarters completed. As expected, the majority of the findings are in the more critical areas of accountability, such as supply, communications, aircraft maintenance, transportation, and in the safety area. He noted the benefits of harnessing the enhanced documentation and the information technology inputs that National Headquarters gets from the field. He expressed an opinion that inspections may in the future be limited to the critical elements, thereby reducing the cost of inspections.

Agenda Item: 12**Next Meeting
Maj Gen Bowling**

Background

The BoG normally meets twice a year. In 2008, the proposal is to conduct the first meeting of the year on Wednesday, 4 June 2008 in the Washington DC area. (Discussion in attached Decision Paper)

Proposed BoG Action

That the Board of Governors vote to approve Wednesday, 4 June 2008 as the next meeting date and that it be held in the Washington DC area.

Funding Impact

To be determined

Committee Recommendation

None.

BoG Action

BY ACCLAMATION OF THE BOG, the next meeting will be held on the revised recommended date, Wednesday, 11 June 2008.

DECISION PAPER
ON
NEXT BOG MEETING

- **PURPOSE:** To obtain Board of Governors (BoG) approval for their next meeting date and location.

- **BACKGROUND:**

- BoG is chartered to meet at least twice during the calendar year
- Historically meetings are held in June and December
- Last item on each BoG agenda is normally the selection of the next meeting date
- NHQ recommends the next meeting date of Wednesday, 4 June 2008 in the Washington DC area
- There are no national holidays or other significant events that would conflict with this date

- **DECISION:** Select Wednesday, 4 June 2008, Washington DC, as the next BoG meeting date and location.

APPENDIX A

CAP FY08 Amended Appropriated Budget Recommendation

APPENDIX B

CAP FY09 Appropriated Budget Recommendation