



**Homeland
Security**

**U.S. Coast Guard Auxiliary
District 11 Northern Region**
Serving Northern California, Nevada, Utah



District 11NR Board & Staff Meeting Minutes
Wednesday 17 July 2019 1900 PDT
Webinar

Call to Order: 1900 hours by DCO Mary Kirkwood

Roll Call: By Georgie Scheuerman. Present were: CDR Paige Keenan, BOSN2 Dustin Finkelston; COMO Mary Kirkwood, DCO; COMO Wally Smith, IPDCO, DNACO PACAREA; Judy Esteban, DCAPT; Jerry Edelen, DCAPT; Jim Losi, DCAPT; Nancy Marion, DCDR; Jeffrey Fite, DCDR; Steve Johnson, DCDR; Jane Smith, DCDR; Paul Custance, DCDR; Carl Pierce, DCDR; Don Pierce, DCDR (acting); Bruce Martin, DCDR; Virginia Luchetti, DCDR

A quorum was present to conduct business.

Guests: None

Attendance is reported in Addendum A.

Approval of Meeting Minutes:

- June 2019: Steve Johnson made motion to approve. COMO Wally Smith seconded. Minutes approved.

District Board & Staff Reports:

DCDR 1 Nancy Marion – Rpt on File: Nancy reported on the Victory OPTREX. She thanked Virginia Luchetti, Georgie Scheuerman, and Jim Losi for their work on the OPTREX.

DCDR 3 Jeffrey Fite– Rpt on File: Jeff noted there are some Division members who've been super active. He noted two individuals in particular: Kayjohn Kavanaugh who just achieved Operational Excellence and Ron Clark who has been a long-time watch stander and recently received the Auxiliary Commendation Medal. Flotilla 3-3 hosted a Family Appreciation Day. On Oct 5 & 6 at Mather Air Field there will be the California Capital Air Show (Blue Angels will be there.) Division 3 will have a booth at this event.

DCDR 4 Alan Stanton– Rpt on File. Alan reports surface operations are busy. Sunday there was a VE Blitz. Members completed 30 VEs and distributed Paddle Craft Stickers. Lake Anderson will close on Aug 14th this year. In 2021 it will close for 3 years for work. Aug 4th VE Blitz is coming up. Recently presented recruitment info to the Division Board. PA Event on Oct 19th will have a celebration of the Auxiliary 80th Anniversary.

DCDR 5 Steve Johnson– Rpt on File: Steve reports a person just got qualified for crew. Div 5 COW is scheduled for Dec 14th at Scotts in Oakland. Sunday they'll have a BBQ at Station Vallejo.

DCDR 6 Jane Smith– Rpt on File: Jane reports she has nothing to add to items in her report. She had several other items to share. Some members went to the Air Squadron Training at CGI. A member received the Trident Award. Setting up for the Aug 4 Coast Guard Birthday and will celebrate with Station Monterey. The Boat Crew Academy in Monterey is almost finished. A member from that class has qualified as crew already. Have set up for the Div 6 COW at Del Rey Oaks. Date is already set.

DCDR 7 Paul Custance – Rpt on File: Paul reports they've been very active on the water. Flotillas doing summer socials. Supported a Fireworks display. Planning for the Division OPTREX on the 17th of Aug. Started year with 84 members now beyond 100 members which was their goal for 2019. Doing a Boating Safety Class with some Sea Scouts attending. Some division members were assisting with a recent Swim Event.

DCDR 8 Carl Pierce– Rpt on File: Carl reports on activity for Moon Light Kayaks events at Whiskey Town. Flotilla 08-07 still maintaining Fuel Dump which is very important to the Coast Guard. Noted a Life Jacket Give Away Event. Recently did a PE class with 5th graders.

DCDR 10 Don Pierce (acting) – Rpt on File: Don reports the division's been short on patrols. But they expect to get a lot of patrols going. Doing PA events with life jackets, etc. Went to Boy Scout Camps where they did classes and some VEs. Have 2 Sea Scouts joining a flotilla in Div 10. OPTREX is scheduled for 28 Sept at Don Pedro and will also have Division Elections there. Div 10 COW is set up. Have had requests from a variety of agencies for classes and patrols.

DCDR 11 Bruce Martin – Rpt on File. Bruce reported on VEs being done. They're using a Team Approach for VEs at Marinas. Members attended the recent Station Lake Tahoe COC. Showed recruitment presentation in the division. Noted the Trans Tahoe Swim Event is coming up. Also trying to get some division members UPV qualified.

DCDR 12 Virginia Luchetti – Rpt on File. Virginia reported on the Victory OPTREX success. Div 12 COW scheduled for Sunday, Jan 12, 2020 in Alameda. Noted efforts by Quindy Sammler & Vivian McBride for Sea Scouts Classes. Had a Helo Ops Patrol on June 6th with an Auxiliary Air Patrol.

PPCA: COMO Rod Collins – Rpt on File: COMO Collins not present. COMO Kirkwood noted the PCA Fair is coming in September. The Flier will be out soon.

IPDCO: Wally Smith: COMO Smith said he has no report. Currently getting ready for NACON.

DIRAUX: CDR Paige Keenan: CDR Keenan reports a new Chief of Staff is coming in. New Prevention Division Chief is also coming in. Noted an ALL AUX e-mail providing information about setting up Facilitators for the In Person New RM GAR 2.0 TCT Class. COMO Kirkwood noted that some SO-IS are not recording the In Person Class correctly. Anita Farnholtz can help them to get it recorded properly. Trying to get In Person RM GAR 2.0 TCT Facilitators in each Division. Will offer the In Person Class at PCA Fair. If DCDRs have some people they'd like to get approved for In Person Facilitator, they should bring it up the COL. Aux Members can take the In Person Class with Active Duty but it must be recorded by Auxiliary IS.

OTO: BOSN2 Dustin Finkelston: OTO Finkelston notes that he's now getting aboard, getting oriented in the office and on Patrols. He also notes that he'll be out for some period of time in Aug but will be at the PCA Fair in September.

Dean McFarren: DSO Reports:

DCAPT Prevention Judy Esteban DCAPT– Thanked her team for their reports.

Wil Sumner DSO-MS – Rpt on File. Wil reports a very busy two months. 3 members have finished MSAM. There's also members working to get qualified for UPV. Wil extended a Shout Out to Alex Urciuoli in Div 6 for his work on environmental cleanup. Sept 21st is Coastal Clean Up Day. Ferry Boat Audits now moving along with Aug 1st starting Ferry Boat Outreach Program. Abandoned Derelict Surveys being done both by Air and Surface Patrols. COMO Kirkwood noted the new Coastal Clean Up Guide.

Jim Duncan DSO-NS - Rpt on File: Jim reports PATONs are underway.

Doug Manifold DSO-PA - Rpt on File: Doug reports a very busy month. Last year we had 3 -4 certified PA members, now up to 10 Certified PA members. He noted Newsletters are getting going. Andrea Cuppoletti is working on the Northwind. Also trying to reach outside to use media for recruiting Aux Membership.

Sean Harvey DSO-PE – Rpt on File: Sean reports a Flotilla 5-1 member did an outreach to Sean on the Paddle Craft Class. Sean's happy to help with any PE opportunities. Judy noted a good slide deck on Paddle Craft is on the PE Directorate website.

Mike Thompson DSO-PV - Rpt on File: Mike reports we have 1852 PVs so far this year which is 39% towards our target. He believes there's many more that haven't been reported yet. He noted Peter Kyryl has done over 100 PVs and Div 8 now has another PV qualified.

Mike Lauro DSO-VE - Rpt on File: Mike noted he has little to add to his report. But he did note that the Paddle Craft materials are available but there are limited supplies. Also, the Revised Marine Dealer Program has been well received.

DCAPT Response Jerry Edelen DCAPT – Jerry noted the Station Lake Tahoe COC had both Active Duty and AUX Members present.

Larry Olson DSO-AV – Rpt on File: Larry not present. Jerry noted a busy month for AUX Air. A June 8th Patrol noted a PAN PAN and took a look. Aux Air performed an ICS role for a while until other agencies arrived.

Robert Vanderhyde DSO-CM - Rpt on File: Jerry gave Robert a Bravo Zulu for his work. Robert reports that support continues at Station Rio Vista doing both Watch Standing and Watch Standing Training for Active Duty. Radio Facility Inspections coming but timing not certain yet. Getting Telecommunications PQS on the District Webpage. At PCA Fair there will be Communications classes.

Bill Stolz DSO-OPS - Rpt on File: Bill reports there'll be an Advanced Coxswain Workshop at the PCA Fair. 5 more OPTREX are scheduled. More may be coming. COMO Kirkwood reminded us the 2019 OPS Workshop was due June 30. If not done, get it done soon.

Bruce Martin DSO-IM – Rpt on File: Bruce reports a slow time for IM. This Saturday there'll be an All Members Everbridge Test. ICS Vests are available for Aux Events. Currently there's a holding pattern in IM due to work being done looking at Hurricane responses and developing an Auxiliary approach for these types of incidents.

DCAPT Support & Planning Jim Losi DCAPT – Jim gave a Bravo Zulu to the Support & Planning Team.

Mart Gardner DSO-CS – Rpt on File: Mart reports that a recruiter from Google looked at our website and did a preliminary review. They found it was in good shape and noted the way we're communicating is good. Mart noted this should be passed along to all CS officers in the District. Mart noted that we've seen many good photos in this meeting. He asked that we please put these photos on the District Photos Site.

Robert Clark DSO-DV – Rpt not on File: Robert not present.

Linda Haynes DSO-FS – Rpt on File: Linda reports FS being very busy, working with Station Rio Vista and doing retirements. Requested for Div 11 OPTREX. Currently getting ready for the PCA dinner and PCA Class. She also noted that FS needs to get more people qualified and willing to work for the many requests that FS is getting.

Robert Schabert DSO-HR – Rpt on File: Jim noted Robert is working directly with Flotillas. He'll be taking the HR program on the road and will have a class at PCA Fair. Robert noted we are third place in US for growth and he'd like to move us up on growth. He encouraged DCDRs and FCs to get their HR officers to the PCA Fair HR Class.

Anita Farnholtz DSO-IS - Rpt on File: Anita not present. Jim noted that Anita is working with Tina to track incoming and outgoing members to keep our records accurate.

George Rogers DSO-MA - Rpt on File: George not present. Jim noted inventory is good. Alfred Wootten noted the District Store will be at the PCA Fair. He also noted they'll have some red, white, and blue polos at PCA.

Ann Zocchi DSO-MT – Rpt on File: Ann reports she's included the RM 2.0 records in her report, both the On Line and In Person classes. She will continue to do this each month. She's seeing many members doing training on line, many experienced as well as new members. Currently she's preparing for the Elected Officers Training in November.

Andrea Cuppoletti DSO-PB – Rpt on File: Andrea not present.

David Wright DSO-FN – Rpt on File: David reported our finances are doing well. Dues cycle has started for 2020. Flotillas should be collecting dues now. Q1 dues are all paid. Will be paying Q2 dues for new members. David will be teaching a Finance Class at the PCA Fair. Asked that SO-FN and FSO-FN be encouraged to attend the class. 3-year audits are underway. David noted flotillas should make sure to check rosters to be sure they collect dues from everyone on their roster. Dean McFarren noted that dues must be paid on time.

Georgie Scheurman DSO-SR – Minutes in. Nothing to add.

DCO Kirkwood: ASC & DSO Reports:

ASC- SF: COMO Vic Connell: Rpt not on File. COMO Connell reports Bay Area Patrol Coordinator is very busy. There've been requests for Auxiliary assistance for training rescue swimmers and a few other patrol requests. Silver Charm is currently out of service getting some repairs done. COMO Connell noted LTJG Davis' note on Sector

SF T-shirts. Cash or checks can be used to pay for the shirts. He also noted the AUXLO position is in transition. COMO Kirkwood noted these T-shirts are for casual use not for use as part of an Auxiliary uniform.

ASC- Humboldt: Carl Pierce: Rpt on File. Carl reports Eureka makes the whole month of Aug - Coast Guard Month.

Joanna Leighton-Nevesny DSO-LP: Joanna not present.

Neal Nevesny - Civil Rights – Neal not present.

Break: 20:40

Return: 20:45

Jim Losi noted the article about our Auxiliary Food Service work for the Station San Francisco Holiday Party.

Leadership Reports:

DCOS – Dean McFarren:

- **Recognition:** There's a lot of good work being done and we should be giving recognition for this work. Dean noted as leaders we should be recognizing people for their work.
 - Who's doing something above the usual in their position?
 - Are they working on long term projects beyond their own area, with other agencies, etc.?
 - There are formal awards and informal awards.
 - Curtis Han can help preparing awards.
- **Reports:** Noted our reports span the range of quality (a bell curve), some very good and some need work. Noted items: appropriate materials, spelling, grammar, etc. He also noted we should write more than one sentence so others get more information from our reports.
- **Elections:** We should now start preparing for elections. Divisions should be working now. In particular (vetting), they should ensure people are qualified for elected offices. Dean also emphasized that divisions should send dates, times, and locations for Division Elections so an EXCOM Member can be present.
- **COWs:** Make sure COW dates are on the calendar. Send COW Info to Dean: Date, time, location, UOD for COW, and whether you wish an Active Duty Representative to speak at the COW.
- **Fleet Management:** We need to monitor our vehicles, maintain records for vehicles, and ensure licenses & insurance are paid on time. He asked DCDRs if they think they have a good person for this. If so, let Dean know.

DCO – Mary Kirkwood:

- **D-Train 2020:** Signed contracts for 2020 & 2021 with the Nugget which is less expensive. Looking for a division to host the Friday Night Activities (Fun Night) and provide a little help with registration. Phil Sanchez is at St Louis getting training.
- **ACV Use:** Thanked COMO Smith and Mike Thompson for the ACV class. Certified 7 more drivers. Insurance will only cover 12 drivers. Gas must be paid by the Aux units that use it.
- **Vetting Candidates:** Noted above under Elections.
- **R.M. 2.0 class at PCA Fair:** Noted above. 2 In Person classes at PCA.
- **NSBW:** Great work by everyone even though many events were rained out.
- **Progress for the year:** Items increasing are: membership, patrols, MT, PE, RBS items, and MS. Noted some people are still in AP Status even after a year or two, usually because of Core Training. Trying to keep recruitment above attrition. That's why recruiting is so important. Also noted 102 assists and 2 lives saved, etc. on patrols.
- **COW:** Make sure contracts are reviewed by Joanna (DSO-LP) before they're signed.

OLD BUS:

- 5 yr. Strategic Recruiting Plan (Jim Losi): Jim says he getting inquires on recruiting. Asked DCDRs to make HR Strategy Presentation at Div level and then move it down to the flotillas. Recruiting quick start materials are coming. Noted: COMO Kirkwood, DCOS Dean McFarren and DCAPTs Jerry Edelen, Judy

Esteban, and Jim Losi are available to come to divisions for recruiting discussions. COMO Kirkwood noted we should each develop our 2 minute elevator speech on the Auxiliary.

- Sea Scouts (Jerry Edelen): Jerry noted we're in the final parts of the changes to the MOU. He asked DCDRs to please get members to take Boy Scouts of America Youth Protection Class. We should also develop relationships with local Sea Scouts. NOTED: Please wait for the formal MOU before major activities are conducted with Sea Scouts. When in doubt, contact Jerry. COMO Kirkwood noted classes are OK.

NEW BUSINESS:

- Sector SF T-shirts: A picture was shown of the Sector SF T-shirts.
- Coastal Clean Up Guide: Noted above.

For the Good of the Auxiliary:

- COMO Kirkwood:
 - Noted the 80th Birthday for the Auxiliary. A Commendation is coming out soon.
 - Zada McClendon who's been a member for a while received training at the Maritime Academy and is now Active Duty Coast Guard.
 - Noted Ron Clark received the Auxiliary Commendation Metal.
 - Asked Jerry Edelen to send out the link for the Boy Scout Youth Protection Class.
 - COMO Kirkwood will send out the Coastal Clean Up Guide.

Adjourn: With no further comment or discussion, Carl Pierce made a motion to adjourn and Jane Smith seconded. Board approved. DCO Kirkwood adjourned the meeting at 2115.

Next Meeting: August 14, 2019 1900 PDT Webinar

Respectfully Submitted by: Georgie Scheuerman, DSO-SR

ADDENDUM A: District Board, Staff Officers and Guests Present

DIRAUX: CDR Paige Keenan
DIRAUX: BOSN2 Dustin Finkelston
COMO Mary Kirkwood DCO
COMO Wally Smith IPDCO, DNACO PACAREA
Chief of Staff Dean McFarren
DCAPT Prevention: Judy Esteban
DCAPT Response: Jerry Edelen
DCAPT Support & Planning: Jim Losi
DCDR 1 – Nancy Marion; DCDR 3 – Jeffrey Fite
DCDR 4 – Alan Stanton; DCDR 5 – Steve Johnson
DCDR 6 – Jane Smith; DCDR 7 – Paul Custance
DCDR 8 – Carl Pierce; DCDR 10 – Don Pierce (acting)
DCDR 11 – Bruce Martin; DCDR 12 – Virginia Luchetti
P-PCA –

DSO's in attendance:

DSO-AV –
DSO-CM – Robert Vanderhyde
DSO-CS – Mart Gardner
DSO-DV –
DSO-FN – David Wright
DSO-FS – Linda Haynes
DSO-HR – Robert Schabert
DSO-IM - Bruce Martin

DSO-IS –
DSO-LP –
DSO-MA-
DSO-MS – Wil Sumner
DSO-MT – Ann Zocchi
DSO-NS – Jim Duncan
DSO-OP – Bill Stolz
DSO-PA – Doug Manifold
DSO-PB –
DSO-PE – Sean Harvey
DSO-PV – Mike Thompson
DSO-SR – Georgie Scheuerman
DSO-VE – Mike Lauro
CRC -
ASC SF: COMO Vic Connell
ASC H: Carl Pierce

Guests: COMO Mike Maddox, Alfred Wootten, Rob Firehock, Keith Simmons, Anthony King, Billy Ray