



**Homeland
Security**

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



District 11NR Board & Staff Meeting Minutes
Wednesday 25 March, 2020 1900 PDT
Webinar

Call to Order: 1901 hours by DCO Mary Kirkwood

Roll Call: By Georgie Scheuerman. Present were: CDR Paige Keenan, BOSN2 Dustin Finkelson; COMO Mary Kirkwood, DCO; Dean McFarren, DCOS; COMO Wally Smith, IPDCO, DNACO PACAREA; Randy McCormick, DCAPT; Jerry Edelen, DCAPT; Jim Losi, DCAPT; Nancy Marion, DCDR; Russ Kaiser, DCDR; Alan Stanton, DCDR; Lew Derfuss, DCDR; Chuck Cobery, DCDR; Paul Custance, DCDR; Bill Hale, DCDR; Don Pierce, DCDR; Bruce Martin, DCDR; COMO Rod Collins, P-PCA

A quorum was present to conduct business.

Guests:

Attendance is reported in Addendum A.

COMO Kirkwood started the meeting by emphasizing that we should continue to do what we can by phone or computer while we continue to be in the Shelter in Place situation.

Approval of Meeting Minutes:

- February 2020: Bill Hale made motion to approve. Dean McFarren seconded. Minutes approved.
- Special March 2020: COMO Wally Smith made motion to approve. Russ Kaiser seconded. Minutes approved.

District Board & Staff Reports:

DCDR 1 Nancy Marion – Rpt on File: Nancy reported that Flotilla 1-7 had a PA Booth at Treasure Island before the Shelter in Place was put into action. She reported the PA Booth went well. Div 1 conducted an RM Refresher and an OPS Workshop on Feb 29 at Station Golden Gate. Curtis Han was the instructor.

DCDR 3 Russ Kaiser – Rpt on File: Russ reports they had a lot of things going. A lot of plans are in a virtual stage or just waiting to see how the current situation proceeds. Flotillas are doing virtual things. 3-1 is diversifying their flotilla. 3-3 is shoring up their FSO programs. 3-5 did some classes and 3-10 also had a class.

DCDR 4 Alan Stanton – Rpt on File. Alan reported they did some MT. He noted they were busy in surface operations before things went into shutdown. Active in Bay Area in radio net. Also active with Sea Scouts until the shutdown. Some new members have joined. Did approve division goals for the year. Will be doing some online training.

DCDR 5 Lew Derfuss – Rpt on File: Lew was not immediately available so Jerry Edelen reported for Lew. Jerry reported that Div 5 had many plans and is currently doing some other planning. Lew came on later. He asked if we should continue doing reports. COMO Kirkwood said YES – we should keep doing reports. Lew noted the division has their goals set.

DCDR 6 Chuck Cobery – Rpt on File: Chuck reported they had a Valentine's Day Dinner in Feb at Station Monterey. Bobbie Kamil organized this event. Aux Air is busy now with 2 facilities (one fixed wing and one helicopter). At the end of February they did Air and Surface OPS. Distributed the PATONS list. All classes have been cancelled. Did one class with children before the shutdown. He noted he got a note from a member asking for some assistance. He got a positive response immediately from members in the division who were willing to help.

DCDR 7 Paul Custance – Rpt on File: Paul reports a light month of activities. Flotillas have info for GoToMeetings. On the 18th there was an earthquake in Utah with several aftershocks. No significant damage for our members. Did an Everbridge check after the earthquake. 71 members responded. FCs contacted those who didn't respond. Will be doing a Crew and Coxswain Training Webinar in April. Have Tony Zocchi working as coordinator for National Safe Boating Week (NSBW).

DCDR 8 Bill Hale – Rpt on File: Bill reported they were busy in Feb. There was Boat Crew training and prepping for NSBW. Looking for solutions for NSBW given the current shutdown. Lost 2 members who crossed the bar. Antlers is postponed until Oct 1-4. Several flotillas preparing for webinar meetings. Thinking of having at least one webinar meeting each year to practice.

DCDR 10 Don Pierce – Rpt on File: Don reported they're trying to stay busy using webinars for meetings. Had to postpone an ABS class. OPEX planned for May 1. Major PA event planned for NSBW and they're hoping they don't have to cancel it. Trying to continue training through electronics.

DCDR 11 Bruce Martin – Rpt on File. Bruce reported 11-01 and Station Lake Tahoe were in a parade. Had planned more activities for NSBW. This is uncertain at this time. All flotillas are fine with webinars.

DCDR 12 Greg Olsen – Rpt on File. Greg not present. Georgie Scheuerman reported for Greg. She noted that the division and flotillas are using webinar meetings. The division is actively preparing for NSBW events and for the Div1/12 Victory OPTREX scheduled for late June.

PPCA: COMO Rod Collins – Rpt on File: COMO Collins reported we've unfortunately had 3 members cross the bar since our Feb meeting. PCA continues to work on the maintenance for the Aux Memorial.

IPDCO: Wally Smith: COMO Smith reports there's not much to report as IPDCO. He is busy with COVID-19. He emphasized that we should continue planning, training, and keeping members engaged.

DIRAUX: CDR Paige Keenan: CDR Keenan reports if there are requests from the Coast Guard, we should ask the Coast Guard Unit to send an e-mail to CDR Keenan. She noted DIRAUX in a rotation situation with limited staff in the office. But they can still handle e-mails. IDs will be slowed down. There shouldn't be any urgent need for IDs but if there is, let CDR Keenan know. CGI is closed to Auxiliary. Many other bases are also closed to Aux. COMO Kirkwood emphasized we should stay away from bases right now. Many auxiliary forms can still be handled electronically but with the new AUXDATA coming in there may be some delays.

OTO: BOSN2 Dustin Finkelson: OTO Finkelson reports the TCT refresher is on hold for now. BSX is working on a webinar TCT refresher. Every patrol has been cancelled. New AUXDATA coming in April 1. By the 15th it may be possible to get orders. He noted we should still send in Facility inspections and other paperwork.

Dean McFarren: DSO Reports:

DCAPT Prevention Randy McCormick DCAPT–

Wil Sumner DSO-MS – Rpt on File. Wil not present. Randy congratulated several members who completed PQS. Ferry Boat materials approved. No Commercial Vessel exams since shutdown. Done some outreach programs. Wil joined the meeting and did a Shout Out to 2 members who completed PQS. He also noted training is ongoing and the Dock Walker Program is now online.

Jane Smith DSO-PA - Rpt on File: Jane reported things are better on PA reporting. She noted a number of members (Winnie Zhou, Steven Hilt, and Gail Giacomini) completed oral boards for PA. 15 members now completed PA 3. She noted the March 14th Memorial for Ralph Neil a long time Auxiliary member who recently passed away. Ralph was a WWII veteran and an Auxiliary member for over 50 years.

Mike Thompson DSO-PV - Rpt on File: Mike reported there was a lot done in Feb with visits almost the same as Jan. Div 5 & 6 did very well. He'd like to encourage leadership to become PVs. There's much available online.

Jim Duncan DSO-NS - Rpt on File: Jim reported we've started bridges (got up to 60 bridges and PATONS done) before the shutdown. Reviewing his website. He noted NOAA has 5 year program discontinuing raster nautical chart production and transitioning to ENC-based products.

Sean Harvey DSO-PE – Rpt on File: Sean reported we can continue to do PE as long as it's not face to face. Can use electronics. ABS and BS&S are highly regulated. For ABS and BS&S that are underway contact Sean for some assistance. Don't start a class but if a class is already started, work with Sean.

Mike Lauro DSO-VE - Rpt on File: Mike was excused. Moving ahead with VE before the shutdown. We're ahead of 2019.

DCAPT Response Jerry Edelen DCAPT –

Larry Olson DSO-AV – Rpt on File: Larry not present. Jerry reported Aviation is continuing training. Jerry encouraged members to consider joining the Air Squadron.

Virginia Luchetti DSO-OPS - Rpt on File: Virginia reported much of the mandatory training is being postponed. Antlers OPTREX is postponed. Encouraged people to do the training they can at home and online.

Larry Stanton DSO-CM - Rpt on File: Larry reported on 3 potential sites to replace a repeater. The Coast Guard Radio Station at CGI is ready to use. New 7004 form for radios is now out. Supported the Coast Guard bringing up the Mount Diablo repeater.

Bruce Martin DSO-IM – Rpt on File: Jerry thanked Bruce for helping with the use of Everbridge in Utah. Bruce reported on the name change from IM to Emergency Management (EM). Having conference calls on the COVID-19. He noted that National will be asking for some info. Bruce feels he probably has most of the information that will be asked of us.

Steven Johnson DSO-AS – Rpt on file. Steve thanked Divisions 3, 4, 5, and 10 for reports. All reports on AS should go to Steve. He noted San Francisco Boy Scouts of America (BSA) Council and Alameda BSA Council may be merging with Contra Costa BSA Council. He noted John-Michael Kemmerle is working on the Youth Protection Training online.

DCAPT Support & Planning Jim Losi DCAPT – Jim reported that BK Barr is taking over as DSO-CS. Jim thanked BK for taking this on. Mart Gardner will be an ADSO.

BK Barr DSO-CS – Rpt on File: BK reported about the change of officers in CS. BK noted Website Spring Cleaning is going on. Our domain name on the internet will be paid for. Still working on making the website more user friendly.

Linda Haynes DSO-FS – Rpt on File: Linda was excused. No active FS due to the shutdown.

Anita Farnholtz DSO-IS - Rpt on File: Anita was excused because she was in another meeting discussing the new AUXDATA.

Ann Zocchi DSO-MT – Rpt on File: Ann reported there is a lot of training that is available online. This is a good way to keep members engaged. Currently she's working on getting D-Train classes available online.

Tracy Schultz DSO-DV – Rpt on File: Tracy encouraged units to apply for the 3 Star Award. One unit has already submitted from our district.

Robert Schabert DSO-HR – Rpt on File: Robert reported on a down. He'd done a survey monkey among HR staff officers. The response to one question asking about support from FCs and VFCs provided answers that were all over the place. He encouraged FCs and VFCs to do outreach to new members. HR and PA are teaming up and preparing for when we can get out again doing face to face recruiting.

George Rogers DSO-MA - Rpt on File: George not present. Alfred Wootten reported for George. Alfred noted ZOOM is free for 40 minutes for a meeting with more than 2 people.

Andrea Cuppoletti DSO-PB – Rpt on File: Jim reported that Andrea has stepped down from DSO-PB. Roger Bazeley will do the next issue for the Northwind. Currently have 2 candidates that are being interviewed for DSO-PB longer term. Northwind will be out in the next 30 days.

Dean McFarren - DCOS

David Wright DSO-FN – Rpt on File: David reported Annual Dues have been paid. Division dues are coming in. D-Train refunds have been issued. 7025 reports: 35 of 49 units reporting. 7 units need to send in additional info. DCDRs will be contacted for any needed information. Thanked the finance officers for their work. Will continue the 3 year finance audit program. Any changes in finance officers should be reported to David. Dean McFarren noted that the 3 year finance audit program is required to continue.

Ricardo Moreno INT REL – Rpt on file: Ricardo reported that Jim Losi recently handled an interpreter assignment. Ricardo reminded members that as an interpreter you can still help online.

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

ASC- SF: Sue Fry: Rpt on File. Sue not present. Dean McFarren noted access to YBI is under the same requirements as CGI.

ASC- Humboldt: Carl Pierce: Rpt on File. Carl reported on 3 things: 8-11 shutdown the 29' RB boat. He thanked CDR Keenan for getting orders for 08-07 to continue supporting the Fuel farm. The 08-39 Antler's OPTREX is postponed. Reservations were moved to Oct.

DCO Kirkwood: DSO Reports:

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

Neal Nevesny - Civil Rights – Neal not present.

Leadership Reports:

DCOS – Dean McFarren:

- **WEB Meetings:** DCDRs should have gotten info from Dean on extra webinars available for meetings. This is to keep our members engaged. Dean emphasized keeping meetings, training, etc. going. Reschedule meetings on the new sites for divisions.
- **OPTREX's:** Several coming up. Look at ones through June. May want to consider a new date. Work with Virginia Luchetti on this item.
- **Reports:** Please get reports in a week ahead of the Board & Staff Meeting.
- **NSBW:** It's still a go so far. Please continue planning. Make sure divisions have a NSBW Coordinator. Send info to Gail Giacomini who's our District NSBW Coordinator.

DCO – Mary Kirkwood:

- **Coronavirus – Impact on AUX activities:** This has hit us hard. Many members are in the high risk group so we're doing the right things to protect members. OPS Workshop and TCT are on hold. Working on the schedule to offer classes online. Core Values will be next week and will be offered twice. OPS Workshop will also be offered next month. Marine Safety classes also offered in April. Introduction to Sea Scouts and Youth Protection will be on District GoToMeeting site. May offer more classes if this continues. We may want to have classes offered online after the Shelter in Place is over. Steve Johnson noted Sea Scouts are in Stand Down mode now. Some Regatta are scheduled but may be cancelled or moved out.
- **Special Approval for Special Missions.** Should go through our Chain Of Leadership and then it goes to DIRAUX for a waiver for orders.
- **Check on members:** Asking DCDRs to contact FCs to do a check on members to see how they're doing and remind members about CG Mutual Assistance Program.
- **Membership:** 75 people are in AP status. This is an improvement over last year. Look at those who are still in AP status and see what can be done to help them move forward. Membership up 2 over last month.

OLD BUS:

- **D-Train (COMO Kirkwood):** The funds that would have been used for D-Train now will be used for the Sept Board Meeting and PCA Fair. For Awards we will do an Awards Banquet at the Sept PCA Fair.
- **National Safe Boating Week (NSBW) (Dean McFarren & Jane Smith):** Noted above.
- **Uniform Action Plan (Dean McFarren):** Proper uniform wear and proper grooming are always important. Sent out a slide deck on ODUs. Wants to hear back from DCDRs about uniform presentations and how things are going at the flotilla level and whether leadership is doing what it can to help with this. Would like a report out next meeting on how this is going at the flotilla levels. There's a Northwind article on

ODUs. Dean thanked COMO Smith for his help. TROPs info will be coming up in Q2 and then will want it brought to the flotilla level. Want to keep this going - doing a uniform item which is brought to flotillas each quarter.

- **Recruitment: (COMO Kirkwood)** – Please continue to do recruiting to the extent we can. Look at plans and update them.
- **New AUXDATA:** COMO Kirkwood noted that we should remind members to get their info to their IS officer so it can be put into AUXDATA. Must be to IS officers by end of month.
- **Russ Kaiser:** Brought up the funding issues associated with shutdowns. COMO Kirkwood said we will try to use this year's travel budget fully by going ahead with the Sept PCA Fair.
- **Lew Derfuss:** Asked if the vote for funds for D-Train must be done again for the PCA Fair. The answer was NO.

NEW BUSINESS:

- **Member Training Webinar Calendar:** discussed above.
- **ACV use as recruiting tool (action item -> motion to reallocate funds):** Dean McFarren discussed this. He noted that there's been a discussion about using money for the ACV to make it better for recruiting and comms. He looked at fuel costs to use the ACV over various mileage from CGI. Showed costs for each division to get ACV to their location and back to CGI. It varies from \$30 to \$245 for our divisions at current fuel costs. Dean asked if the Board would earmark \$1500 total to allow each division to use the ACV once this year. If not used, it would go back to District funds. This is a rolling funding. COMO Kirkwood noted that there was a concern that cost might be a barrier for divisions or flotillas using the ACV. A discussion proceeded. Lew Derfuss made a motion to use \$1500 for the fuel for each division to use the ACV once this year. Bill Hale seconded. Board approved.

For the Good of the Auxiliary:

- **Ralph Neil passing/memorial:** Jane Smith mentioned this above.
- COMO Kirkwood noted she saw Mike Badano in Hawaii. He's moved to Hawaii and is working there.
- Russ Kaiser: Noted that earlier in the month he heard from his SO-MT who suggested they fund GoToMeeting for his division (3). They've already funded their own GoToMeeting for the next 3 months. Dean McFarren commended them for that. Dean suggested getting this on the District Calendar.

Adjourn: With no further comment or discussion, Lew Derfuss made a motion to adjourn and Russ Kaiser seconded. Board approved. DCO Kirkwood adjourned the meeting at 2112.

Next Meeting: April 15, 2020 at 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 Finkelson

COMO Mary Kirkwood DCO

COMO Wally Smith IPDCO, DNACO PACAREA

Chief of Staff Dean McFarren

DCAPT Prevention: Randy McCormick

DCAPT Response: Jerry Edelen

DCAPT Support & Planning: Jim Losi

DCDR 1 – Nancy Marion; DCDR 3 – Russ Kaiser

DCDR 4 – Alan Stanton;
DCDR 6 – Chuck Cobery;
DCDR 8 – Bill Hale;
DCDR 11 – Bruce Martin;
P-PCA – COMO Rod Collins

DCDR 5 – Lew Derfuss
DCDR 7 – Paul Custance
DCDR 10 – Don Pierce
DCDR 12 –

DSO's in attendance:

DSO-AS – Steven Johnson
DSO-AV –
DSO-CM – Larry Stanton
DSO-CS – BK Barr
DSO-DV – Tracy Schultz
DSO-FN – David Wright
DSO-FS –
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 – Virginia Luchetti
DSO-PA – Jane Smith
DSO-PB –
DSO-PE – Sean Harvey
DSO-PV – Mike Thompson
DSO-SR – Georgie Scheuerman
DSO-VE –
CRC -
ASC SF:
ASC H: Carl Pierce
Int Rel – Ricardo Moreno

Guests: Alfred Wootten, Don Anderson, Doug MacPherson