



**Homeland
Security**

**U.S. Coast Guard Auxiliary
District 11 Northern Region**

Serving Northern California, Nevada, Utah



District 11NR Board & Staff Meeting Minutes
Wednesday 19 August, 2020 1900 PDT
Webinar

Call to Order: 1900 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; Jerry Edelen, DCAPT; Jim Losi, DCAPT; Nancy Marion, DCDR; Russ Kaiser, DCDR; Alan Stanton, DCDR; Lew Derfuss, DCDR; Chuck Cobery, DCDR; Paul Custance, DCDR; Don Pierce, DCDR; Bruce Martin, DCDR; Greg Olsen, DCDR; COMO Rod Collins, P-PCA

A quorum was present to conduct business.

Attendance is reported in Addendum A.

Approval of Meeting Minutes:

- July 2020: Russ Kaiser made motion to approve. Nancy Marion seconded. Minutes approved.

District Board & Staff Reports:

DCDR 1 Nancy Marion – Rpt on File: Nancy reported the division & flotillas are preparing for elections. Currently discussing dues reductions. They're seeing membership attendance at meetings reducing and trying to keep members engaged.

DCDR 3 Russ Kaiser – Rpt on File: Russ reported Div 3 VCDR has been active putting on a general boating class. Bob Waterman continues doing AUXDATA II training. Still trying to keep people up to date on paperwork. Russ noted Steve Harrison is stepping back from Watch Stander duties, having put in thousands of hours. Russ also noted seeing experienced members stepping back partly because of COVID.

DCDR 4 Alan Stanton – Rpt on File: Alan reported the division is busy doing lots of training, doing ICS 300 and 400. IS officers are conducting training on AUXDATA II. Alan noted an Auxiliary Interpreter helped the Coast Guard recently. Flotilla 4-9 purchased a vessel and will be use it as a facility.

DCDR 5 Lew Derfuss – Rpt on File: Lew wasn't present at the time of the report so Jerry Edelen reported for Lew. The division is continuing to check on members and encouraging people to be prepared when we move into Phase 2. Lew arrived later and made his report. The SO-AS position is now filled. Division OPTREX has been cancelled. Paperwork for 4 potential members is being worked on. Also getting some transfers coming in.

DCDR 6 Chuck Cobery – Rpt on File: Chuck reported he asked FCs to reach out to members who may be able to help those being evacuated because of fires. All 3 flotillas embraced some sort of dues wavier. BS&S class was completed in August. Division OPTREX will not take place. Members have been doing Marine Dealer visits and doing Navigation Systems work allowed in Phase 1.

DCDR 7 Paul Custance – Rpt on File: Paul reported there's not a lot of activity. Meetings continue and one flotilla reduced dues. Some training is also going on. Members are doing PVs and VEs allowed in Phase 1. Elections are coming up. Sept 24 is the date for the division. Flotilla elections will be in October.

DCDR 8 Bill Hale – Rpt on File: Bill not present.

DCDR 10 Don Pierce – Rpt on File: Don reported checking on members. Noted one member had the virus and recovered. Trying to keep people interested and encouraging members to consider watch standing. Currently doing AUXDATA II training. Cancelled the Division OPTREX and rescheduled for November. Now have a new member doing paperwork. Don thanked the instructors for all of the training classes.

DCDR 11 Bruce Martin – Rpt on File: Bruce reported Lake Tahoe is very busy with boaters. Unfortunately some fatalities have taken place on the lake. Elections are being prepared for. But he noted that it's hard to keep members engaged.

DCDR 12 Greg Olsen – Rpt on File: Greg reported so far there's no virus reported in the division. Currently in the election cycle, preparing for the division and flotilla elections.

PPCA: COMO Rod Collins – Rpt on File: COMO Collins reported the September PCA Fair is cancelled. Looking at January for the next PCA Fair. Also looking to do a virtual Auxiliary Memorial Ceremony.

IPDCO: Wally Smith: COMO Smith reported he had nothing for IPDCO. COMO Kirkwood asked about REYR. COMO Smith said this is being worked on at National and expects to see something at the next meeting.

DIRAUX: CDR Paige Keenan: CDR Keenan reported she's getting the paperwork for activities. She thanks those who are doing the paperwork. She emphasized that members need to request specific dates. DIRAUX can only approve a week at a time. Members must submit the high risk form and they must also be up to date on Core Training. So far DIRAUX has approved 53 assignments to duty. Even if you are high risk, you can still get approved. If you have questions, use our Auxiliary Chain Of Leadership (COL). CDR Keenan noted DIRAUX is now able to approve requests in less than a week. Currently we do not have a time line for Phase 2. So CDR Keenan asked that we please be patient. She is working on a Phase 2 plan and preparing to present it to the Admiral when he's available. Lew Derfuss asked about ID cards, in particular can members use an old photo for ID cards. CDR Keenan asked that we ask about this using the DIRAUX email address and then Tina will check on this.

OTO: BOSN2 Dustin Finkelson: OTO Finkelson reported he has nothing to add to what CDR Keenan has already reported. He did note that members should send AUXDATA II issues on facilities to him. Lew Derfuss asked about virtual facility inspections. CDR Keenan said right now this will not be approved. CDR Keenan also noted that CG Mutual Assistance is available for those who may be impacted by fires.

Dean McFarren: DSO Reports:

DCAPT Prevention Randy McCormick DCAPT– Randy was excused.

Wil Sumner DSO-MS – Rpt on File. Wil reported that he and Michael Mitchell have been nominated to work on the National Board. The UPV class has been submitted for use at the National level. Currently trying to put together a class for the Sea Partner Program and Dock Walker virtual training is coming soon.

Jane Smith DSO-PA - Rpt on File: Jane reported some PA items are continuing. In addition some members are working to complete PA 1, 2, and 3.

Mike Thompson DSO-PV - Rpt on File: Mike reported we've had some PVs done in Phase 1. Div 1 did 10. Div 5 reported 1. He believes more are being done but haven't been logged yet. Asked DCDRs to have their SO-PV do some outreach to flotillas to get more people trained for PVs.

Jim Duncan DSO-NS - Rpt on File: Jim reported Divisions 1, 3, 5, and 6 have been doing Phase 1 NS work. We've done 67 PATONS and Bridges in Phase 1.

Sean Harvey DSO-PE – Rpt on File: Sean reported we can do online testing for PE and he is willing to help. Online testing approved for ABS, Boat America, and BS&S. ABS is still approved for Auxiliary in 2020 but will not be NASBLA approved in 2021. Sean will help flotillas needing ABS materials or having extra ABS material. Dean McFarren noted we have access to the Sector SF Facebook page to advertise classes. Can work with Sue Fry to set this up.

Mike Lauro DSO-VE - Rpt on File: Mike not present. VEs have been reinstated in Phase 1.

DCAPT Response Jerry Edelen DCAPT –

Larry Olson DSO-AV – Rpt on File: Larry not present. Jerry noted some pilots are flying to keep their skills up but they're not doing this under orders.

Virginia Luchetti DSO-OP - Rpt on File: Virginia not present. Jerry noted no change from last month. Jerry also noted the monthly report is very good with a lot of great information.

Larry Stanton DSO-CM - Rpt on File: Larry reported the D11NR Contingency Plan is available. Did HF work for the Hurricane. A fire has impacted an Aux radio site. They've updated the directory site. Larry also noted they've assisted Sector SF last month on channel 16.

Bruce Martin DSO-EM – Rpt on File: Bruce reported National is doing a good job getting important information out. D11NR Aux Contingency Plan is on our District website. It's good to review this with division and flotillas. ICS 300 and 400 are now online classes for Coast Guard and Aux. Bruce noted the recent Everbridge test produced a 74% return. This is pretty typical. We will probably wait until tomorrow to use Everbridge in the Fire areas. He noted DCDRs should keep COL informed of emergencies in their area to see if Everbridge might be used. He wants to wait until evacuation communications are over before Everbridge is used to contact members in evacuation areas. Bruce was asked if DCDRs can get Everbridge reports that can be shared with FCs. Bruce will supply this.

John-Michael Zimmerle DSO-AS – John-Michael was not present. Jerry noted John-Michael is identifying ADSOs and then getting them approved.

DCAPT Support & Planning Jim Losi DCAPT – Dean McFarren welcomed back Jim. Jim said he's humbled by all the communications (cards, emails, etc.) while he was away. Jim also thanked EXCOM for their support.

BK Barr DSO-CS – Rpt on File: BK not present. Chris Ince reported for BK. He noted they're still looking for an ADSO-CS for reports. Currently reorganizing some websites, updating the OPS content, and working on a tool for IDs. Updated District Training Calendar and got pictures on the D11NR site for EXCOM and DCDRs.

Linda Haynes DSO-FS – Rpt on File: Linda reported there's nothing that can be done for FS. Trying to get things set up for FS to report their hours in AUXDATA II.

Anita Farnholtz DSO-IS - Rpt on File: Anita not present. Jim noted that we should encourage members to use AUXDATA II.

Ann Zocchi DSO-MT – Rpt on File: Ann reported we've been very busy. In the next few days an updated calendar will come out. Ann thanked all of the instructors. The TCT Refresher scheduled for the 24th still has some slots open. More TCT refresher sessions are coming. COMO Kirkwood also thanked all of the instructors and she noted the crew class coming up next week. Lew Derfuss noted some enquires for Core Training. Ann said she will work on this.

Tracy Schultz DSO-DV – Rpt on File: Tracy not present, helping people who were being evacuated due to the fire.

Robert Schabert DSO-HR – Rpt on File: Robert reported FCs and HRs are working hard engaging people. He noted a good report from Tom Sarnicola. Robert also noted Recruiting HR Robots tend to fall to the side. Will start looking at HR Robots from Jan1 to present to see what's been happening.

George Rogers DSO-MA - Rpt on File: George reported he had nothing new to report.

Greg Schaefer DSO-PB – Rpt on File: Greg not present. Jim noted we need articles for the next Northwind.

Dean McFarren - DCOS

David Wright DSO-FN – Rpt on File: David reported he's happy to see flotillas helping members with dues. Did a sampling anticipating normal attrition of members. 2nd quarter dues came out. There were some new members. He noted everyone's dues are current. David reminded the Board that if a new FN is appointed, they cannot hold an elected office. David did a Shout Out to Ann Zocchi. He's working with Ann to put on a finance class.

Ricardo Moreno INT REL – Rpt on file. Ricardo reported Jim Losi is active again. The Interpreter Flyer is now approved and sent out to DCDRs and Sector Coordinators. Recently received a response from San Francisco Air Station where active duty members did an outreach to offer their language skills.

Georgie Scheuerman DSO-SR – Minutes in. Georgie had nothing to add.

ASC- SF: Sue Fry: Rpt on File: Sue reported things have been very busy. She gave a briefing to Captain Wright. Sue extended a Bravo Zulu to everyone who's done Phase 1 work. She noted there's been lots of purchases of small vessels so many people will be out on the water. So there will be need for education, VSCs, and materials to inform the public about boating safety. Sue asked that we please keep her informed about what we're doing with Active Duty Coast Guard. Sue extended a Shout Out to DIRAUX for their outreach to Auxiliary members who work at the DIRAUX office.

ASC- Humboldt: Carl Pierce: Rpt on File: Carl was excused. Dean noted there was no action reported by Carl. COMO Kirkwood did note they're still supporting the Fuel Station.

DCO Kirkwood: DSO Reports:

Joanna Leighton-Nevesny DSO-LP: Joanna was excused. Nothing to report.

Neal Nevesny - Civil Rights – Neal was excused. Nothing to report.

Leadership Reports:

DCOS – Dean McFarren:

- Thanked everyone for their commitment during these trying times. Things are going pretty well.
- Continuing to offer online classes. Send ideas to Ann Zocchi.
- Dues: Dean is impressed with flotillas being creative on how they're handling dues for members impacted by COVID-19.

DCO – Mary Kirkwood:

- Coronavirus (COVID-19) Update:
 - Only a few members have come down with the virus and have recovered.
 - Will work with CDR Keenan on planning for Phase 2.
 - Very pleased with members who've taken advantage of Phase 1
- Membership recruitment/retention: Relatively flat so far this year. Given COVID-19 this would be a win.
- COMO Kirkwood noted that in Phase 1 documentation (Auxiliary COVID-19 Reconstitution Guidance [08 JUL 20]) there are some courses needed to get back on the water. The classes are: 1) Emergency Response: First Responder Awareness Level Training (Course # 501538) and 2) Blood Borne Pathogens Training (Course #100293). They are available on AUXLMS.
- COMO Kirkwood noted we are still appreciated by the Coast Guard and the public. It's important that we keep ourselves prepared to get out and active when things are opened up.

OLD BUSINESS:

- September District Meeting/Electronic Election (COMO Maddox, guest):
 - District Elections will be on Sept 12 at 10:00. First time for electronic elections at National and District. COMO Kirkwood thanked all those who are seeking a District elected office. COMO Mike Maddox will be our District Election Administrator. Easy Poll is the electronic tool to be used for elections at all levels in the District.
 - COMO Mike Maddox demonstrated the tool for elections.
 - COMO Kirkwood noted COMO Maddox has the ballots prepared for District Elections.
 - Each DCDR should have someone identified to conduct the election. COMO Maddox suggested getting someone from outside the unit. It would be best to get one person prepared for division and flotilla elections. COMO Maddox will do webinar training for those selected for this.
 - We need to follow the Aux Manual for our elections.
 - COMO Kirkwood did a Shout Out to COMO Maddox for all his work on this.
 - After the election those elected will get shoulder boards sent to them and then they'll be sworn in at the October District Meeting.
- Annual Auxiliary Memorial Service plan for 2020: COMO Collins reported a plan for a virtual service. May do this at the October District Meeting.

NEW BUSINESS:

- Approval of Revision to District Standing Rules, re: electronic meetings (Go to Meeting) & electronic elections (Easy Poll): A copy of the revision was sent to the District Board members before the meeting. At the meeting Bruce Martin made a motion to accept the revision. Lew Derfuss seconded. Board approved.
- Division/Flotilla electronic elections: Will use Easy Poll.

- Michael Brown noted we should continue with virtual PPE inspections. But we shouldn't do PLB tests during the Stand-down.

For the Good of the Auxiliary:

- COMO Kirkwood noted 2019 awards are still being worked on as well as 2020 awards.
- Jim Duncan asked about awards that would have been presented at D-Train, awards such as Certificates. Jim would like to send them to Div or Flot Commanders. COMO Kirkwood noted we'll probably wait until D-Train 2021. Nancy Marion asked if Certificates could be presented at virtual meetings and then mailed to members. Russ Kaiser noted this would help with the momentum we do have now. There was general support for this.

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 2115.

Next Meeting: September 12, 2020 at 1000 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:
 DCAPT Response: Jerry Edelen
 DCAPT Support & Planning: Jim Losi
 DCDR 1 – Nancy Marion; DCDR 3 – Russ Kaiser
 DCDR 4 – Alan Stanton; DCDR 5 – Lew Derfuss
 DCDR 6 – Chuck Cobery; DCDR 7 – Paul Custance
 DCDR 8 – ; DCDR 10 – Don Pierce
 DCDR 11 – Bruce Martin; DCDR 12 – Greg Olsen
 P-PCA – COMO Rod Collins

DSO's in attendance:

DSO-AS –
 DSO-AV –
 DSO-CM – Larry Stanton
 DSO-CS –
 DSO-DV –
 DSO-EM – Bruce Martin
 DSO-FN – David Wright
 DSO-FS – Linda Haynes
 DSO-HR – Robert Schabert
 DSO-IS –
 DSO-LP –
 DSO-MA - George Rogers
 DSO-MS – Wil Sumner
 DSO-MT – Ann Zocchi
 DSO-NS – Jim Duncan
 DSO-OP –

DSO-PA – Jane Smith
DSO-PB –
DSO-PE – Sean Harvey
DSO-PV – Mike Thompson
DSO-SR – Georgie Scheuerman
DSO-VE –
CRC -
ASC SF: Sue Fry
ASC H:
Int Rel – Ricardo Moreno

Guests: COMO Mike Maddox, Michael Brown, Chris Ince, Ken McSheehy, James Bantutam, Greg Van-Koersel, Bridgid Skiba, Anthony King, John Hardin, Steve Johnson, Gary Kaplan, Bryce Leinan, COMO Vic Connell, Don Anderson