



**Homeland  
Security**

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



District 11NR Board & Staff Meeting Minutes  
Wednesday 17 November, 2021 1900 PST  
Webinar

**Call to Order:** 1900 hours by DCO Dean McFarren

COMO Dean McFarren welcomed members on YouTube.

**Roll Call:** By Georgie Scheuerman. Present were: CDR Paige Keenan, BOSN2 Dustin Finkelson; COMO Dean McFarren, DCO; Curtis Han, DCOS; COMO Mary Kirkwood, IPDCO, DNACO PACAREA; Alan Stanton, DCAPT; Nancy Marion, DCAPT; Bruce Martin, DCAPT; COMO Dale Fajardo, DCDR; Russ Kaiser, DCDR; Michael Brown, DCDR; Lew Derfuss, DCDR; Chuck Cobery, DCDR; Phil Mammano, DCDR; Dock Pierce, DCDR; Bryce Leinan, DCDR; Greg Olsen, DCDR

A quorum was present to conduct business.

Guests: See Addendum A.

Attendance is reported in Addendum A.

**Approval of Meeting Minutes:**

- October 2021: Lew Derfuss made motion to approve. Bryce Leinan seconded. Minutes approved.

**District Board & Staff Reports:**

**DCDR 1** COMO Dale Fajardo – Rpt on File: Dale reported on some Fleet Week (FW) highlights. He noted Terry Blanchard did great job. 19 DIV 1 members participated in FW activities. Dale thanked the coxswain and crew. Elections: 3 of 4 flotillas had completed their elections.

**DCDR 3** Russ Kaiser – Rpt on File: Russ reported Div 3 Change Of Watch (COW) will be on Jan 22<sup>nd</sup> in 2022. Div Elections are complete. 2 flotillas have FCs but no VFCs yet. Russ is working on his end of year report. Total hours recorded to end of OCT is 10926 Hours.

**DCDR 4** Michael Brown – Rpt on File: Michael reported the division needs to bring in 1 more person to meet their recruiting goal. Had a good COW.

**DCDR 5** Lew Derfuss – Rpt on File: Lew extended a Shout Out to Mike Brown for PPE and other equipment work. Flotilla Elections: 3 are complete with 2 more still in progress. Had a going away party for Wil Sumner. For FW Div 5 had several patrols. Received an invitation from Div 3 for the Iron Man event but the event was called off due to very bad weather. Had a live Hybrid Div meeting and flotilla meeting. The Div 5 COW (in-person) is going forward. They have a facility (vessel) that is being offered as a donation to an AUX org or to an individual.

**DCDR 6** Chuck Cobery – Rpt on File: Chuck reported receiving an exemption for a patrol to support security for a fireworks display. All elections are done. Div 6 COW is scheduled for Saturday, NOV 20.

**DCDR 7** Tony Zocchi – Rpt on File: Tony was excused. Paul Custance (VCDR) reported for Tony. Paul reported he had nothing to add to Tony's report.

**DCDR 8** Phil Mammano – Rpt on File: Phil reported he didn't have much to add to his report. Elections: 2 flotillas completed their elections. 2 other elections still coming, this evening and on Saturday. At this time they have about 5500 hours recorded.

**DCDR 10** Dock Pierce – Rpt on File: Dock reported flotilla elections have been completed. Organizing another division election due to losing their DCDR elect who recently moved out of state.

**DCDR 11** Bryce Leinan – Rpt not on File: Bryce reported on participating in FW. Working on Div 11 COW scheduled for the Thursday of D-Train in March.

**DCDR 12** Greg Olsen – Rpt on File: Greg reported elections are completed for both the division and flotillas. The Div 12 COW is scheduled for DEC 11.

**PPCA:** Jim Losi – Rpt on File: Jim Losi was excused. Paul Custance (VP-PCA) reported for Jim. Paul reported that unfortunately some additional members have crossed the bar. Jan 15 & 16 are the dates for the PCA Fair and AUX Memorial Ceremony.

**IPDCO:** Mary Kirkwood: COMO Kirkwood reported N-Train is coming up. Jan 23 – 30, 2022. Have some DSOs going to St Louis: PE, VE, IS, EM, CM, and FN. Travel is on Jan 27 and returning on the 30<sup>th</sup>. Also Chaplain Service will attend. National Board Meeting on Friday will be Hybrid. OPCOM on 27<sup>th</sup> is also Hybrid. Asked DCDR to share with members there are 6 or 7 C-Schools available. Must turn STTRs into DIRAUX. Get requests in soon. In-person C-Schools are becoming rarer schools. She encouraged members to take advantage of the in-person classes.

**DIRAUX:** CDR Paige Keenan: CDR Keenan asked that members send STTRs into DIRAUX. Before submitting STTRs they must be approved by DCAPT. Members planning to attend classes must make sure their High Risk Assessment form is in and they must be vaccinated. Recent AIAUX noted the Blackout continues until early DEC. For patrols we must have a request from a Coast Guard COC. Need to fill out paper (ADOBE) request form. CDR Keenan and OTO Finkelson can attend local COWs. But for COWs further away they may not be able to attend due to the Blackout. She noted that we're still in Phase III. We must submit Assignment to Duty and Mass Gathering Forms for in-person events.

**OTO:** BOSN2 Dustin Finkelson: OTO Finkelson reported on use of the 5132 Form for patrols during the Blackout. If members have questions, send them to the OTO. He noted members still need Assignment to Duty for any missions.

**Curtis Han: DSO Reports:** Curtis thanked the district staff for all of their work.

**DCAPT Prevention** Alan Stanton DCAPT–

**Wil Sumner DSO-MS** – Rpt on File. Wil was not present at the start of this report. Alan reported that Lew Derfuss completed 2 MS qualifications. Wil Sumner did join a little later. He extended a Shout Out to Div 3 for conducting a beach cleanup. There was a Coast Guard Prevention Sector Meeting with AUX MS. Looks like there's interest in the Abandoned Vessels Program. MS is doing Commercial Fishing Vessel Exams. Hours for MS this year are 3172 hours.

**Jane Smith DSO-PA** - Rpt on File: Jane reported she didn't get very many reports this past month. Noted the PA C-Schools: 2 in California this year and 2 others elsewhere. Asked DCDRs to encourage members to attend if possible.

**Mike Thompson DSO-PV** - Rpt on File: Mike reported he's asked DCDRs to ask their SO and FSO-PVs to encourage PVs to report their efforts.

Michael Hay DSO-NS - Rpt on File: Michael reported that it's been a good year with 100 % of bridges and 80% of PATONs done. PCA Fair will have classes for NS.

Sean Harvey DSO-PE – Rpt on File: Sean highlighted that instructors' hours for both PE and MT count for keeping current.

Mike Lauro DSO-VE - Rpt on File: Mike was present but couldn't unmute. Vessel Safety Decals will be distributed in December. Looking for a new ADSO for VE.

**DCAPT Response** Nancy Marion DCAPT – Nancy noted this is her last meeting as DCAPT. She thanked everyone in Response.

Larry Olson DSO-AV – Rpt on File: Larry reported there are no patrols due to the Blackout. But AV is still doing training.

COMO Wally Smith DSO-OP - Rpt on File: Wally reported that FW went well. Almost no other patrols have been done due to the Blackout. The monthly report lists who needs requals. Members in REWK and not continuing must return PPE.

Larry Stanton DSO-CM - Rpt on File: Larry reported it's been very busy. FW went well. Got special Thank You from the Air Boss. Carol Paz will take an ADSO position. Looking forward to the planned class at the PCA Fair.

Vinicio Mata DSO-EM – Rpt on File: Vinicio reported on the Everbridge Test where we got an 81% response. Best ever.

John-Michael Zimmerle DSO-AS –Rpt on File: John-Michael reported things have been very busy. He thanked those who helped the Safety at Sea event with 136 scouts. Thanked Linda Haynes and her team (AUX CA) which handled food for the event. The event went well. AUX Scout activities are allowed now. Contact John-Michael if members are looking for information or want to participate in Sea Scout activities. A Sea Scout Ship is looking for an AUX Unit.

Curtis Han thanked Nancy Marion for her work.

**DCAPT Support & Planning** Bruce Martin DCAPT –

Carl Henning DSO-CS – Rpt on File: Carl reported making some changes to the district website. Working with Michelle Thompson for PCA registration.

Linda Haynes DSO-CA – Rpt on File: Linda was not present.

Robert Aston DSO-IS - Rpt on File: Robert reported anyone interested in AUX 10 C-School must go onto the website and register, and then submit an STTR. This includes both online and in-person classes. Need to submit 7007 forms by Dec 20<sup>th</sup>. Please copy Robert Aston when the 7007 is submitted.

Ann Zocchi DSO-MT – Rpt on File: Ann reported TCT refreshers are available. She asked that we remind elected or staff that may need the TCT refresher. Also send Elected Officers' names to Ann.

Steven Hilt DSO-DV – Rpt on File: Steven was excused. Winnie Zhou (ADSO-DV) reported for Steven. Winnie participated in a Town Hall Diversity Meeting. She noted a need for FSO and SO-DV. This will help educate members about the importance of DV.

Jim Losi DSO-HR – Rpt on File: Jim was excused. Lou Sarto (ADSO-HR) reported for Jim. Lou reported currently we have 1107 members. Reduction is very low.

Jerry Edelen DSO-MA - Rpt on File: Jerry reported John Brandenburg is working on repairs for our rolling stock with emphasis on safety items. Repairs will be phased in due to the costs identified. The ACV Request Form is being revised. Jerry thanked Fran Fisher for all of her work on the MA finances.

Greg Schaefer DSO-PB – Rpt on File: Greg was excused. The Northwind came out recently.

**Curtis Han - DCOS**

Fran Fisher DSO-FN – Rpt on File: Fran thanked the divisions that paid dues. She attached the reimbursement sheets to her report.

Ricardo Moreno INT REL – Rpt on File: Ricardo was excused. A Northwind article helped recruit a new interpreter.

Georgie Scheuerman DSO-SR – Minutes in. Georgie noted she had nothing to add. Georgie extended a Bravo Zulu to Bryce Leinan for providing names of district members who attended the October YouTube transmission of the District B&S Meeting.

**ASC- SF:** Sue Fry: Rpt on File: Sue extended a Bravo Zulu to the AUXLOs. They’re rapid responses have been very helpful. If AUX Units are planning an event with Coast Guard Units, let Sue know. She can help inform the Coast Guard. COWs: Sector is interested in having local Coast Guard units attend the COW of AUX units they work with.

**ASC- Humboldt:** Bill Hale: Rpt on File: Bill was excused. Curtis noted the Sector Humboldt Commander will not be able to attend the Div 8 COW.

DCO McFarren thanked Curtis and all DSOs for their work this year.

**DCO McFarren: DSO Reports:**

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

Neal Nevesny - Civil Rights – Neal was not present.

**Leadership Reports:**

**DCOS – Curtis Han:**

**i. D11 Request for Forces Update**

1. Total of 62 requests up-to-date, including recent request for assistance in the galley at Sec SF/YBI, to help keeping the galley ship-shape, fill the dishwasher, clean after breakfast and lunch. Emailed all AUX-CAs, respond to Sue Fry, ASC-SF. This is currently put on hold, as Sec SF may fill the position with AD members. MISLE Data Entry position is currently being filled, in process. Morgan Swiggett (12-91) awaiting Security Clearance. Station Vallejo – AUC Hunter identified two members that are currently working on FA/CPR instructor. Will discuss with TPO at CGSTA Vallejo in January to discuss the training dates. COMO Mary Kirkwood is awaiting ALAC card in order to augment at TRACEN Petaluma as RN. Linda Ravetti (11-03) is being considered for telemedicine in Behavioral Health. Rene Steinhauer (05-03) has been augmenting as AUXHS aboard Polar Star until March.
2. Total of 38 requests closed; 3 in progress; 21 remain open.
3. Please encourage your members to update their skills bank information and make sure they are current in Core Training and Risk Management to be considered if opportunities pop up.

**ii. Risk Management Initial Training and Refresher Training Reports**

1. Initial RM Training – 7 members (Staff Officers) are still non-compliant.

113-03-01	MCCLELLAN PARK	LEE, TOM H	FSO-OP
113-04-09	SILICON VALLEY	FLOOD, PATRICIA S	SO-MS
113-05-01	VALLEJO	KELSEY-MOLLWITZ, DEANNA	FSO-PA

113-05-05	SONOMA COUNTY	FITZGERALD, JAMES J	FSO-MS
113-05-05	SONOMA COUNTY	SIMMONS, ERIC S	ADSO-CM
113-12-01	EAST BAY	KAM, DAVID W	FSO-MS
113-12-91	SAN RAMON VALLEY	OUIMETTE, RONALD E	FSO-MS

2. As of November 1, 2021, RM Refresher Training –81.4% of those who need the refresher training have completed since the last month. Ranked third of five in PACAREA. 14.7% (33 members) have expired.

**iii. Core Training:**

1. As of November 10, 2021, we are currently sitting at 66% compliance for core training and below the 68% National average for the Auxiliary, ranked fourth of five in PACAREA.
  - a. 378 of our 1102 members are not current.

**iv. AP/IQ Status:**

1. As of November 1, we are sitting at 94 members (8.3%) in AP status. The Aux Average is 9.3%
2. We currently have 97 members (8.6%) in IQ status. The Aux Average is 4.3%
3. AUXOP – we currently have 183 of 1121 members (16.3%) with AX/AX2 designation. National average is 15.2%, ranked 2<sup>nd</sup> of 5 in PACAREA.

**v. National Safety Update:**

1. No new updates since last month. Awaiting response from COMO Zinner and Schaefer.

**DCO – Dean McFarren:**

**i. We continue to march towards normality:**

1. As with last month, there currently is NO plan to revert back to a Phase II or other restricted duty but you're urged to remind your members that we all need to follow Reconstitution Plan safety guidance and not let our guard down.
2. COMO McFarren is still receiving emails from members asking if in-person meetings are still prohibited. We all need to carry the message down that:
  - a. In person meetings are authorized for internal activities such as meetings and training AND external activities such as Public Education classes.
  - b. Meetings must be 50 or less people to be considered by DIRAUX for approval. No waivers for over 50ppl will be granted, including Changes of Watch.
  - c. A mass gathering form (MGF) must be completed for any new meetings, including Changes of Watch.
  - d. For repeat meetings, e.g. flotilla meetings, the organizer should review the approved MGF, assess if there are any significant changes, and resubmit ONLY if there are significant changes to the risk or mitigation plans.
3. COMO McFarren noted that many Divisions and Flotilla's are seeing a downturn in meeting attendance as we continue to learn how to manage COVID. He'd just like to say that each and every member is important and the work we do is equally important. We can do just about every task we did before COVID... It's important to reinforce that and let our members know that they can return to duty if they so choose.
  - a. Let's be the voice of encouragement and work with our members to get them energized and engaged.

**ii. Membership Status:**

- 1) Currently at 1106 as of last report on 11/9. Down from 1143 last month at this time (-37 YTD or -2% YTD)
- 2) We believe we're seeing the large hit that was expected at the end of 2021 as pandemic concerns continue.
- 3) COMO McFarren asked Jim Losi and the HR team for an analysis of who is actually leaving. Are they "Active" members or just "Dues Paying" members?
- 4) As we have only 45 days left in the year, we need to make sure our FC's and DCDR's reach out to the productive members at a minimum. Then concentrate on just dues paying members.
- 5) We have recruited 109 new members in 2021 through 11/9 so we're still above our goal trend of 10% for the year. (Currently at 11% YTD)
- 6) We continue to get leads from National (8 this month alone) and Jim is following up with our DCDR's.

**OLD BUSINESS:**

**a. Division & Flotilla elections**

- 1) Our final Division election has been completed.
  - a. Congratulations to Georgie Scheuerman and Nikolay Zhrebnekov for being elected DCDR/VDCDR of Division 12.
- 2) We should be well into our Flotilla elections at this point and COMO McFarren is hoping they are all successful and timely.
  - a. Several of our Flotilla's have had a difficult time fielding candidates for FC and VFC.
    - i. Please submit any request for waiver prior to the election.
- 3) Leadership is not easy, but it can and should be fun. It is important that we as leaders paint a positive picture of leadership as there are definitely more good things than bad.
- 4) Carry the positive message! Encourage our members to become leaders.
- 5) Look for high potential candidates and start grooming them the day you step into office.
- 6) Succession planning should start the day all elected leaders assume office

**b. Division Changes of Watch Scheduling**

- 1) Division COW packet is being prepared for upcoming Division 7 (12/4/21) and Division 5 (12/5/21) COWs. Packet will be forwarded to Sec SF Command via AUXLO.
- 2) Division 8 – 12/8/21 and Division 12 – 12/11/21 COW will be virtual.
- 3) Customarily, the SSF/SHB representative talks a bit about the Division, including how many volunteer hours, major points or milestones in the year. DCDR's, please provide this information to your DCAPT so the Rep has something to congratulate your team on.
- 4) Just a reminder that current D11 COVID capacity protocols require that the maximum number of people present for in-person events be limited to no more than 50ppl. And of course, the venue maximum size would also need to be taken into consideration.
  - a. All of this should be contained in your Mass Gathering Form that needs to be submitted to and approved by DIRAUX prior to the event.
- 5) Thank you DCDR's for holding these events. It is important and customary to hold formal events such as this to transition the mantle of leadership from one team to

another and to recognize your staff for supporting the division for the last year. Especially during this time of COVID.

**c. Elected Officer Training**

- 1) Two-part training as we did in 2020 for 2021
- 2) DCDR's, please send results of your Flotilla elections to our DSO-MT Ann Zocchi as soon as they are in.
- 3) First part virtual on Thursday December 9<sup>th</sup> at 18:30pst to cover items that are required or necessarily need to be done before end of year. This session should be approximately 3hrs in duration
- 4) Second part in person at Jan PCA fair to cover more leadership or process related topics and should be approximately 8hrs in duration spanning both Saturday and Sunday.

**d. Vote to Accept D11N 2022 Budget Proposal**

- 1) A copy of the proposed 2022 budget was sent to the District Board last month for review with the request that comments and/or concerns be sent back prior to this month's B&S meeting. No comments and/or concerns have been received.
- 2) The proposed budget keeps authorized spending flat for 2022
- 3) Lew Derfuss made a motion to accept the 2022 budget as proposed, Bryce Leinan seconded, Discussion, and Board Voted to approve. Motion passed.

**NEW BUSINESS:**

**a. DTRAIN Hotel Reservations Open**

- 1) Our Event Planner Phil Sanchez and COMO McFarren did a walkthrough of the Nugget Resort a couple of weeks ago and, wow, what a nice venue.
  - a. Very modern and spacious meeting rooms that more than meet our needs.
  - b. Recently renovated hotel rooms that are very spacious
  - c. The rates we are getting are phenomenal.
  - d. This is a great venue for our first DTRAIN in three years
- 2) COMO McFarren sent out an email Monday afternoon with the Flyer and Hotel reservation link, encouraging members to make their reservations prior to January 25<sup>th</sup> to be entered into a drawing for two free-nights at the Nugget.
- 3) Additional information and class offerings will be coming available as the event gets closer.

**DCAPT Assignments:**

DCO Dean McFarren thanked Nancy Marion for her work as DCAPT this year.

- o **Prevention:** Bruce Martin (Divisions 1, 3, 10)
- o **Response:** Alan Stanton (Divisions 6, 11, 12)
- o **Support & Planning:** Chuck Cobery (Divisions 4, 5, 8)
- o DNACO Mary Kirkwood (Division 7)

**For the Good of the Auxiliary:**

- A. Alan Stanton reported that Sector San Francisco 5k and Fun Runs Leadership is interested in engaging the Auxiliary. Will send out details next year. CGI does some Fun Runs and will send out info.
- B. Robert Aston urged members to put in hours.
- C. DCO Dean McFarren- Extended a Thank You & Happy Holiday's to everyone.

1. As this is the last District Board & Staff meeting of the year, COMO McFarren thanked all of the Board & Staff, the Vice's, Deputies & ADSO'S, elected and appointed leaders, and all of our members for being members of D11N and the Auxiliary.
2. He noted this has been a tough year as we continue to work our way through COVID, but it has also been a defining year.
  - a. We found ways to stay engaged and relevant and support the missions of the Auxiliary and the Coast Guard, and we did so safely,
  - b. We adopted new methods of communication and learning that may change how we move forward for years to come,
  - c. We still found ways to have fellowship,
  - d. And more than anything else, we stood by each other as friends and as a team.
3. To the outgoing Division Commanders and DSO's, COMO McFarren extended a thank you for choosing to be a leader. He noted their actions and deeds will not be forgotten.
4. To the incoming Division Commanders and DSO's, COMO McFarren extended a thank you for stepping up. We have a lot of good work to do and he's looking forward to having members on the District leadership team.
5. He extended a wish for Happy Holiday's to everyone and noted he's looking forward to our first B&S meeting of 2022 on 15JAN at Coast Guard Island in Gresham Hall.

**Adjourn:** With no further comment or discussion, DCO McFarren adjourned the meeting at 2109.

**Next Meeting:** January 15, 2022 at 1500 PST, Gresham Hall, Coast Guard Island

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 Dean McFarren DCO

COMO Mary Kirkwood IPDCO, DNACO PACAREA

Chief of Staff Curtis Han

DCAPT Prevention: Alan Stanton

DCAPT Response: Nancy Marion

DCAPT Support & Planning: Bruce Martin

DCDR 1 – COMO Dale Fajardo;                      DCDR 3 – Russ Kaiser

DCDR 4 – Michael Brown;                      DCDR 5 – Lew Derfuss

DCDR 6 – Chuck Cobery;                      DCDR 7 –

DCDR 8 – Phil Mammano;                      DCDR 10 – Dock Pierce

DCDR 11 – Bryce Leinan;                      DCDR 12 – Greg Olsen

P-PCA –

DSO's in attendance:

DSO-AS – John-Michael Zimmerle

DSO-AV – Larry Olson

DSO-CA –



DSO-CM – Larry Stanton  
DSO-CS – Carl Henning  
DSO-DV –  
DSO-EM – Vinicio Mata  
DSO-FN – Fran Fisher  
DSO-HR –  
DSO-IS – Robert Aston  
DSO-LP –  
DSO-MA – Jerry Edelen  
DSO-MS – Wil Sumner  
DSO-MT – Ann Zocchi  
DSO-NS – Michael Hay  
DSO-OP – COMO Wally Smith  
DSO-PA – Jane Smith  
DSO-PB –  
DSO-PE – Sean Harvey  
DSO-PV – Mike Thompson  
DSO-SR – Georgie Scheuerman  
DSO-VE – Mike Lauro  
CRC -  
ASC SF: Sue Fry  
ASC H:  
Int Rel –

Guests: COMO Mike Maddox, Jim Duncan, Paul Custance, Winnie Zhou, Carol Paz, Terry Blanchard, Don Anderson, Doug Macpherson, Lou Sarto, COMO Vic Connell, Kit Galvin, Robin Stewart, Eddie Lam