



DSO-MA REPORT

Date: June 11, 2021

To: COMO Dean McFarren,
Curtis Han, District Chief of Staff
Bruce Martin, DCAPT-Support
District 11N Board and Staff

From: Jerry B. Edelen, DSO-MA

HIGHLIGHTS:

1. Bard Mansager appointed as Deputy DSO-MA.
2. Status of District Store.
3. Plan to meet with BX Manager.
4. ANSC Catalog update forwarded.
5. Work continues fixing PLB responsibility.
6. Coastie Funding to be sought.
7. ADSO-MA (Rolling Stock Manager) will be checking on other District's Maintenance Programs.
8. ACV to be managed by District Materials Team.
9. District Store hand-over continues.

DETAILS:

1. Bard Mansager has been officially appointed as Deputy DSO-MA. There is no doubt he will do an outstanding job in this position!!
2. My Deputy DSO-MA, Bard Mansager and I will be traveling to Coast Guard Island on Wednesday, June 16th to inventory our District Store and to determine what needs to be done to reconstitute it, supplies that need



to be ordered, equipment that needs to be purchased, etc., etc. I have coordinated with Michael Brown, who will meet us when we arrive and give us access to the cage where the District Store is located. Thank you, Michael!

3. During this trip, I have scheduled a meeting with the BX Manager, Lisa Tracy (510) 437-3165. Bard and I will try to determine how she can work with us to stock needed Auxiliary Materials.
4. I received the latest ANSC catalog from COMO Dean McFarren and forwarded the catalog to all SO/FSO-MAs in our District for their information.
5. Our OTO, BOSN2 Dustin Finkelson, continues to work on the details of passing on the responsibility for the accountability and testing of all our PLB's to either the Divisions or Flotillas. Our OTO is working on designing an Accountability Form which, when it is completed, I will set up an "all hands" webinar, consisting of all SO/FSO-MAs in our District to get feedback and to determine at which level- Division or Flotilla, the accountability should be based. Once the information is obtained, we can make a final decision and implement it. UPDATE: One of the intriguing ideas Michael Brown has put forward is to assign PLB's to our various Coxswains/ Facilities, rather than directly to individuals. Yes....advantages and disadvantages immediately come to mind with regard to this proposal. They will be fleshed out and studied prior to presentation through our Chain of Leadership for decision. More to follow. Again, thanks to Michael Brown for thinking outside of the box!
6. John Brandenburg, our District Rolling Stock Manager, has requested that an annual budget set up for the maintenance and repair of all our District Coasties as a preventative measure, rather than waiting until a Coastie's part wears out and then having to requisition the part and repair the Coastie- thus resulting in extended down time for this critical Public Affairs item.
7. John Brandenburg, our ADSO-MA (Rolling Stock Manager) and I are checking with other Districts as to whether they already have a District Maintenance Program in place. Copying a good program and making it better is a lot better than starting from scratch. Thus far, an e-mail requesting assistance has gone out to all national DSO-MAs. I received two excellent replies thus far. At the aforementioned National Materials



Webinar, I also asked the other DSO-MAs if they utilized a commercial software program to track their District Materials.....They provided me with a couple of examples, which we will investigate.

8. Mike Thompson has done an outstanding job managing the District Auxiliary Communications Vehicle (ACV). However, he has become overextended in his service to our District and has asked if our Material Team can take up management of this critical asset. John Brandenburg, our District Rolling Stock Manager has agreed and has identified an Auxiliarist to assist him. His name will be submitted to our Commodore for approval and appointment.
9. Yesterday, I had a very fruitful telephone conversation with IPDCO-MA St. George Rogers. He was extremely knowledgeable and helpful in briefing me in many aspects as to our District Store operations. I will be traveling to his home in Novato next week to pick up the District Store Petty Cash, Laptop, and iPad, and getting briefed on the operation of all of our electronic equipment. Thank you, George for your great attitude and helpful, informative demeanor!

DISTRICT MATERIALS TEAM- UPDATED:

According to AUXOFFICER, our District 11N Materials Team consists of the personnel listed in the following table. This table is being updated as new information comes in. Please provide me with any information you might have if any of the information is incorrect.

Position	Name	Confirmed?
DSO-MA	Jerry Edelen	Yes
Deputy DSO-MA	Bard Mansager	Yes
ADSO-MA (Rolling Stock Manager)	John Brandenburg	Yes
ADSO-MA	Open	
ADSO-MA	Open	



Div 1	Michael Mitchell	Yes
Div 3	Jeff Fite	Yes
Div 4	Trish Votta	Yes
Div 5	Ronald Nathan	Yes
Div 6	Craig Johnson (Acting)	
Div 7	William Rouleau	Yes
Div 8	Donald Cromwell	Yes
Div 10	Billy Ray	Yes
Div 11	Nathan Karl Jeffery	Yes
Div 12	DCDR Greg Olsen	Yes

CHALLENGES/ OBSTACLES:

1. Rebuilding the District Materials Team. In January, all District Materials Team members resigned their positions except our District Rolling Fleet Manager. DSO-MA Rolling Stock Manager has been appointed!
2. Ramping up in the Materials subject area- an area I and my Deputy have had little previous experience in. (Now I know what it's like to be fed with a fire hose! 😊)
3. The Covid-19 lockdown has severely hurt the functioning of our District Store and complicated obtaining some information necessary to establish a comprehensive Fleet Maintenance Record System. Progress is being made to obtain this information (see previous DSO-MA reports)

AGENCY INTERACTION:

1. I am in quarterly contact with Mr. Stan Feldman, Treasurer, Chief Materials Liaison Officer, Coast Guard Auxiliary Association, Inc



2. I am also in contact with other District DSO-MAs obtaining ideas and information.
3. Next week, my Deputy and I meet with the Coast Guard Island Base Exchange Manager.

GOALS AND OBJECTIVES:

Short Term:

1. Locate all District Material to ensure accountability. Next weeks trip to CGI should accomplish a lot in this regard.
2. Delineate responsibility for District Material. Our Materials Team is accepting responsibility for the Auxiliary Communications Vehicle.
3. Investigate the possibility of using accounting software in our District Store, such as inventory control software, bar codes, scanners, monthly financial reporting, etc. IPDCO-MA St. George Rogers informs me this won't be necessary. He has already set up a functional system- "Square Software".
4. Develop a comprehensive Vehicle Maintenance Tracking System to ensure the assignment and maintenance of our District vehicle and trailers is the most efficient for everyone and that our drivers are qualified when they use the equipment. Ongoing....awaiting more information from other Districts.
5. Make our District Store even more relevant by expanding the items we offer and by only ordering those items that are desired by our District Personnel. An Inspection visit is planned for next week.
6. Contact the DSO-MAs in other Districts to see how the DSO-MA job is handled in their District, and what other support functions we might adopt to make our Materials Team even more effective. (This was accomplished at our first National DSO-MA Webinar.)
7. Meet with the Base Exchange Manager at Coast Guard Island to see how we could better use the CGI BX to stock Auxiliary needed clothing/equipment. An appointment is scheduled for next week!

Long Term:

1. Have Fun! Whoopee!! 😊



2. Help train SO-MA's so that they can support their Divisions to the fullest. (Note: SO-MA and FSO-MA job descriptions are now included on the District MA website.) Two District-wide Materials webinars have been conducted thus far, during which the MA attendees were provided valuable training!
3. Make use of the National Materials Liaison Division, Coast Guard Auxiliary Association, to improve the functioning of our District Materials Operations and to liaise with other District Materials Staff Sections. One nation-wide webinar has been conducted thus far!
4. Have at least quarterly Webinars with all members of the Materials Team to obtain feedback and assist the SO-MAs with any problems they might have. (Note: Two have been held already.)
5. Use the Materials Team to assist in Recruiting and Retention by encouraging and providing to the Divisions effective advertising materials. (Note: This was discussed heavily in our second District Materials Webinar.)
6. Maintain a Materials list on-line of shared Division Material so that Divisions may borrow Material from each other.

IMPORTANT NOTE:

Reminder, if you serve in an elected position in the Auxiliary, you CANNOT also serve in either a Materials or Finance Staff Position!

DIVISION SO-MA RECEIVED REPORTS THIS LAST MONTH:

Division SO-MAs are encouraged to submit their monthly reports for inclusion in our District MA Report to inform EXCOM and other staff officers of your activities. It is also valuable for SO-MAs and FSO-MAs to read this section to see what their Materials shipmates are doing and to get some great ideas for their own organizations!

Division 1 (SO-MA Michael Mitchell)

4/28/21: Deliver to DIRAUX one turned-in PPE set issued to Greg Catani (#1242260) 5/10/21: mail BCSV knife to Carlos Lamas-Babbini (#3010372) 01 5/16/21: PPE set (no PLB) delivered to David Bell



(#5000487) 7261 Envelopes 40 Requested by DNACO-O Mary Kirkwood Ordered from ANSC 27MAY21 ;in transit . Forever Stamps 02sh Requested by DNACO-O Mary Kirkwood Ordered from ANSC 27MAY21; in transit . Boat America course books 30 Requested by DNACO-O Mary Kirkwood Ordered from AuxA 28MAY21; in transit 7221 1020 20 20 Aux white envelopes 4x9 Forever stamps Requested by FSO-FN Lou Sarto (#3008536). Ordered from ANSC 28MAY21. In transit 3 Replacement BCSV lanyards Mailed to Steve Bustin (#1228253) 19MAY21: Flotilla 1-7: 1 PLB ordered and delivered

Division 3 (SO-MA Jeff Fite)

- Highlights
 - Division inventory search is ongoing
 - There were no Materials requests at the Division level this month
- Flotilla Activity Details
 - Pete Hnat, FLT 31, no report
 - Ariel Schoonover, FLT 33, no report
 - Bob Waterman, FLT 35, ordered Boat America x 60 kits in support of FLT 3-10
 - Larry Stanton, FLT 3-10, no report
- Projects
 - Locate and inventory unaccounted Division property accurately.
 - Coastie repair & refurbishment
- Challenges & Opportunities
 - Cultivate regular reports from FSO's
- Agency Interactions
 - None reported
- Goals & Objectives
 - Locate suitable storage for Division property and consolidate it there
 - Determine which FSO's have their own ordering accounts with Division of Boating and Waterways, and obtain one for those in need

Inventory (work-in-progress)

- Division 03 Flag and storage container; held by FLT 3-10; \$1



- PA display banners, one large and two small, with storage cases; held by \$1500
- Various unknown items; held by John Hardin; \$1

Division 03 Custodial Materials (for use by Inland/Valley Divisions)

- Coastie and Trailer, stored at AIRSTA Sacramento.
- Comms Trailer, stored at STA Rio Vista

Coastie #3 is in need of repair and refurbishment, and a little birdie tells me that the factory can and has revitalized Coasties in other Districts. If this is a thing, I want it! (Frankly, if they can repair and refurbish *me*—I want that, too!) Coastie's needs:

- Eyes inoperable
- Air Horn Inoperable
- Microphone (Coastie's hearing) and Speakers (Coastie's voice) Inoperable—the Voice recently so.
- Music deck has never worked, but that may be simply because there are no MP3's uploaded and I haven't worked on it
- Rumor is that tires suitable for asphalt are available and would be desired. The trailer for Coastie #3 is also in need of repair, and I know you're looking for the custodians to source a shop for maintenance, so this would be a two-birds-one-stone situation. The trailer has UV damage from sitting outdoors at the AIRSTA. I'll include photos at the bottom.

It needs:

- Left Vent
- Right Vent
- Left Clearance Light
- Right Taillight - about this; I have had to replace tail lights three times. The problem is the light are flush mounted to the drop door, and if the trailer is unhitched and someone walks up the ramp, the trailer tongue will lift off the ground, slamming the door (and tail light) onto the parking surface. We have jacks for this problem, but usage is less than 100%. I wonder if it would be possible to bolt or weld some sort of cage or stand to the door, under the light, to give support in such a case? Finally, I was told we got the newest Coastie and the oldest trailer. It shows. The wrap with all the logos and advertising and such is starting to crack, but not yet to peel. This will need to be addressed sometime in the future. I also took pictures of the license plate and the info



placards, in case any of that needs to be added to the rolling stock spreadsheet.

Division 4 (So-MA Trish Votta)

No activity this month.

Division 5 (SO-MA Ronald Nathan)

SO-MA Report for May 2021:

Flotilla 5-1 nothing new to report.

Flotilla 5-2 Position vacant. FC is storing materials and managing MA needs for Flotilla.

- 2021 National Safe Boating Week posters were distributed to PV Partners in May 2021 as part of the Flotilla NSBW Plans.
- DSH Napa Police Dept.
- Both entrances at Alston Park in Napa
- Sweeney's Sporting Goods in Napa
- Napa Valley Marina
- Napa Sea Ranch – Boat Storage

Flotilla 5-3 No report

Flotilla 5-5 VE supplies ordered

- Receipt of PLB's that expire in June 2021 has begun with new PLB's being shipped directly to the member.
- Member dropping from crew assignment returned all items to the storage locker. Items were checked and accounted for.

Flotilla 5-7 No report

Division 6 (Craig Johnson, performing MA duties)

- Nothing really to report other than Flotilla 64 is well stocked if and when our Program Visitors wish to get out.



- Coastie is still located at building 308 only in a different parking spot. Because it might be a tight squeeze, we may require the yard crew to move the trailer to a more accessible location, if and when we need him.
- There will be a Change of Command at Station Monterey around the middle of June.

Division 7 (FSO-MA Donald Moyle)

Nothing to report

Division 8 (FSO-MA Donald Cromwell)

Nothing to report for March.

Division 10 (SO-MA Billy Ray)

10-02 No Report Received

10-03 No Supplies Needed

10-05 No Report Received

10-06 No Report Received

Division 12

Flotilla 12-91: Nothing to Report

Attachments:

None this month

Respectfully submitted,

Jerry B. Edelen

DSO-MA

(831) 269-9250 (cell)

