



DSO-MA REPORT

Date: July 13, 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. District Store Software is updated!
2. Rolling Stock Manager is making progress.
3. Linda Bradon's message is forwarded.
4. ADSO-MA is appointed.
5. MA Team travels to Novato and CGI.
6. ANSC Catalog update is forwarded.
7. Proposed Coastie budget is proceeding.
8. ACV handover continues.
9. Next national DSO-MA Zoom call is scheduled.

DETAILS:

1. During the handover from the IPDSO-MA to myself, it was discovered that a new Square credit card reader for the District Store had been purchased and hadn't been used yet because of the COVID pandemic. Welllllll.....it appears nothing is easy. Trying to get this new reader up and running was a bear. It appears that the District Store IPAD is so old, its operating system won't function with the latest Internet browsers that



the Square software uses. After many hours trying to get both the District Store iPad and District Store Laptop to work with the Square reader to no avail, I discovered using my own iPhone works perfectly. Sooooo.....technically, we're off and running. I'm still trying to find a work-around. However, we now have a functioning solution for our upcoming PCA. Incidentally, the Square Credit Card reader only reads credit cards with imbedded chips. Sooooo.....we can complete District Store transactions using cash, checks, or credit cards with imbedded chips.

2. John Brandenberg, my ADSO-MA (Rolling Stock Manager) ordered and received Coast Guard and AUX handouts relating to personnel safety in boating, watercraft and floatation devices. Also, received were posters on various water safety topics.
3. Linda Bradon forwarded me an e-mail describing where and how Materials Officers can obtain Safe Boating Campaign T-shirt Box Sets. I forwarded her e-mail onto all Materials Officers in our District. Thanks, Linda! You've been very proactive!
4. Dave Sequeira has been officially appointed as an ADSO-MA. There is no doubt he will do an outstanding job in this position!!
5. My Deputy DSO-MA, Bard Mansager and I traveled to Novato and to Coast Guard Island on Wednesday, June 24th. The purpose of the Novato leg of our trip was to meet with IPDSO-MA St. George Rogers to receive from him:
 - a. District Store Cash Box and Petty Cash amounting to \$200.
 - b. The District Materials Acer Laptop.
 - c. The District iPad which has Square Accounting Software Loaded.
 - d. Keys to the Cashbox and a Security Cage on CGI.
 - e. District Store Deposit Ink Stanp.
 - f. Plus, other District-related materials.

Bard and I had a long, very, very fruitful conversation with George....a Vulcan mind meld, if you will. He provided us with a considerable amount of information and answered all of our questions. Thank you, George!!!

As an aside, I brought him a couple of Cuban cigars, and he reciprocated with some first-class cigars of his own, including a Cohiba! Again, Thank you, George!



Next, Bard and I drove to CGI where we had nice lunch with Michael Brown and Wayne Farnholtz. During lunch, Rear Admiral Penoyer saw us, came up to our table and thanked us for our support. What a sincere, professional senior officer!!

After lunch, Michael took us down to the DIRAUX security cage which housed our District Store Materials, where we all took a visual inventory, and rearranged the Materials on a rack in the corner of the cage:



Our District Store in storage!



Thanks, Michael, as always, for your assistance!

Next, we went to the Coast Guard Island Base Exchange where we met with BX Manager, Lisa Tracy (510) 437-3165. Bard and I had a nice conversation with her, and I believe we are now on her radar. She gave us her business card and told us she would be forwarding the BX's list of weekly/ monthly specials to us so we could alert our Auxiliarists of these special deals. Once we receive these lists via e-mail, I will forward them to all SO/FSO-MAs in our District. It was a fruitful conversation, and I believe Bard and I got her into thinking of how to increase her sales to the Auxiliary. Thank you, Bard for coming up with the idea of meeting with her!!

6. 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.
7. John Brandenburg, our District Rolling Stock Manager, is working on a proposal that an annual budget be set up for the preventative maintenance and repair of all our District Coasties, 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 these critical Public Affairs items. The proposal will be forwarded through our Chain of Leadership when completed.
8. There has been a bit of a delay with the handover of our ACV from Mike Thompson to John Brandenburg; however, it is proceeding. John is currently trying to obtain his own key to our ACV so he won't be bothering (or dependent) on our DIRAUX office whenever he needs to gain access to the ACV. Progress is being made.
9. Stan Feldman, CLMO CGAUXA, (631-523-8835) has scheduled our next national DSO-MA Zoom meeting for July 28th at 1700 hours. Stay tuned for the results of this always productive meeting!

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



personnel are appointed. 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	Dave Sequeira	Yes
ADSO-MA	Open	
Div 1	John Fortner	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 Jeffery	Yes
Div 12	DCDR Greg Olsen	Yes

CHALLENGES/ OBSTACLES: (Progress being made is underlined)

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 along with a new ADSO-MA!
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! Progress is being made...District Store “Square” software is now operational. 😊

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. He organizes nation-wide DSO-MA webinars quarterly during which I participate.
2. This month we met with the Coast Guard Island Base Exchange Manager.

GOALS AND OBJECTIVES: (Progress being made is underlined)

Short Term:

1. Locate all District Material to ensure accountability. This month’s trip to CGI accomplished a lot in this regard.
2. Delineate responsibility for District Material. Our Materials Team is transitioning to accepting full responsibility for the Auxiliary Communications Vehicle. Obtaining our own key to the ACV is ongoing.
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 passed on to me a new “Square” credit card reader which I’ve finally been able to make work. As far as using accounting software, I’m still investigating.
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. Our DSO-MA (Rolling Stock) John Brandenburg is making progress on this.
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 was conducted this month; however, most of the items were wrapped in clear plastic wrap. And, currently, it looks like there is a huge amount of material. The current plan is to arrive early Friday at CGI during our PCA weekend, set up the District Store and take a detailed inventory at that time. From there, we'll have a good idea of other items which should be stocked.

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 is being accomplished at our quarterly National DSO-MA Webinars.
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. DONE!

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, more to follow!
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, more to follow.)
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 and will be reemphasized in future webinars.)
6. Maintain a Materials list on-line of shared Division Material so that Divisions may borrow Material from each other. (back-burner for the moment)



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)

15 VSC check form Paddle craft VSC check form “IF FOUND” decal canoe/kayak Requested by VE Steven G. Bustin (1228253) on 06/17/2021
7012 50 VSC check form Requested by FSO-VE Greg Catani on 6/30/2021

Division 3 (SO-MA Jeff Fite)

Report hasn't been received as of the publication of this report

Division 4 (So-MA Trish Votta)

No activity this month.

Division 5 (SO-MA Ronald Nathan)

SO-MA Report for June 2021:

Flotilla 5-1 Organized and catalogued RBS materials for distribution to Program Visitation Partners.

Flotilla 5-2 no report

Flotilla 5-3 no report



Flotilla 5-5 Follow up on PLB replacements to devices expiring in June. Feedback from Michael Brown is that the PLBs have been ordered and are awaiting delivery. Michael will be sending these directly to the members. The affected members have been notified.

Flotilla 5-7 Nothing reported

Division 6 (Craig Johnson, performing MA duties)
Report not received as of publication of this report.

Division 7 (FSO-MA Donald Moyle)
On 7 June 2021 following flotilla meeting FSO-OP and FSO-MA conducted a PPE inspection of 6 members, the remains 9 members not in attendance did not participate in PPE inspections.

Division 8 (FSO-MA Donald Cromwell)
Nothing to report for June

Division 10 (SO-MA Billy Ray)
10-02 No Report Received
10-03 No Supplies Requested
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)

