



DSO-MA REPORT

Date: December 17, 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

IMPORTANT NOTES:

I HOPE EVERYONE HAS A VERY MERRY CHRISTMAS, HAPPY HOLIDAY SEASON AND MAY 2022 BE OUR MOST PRODUCTIVE YEAR YET!!

PLEASE ENCOURAGE ALL OF YOUR PERSONNEL TO:

- a. ORDER THEIR UNIFORM ITEMS/ ACCESSORIES FROM:
Our Coast Guard Auxiliary Association on-line store www.auxcen.com. The prices are very reasonable, and a portion of each sale comes back to our District to support our Association.
- b. PLACE THEIR AMAZON ORDERS THROUGH:
www.smile.amazon.com instead of amazon.com. How does it work? Once you log onto the website, it will ask you which 501 (c) (3) charity you want to have your donation go to. Just type in "Coast Guard Auxiliary Association". That's all there is to it. In the future, log into www.smile.amazon.com, and .5% of the total of all purchases you make will automatically go the Coast Guard Auxiliary Association. It won't cost our personnel



anything; but it will greatly benefit our Association and, in turn, our District!

HIGHLIGHTS:

1. Coastie Repair Parts supplier is identified.
2. Coastie Trailer Tire supplier is identified.
3. Food Service Van tire inspection coordination is affected.
4. District Materials Team is ready to go to D-Train.
5. www.auxcen.com website is updated.
6. Master ANSC Inventory Listing is distributed.
7. Procurement funds may become available soon!

DETAILS:

1. John Brandenburg has been in contact with a Robotronics Representative (the company that built our Coasties). He and the Rep have come up with an estimate of the total number of items and associated costs required to be purchased to bring all our 4 Coasties back to full operating order. The estimate has been provided to our OTO, Bosun Finkelson. Once funds become available in the Active-Duty Budget and the funds are released, John will get the parts and Coasties, bring them to Coast Guard Island, one by one and complete the repairs himself.
2. John Brandenburg identified Big O tires based in San Leandro as the best shop to replace the tires on our Coasties based on price and location. The tires on all our Coastie Trailers must be replaced for safety reasons. He plans to bring our Coasties and trailers back to CG Island, one by one, after he purchases a set of tires that he can mount them on each Coastie Trailer to ensure they are safe to tow. OTO Bosun Finkelson has been kept in the loop as to the progress that is being made. Once funds are available in the Active-Duty budget, the tires will be purchased.
3. On behalf of John, I have been in contact with Linda Haynes, DSO-CA who has had the tires of the Food Service Van inspected. Those tires appear to be in good condition.
4. Although the cancellation of PCA was very unfortunate, it does ease the pressure on the District Materials Team somewhat. My Deputy DSO-



MA, Bard Mansager would have been out of the country during the time of our PCA, making transporting, setting up, inventorying, and manning the Store quite a challenge. All DSO-MA Team members will be available during D-Train! 😊so, bring it on!!!!

5. The AuxA Fulfillment Center updated their website to be easier to navigate. In years past, the Association Website sported pictures that might be described as less than clear or appealing. Hearing from our members frustrations, the AuxA staff now display recognizable eCommerce quality photographs for us to use. AuxA's eCommerce web site (www.auxcen.com) is now open for business!
6. I received the monthly Master ANSC Inventory Listing from COMO McFarren and distributed it to all SO/FSO-MAs in our District.
7. A message was received yesterday from our OTO: They're supposed to be testing the finance system this Friday, fingers crossed maybe by next week we can start procuring items again. Once funds are available, major progress can be made.

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
Division	SO-MAs	
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, Dave Segueira! All of the new District MA members are absolutely Top-Notch!
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...ALL District Store "Square" software is now operational. 😊 **OCTOBER UPDATE: WOOH! NOT SO FAST, A NEW BANK ACCOUNT AND SQUARE ACCOUNT HAD TO BE ESTABLISHED DUE TO SOME HINKY FINANCIAL TRANSACTIONS IN OUR PREVIOUS BANK ACCOUNT. IT HAD BEEN CLOSED DOWN AND FRAN FISHER HAS OPENED A NEW, MORE SECURE ACCOUNT.**
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. There was no monthly National Materials Web Meeting this last month.

GOALS AND OBJECTIVES: (Progress being made is underlined)

Short Term:

1. Locate all District Material to ensure accountability. September's trip to CGI accomplished a lot in this regard.
2. Delineate responsibility for District Material. Our Materials Team (John Brandenburg, DSO-MA (Rolling Stock) HAS TRANSITIONED to accepting full responsibility for the Auxiliary Communications Vehicle. Obtaining our own key to the ACV has been completed as is the maintenance we performed this month on the ACV and CGI Coastie.
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.
UPDATE: WITH THE REQUIRED CHANGE IN BANK ACCOUNTS, I'M BACK AT SQUARE ONE WITH REGARD TO OUR SQUARE READER. I WILL SOON TRY TO RELINK OUR NEW ACCOUNT AND RUN A TRIAL PURCHASE THROUGH IT.
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 continuing to make 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 recently; 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 at the Hotel in Reno prior to D-Train, 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! UPDATE: thus far, no communication from the Base Exchange Manager....Oh well, we tried.**

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. Two nation-wide webinars have 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!

NOTE: DUE TO THANKSGIVING AND THE HOLIDAY PERIOD, REPORTS FROM OUR DIVISION/ FLOTILLA MA TEAMS HAVE BEEN A BIT SPARCE. AFTER THEY RECHARGE THEIR BATTERIES, I EXPECT JANUARY RESPONSES WILL BE MUCH, MUCH BETTER!

Division 1 (SO-MA John Clarke Fortier)

Details

Highlights 1. PPE tracked in AUXDATA2 2. PLBs issued directly to members 3. Reports from flotilla materials officers 4. Materials requested during report period Details 1. Flotilla 1-4 VFC, FSO-OP Alex Bennett and ADSO-OP-PPE Michael Brown are continuing the task of entering members' PPE inventory and maintenance logs from paper records to AUXDATA2. Members whose PPE information has been entered into AD2 will receive an advisory to that effect, with instructions for verifying the entries. Paper logs will continue to be maintained until entries in to AD2 are completed. 2. PLBs are being issued directly to members to whom PPE has been issued. Recipients register their PLB with NOAA under an individual account. Copies of the registration are forwarded to FSO-OPS. PLB monthly self-test reminders continue to be sent by FSOs-MA to PLB custodians. FSOs-MA maintain PPE logs to monitor self-testing and expiration dates. 3. Reports from FSOs-MA: 113-01-02: no report received to date 113-01-04: report received; attached 113-01-07:



no report received to date 113-01-09: no report received to date Projects
1. Activities and projects in progress as well as planned for the immediate future: to work closely with the FSO-MAs in the pursuit of efficiency and ease in fulfilling materials orders

DATE ITEM # QTY DESCRIPTION BY / TO 11/23/21 ANSC 1020 1
Stamps 20/sheet FSO-FN Lou Sarto 11/23/21 ANSC 7221 40 Aux white
envelopes FSO-FN Lou Sarto 11/24/21 ANSC 1020 3 Stamps 20/sheet
DNACO Mary Kirkwood

Division 3 (SO-MA Jeff Fite)

Activity for the month of November 2021:

- Highlights
 - Preliminary 7025 addendum is complete and attached
 - Coastie #3 is Out of Service
 - There were no Materials requests at the Division level this month
- Flotilla Activity Details
 - Pete Hnat, FLT 31, no report
 - Joseph Heap, FLT 33, no report
 - Richard Celia, FLT 35, no report
 - Larry Stanton, FLT 3-10, no report
- Projects
 - Tire & Bearing Estimates for the Coastie Trailer. Estimates to John Brandenburg for tires, wheels, and bearings. Awaiting funding from the gold side.
 - Coastie repair & refurbishment. Awaiting complete assessment with John Brandenburg.
- Challenges & Opportunities
 - Cultivate regular reports from FSO's
 - Two new FSO's to train—and perhaps retraining of the other two is advisable
- 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 — still in progress as of 11/3/21

Division 113-03 (Greater Sacramento and the California Delta)

Coastie Events

- 30 OCT 2021; Sea Scouts event, Galt CA —done!
- 11 NOV 2021; Veteran's Day Parade, Elk Grove, CA —cancelled!

Division 03 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 Richard Celia; \$1500
- COBY 40" Flat Screen TV, Serial # 2082051-0001625, held by John Hardin, \$50
- SONY 55" Flat Screen TV, Serial #5029073, held by John Hardin, \$75
- Various unknown items; held by John Hardin; \$1

Division 03 Custodial Materials (for use by inland/valley Divisions)

- Coastie and Trailer, stored at STA Rio Vista
- Comms Trailer, stored at STA Rio Vista
-

Division 4 (So-MA Trish Votta (Randy Tan submitting))

I ordered envelopes and postage for our FSO-FN and got confirmation it was delivered.

Division 5 (SO-MA Ronald Nathan)

Flotilla 5-1 Nothing new to report.

Flotilla 5-2 Position vacant.

1. FC is storing materials and managing MA needs for Flotilla.
2. FC will be requesting that the new 2022 FC, Dan Glenn, identify a candidate to take over the FSO-MA office in 2022.
3. Next Month: FC to work with FSO-FN officer, Tom Sarnicola, to prepare the annual officer report, including the Flotilla inventory.



Flotilla 5-3 no report

Flotilla 5-5 no report

- Received about 10 boxes of forms, pamphlets and other items from Bob and Mary Smith. Went through items and took those of use to our storage units at TRACEN. Outdated material was discarded.
- Provided postage stamps to our VFC.
- Ordered display racks for our FSO-PV. Items were received.

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.
- Information is being gathered so we can do a complete refurbish of Coastie and his trailer.

Division 7 (FSO-MA Donald Moyle)

Nothing new to report.

Division 8 (FSO-MA Donald Cromwell)

Nothing to report for October

Division 10 (SO-MA Billy Ray)

SO-MA Report

10-02 No Report Received

10-03 No Supplies Requested

10-05 No Report Received

10-06 No Report Received

Division 11 (SO-MA Nathan Jeffrey)

Other than attending the workshop with the OTO, nothing new to report on my end this month.

Division 12

Flotilla 12-91: Nothing to Report



Respectfully submitted,

Jerry B. Edelen

DSO-MA

jeryedel71@gmail.com

(831) 269-9250 (cell)

