

# Middle East Region Civil Air Patrol

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## Commanders Update Briefing 31 January 2015



**Col John Knowles**  
**MER/CC**

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# MER Command Staff Briefing



- Region Commander
- Vice Commander East
- Vice Commander West
- Chief Of Staff



# MER/CC

## Col John Knowles



- **Meeting Deadlines – Staying Ahead of the Curve**
- **Calendar**
  - Wing Conferences and 2016 MER Conference
- **Winter Command Council Meeting**
- **MER SAR College**
- **MER Website**
- **MER Stats**
- **MER ATP Process**
- **CGM Presentations at the Wing - Checklist**



# MER/CC Col John Knowles



- **BOG Meeting 16-17 Apr PCR Conference**
- **NCC - Color Guard Competition**
- **Wing Commander's Job Description**
- **IC1 Criteria**
- **Advertise Your Events to Neighboring Wings**
- **Winter Command Council Meeting (format)**
- **Staff Working With Wings (and doing the job)**



# MER/CV-E Col Jerry Weiss



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Secured MER RSC Location</li><li>• Received Proposal for 2016 MER Conference Location</li><li>• Cross walked eServices Position Assignments to A Staff</li><li>• Developed A3 Vacancy announcements / A1 published</li></ul>	<ul style="list-style-type: none"><li>• Visit 2016 MER Conference Location</li><li>• Work to fill A3 Vacancies</li><li>• Work with A3 to involve A Staff in their aspects of Operations Orders</li><li>• Work with A3 to publish a SAR College OPLAN</li><li>• Complete Safety Surveys</li><li>• Get metrics established and assigned</li><li>• Coordinate with CAP-USAF for OPS EVALs and develop three year Training Plan</li><li>• Assist CoS to fully implement A Staff</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
	<ul style="list-style-type: none"><li>• Visit 2016 MER Conference Location</li></ul>



# Vice Commander – West Col Dennis Barron



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Joint MER/ SC Wing Conference</li><li>• Worked with MER/CS and A1 Staff to vet and process Awards in time for Conference</li></ul>	<ul style="list-style-type: none"><li>• Survive the Winter!</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>



# MER/CS Col Eugene Egry



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>Established monthly web meetings with MER Staff – 1<sup>st</sup> Wednesday of each month<ul style="list-style-type: none"><li>First Held 7 JAN 2015</li></ul></li><li>Introduced staff to new “A” staff structure</li><li>Staff positions filled:<ul style="list-style-type: none"><li>A7 - Col Larry Trick</li><li>A70 – Lt Col Dan Brodsky</li></ul></li></ul>	<ul style="list-style-type: none"><li>Acclimate staff to new “A” staff structure</li><li>Select new A7E</li><li>Training Plan – A7 will coordinate input from A70 and A7E</li><li>Roll-out ownCloud to all MER Staff Members</li><li>Reports / items due list by date</li><li>MER Supplements – complete review and re-certification</li><li>2015 MER Staff Goals</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>Staff Participation in staff meetings and events (like MER Conference)</li><li>Overdue assignments</li></ul>	<ul style="list-style-type: none"><li>Need help finding new A7E – nominees from each Wing/CC<ul style="list-style-type: none"><li>Vacancy announcement will be published shortly</li></ul></li></ul>



# MER Wing Commander Briefing



- DEWG/CC
- MDWG/CC
- DCWG/CC
- WVWG/CC
- VAWG/CC
- NCWG/CC
- SCWG/CC





# DEWG/CC Col Michael Moyer



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<p>AE – Aerospace Education Activity Day at Dover Air Mobility Command Museum. CV -Completed Wing Inventory / Chge of Command DCP - NCSA Review Boards Of The Year Selections DEWG Conference Scheduling O-Flight Scheduling Resolved Close-out final CI discrepancy Obtained new vehicle (07020) to replace 07010</p>	<p>DO- Focus on cadet orientation flights. DP - To hold at least 1 CLC and 1 UCC and 2 SLS courses over the next 12 months (one every quarter). DCP - Legislative Day DEWG Conference NCC Team Organization Legislative Day Execution Remainder CGM Presentations Obtaining a new Communications vehicle or trailer from NHQ to replace “The Bob”</p>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<p>AE – None at this time. FM- Compliance issues – CAPF 172s, CAPF171s, and budgets not submitted from all subordinate units DO -Decline in mission pilots / Reduced number of airplanes. DP - Getting the members that need it to sign up. CV- Downgrading a unit to a Flight</p>	<p>ALL</p>



# MDWG/CC

## Col William Parris



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<p>Cumberland Sq active Created new St John's Flight Tightened financial systems Continued building new Hqts Closed all open ROS Successful ground tng exercise Successful Winter SAREX</p>	<p>Complete new Hqts buildout Complete CI preparation Launch new website Launch recruiting program</p>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<p>Upgrade financial rating</p>	



# DCWG/CC Col Bruce Heinlein



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• January Falcon Virgo Mission's complete around weather and the State of the Union Address</li><li>• Wing activated its position in the DCHSEMA operations center for the State of the Union Address</li><li>• Met with AFDW/CC and AOG/CC</li><li>• Briefed DCNG staff meeting</li><li>• January SAREX</li><li>• MOA signed with DCNG for Ft Belvoir for facility access</li><li>• SLS completed with members from WVWG, SER, and NATCAPWG</li><li>• Membership: Total 424 / C 177 / S 246</li></ul>	<ul style="list-style-type: none"><li>• February—CLC</li><li>• February—Mt Vernon SUI</li><li>• February—SAREX with VAWG</li><li>• February—Winter Command Council / Legislative Day</li><li>• March—Unit Commander's Course</li><li>• March—Wing Conference / Banquet / Gold Medal Presentation</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Winter weather may challenge flying in next few months</li></ul>	<ul style="list-style-type: none"><li>• NSTR</li></ul>



# WVWG/CC Col Paul McCroskey II



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>➤ Morgantown Composite SQ advanced to regional CyberPatriot Competition</li><li>➤ Organized State Legislative Day for 6 Feb at the Capitol in Charleston</li><li>➤ Arranging appointments with reps for Congressional Legislative Day</li><li>➤ Supported Funeral for 102 year old WVWG CGM recipient Mr. Guy Reynolds</li></ul>	<ul style="list-style-type: none"><li>➤ Complete worksheets in Jan for May CI</li><li>➤ Hold Mock CI with Wing IG in Feb 2015</li><li>➤ Complete Cold WX SAR in Feb 2015</li><li>➤ Plan CGM Ceremony when Congress is out of session and in state to get representative to present</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>➤ CSAG removing Cadet Uniform funding for cadets will hurt recruiting/retention</li><li>➤ Requirement to have all contracts reviewed at NHQ is cumbersome – recommend delegated threshold to WG/CCs</li></ul>	<ul style="list-style-type: none"><li>➤ Nothing at this time.</li></ul>



# VAWG/CC

## Col James Covell



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Have caught up with SUI backlog and completed all that were on waivers.</li><li>• Completed FEMA PODS/Shelter Ops training in one group. Have about 30 people trained now in two groups.</li><li>• CISM course completed for WG members.</li><li>• In SAV at this time.</li></ul>	<ul style="list-style-type: none"><li>• Complete SAV and respond to all discrepancies</li><li>• SAREX Scheduled in Feb.</li><li>• Prepare for Nat'l. Legislative Day on the Hill</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Inventory completed. Have a few ROS that are still in progress.</li><li>• Have some issues with inventory management of old, worn out equipment. (Primarily LG staffing problem)</li></ul>	<ul style="list-style-type: none"><li>• Still having considerable trouble finding WG JA. Last 2 left due to conflicts with work requirements. Am relying on the MER JA in the meantime.</li></ul>



# NCWG/CC Col David Crawford



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• 100% Annual Inventory completed in early November</li><li>• Successful statewide SAREX 17 Jan</li><li>• Reached high-water mark of 67 MPs (6.1/acft) in January</li><li>• Through 26 Jan, flew 347 Oflights (front/back/glider)</li><li>• 4 CGM recipients recognized</li><li>• Through December, flew 616 hours (56 hrs/aircraft (11 assigned))</li><li>• SAV Data Call complete on 15 Jan</li></ul>	<ul style="list-style-type: none"><li>• 2 additional living CGM recipients to be recognized (7 Feb)</li><li>• Families of remaining CGM recipients will receive replica medals at a central ceremony tentatively scheduled for March</li><li>• Equip 4 additional aircraft with 800MHz antenna for state liaison support (1<sup>st</sup> scheduled for 2 Feb)</li><li>• Professional Development Weekend Mar 7-8</li><li>• UCC Mar 14-15</li><li>• Ongoing C-206 transitions for qualified pilots</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• WMIRS 2.0 e108 issues continue</li><li>• WMIRS 2.0 operational issues continue (Flight releases, sortie management, reporting)</li><li>• Mishap reports being sent back to Wing from NHQ without commentary as to why</li></ul>	<ul style="list-style-type: none"><li>• WMIRS 2.0 issues need National Command Staff attention.</li></ul>



# SCWG/CC Col Francis Smith



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>



# MER Staff Briefing



- IG – Inspector General
- SE – Safety
- HC – Chaplain
- JA – Legal
- PA – Public Affairs
- A1 – Personnel/Admin
- A3 – Operations
- A4 – Logistics
- A6 – Communications
- A7E – Aerospace Education
- A7O – Cadet Programs
- A7P – Professional Development
- A9 – Finance





**MER/IG**



# Maj Cheryl Fielitz-Scarborough

<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none"><li>• IGSC and MER IG Summit has been scheduled. Publicity has been sent.</li><li>• Complaint resolution status is up to date</li><li>• SUI's in each wing are being completed within the timeframe to keep units from going in the "RED"</li></ul>	<ul style="list-style-type: none"><li>• Stay on task with SUI's and <b>proper</b> completion of the worksheets and report</li><li>• Classwork preparation and logistics for the IGSC and IG Summit</li></ul>
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none"><li>• Need 12 members for the IGSC</li><li>• <b><u>Inaccurate</u></b> SUI reports.</li></ul>	<ul style="list-style-type: none"><li>• Wing Commander backing and follow through.</li><li>• Better preparation from Wing IG to team members and augmentees.</li><li>• Attendance at the IGSC and IG Summit</li></ul>



# MER/SE Maj Guy Butts



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• 2014 MER Safety Blitz</li><li>• 2015 Annual Safety Survey 100% Complete</li><li>• No Vehicle Backing Mishaps</li></ul>	<ul style="list-style-type: none"><li>• 2015 Safety Blitz</li><li>• 2015 Annual Risk Management Training</li><li>• Cadet Encampment Mishap Reduction</li><li>• Reduce frequency of Aircraft Mishaps</li><li>• Reduce frequency of Vehicle Mishaps</li><li>• Senior Member/Cadet Mishap Prevention</li><li>• Continue to use Spotters for vehicle backing activities</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Cadet personal injury most frequent mishap</li><li>• 60% increase in aircraft mechanicals</li><li>• Increase in aircraft flat tires</li><li>• Three aircraft prop strikes</li><li>• Slip, trip and fall mishaps are on the increase</li></ul>	<ul style="list-style-type: none"><li>• Utilization of online File Hazard Report</li><li>• Improve Cadet activity Supervision</li><li>• Provide a strong Risk Management Program for ES activities and Cadet Summer 2015 Encampments</li></ul>



# MER/HC Lt Col Greg Hill



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Development of May 2015 Chaplain Corps Regional Staff College Proposal Request</li><li>• Coordination with SCWG Chaplain for Chaplain activities during Joint MER/SCWG Conference.</li><li>• Coordination with Wing Chaplains for completion of Chaplain Corps HC/CDI electronic reporting.</li></ul>	<ul style="list-style-type: none"><li>• Gain approval of Staff College Proposal Request and funds released from NHQ-HC to MER-FI.</li><li>• Coordinate with Wing Chaplains to train HC/CDIs on new electronic reporting format.</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Lack of signups for Regional Staff College.</li><li>• Loss or cut in NHQ-HC funding for Regional Staff College.</li><li>• Inability of Chaplaincy personnel to attend due to lack of resources.</li><li>• Chaplaincy personnel not maintaining weekly or monthly updates to electronic reporting system.</li></ul>	<ul style="list-style-type: none"><li>• Wing Commanders to encourage Chaplaincy personnel to attend Regional Staff College.</li><li>• Wings planning support to defray costs for their personnel to attend Regional Staff College.</li><li>• Wing Commanders emphasizing the requirement to maintain updates and semi-annual submission of Chaplain Corps Electronic Report.</li></ul>



# MER/JA Lt Col Corrigan



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Provided Legal Counsel to the VAWG CC in the absence of an assigned Wing JA</li><li>• Provided Legal Counsel to the Region CC, Region Staff, Subordinate Wing CC and staff regarding Membership Termination processes</li></ul>	<ul style="list-style-type: none"><li>• Provide counsel as necessary</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• None</li></ul>



# MER/PA Maj Brenda Reed



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Completed Public Affairs Plan 2015</li><li>• Began MER PAO blog <a href="https://mercappao.wordpress.com/">https://mercappao.wordpress.com/</a></li><li>• Daily updates to MER social media</li><li>• Open dialogue with wing PAOs and assistants generates team work and idea sharing</li><li>• Reviewed all websites and social media in the region</li><li>• Developed planning checklist for Congressional Gold Medal ceremonies at MER/CC request</li><li>• Mentored PAOs as needed/requested</li></ul>	<ul style="list-style-type: none"><li>• Complete Crisis Communications Plan 2015</li><li>• Begin working groups (MER PA and interested wing PAOs) for creating online training modules for new PAOs</li><li>• Work with ITO to launch new website</li><li>• More activity in releases and social media by units</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<p>Many unit PAOs are not producing releases or using social media; need for increased training</p>	<ul style="list-style-type: none"><li>• All wing PAOs should have 2015 PA plan and Crisis Communications plan completed and reviewed by both MER PAO and NHQ PA.</li></ul>



# MER/A1 (DP/DA) Lt Col Dave Friedenber



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• 1 Oct - 31 Dec 14</li><li>• Awards</li><li>• Promotions</li><li>• General Administration</li></ul>	<ul style="list-style-type: none"><li>• 1 Jan - 31 Mar 15</li><li>• Awards</li><li>• Promotions</li><li>• General Administration</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Do Not Perceive Any Risks Or Problems</li></ul>	<ul style="list-style-type: none"><li>• Highly Qualified Personnel And Administrative Officers At Wing Level</li></ul>



# MER/A3 Lt Col Jay Langley



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>Continued close relationship with Wing DO counterparts.</li><li>Administered training and o flight budget for MER.</li><li>Received two Cessna 206 aircraft into the region.</li><li>Planned and executed MERSAR 2014 successfully training and requalifying 246 members of the MER.</li></ul>	<ul style="list-style-type: none"><li>Currently planning MER-SAR 2015 for the weekend of May 15-17.</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>



# MER/A4 (LG) Lt Col Dave Oldham



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Annual Inventory Complete</li><li>• LGT Lt Col Richardson (LGT) works very diligently each month sending out reminders and getting the vehicle mileage reported on time.</li></ul>	<ul style="list-style-type: none"><li>• Col Knowles' new vehicle has been requested as well as another for the CVE.</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>





# MER/A6

## Lt Col Moe Thomas



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Exercised staff meeting processes using AnyMeeting and OwnCloud</li><li>• Getting new website towards IOC</li></ul>	<ul style="list-style-type: none"><li>• Declare IOC on new web site</li><li>• Decommission old web site</li><li>• Prepare for email transition to new provider</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
	<ul style="list-style-type: none"><li>• Communicator of the Year</li><li>• All staff directors to identify any mandatory content to transfer to new web site</li><li>• Refrain from updates to old web site</li><li>• News items for website requested (work with PA)</li><li>• Please clean and archive MER e-mail in preparation for transfer</li></ul>



# MER/DCS AE Col Trick



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Working with Wing DAEs</li><li>• 2015 AEO School dates and location<ul style="list-style-type: none"><li>• 27-30 May @ College Park, MD</li></ul></li><li>• Working revisions to <u>Journey of Flight</u></li><li>• Wings have submitted AE Plans, Activity Reports and AE Award nominations</li></ul>	<ul style="list-style-type: none"><li>• Continue to identify AE Staff<ul style="list-style-type: none"><li>• Internal and External MER AEOs</li></ul></li><li>• MER AEO School Agenda and Speakers</li><li>• Review Brewer and other AE award nominations and, after CC Approval, forward to NHQ/AE.</li><li>• Encourage use of STEM kits</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• None</li></ul>



# MER/A70

## Lt Col Dan Brodsky



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Conducted successful Wreaths Across America ceremony at Arlington</li><li>• Provided 50+ cadet assistance for Congressional Gold Medal Ceremony</li><li>• Just came on board three weeks ago; contacted all Region CP staff officers and three Wing DCPs thus far to discuss status</li><li>• Updated contact information on new mer.cap.gov web site and began to migrate content from old site</li><li>• Scheduled Region cadet competition for September 25-27, 2015</li></ul>	<ul style="list-style-type: none"><li>• Add content to new web site</li><li>• Work with RCLS directors to begin planning curriculum and activity details</li><li>• Begin planning cadet competition based on final version of rules</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• Senior staff assistance for the HGA</li></ul>



# MER/A7P Col Lyle Letteer



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Region Staff College Director Assigned</li><li>• Location for Region Staff College Attained</li><li>• Call for RSC Instructors Made</li><li>• RSC Graduation Banquet Location and Menu Selected</li></ul>	<ul style="list-style-type: none"><li>• Continue to complete the required Instructor Cadre</li><li>• Follow-Up on RSC Staff Selection</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• None</li></ul>



# MER/FM Lt Col Phyllis Griffin



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Completed bank reconciliations on all accounts</li><li>• Processed all requests for payment</li><li>• Processed monthly credit card bills</li><li>• Ordered credit cards for new staff members</li></ul>	<ul style="list-style-type: none"><li>• Complete bank reconciliations</li><li>• Process all requests for payment/deposits</li><li>• Follow up on credit card issues</li><li>• Finalize Activity Directors Finance Guide</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Credit card cancelations</li><li>• New credit cards being received timely</li></ul>	<ul style="list-style-type: none"><li>• None</li></ul>