

# Middle East Region Civil Air Patrol

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## Commanders Update Briefing

11 May 2016



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

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# MER Staff Briefing



- HC – Chaplain
- HO – Historian
- IG – Inspector General
- JA – Legal
- PA – Public Affairs
- SE – Safety
- A1 – Personnel/Admin
- A3 – Operations
- A4 – Logistics
- A5/8 – Plans and Programs
- A6 – Communications
- A7 – Mission Support
- A7E – Aerospace Education
- A7O – Cadet Programs
- A7P – Professional Development
- A9 – Finance



# MER Command Staff Briefing



- Chief Of Staff
- Region Commander



# MER/HC

## Lt Col Greg Hill



<i><b>Top Accomplishments this Period</b></i>	<i><b>Top Goals next Period</b></i>
<ul style="list-style-type: none"><li>• April 2016</li><li>• Attended MER Staff Retreat.</li><li>• Continued preparation for CCRSC (9-13 May 2016).</li><li>• Continued processing applications for Chaplains and CDIs.</li><li>• Completed work with Ch Kennedy's Capstone Project.</li><li>• Continued preparation for MER Staff Retreat.</li></ul>	<ul style="list-style-type: none"><li>• May 2016</li><li>• Conducting CCRSC at Seymour-Johnson AFB (9-13 May 2016).</li><li>• Continue preparation for 2016 MER Annual Conference.</li><li>• Wing Commanders and Wing Chaplains continue to recruit CDIs per new CAPR 265-1 guidelines.</li><li>• Ensuring coverage for summer encampments.</li></ul>
<i><b>Risks / Problems</b></i>	<i><b>Assistance Needed</b></i>
<ul style="list-style-type: none"><li>• Not meeting recruiting goal to have at least one chaplain or CDI in each Squadron.</li></ul>	<ul style="list-style-type: none"><li>• Recruitment and retention.</li><li>• <b>TOP 3 GOALS:</b> Emphasize CDI attendance at 2016 CCRSC; Each Squadron in MER have an assigned CDI or Chaplain; 100% reporting of HC/CDIs on semi-annual electronic reporting end of period 30 June 16.</li></ul>



# MER/HO

## Maj Joseph Myers



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top 3 Goals 2016</i></b>
<p>1. Completed NCWG and MER Annual History reports for 2015 sent to NHQ.</p>	<p>1. Promote Professional Development for Historians across the region. Promote the flow of feedback and ideas across the Region.</p> <p>2. Support the development of new Historians in the Region</p>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• Lack of understanding of the Historian's function</li><li>• Lack of information</li></ul>	<ul style="list-style-type: none"><li>• Encouragement of Wing Historians to produce and forward Annual Wing History Reports.</li></ul>



MER/IG

# Lt Col Cheryl Fielitz-Scarborough



## *Top Accomplishments this Period*

- Complaint resolution –
- On the National IG report – we had no RED for SUI 27 month time frame and no RED for DTS 6 month time frame.
- RCLS-South
- IG Summit Invite

## *Top Goals next Period*

- Keep DTS and SUI Status out of the **RED**
- Next IG Conf call – 24 June, 2000hrs
- Organization of IG Summit 2016.
- Continue work on RCLS-South

### Goals:

1. Well trained and highly qualified IG Corps
2. No MER units in **RED** for SUI timeline or DTS
3. Complaint Resolution conducted and closed in timely fashion.

## *Risks / Problems*

- More cadets to attend RCLS – South

## *Assistance Needed*

- Continued notification from Cadet Programs regarding RCLS.



# MER/JA

## Lt Col Tim Corrigan



<b>Top Accomplishments this Period</b>	<b>Top Goals next Period</b>
<ul style="list-style-type: none"><li>Continued refining draft presentation materials for JA presentation at the MER Conference, and continued coordinating with MER IG</li></ul>	<ul style="list-style-type: none"><li>Prepare for attending the MER Conference 2016</li><li>Continue providing timely, accurate and relevant legal advice to the MER CC and staff officers as required</li></ul>
<b>Risks / Problems</b>	<b>Assistance Needed</b>
<ul style="list-style-type: none"><li>None</li></ul>	<ul style="list-style-type: none"><li>None</li></ul>



# MER/PA Maj Julie Holley



## *Top Accomplishments this Period*

- **Transitioning PAOs**
  - All social media accounts transitioned
  - Introduced myself to wing PAOs
- **MER Conference:**
  - Less than a week to register.  
Deadline is May 16

The conference is May 20-22, 2016.

## *Top Goals next Period*

- Continue to transition into position, develop plans going forward
- Continue to review wing PA and Crisis Communications Plans for CY 2016

## *Risks / Problems*

## *Assistance Needed*

- Need to be assigned as MER PAO in eServices
- Need MER email address
- Need access to post on website





# MER/SE, May 2016

## Maj. Guy Butts



### ***Top Accomplishments this Period***

- There are currently 13 Open MER Mishaps in the Mishap Reporting Process with 16 Open mishaps last month
- Complete MER Conference 2016 Safety Break-out session Presentation – “Mishap Reporting Process”
- Participated with MER SAR College at Ft. Pickett for 4 days
- CAP NHQ EServices has a new SIRS System that has replaced the SMS
- SIRS Program has a new Safety Education currency Dashboard

### ***Top Goals next Period***

- MER FY 2016 Safety Blitz compilation of data results.
- Continue to work with MER Wing SE’s on a daily/weekly basis
- Prepare to visit MER VA Wing Cadet Encampment and NHQ Flight Academy this summer
- Communicate weekly with CAP NHQ Safety George Vogt and Bob Castle

### ***Risks / Problems***

- ❖ New CAP NHQ SIRS Program Data-
- ❖ MER Staff April Safety Education 45%  
19/42; MER Staff as of May 9, 11/41, 26%
- ❖ Wing April Monthly Safety Currency: DC-64%, DE-31%, MD-40, NC-63%, SC-46%, VA-33%, WV-61%.

### ***Assistance Needed***

- Ensure Squadron Cadet Programs do not perform the Shuttle Run
- Improvement in the MER Monthly Safety Currency Education compliance %



# MER/A1

## Lt Col James Brogan



### *Top Accomplishments this Period*

- Completed Entry of Recurring Report for Region Calendar
- 6 Promotions Processed
- 2 Decorations Processed
- Reviewed 3 supplements from wings
- Drafted 4 Decoration Recommendation (2 end of tour and 2 Recruiting Contest winners)

### *Top Goals next Period*

- Need to schedule next PhoneCon with wings
- Post Recurring Reports on Website
- Establish MER Vacancies Posting on Website (Recruiting Dir)
- Announce Staff Vacancy for A1
- Complete Review of Wing Supplements (15 or so)

### *Risks / Problems*

### *Assistance Needed*

- Need help in putting recurring reports calendar on website.



# MER/DO A3 May 2016 Slide

## Lt Col Langley / Maj Stuart



### ***Top Accomplishments this Period***

Remember MER staff has AF training budget for our use in maintaining our currency and readiness. Contact the A3e or A3 for sortie entry and approval.

MERSAR was a huge success. Numbers coming out shortly, but accomplished HUNDREDS of task sign offs for members of the MER and adjoining states

- Assisted wing DO Counterparts daily as needed.

### ***Top Goals next Period***

- MERSAR 2017 is May 19-21 2017 @ beautiful Ft Pickett
- Start planning for MERSAR 2017
- Preparation for MER Conference in May
- Recruiting and Attempting to Staff the open positions in the Operations A3 Team
- Working with MER CV to find new MER DO to take my position.
- Review and assist wing DO Counterparts daily as needed.

### ***Risks / Problems***

- Constant monitoring of AIR and Ground ops for safety issues and trends

### ***Assistance Needed***

- Help find members of the MER who are looking to assist in the MER OPS jobs.



# MER/A4

## Lt Col David Oldham



### *Top Accomplishments this Period*

- Possible ABU Acquisition, storage sites are being established if needed.
- Staff - Thank you for utilizing the laptops!
- Col Richardson is continuing to cover MER Vehicles.

### *Top Goals next Period*

- ABU's have been approved. We are waiting on further information.
- Vehicle for CAP Use – I have Van 99065 it is a cargo van without windows and only the two front seats (no bench seats in the rear). It is available to MER Staff members on a per use basis for CAP business. As usual, please return it with a full tank of fuel and clean. Hopefully without damage.

### *Risks / Problems*

### *Assistance Needed*



# MER/A5/8 Plans and Programs

## Lt Col Haertel



### ***Top Accomplishments this Period***

- Household goods en-route to Pensacola Florida to occupy MER-JOC South.
- A-58 Team, lead by COL Weiss, completed final draft development of the MER FY 17 Annual Training Plan for Commander's approval.

### ***Top Goals next Period***

- Finalizing FY 17 ATP 19-22 May MER Conf
- FY 17 Training and OP Plans Portfolio
- Publish coordinating draft CAP Manual- Training in CAP by 1 Oct 2016.

### ***Risks / Problems***

- Wings synchronize their planning cycles across their Groups and Squadrons.
- Squadron members still don't know how to fit into the squadron's system without a published, pocket sized, standard operating procedure.
- Squadrons still lack the depth necessary to develop their own training schedules, products and have the necessary experience to produce their own products.

### ***Assistance Needed***

- Wings need to ask for help.
- Wings need to execute their own plans.
- Leadership lacks depth in understanding that requirements differ based on their unit's level of readiness and command culture. .



MER/A6

Lt Col Maurice Thomas



***Top Accomplishments this Period***

- **Outstanding NTN Participation all year!**
  - MER communicators, Number One!
- Excellent feedback from MERSAR students
- All MERSAR comm equipment returned
- 2016 Wing Communications Plan delivered
- Constant Watch 2016 had region-wide participation
  - SC & WV unable to participate
  - DE & VA flew airborne repeaters
  - Wings deployed field stations

***Top Goals next Period***

- Emphasis on Utilization & Reporting
- Assessment of communications equipment life cycles
  - Justification for future replacements
- Continued connectivity on NTN
  - 100% MER HF staff stations
  - Daily representation by all wings
- Be “value-added” asset to wings
- Recruitment of new technical talent
- Develop year-long training opportunities

***Risks / Problems***

- **Command focus on ROS of “live” and irreplaceable assets**
- UHF ISR radios irreplaceable
  - Repair parts limited
- VHF portables in short supply
  - Limited replacements in the future
- NTC - high demand for itinerant radio kits
- All echelons must regularly utilize/exercise assets on-hand

***Assistance Needed***

- **Minimize the loss of irreplaceable assets**
- Reporting of more frequent failures
- Awareness of maintenance cycles and costs
- **Planning assistance to the wings**
- AAR must stress comm utilization/ support
- Active feedback from DO and CC
  - focus on command concerns
- Need CUL-T training at state level



# MER/A7 Col Trick



## ***Top Accomplishments this Period***

- Continue to work with Wing PD, CP, AE
- Attending MER Chaplains Staff College
- Attended MER Staff Retreat

## ***Top Goals next Period***

- AE - Encourage use of STEM kits  
- more/new kits/topics coming
- PD – Increase Level V completions
- Complete staffing of RCLS and RSC

## ***Risks / Problems***

## ***Assistance Needed***

- Staff for RSC
- Staff for RCLS - North



***Top Accomplishments this Period***

- Continue to work with Wing AE
- Develop MER Aero ED Web Site
- Ed Training Itinerary is complete for AERO School and Saturday at MER Conference.
- 8 students have sign up AE School at the MER conference.
- Completed NER AE Training
- Col Dan Lelclair NER Commander sends his complements to Col Knowles.

***Top Goals next Period***

- AE - Encourage use of STEM kits  
- more/new kits/topics coming soon
- AE - Encourage Local Units to interact with their Local School Systems
- Use NER AERO Ed training to advance MER training.

***Risks / Problems***

- None

***Assistance Needed***

- MER Webmaster to add Aero Ed web page on MER web site.





A70

Bill Ryan, Lt Col, CAP



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<p>RCLS - South has it staff and has cadet signed up. Welcome Maj Donna Blaney to the new A7S position, Middle Schools Program Officer.</p>	<p>Get RCLS's staff's finalizing. One of the Cadet programs officers to each encampment within the region.</p>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<p>RCLS - North has only 8 cadets signed up and needs at least 1 additional senior member.</p>	<p>Only about <math>\frac{1}{2}</math> of units reporting in the DDR program (115/59).</p>



# MER/A7P Lt Col Dunn



## ***Top Accomplishments this Period***

- Continue to work with Wing PDs  
- give assistance with PD courses  
(TLC, CLC, SLS, UCC)
- 19 Students signed up for MER RSC
  - 10 from VA
  - 4 from WV
  - 2 from NC
  - 1 MD
  - 1 from DE
  - 1 from MER

## ***Top Goals next Period***

- Staffing for MER RSC 2016
- Get more Master Levels in specialty tracks
- Get more members to Level V
- Decrease time to Process PD Awards
- Col Bernfeld, MER RSC Director will conduct a seminar on the RSC at the MER Conference and assist applicants with filling out their CAPF 17

## ***Risks / Problems***

## ***Assistance Needed***

- MER RSC 9-16 Jul, Edgewood Arsenal, MD
- Staff Vacancies:
  - Admin/Finance/Protocol/PAO
  - Transportation/Logistics Officer
- Apply to MER RSC Director, Col Bernfeld,  
• colonelzig@gmail.com



# MER/FM

## Lt Col Phyllis Griffin



### *Top Accomplishments this Period*

- Processed all requests for payment/deposits
- Processed monthly credit card bill
- Working with various staff for MER activity budgets
- Work on FM presentation for conference
- Finished re-creating files wiped out by Ransom virus
- Served as Finance Officer for SAR College
- Attended MER Staff Retreat

### *Top Goals next Period*

- Process all requests for payment/deposits
- Reconcile bank accounts
- Process credit card bill
- Work with Conference Project Officer to handle finances/registration for conference
- Hold quarterly FM committee meeting at conference call
- Finalize SAR College finance report
- Present (with Robin Vest) Finance Seminar on new Finance reg
- Continue work on MER Honor Guard Academy

### *Risks / Problems*

None

### *Assistance Needed*

- None



# MER/CS Col Eugene Egry



## ***Top Accomplishments this Period***

- MER Staff Retreat
- MERSAR – Assisted Col Weiss in IC1 Course / Instructed IC Course / Assisted Ranger Classes in Field
- NCWG Selection Board
- MER Conference – Order OTY Awards
- New Middle School Program Officer (A7S) – Maj Donna Blaney
- New PAO – Maj Julie Holley

## ***Top Goals next Period***

- MER Conference
- Interviewing for Assistant A6I
- Work with the A6I to establish all MER staff have and use MER email address IE:  
mer\_a1@mer.cap.gov

## ***Risks / Problems***

- MER Staff Safety Blitz / Currency – Are we at 100%?
- CUB slide should follow this naming convention: MERXX CUB
- Establish remaining MER Staff to Wing Staff conference calls. Minimum Quarterly

## ***Assistance Needed***

- Developing depth in staff – assistants



# MER/CC

## Col John Knowles



- **Staff Plays a Vital Role In EVERYTHING we do in the MER**
- **Train your replacement – helps you and me**
- **MER Staff Retreat – ATP sent to Wing / CC's for MER Wing / CC Retreat**
- **Ready for MER Conference?**
  - **Jump in and assist while there – See Maj Reed**
- **MER Website – Keep your functional area current and full of value added content**