

Middle East Region Civil Air Patrol

Commanders Update Briefing 14 June 2017



Col John Knowles
MER/CC



MER Staff Briefing



- A1 – Personnel/Admin
- HC – Chaplain
- HO – Historian
- IG – Inspector General
- JA – Legal
- PA – Public Affairs
- SE – Safety
- CMC – Region Command Chief
- 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 Staff Briefing



Time Permitting:

A6I – Director of IT



MER/A1

Lt Col Ted Lybrand



Top Accomplishments this Period

- 5 Promotions Processed
- 1 Decoration Recommendations
- There are no award or promotion recommendations pending
- Email access reestablished. A1 was down for 17 days. Great support from Lt Col Henderson, MER IT
- Started Redesigning A1 Webpage

Top Goals next Period

- Update Org Chart
- Redesigning A1 Webpage

Risks / Problems

Assistance Needed

- Need an Assistant A1 to process personnel actions



MER/A3

Col David E Crawford, CAP



Top Accomplishments this Period

- No new aircraft expected in Region until after end of FYI
- ADS-B Transition plan under development
- Through May 2017, 4 of 7 wings are within the ballpark of the required hours per aircraft (133/acft at this point) with 2 being above goal. 3 others are trailing significantly
- Hours/Acft: NC:206, DC: 142, VA: 127, MD: 122, WV: 112, SC: 108, DE: 102
- Participated in WV/VA Eval as Area Command IC
- Gave F91 ride to NHQ/EXO

Top Goals next Period

- Assist VA Wing with revitalizing Glider program, with assistance of NC once glider is flyable
- Planning flight clinics

Risks / Problems

- N/A

Assistance Needed

- Staff – please notify A3 staff when you have personal OPS Qual entries to be validated.



MER/A4

Lt Col Jeffery A. Focke (Asst)



Top Accomplishments this Period

- MER ROS's Clear Up at Higher Echelon; None With NHQ Currently
- Interview in progress for A4 candidate
- All A4 Personnel Safety Current

Top Goals next Period

- Continue Clear Up of Old ROS's Below Wing; Assigned investigators have failed to perform assigned duties (SC-032)
- ROS's under 60 Days (Total: 1): SC-001: 1x Generator
- Clear Up All Retirement List
- LG-T Queuing Up Inventory Process

Risks / Problems

- Backlog of Pending ROS's & Retired Items
- **ROS's Over 60 Days (Total: 2):**
SC-001: 1x Vehicle (Appeal Process)
SC-032: 1x VHF Radio

Assistance Needed

- Please advise if you have any knowledge of issues that need to be addressed



MER/A6

Lt Col Maurice Thomas



Top Accomplishments this Period

- EFJ UHF Handheld Kit next deployment:
Tri-Wing Encampment
- Continue Strong Comm Participation
 - NTN HF Nets & Exercises
- Region Evening Nets - good participation
- Change of Staff Assignment at A6I:
 - Will Seek Customer Service
 - New Region Web Page Started

Top Goals next Period

- Emphasize Mission Utilization / Assessment
- Wing ORMS Oversight & Accountability
- Encourage 100% MER HF staff stations
 - Mandatory Radio Path to Command
- Review Wing Comm Plans as submitted
- Review Training Objectives
- Assist Wings with Radio System Issues

Risks / Problems

- ❖ **ROS of “live” and irreplaceable assets**
- UHF ISR radios: No plan to replace
 - Assess mission impact
- VHF portables – No budget for replacement
- NTC – Understaffed, needs continuous support

Assistance Needed

- ❖ **Minimize the loss of irreplaceable assets**
- Reporting of more frequent failures (MTBF)
- Planning assistance to the wings
- AAR to stress mission comm support
- Active inputs from DO and CC
- Comprehensive training at state level



Information Technology

Lt Col Kertis Henderson



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Updated the MER public web site to specs from NHQ• Began analysis of IT infrastructure and status	<ul style="list-style-type: none">• Complete public web site content with PA• Complete recommendation for IT infrastructure:<ul style="list-style-type: none">• E-Mail• File sharing• Web hosting• Web conferencing• Begin regular meetings with wings' IT staff
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Public web content is mixed with private (secure) content.	<ul style="list-style-type: none">• Work with PA and other staff sections to separate public content from private content• Will soon need an A6IA position



MER/A7 Col Trick



Top Accomplishments this Period

- Continue to help Wings with AE, CP, and PD.
- Completed MER AE School
- Attended UAS4STEM Practices
- Project Officer Boy Scout Jamboree STEM Event in WV
- A7 was IC on MDWG ELT mission 10 June.
- A7O worked missing person search in VA.

Top Goals next Period

- AE - Encourage use of STEM kits
- there are now 10
- PD – Continue Level V completions
- Plan/Staff 2017 Activities
- Complete staffing of HGA, 2 RCLSs, and RSC.
- Prepare for AMA UAS4STEM National Competition in Muncie, IN
- A7 to assist with AUVSI sUAS Competition at Webster Field, MD

Risks / Problems

Assistance Needed

- NHQ IT - give higher priority to allowing Wings to enter completion for SLS, CLC, TLC, UCC.



MER/A7E

Lt Col McLellan



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">Completed MER Aero Ed Officer School. 13 Attendees Represented by NY, SC, MD, VA, and WV Wings.Lt Col Bob Terry completed financial report and submitted it to the finance officerFYI- Dr. Jeff Montgomery, has been awarded the 2017 Dr. Mervin K. Strickler Jr. Aerospace Education Leadership Award by the National Coalition for Aviation and Space Education (NCASE)	<ul style="list-style-type: none">Push Brewer Awards, AE Officer of the Year, and Teacher of the Year nominations and to recruit AEMs.Encourage Cadets members to apply for AOPA and AMA Scholarships this coming year.Finalize FY18 Aero Ed School Director and plan for schoolVisit St. Mary's Composite Squadron (MDWG) Quad Copter UAS4STEM team practice at Hollywood, MD.Work to form a Quad Copter team at Mt Airy or Frederick Sqn (MDWG) or both.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">None	<ul style="list-style-type: none">None



A70 Capt Overman

<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Teleconferences with DCPs ongoing• Several new Spaatz Awards• Participated in missing person search	<ul style="list-style-type: none">• Continue to organize continuity folders• Continue to Staff RCLS (North)• Attend Wing encampments• Prepare for National Conference
<i>Risks / Problems</i>	<i>Assistance Needed</i>



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Continue to work with Wing PDs - give assistance with PD courses (TLC, CLC, SLS, and UCC)• Continue to assist NHQ with PD issues• Metrics on track	<ul style="list-style-type: none">• Encourage attendance at RSC and NSC• Plan and Staff MER RSC 2017• Encourage members to achieve more Master Levels in Specialty Tracks• Encourage more members to reach Level V
<i>Risks / Problems</i>	<i>Assistance Needed</i>
	<ul style="list-style-type: none">• NHQ/IT has had an action for years to allow wings to directly enter SLS, CLC, TLC, and UCCs into e.Services. We need this to be given higher priority.



MER/FM

Lt Col Phyllis Griffin



Top Accomplishments this Period

- Processed all requests for payment/deposits
- Processed monthly credit card bill
- Working with Lt Col Mayhew on HGA
- Working on National Cadet Competition
- Reconciled March and April bank statements
- Reviewed Finance reports from AEO School and am processing reimbursement request

Top Goals next Period

- Process all requests for payment/deposits
- Reconcile bank accounts
- Process credit card bill
- Continue working on HGA & National NCC
- Update and publish Finance Procedures for MER Activity Directors
- Assist MER Activity Directors for summer activities with finance issues

Risks / Problems

None

Assistance Needed

- Need MER activity directors to submit activity budgets for FM committee approval



MER/A5/8 Plans and Programs

Lt Col Wilkins



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Continuing duties as acting A5/8.• Commanders Retreat – 19-21 May 2017	<ul style="list-style-type: none">• Wings Develop Training Plan and input to Ops Qual – NLT (Not Later Than) 30 June 2017• Manage and ensure readiness and continuity of operations.• Reconcile priorities with leadership to prepare and synchronize plans.
<i>Risks / Problems</i>	<i>Assistance Needed</i>



- **Staff Plays a Vital Role In EVERYTHING we do in the MER – You are the SME!**
- **Encampments coming up – help and visit**
- **National Conference – Filling up fast**
- **Meet with your Wing counterparts**
- **Thanks to A3 staff for their support for the OPSEVALS**
- **Keep up with the regular stuff (SIRS; ROS; etc..)**
- **MER Website Change – Still a couple of bumps but working on it**



MER/Command NCO CMSgt Dennis Orcutt



Top Accomplishments this Period

- Leesburg VA Unit Visit with MER/CC
- Senior Member NCO Recruiting Drive through 28 Feb 18:

Top Goals next Period

- Tri-Wing Encampment

FORMER MILITARY GRADE	18 Months		3 Years		7 Years		10+ Years		TIME IN CAP
	LEVEL I	LEVEL II		LEVEL III		LEVEL IV		LEVEL V	PD LEVEL
	2d Lt	1st Lt	Capt	Capt	Major	Major	Lt Col	≥ Lt Col	CAP GRADE
E-4	SSgt		TSgt			MSgt			NCO CONVERSION GRADE
E-5	SSgt	TSgt		MSgt		SMSgt			
E-6	TSgt		MSgt			SMSgt			
E-7	MSgt		SMSgt						
E-8	SMSgt								



MER/CS Col Eugene Egry



Top Accomplishments this Period

- Attended MER Wing Commander's Retreat – May 19 - 21, Camp Pendleton, VA
- Lt Col Kertis Henderson – moved from A6IA to A6I
- Interviewed A7P – Deputy Chief of Staff, Professional Development
- Interviewed A4 - Deputy Chief of Staff, Logistics Candidate
- Continued to assist onboarding new CV/W, Col Bruce Heinlein
- Assisted with the initial roll out new MER Website
- Registered for CAP National Conference 31 AUG – 3 SEP - San Antonio, TX

Top Goals next Period

- Find A7P – Deputy Chief of Staff, Professional Development
- Find A4 – Deputy Chief of Staff, Logistics
- Find A1A – Assistant Director of Administration and Personnel
- Find A6PA – Assistant Historian
- Find PAA – Assistant PAO's
- Find A6IA - Assistant Director of IT
- Complete roll out new MER Website that conforms to NHQ standards

Risks / Problems

- CS limited availability now until end of June into the first two weeks of July – work commitments
- Leverage your staff and develop assistants
- Establish remaining / new MER Staff to Wing Staff conference calls. Minimum Quarterly
- CUB Slide Naming Convention

Assistance Needed

- Finding and onboarding new staff members



MER/HC



Lt Col Wayne Byerly

Top Accomplishments this Period

- Continued to process applications for appointments of character development instructors and chaplains.
- Conference call with MER wing chaplains to discuss goals and metrics, application process and other topics and gather feedback from the chaplains related to region concerns.

Top Goals next Period

- Continue to process applications for appointment of chaplains and CDIs in a timely manner.
- Participate in the training of chaplains and character development instructors at NESAs as mission chaplains and chaplain support specialists.
- Review issues and topics that need to be addressed with wing chaplains in preparation for the Annual Conference in August.

Risks / Problems

Continuing to address challenges of recruiting and retention of qualified individuals as chaplains and CDIs.

Assistance Needed



MER/HO

Maj Joseph Myers



<i>Top Accomplishments this Period</i>	
<ol style="list-style-type: none">1. Working on the Annual History Report for 2016. MER& NCWG2. Received Annual History Reports from SCWG . Will have NCWG and MER reports soon.	<ol style="list-style-type: none">1. Select an Assistant HO for MER.2. Promote Professional Development for Historians across the region. Promote the flow of feedback and ideas across the Region.3. Support the development of new Historians in the Region.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Formatting issues with new report template• Lack of understanding of the Historian Function and Role at the wing level.	<ul style="list-style-type: none">• Encouragement of Wing Historians to produce and forward Annual Wing History Reports.• Ease of access to information for Wing Historians for reports



MER/IG Col. Ray Harris



Top Accomplishments this Period

- Complaint Resolution – 3 Open Cases
- On the National IG report – **No RED** for SUI 27 month time frame
 - 41-Units Orange (up to 3 months late) all scheduled for June
- No RED** for DTS 6 month time frame.
 - 0-Unit Purple (within 60 days shutdown)
- New MER IGA (Lt Col English) awaiting personnel action completion.

Top Goals next Period

- Keep DTS and SUI Status out of the **RED**
 - IG Conf Call – Next Call 27 June17
- 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



Assistance Needed



MER/JA

Lt Col Tim Corrigan



Top Accomplishments this Period	Top Goals next Period
<ul style="list-style-type: none">• Maj Cohn represented MER JA Team at the National Legal Officer College• Conducted MER/Wings JA Coordination Conference Call• Assisted VA Wing with evaluating a legal issue presented with a recruiting event at an airshow• Provided back-up legal counsel for VA Wing during the absence of the VAWG JA – Lt Col Elliott Korona was absent due to getting married and honeymoon. Congrats, Elliott!	<ul style="list-style-type: none">• Continue providing timely, accurate and relevant legal advice to MER/CC and staff officers as required
Risks / Problems	Assistance Needed
<ul style="list-style-type: none">• None	<ul style="list-style-type: none">• Encourage Wing Leadership to officially (and publically) recognize the work of their JAs -- in the absence of an established 'Legal Officer of the Year' award



MER/PA Maj Julie Holley



Top Accomplishments this Period

- Coordinated with MER IT and NHQ PA on MER website
- Wings and MER entered Balsem awards competition

Top Goals next Period

- Create position announcements for a social media staff members and a second deputy.
- Create a page on the MER site for PA best practices from PAOs in the region.

Risks / Problems

- Need more staff

Assistance Needed

- Advertising positions



MER/SE, June 2017

Maj. Guy Butts



Top Accomplishments this Period

- There are currently 18 Open MER Mishaps in the Mishap Reporting Process with 13 Open Mishaps last Month
- Participate in National Safety Officers College 2017 at NTSB, Ashburn, VA.
- Assist with the management of Mishaps in SIRS to move them effectively to closure.
- Coordinated with Tri-Wing Encampment Leadership team on Safety Plan.

Top Goals next Period

- Continue to work with MER Wing SE's.
- Communicate regularly with CAP NHQ Safety with the new CAPR 160.
- Coordinate with Region SE's; Rick, Ken, Bill, Sarah, John, Roy, Dan.
- Attend the VA Wing Encampment 2017
- Attend MER/NHQ Powered Flight Academy 2017

Risks / Problems

- CAP NHQ SIRS May 2017 Safety Education
- ❖ MER Staff Safety Briefing 13/42, 30%
- ❖ Wing Feb Safety Currency: DC-70%, DE-55%, MD-35%, NC-49%, SC-30%, VA-30%, WV-42%. MER Region – 41%

Assistance Needed

- Improvement in the MER Monthly Safety Currency Education compliance to >75 %