



MER/A1

Lt Col Ted Lybrand



Top Accomplishments this Period

- 15 Promotions Processed
- 5 Awards Processed
- Filled full staffing requirements for IT
- Filled full staffing requirements for AE

Top Goals next Period

- Update Org Chart and MER Contact list
- Post information on Webpage
- Awards training Power Point
- Guide for Awards Submission
- Guide for Promotions Submission
- Guide for noncitizen applications for membership.
- Awards and Promotions Presentation at MER Conference

Risks / Problems

Assistance Needed



MER/A3

Col David E Crawford, CAP



Top Accomplishments this Period

- Through March Aircraft utilization:

Rank	Unit	Avg No. Aircraft	Total Hours	Avg	+/- Goal
2	DC	3.3	371.0	112.4	12.4
9	DE	4.0	381.8	95.5	-4.6
19	MD	8.7	736.2	84.6	-15.4
42	MER	1.0	37.1	37.1	-62.9
1	NC	16.2	2161.5	133.4	33.4
5	SC	9.2	873.3	94.9	-5.1
18	VA	11.8	800.2	67.8	-32.2
31	WV	6.0	334.0	55.7	-44.4
		60.2		85.2	-14.8

- 4 of 7 wings are below utilization target with 3 significantly below.

Top Goals next Period

- MER SAR 2018 Planning: 1-3 JUN at Ft Pickett – Registration is Open
- MER/A3 on National Glider Cross Functional Team

Risks / Problems

- MER/A3 will not be attending Staff Retreat due to work commitments

Assistance Needed

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



MER/A4

Lt Col Dana P. Thorpe



Top Accomplishments this Period

- MER ROS's Clear Up at Higher Echelon: None
- All A4 Personnel Safety Current

Top Goals next Period

- Start the Clear Up of New ROS's Below Wing Resulted from Annual Inventories
- ROS's under 60 Days (None)
- Clear Up All Retirement Lists (Total: 64)

Risks / Problems

- Pending ROS's & Backlog Retiring Assets
- **ROS's Over 60 Days By Wing (Total: 9)**

Assistance Needed

- Please advise if you have any knowledge of issues that need to be addressed
- Clearing Up Retirements From Wings Upcoming Year; Preventing Procurement of Newer Assets. Assets Awaiting Between 2 to 8 Years Since Retirement Initiation (Total: 43).
 - 2010: 2 Items (8 Years)
 - 2011: 22 Items (7 Years)
 - 2012: 2 Items (6 Years)
 - 2013: 3 Items (5 Years)
 - 2014: 3 Items (4 Years)
 - 2015: 2 Items (3 Years)
 - 2016: 9 items (2 Years)

	MER	DCWG	DEWG	MDWG	NCWG	SCWG	VAWG	WVWG	Total
Vehicle	0	0	0	0	0	0	0	0	0
Equipment	0	0	3	0	0	1	1	0	5
Aircraft	0	0	0	0	0	1	0	0	1
Comms	0	0	2	0	0	0	1	0	3
Total ->	0	0	5	0	0	2	2	0	9



MER/A6

Lt Col Maurice Thomas



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Transferred to region and delegated to VAWG<ul style="list-style-type: none">• 100+ XTS5000 handhelds• 6 XTL5000 base stations• 85 batteries (needs antennas and chargers)• SC, NC, VA, DE offered to assist• MORE in pipeline• Cadet Comp Support - completed• Ready for MERSAR deployment• Continue Strong Comm Participation<ul style="list-style-type: none">• Daily NTN HF Nets & Exercises• COMMEX 18-1 by all wings and region	<ul style="list-style-type: none">• Emphasize Mission Utilization / Assessment• New issues to staff and wings• New HF connectivity plan• Needed - 100% MER HF staff stations• Assist with Wing Comm Plans• Review Training Objectives• HF assets to be added and reassigned• New A6I staff in-briefing & conference call• Wing DC conference call
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• <u>Need AAR from wing exercises</u>• <u>Staff participation on-air</u>• Assess mission impact of lost assets• Region and wing tech support with increasing mission requirements• Busy summer	<ul style="list-style-type: none">➤ Minimize the loss of irreplaceable assets➤ Reporting of more frequent failures (MTBF)➤ Active inputs from DO and CC➤ Need CUL-T training at state level



MER/A6I

Capt Michael Miller



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Accepted MER Director of IT position 4/8/18 (two weeks ago)• Created emails and accounts in the @mer.cap.gov domain and on Office 365 for positions required• 2018 Conference email blast to over 7000 members• Prepared to support all staff and members that need IT services	<ul style="list-style-type: none">• Clean up all emails/users and transition to a single system• Develop a unified team that responds to every request within 12 hours.• Assign team members areas of responsibility commensurate with their skills.• Provide the best IT support possible for the region, wing and squadrons
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Rogue members creating sites w/o oversight & reeling them in once discovered.• Admin Usernames and Passwords need to be cleaned up for ease of use. Many usernames are the same, but the passwords are different. KISS system needs to be applied.	<ul style="list-style-type: none">• Ensuring my staff understands the importance of A6I and each team member• Divide and Conquer IT assignments with my staff



MER/A7 Col Trick



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Continue to work with Wing PD, CP, AE• Checked into Multiple CAP HF Nets• Coordinating UAS Activities in MER/NHQ• Attended VAWG and DCWG Conference• Attended MER Cadet Competition• Filled DCS/AE Position	<ul style="list-style-type: none">• AE - Encourage use of STEM kits• PD – Increase Level V's• Visit more wings• Attend Region Retreat• Attend MER Conference• Attend UAS4STEM Competition
<i>Risks / Problems</i>	<i>Assistance Needed</i>



MER/A7E

Lt Col Wilkins



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Lt Col Clay Wilkins new DCS AE.• Maj John Lamb Asst DCS AE• Col Trick attended AMA R/C Meeting• Col Trick working UAS issues	<ul style="list-style-type: none">• Push Brewer Awards, AE Officer of the Year, and Teacher of the Year nominations for FY19• Recruit AEMs.• Encourage Cadets to apply for AOPA and AMA Scholarships this coming year.• Select a FY18 Aero Ed School Director and continue to plan for FY18 AE school.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<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">• MER Cadet Competition Completed<ul style="list-style-type: none">• NC-111 and Charlington headed to NCC• 109 participants from 6 wings• 2019- Andrews AFB?• RCLS – South nearly full<ul style="list-style-type: none">• 5 openings as of 19 April• Max 80• RCLS - North<ul style="list-style-type: none">• 16 registered with room for 26 more	<ul style="list-style-type: none">• Working with Wings toward improving Cadet Programs specialty ratings/ TLC• Encouraging Cadet Programs awards throughout wings• Looking at venues for 2019 activities<ul style="list-style-type: none">• RCLS-N to DE or MD• RCLS-S to NC• Cadet Competition-Andrews• HGA- Fretterd• Warrior Challenge- Raptor Town• Considering winter RCLS accommodate college students college students
<i>Risks / Problems</i>	<i>Assistance Needed</i>
	<ul style="list-style-type: none">• Having difficulty getting presenters for conference



MER/A7P Lt Col Wright



Top Accomplishments this Period

- Continue to work with Wing PDs - give assistance with PD courses (TLC, CLC, SLS, UCC).
- Assist MER staff with PD.
- Metrics for 2018-2019 were determined using the published criteria.
- Assisted West VA PD as she prepared for an upcoming SUI.

Top Goals next Period

- Ensure the involvement in Skype works
- Get more Master Levels in specialty tracks
- Get more members to Level V
- Decrease time to Process PD Awards
- Attend MER Retreat.
- Will attend 2018 MER Conference in May.
- Will present a Professional Development Seminar at 2018 MER Conference in May.

Risks / Problems

Assistance Needed



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 Benbow on FY18 HGA
- Assisted at Region Cadet Comp
- Working on NCC 18 with NHQ
- Ordered credit card for MER Activity Directors
- Assisting MER Activity Directors with budgets and finances
- Working on MER conference finance items

Top Goals next Period

- Process all requests for payment/deposits
- Reconcile bank accounts
- Process credit card bill
- Reconcile FY 17 with NHQ
- Continue work on HGA and NCC

Risks / Problems

None

Assistance Needed

- None



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">• Col Weiss provided OPORD and Annexes for our Staff Retreat 20-22 April 2018 at Camp Pendleton.• Ensured staff sections obtained updates of FY 18 Training and Non-Training Metrics Scorecard as of 31 March for Staff Retreat Metrics to prepare for Retreat.	<ul style="list-style-type: none">• Consolidate staff section input to FY 19 ATP and FY 18 Training and Non-Training Metrics Scorecard from Staff Retreat.• Prepare for Commanders Retreat and MER Conference – 17-20 May 2018.• Coordinate with Wings to develop Training Plan and input to Ops Quals – NLT 10 June 2018
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Lt Col Wilkins unavailable for near future due to new job started Dec 17.	<ul style="list-style-type: none">• Each staff section completes input to FY 19 ATP at Staff Retreat Metrics.• Need Primary A 5/8



MER/CS Col Eugene Egry



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none"> • Attended and present seminar at DCWG Conference – 17 MAR • Attended and present seminar at VAWG Conference – 6 – 7 APR • Staffed MER Cadet Competition – 13 – 15 APR, Fort Pickett, VA • Onboarded New A6I Team: <ul style="list-style-type: none"> ➤ Capt Michael Miller (SCWG) – Director of IT ➤ 1st Lt Omar Khouri (NCWG) – Assistant Director of IT ➤ 2d Lt Jan Varada (MDWG) – Assistant Director of IT ➤ C/Capt Patrick McDoniel (NCWG) – Assistant Director of IT (Intern) ➤ Lt Col Kertis Henderson (NCWG) – Moving to Assistant Director (Special Projects) ➤ Maj Aaron Newman (DCWG) – Assistant Director Emeritus • Onboarded New A7E Team: <ul style="list-style-type: none"> ➤ Lt Col Clay Wilkins new A7E, DCS Aerospace Education ➤ Maj John Lamb new A7EA, Assistant DCS Aerospace Education • Attend MER Staff Retreat - 20-22 APR, Camp Pendleton, VA 	<ul style="list-style-type: none"> • Staff MERSAR – 31 MAY – 3 JUN, Fort Pickett, VA • Attend MER Staff Retreat - 20-22 APR, Camp Pendleton, VA • Attend and present seminar at MER Conference - 18-20 MAY, Williamsburg Woodlands Resort & Conference Center <ul style="list-style-type: none"> ➤ Attend MER Wing Commander’s Call 17 MAY same location • Staff MERSC – 12 – 18 JUL, Joint Base Andrew • Find A6PA – Assistant Historian • Find PAA – Assistant PAO’s
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none"> • CUB Slide Naming Convention • Keep MER Website Current – Work with A6 Team • Recruiting additional qualified assistants and developing “bench strength” for MER Staff • Ensure all MER Staff hold conference calls (minimum quarterly) with Wing Counterparts 	<ul style="list-style-type: none"> • Keeping MER Calendar Current – Check Often. Contact me or A1, A1A, A6I if something drops off • Review Upcoming Items Due – Stay on top of things and communicate to Wings



MER/HC



Lt Col Wayne Byerly

Top Accomplishments this Period

- Continue to process applications for appointments of character development instructors and chaplains.
- Preparing for workshop presentation at the Region Conference in Williamsburg, VA.
- Continued plans and presentations for the MER/SER CCRSC in Knoxville, TN in May.

Top Goals next Period

- Attend MER Region Conference in Williamsburg, VA next month.
- Participate in seminar and question/answer session at MER Conference for Chaplain Corps personnel and provide updates on recent changes affecting our mission and training.
- Attend the Joint MER/SER CCRSC in Knoxville, TN on May 7 – 11.
- Participate in the planning for mission chaplains/CSS course at 2018 MERSAR.
- Continue to process applications for appointment of chaplains and CDIs in a timely manner.

Risks / Problems

Assistance Needed

- None at this time.



MER/HO

Maj Joseph Myers



<i>Top Accomplishments this Period</i>	
<ol style="list-style-type: none">1. MER Annual History Report in progress2. MDWG Completed 2017 Annual History Report3. NCWG Annual History Report in progress	<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">• Missing or incomplete records and lack of primary source materials.	<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 – 1 Open Case, 1- Intake
- On the National IG report – **No RED** for SUI
2-Units Orange (up to 3 months late)
- No RED** for DTS 6 month time frame. **3- Purple (within 60 days)**
- DEWG CI-Effective (9 to Close by 2/2019)
- MDWG SAV (26 to Close by 6/2018)
- 5– SUIs Completed Mar 18 All “**Effective**”

MER SUI Assessment Rating

81.292% Green (> 3 months)
17.27% Yellow (0-3 months)
1.44% Orange (Up to 3 months late)
0.0% RED (> 3 months late)

Top Goals next Period

- IG Conf Call – April 247 Conf Call
- Recruit two new IGAs (have prospects)
- Close-out DEWG CI (working directly with Wing/IG)

Annual Goals:

1. All Wing/IGs to have at least 1 IGA
2. No MER units in **RED** for SUI timeline or DTS
3. Complaint Resolution conducted and closed in timely fashion.
4. Schedule IGSC for FY 2018

Risks / Problems

- DC-033 Shutdown 26 Apr (2 Open)
- DC-053 Shutdown 13 May (1 Open)
- NC-143 Shutdown 30 May (1 Open)

Assistance Needed



MER/JA

Lt Col Tim Corrigan



Top Accomplishments this Period

- Provided MER CC and subordinate staff member with advice and coordination with Higher Headquarters on a National level interest item – provided CAP/JA and CAP/GC with a viable course of action for consideration
- Assisted MER VC with contract interpretation

Top Goals next Period

- Continue providing timely, accurate and relevant legal advice to MER/CC and staff officers as required
- Attend MER Staff Workshop
- Prepare MER Conference training presentation
- Conduct teleconference among MER/JA team and Wing Legal Officers

Risks / Problems

- None

Assistance Needed

- None



MER/PA

Maj Julie Holley



Top Accomplishments this Period

- Made web updates for RCLS and Cadet Competition.
- Collecting feedback from PAOs.

Top Goals next Period

- Update PA section of MER website.
- Develop plan for PA training material.

Risks / Problems

- N/A

Assistance Needed

- N/A



MER/SE, April 2018

Lt. Col. Guy R. Butts II



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">➤ There are currently 6 Open MER Mishaps in the Mishap Reporting Process, with 7 Open Mishaps March 2018➤ Continue to assist with Wing SE's and Mission Review Officers with the management of Mishaps in SIRS to move them effectively to closure.➤ Invested 8 hours in the creation of the MER Conference 2018 Safety Presentation.➤ Invited to serve as MERSAR 2018 Activity Mission Safety Officer.➤ Participated in the MER Cadet Competition at Ft. Pickett from 13-15 April 2018.	<ul style="list-style-type: none">○ 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.○ Participate in MER Staff Retreat 20 Apr – 22 Apr 2018.○ Participate in MER Conference Williamsburg VA 18 May – 20 May 2018.○ Participate in MERSAR College 30 May – 2 June 2018 at Ft. Pickett.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">➤ CAP NHQ SIRS Mar 2018 Safety Education❖ MER Staff March Safety Briefing 11/38, 28%❖ Wing March Safety Currency: DC-96%, DE-53%, MD-44%, NC-61%, SC-29%, VA-36%, WV-49%. MER Region – 47%	<ul style="list-style-type: none">❑ Improvement in the MER Monthly Safety Currency Education compliance to >90 %