

Wyoming Wing Staff Meeting

23 FEB 2017
7:00- 7:25 PM

Conducting: Col Jeff Johnson
Recording: Mary Waterstreet

Attendees:
Ken Johnston

Attendees Via Audio Conference:

Ian Lydic
BJ Carlson
Michael Heaberlin
Bill Morton
Cec Reed
Mike Moore
Rod Burnet
Jerry Cowles
Tera Cowles
Mike Moore
Mike Carlson
Toni Brown
David Shepard
Jeff Baum

AGENDA

Invocation.....Ch Jeff Johnson

Safety Brief.....Col Ken Johnston

Winter weather driving tips - Maintain vehicle, good tires on vehicle, make sure you have a winter safety kit (food, water, shovel, blanket, flares, warm clothing) If you run off road stay you vehicle, keep window cracked if running vehicle. Use common sense, if you don't have to go don't go. Drive safeley this weekend

Commander.....Col Jeff Johnson

1. Robert Giese's death. Funeral Sat. Always enter a sortie when traveling to and from a mission
2. Meeting with Joc regarding support for flooding tomorrow.
3. Recap of Saturdays mission by Mike Carlson. Communication issues.
4. Feedback with Wing led SAREX. Airforce happy with our Progress.
5. Sad note: Matt Strom has been relieved of duty.Never violate rule of 3.
6. Chain of command - either Wing CC - Jeff Johnson or Maj Heaberlin - Chief of Staff
7. Wyoming Wings publish 4 times a year - Tera Cowles
- 8.

Other Discussion
Department Reports (electronic only)

Commander.....Col Jeff Johnson

Vice Commander.....Lt Col BJ Carlson

Chief of Staff Maj Michael Heaberlin

Aerospace Education..... Open Slotting

Aircraft Maintenance.....Col Bill Morton

Aircraft status:

N261CP - 19.5 hrs to mid cycle oil/filter chg - FMC

N294CP - 48.2 hrs to mid cycle oil/filter chg - FMC

N344CA - 49.5 hrs to mid cycle oil/filter chg - FMC

N353CP - hrs to

N702CP - 33.9 hrs to annual inspection - FMC

N897CP - 41.5 hrs to mid cycle oil/filter chg - FMC

N9935E - 50 .0 hrs to mid cycle oil/filter chg. Starter is
being replaced - Will be FMC

Admin.....Maj Aaron Seng

- 1.

Cadet Programs Lt Col BJ Carlson

1. **MARCH 17-19** Mark your calendars and spread the word. There are now several trainings available at the Casper Armory that weekend. Information has been sent to SM

and cadet leadership.

- a. Training Leaders of Cadets - a one-day training for cadet programs Senior members (no cadets). This will be all day on the 18th, starting at 0800.
 - b. Operation Stripe (for cadets) - this will commence on Friday evening and continue until early afternoon. The object is to get cadets to reach their next stripe (achievement).
 - c. Squadron Leadership School - this is for senior members and is required for Level 2 in the professional development program
 - d. Aerial Photographer ground school (I believe this is happening from Friday night to Sunday early afternoon).
2. Powered Orientation Flight weekend 2-4 June 2017 in Sheridan. Information will be available soon but mark the date
 3. ES training weekend 22-25 June 2017 Story WY (for any members, not just cadets - training will include GTM, GTL, and MSA/MRO if at all possible
 4. 29 July - 6 August Encampment at Camp Guernsey - staff and student application materials have been sent to squadron and CAC leadership. Staff applications due by 31 March. Students can go for half price if they apply by deadlines noted in the WY first time cadet letter. The website should be updated shortly with the new information.
 5. Next CAC meeting - 5 March at 7pm.

Chaplain.....Ch McKinley Wood

1.

Communications.....1st Lt David Shepard

Drug Demand Reduction.....Lt Col Susan McDonald

Emergency Services Lt Col Mike Carlson

1. SAR Mission 17-M-0002A was conducted 02 January for (2) overdue snowmobilers. Paperwork still needing to be completed ... ICS 211 & 218.
2. January & February seem to be dry months for training individuals. No Validations for E/S positions have come through.
3. A Guided SAR Ex was conducted during Feb. AF liked what we did better than in Sept
4. (2) SAR's were conducted during Feb. Both basically were over before CAP assets were launched.
5. Lt Col Desmarais sent out an e-mail indicating IC's were not being assigned to missions. After investigation ...I found WY WIng was also showing they weren't being assigned. What I did find was after assigning an IC and then later closing out the mission the report reflected no IC was assigned. I made note to Lt Col Desmarais there might be a programming glitch which he would discuss with the programmers.
6. AP class will be offered 17-19 MAR in Casper. Contact Capt J Cowles
7. Ground Team training will be conducted 22-25 JUN in Story. Contact Major A Seng.

Finance.....CMSgt Mike Moore

1. Monthly reports for January have been sent to squadrons.
2. If there are any discrepancies noted in the squadron reports contact me.
3. Budget updates need to be sent to Wing if any changes to the projected income or expenses are noted.

Government RelationsCol Bill Morton

1. Winter boards will in Wash. DC from Mar 1- Mar 4th,2017

Health Services Officer.....Maj Jim Little

HistorianCapt Jerry Cowles

1. Historian report is being compiled and written in accordance with new CAPP 280
2. Powder River Composite Squadron provided Newsletters from 2005-2007 which are being scanned and archived on Wing Historian website, they will be available for viewing only, no downloading, however images can be saved as desired.
3. Due to the bad weather forecast, several folks are not able to make the funeral. Is there anyone that is attending that would be able to assist with this? Jennifer would like all CAP members to carry Robert. From Lt James Warren Unit Commander
- 4.
5. .
- 6.

IG.....Lt Col Cec Reed

1. No report

Operations.....Major Greg Schreurs

Personnel.....Maj Tim Anderson

- 1.

Plans & Programs.....Col Jackie Floyd

Professional Development..... Maj Harlan Ribnik

- 1.

Public Affairs.....Capt Tera Cowles

1. Our next magazine deadline is rapidly approaching and since this project brings money into the Wing the more often we can publish the more money we get and I would really love to put out at least 4 issues if not more this year. Here is a list of ideas that could be submitted
 - a. Cadet articles on any topic within the cadet programs, ES and AE are always welcome. Along with any pictures they take.
 - b. Articles from each commander on who they are, what they do when not volunteering and a picture to go with. This also goes for all Wing staff, it's important to our retention that people get to know one another and be able to recognize someone in person.

- c. Recipes that can be shared with others, especially the large portion type. I know the Yellowstone Regional Composite Squadron likes to have a potluck on family night and sometimes for our Open House.
- d. Promotions and pictures for cadets and senior members. Let's celebrate ALL achievements so members feel like their hard work is appreciated.
- e. Pictures of cadet activities outside of a regular meeting, including community service, recruitment and even PT nights.
- f. Any other ideas would be greatly appreciated and I would love to be able to publish monthly eventually.

Retention & Recruiting.....2d Lt John Douglas

Safety.....1st Lt Joe Feiler

Stan/Eval.....Capt. Jeff Baum

1.

Supply/Logistics.....Lt Col Susan McDonald

Transportation..... Maj Michael Heaberlin

1.

Web Administration & IT.....Capt Tera Cowles

1. The website will be updating over the next 2 weeks and I need permission from everyone who wants to keep a contact page for their squadron or their Wing position. I would like to add the most current Wing roster with all contact information for easy access but due to privacy I need to have consent to add contact information to it. I would also like to add some pictures to the new wing staff contact list and will need everyone to send one in.

I'm hoping this will make recognizing individuals at events will be easier and lead to more teamwork.

2. If you do not want your name or information public for any reason please let me know and I will make sure your personal information is not added.

Wing Administrator..... Mary Waterstreet

1. Holiday Wing/NHQ office closed on Monday, Feb 20th in observance of Presidents Day.