

# Middle East Region Civil Air Patrol

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## Commanders Update Briefing

08 March 2017



Col John Knowles  
MER/CC

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# 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/A1

## Lt Col Ted Lybrand



### *Top Accomplishments this Period*

- 7 Promotions Processed
- 13 Decoration Recommendations
- 120 OTY Awards Processed
- SMEs completed review and scoring OTY
- Nominations/scores sent to Col Knowles

### *Top Goals next Period*

- Update Org Chart

#### OTY Awards Processing Critical Dates

- 15 Feb – All nominations in
- 24 Feb SMEs completes review and scoring
- 25 Feb A1 has nominations ready for Awards board
- 7 Mar awards board completes review and scoring
- **8 Mar – Nominations sent to CC**
- **14 Mar – A1 receives selections from CC**
- **15 Mar – A1 submits awards to NHQ**

### *Risks / Problems*

### *Assistance Needed*

- Need an Assistant A1 to process personnel actions



# MER/HC



## Lt Col Wayne Byerly

### *Top Accomplishments this Period*

### *Top Goals next Period*

- Review of nominees submitted for Senior, Squadron chaplain and CDI of the year awards and make recommendations.
- Continue to process applications for appointments of character development instructors and chaplains.
- Preparing for presentation to Chaplain Corps personnel at next month's Region conference in Charlottesville, VA.

- Attend MER Region Conference on April 7- 9 in Charlottesville, VA.
- Participate in seminar and question/answer session for Chaplain Corps personnel and provide updates on recent changes affecting our mission and training.
- Continue to process applications for appointment of chaplains and CDIs in a timely manner.

### *Risks / Problems*

### *Assistance Needed*

- Wing Commanders should be aware of the process of appointing wing chaplains. The process involves the requirements that are found in CAPR 265-1, para 15.f.(3), page 12 which involves the inclusion of the MER/HC.



MER/HO

Maj Joseph Myers



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals 2017</i></b>
<ol style="list-style-type: none"><li>1. Starting to compile Data for the 2016 Annual History report.</li><li>2. Introduced the new format for Annual History reports from NHQ</li></ol>	<ol style="list-style-type: none"><li>1. Promote Professional Development for Historians across the region. Promote the flow of feedback and ideas across the Region.</li><li>2. Support the development of new Historians in the Region</li><li>3. Early completion of the 2016 History Reports.</li><li>4. Compiling a list of current Senior Members that were Cadets for the 75<sup>th</sup> Anniversary of the Cadet Program.</li></ol>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ol style="list-style-type: none"><li>1. Lack of understanding of the Historian function.</li></ol>	<ul style="list-style-type: none"><li>• Support for Wing Historians to produce and forward Annual Wing History Reports.</li></ul>



# MER/IG

## Col. Ray Harris





**Top Accomplishments this Period**

**Top Goals next Period**

- Co-ordinated with WVWG CC and VC regarding appointing an interim Wing JA
- Assisted WVWG CC with a proposed MOU with a state level entity
- Assisted VAWG JA regarding implications of FOIA as related to a .gov domain
- Coordinated with the SCWG CC
- Collaborated with other Region JAs and National Legal Officer staff members regarding Phishing efforts against various CAP domains
- MER JA and DJA have registered to attend the Joint MER/VAWG Conference
- MER Assistant JA registered to attend this year's NLOC

- Continue providing timely, accurate and relevant legal advice to MER/CC and staff officers as required

**Risks / Problems**

**Assistance Needed**

- 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*

- Provided update to wing PAOs
- Reviewing PAO/Crisis Plans

## *Top Goals next Period*

- HQ launching a "newsroom" to post stories
- Moving forward on website branding
- Social Media assessments
- HQ is looking for help to revise 190-1

## *Risks / Problems*

- None

## *Assistance Needed*

- None





# MER/SE, Mar 2017

## Maj. Guy Butts



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

- There are currently 16 Open MER Mishaps in the Mishap Reporting Process with 5 Open Mishaps last Month
- Working with NHQ Safety Team; Col. Brian Ready –SWR/CV, Col. Everett Humme – MA WG/CC to improve SIRS
- Communicating with other Region SE's as coordinated by NHQ Safety
- Communicating with MER Wing SE's
- MER Wing NHQ Safety Surveys submitted: DC, NC, MD, VA, WV, SC. Missing DE.
- Working with NHQ Safety to coordinate June 2017 NSOC Logistics for 12 Pax Vans

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

- Continue to work with MER Wing SE's on a daily/weekly basis
- Communicate regularly with CAP NHQ Safety George Vogt and Bob Castle
- Coordinate/Communicate with all Region SE's.
- Assist with the management of Mishaps in SIRS to move them effectively to closure
- Work with NHQ SIRS Redesign Team
- Attend the 2017 National Safety Officers College and serve as Logistics and Region Mentor.
- Secure two 15 Pax Vans for NSOC
- Complete review of Wing Safety Survey Data Due to MER CC 15 Mar 2017
- Attend NatCAP Conference 11 March 2017

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

- CAP NHQ SIRS Feb 2017 Safety Education
- ❖ MER Staff Safety Briefing 18/40, 45%
- ❖ Wing Feb Safety Currency: DC-66%, DE-49%, MD-43%, NC-53%, SC-44%, VA-36%, WV-47%. MER Region – 46%

### ***Assistance Needed***

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



# MER/Command NCO CMSgt Dennis Orcutt



## Top Accomplishments this Period

- Senior Member NCO Recruiting Drive

## Top Goals next Period

- 1 Mar 17 – 28 Feb 18

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
E-5	SSgt	TSgt		MSgt		SMSgt			CONVERSION GRADE
E-6	TSgt	MSgt			SMSgt				
E-7	MSgt	SMSgt							
E-8	SMSgt								

## Risks / Problems

## Assistance Needed

- Still need each MER Wing to appoint a Wing Command NCO, if able
- Encourage prior active duty NCOs to entertain the idea of selecting CAP NCO path
- CC/CV/CS share calendar for visits



MER/A3

Col David E Crawford, CAP



***Top Accomplishments this Period***

- Working plans for intra region transfers of aircraft for fleet mix
- ADS-B Transition plan under development, Lt Col Gene Jackson MER/A3G is project officer (ADY from VAWG as of 2/4)
- Through March 2017 3 of 7 wings are within the ballpark of the required hours per aircraft (84/acft at this point). 4 others are trailing significantly. Funding is a significant driving consideration
- Hours/Acft: NC:132, DC: 82, VA: 80, MD: 73, WV: 72, DE: 68, SC: 60
- Assisted NC on Capitol Hill for Legislative Day

***Top Goals next Period***

- Assist VA Wing with revitalizing Glider program, with assistance of NC
- Planning for Mountain Fury in multiple locations in region

***Risks / Problems***

- Continuing Resolution reducing training funds

***Assistance Needed***

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



**MER/A4**



# Lt Col Jeff Focke (Asst)

## *Top Accomplishments this Period*

- MER ROS's clear and up at higher echelon
- All A4 personnel safety current

## *Top Goals next Period*

- Clean up vehicle retirement list (5 on list)
- Advertise & interview for A4
- Continue clean up of old ROS's below Wing; Progress but many still lingering
- LGT already queuing up inventory process

## *Risks / Problems*

- Backlog of pending retired items and old ROS's
- OLD ROS's over 60:

Wing	Count	Avg Days Old	High Days Old
DC	1	105	105
DE	2	158	172
MD	5	91.2	94
SC	2	272	455
Grand Total	10	142.1	455

## *Assistance Needed*

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



# MER/A5/8 Plans and Programs

## Lt Col Haertel



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Prepared Initial Draft FY 18 Annual Training Plan (ATP)</li><li>• Prepared OPORD, with staff preparation work requirements for MER Staff Retreat 21-23 Apr 17.</li><li>• Working on MER Area Command Plan from multiple sources. Ongoing.</li></ul>	<ul style="list-style-type: none"><li>• Finalize slides, timeline and packets for Staff Retreat</li><li>• Schedule final In process review and product check at MER conference 7-9 Apr 18.</li><li>• Prepare for conference and retreat.</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• 21-23 Apr 17 staff retreat's success depends upon fluency in the ATP &amp; Metric process, and CAP Strategic Plan.</li><li>• Staff is advised to have their written ATP changes, and draft FY 18 ATP w/metrics slides briefing ready for final adjustment and brief Sunday morning.</li></ul>	<ul style="list-style-type: none"><li>• Manage strategy planning and programs.</li><li>• .</li></ul>



MER/A6

Lt Col Maurice Thomas



***Top Accomplishments this Period***

- **ACTIVATED!** EFJ UHF Handheld Kit & Cases
  - First deployment: Cadet Comp 3/17
  - Other activity requests
- WAA 2016 comm support! MD, DC, MER
- DoD Comm Ex., CAP participation
- Continue Strong Comm Participation
  - NTN HF Nets & Exercises

***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

***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
- Need CUL-T training at state level



# MER/A7 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>• Continue to work with Wing PD, CP, AE</li><li>• Attended AMA Competition practices and briefs</li><li>• Working on new IG instructions</li><li>• Awarded Scholarship in the name of C/Col Brian Campbell (DEWG)</li><li>• Attended National Legislative Day</li><li>• Attended Spaatz Dinner</li><li>• Attended IPMS Region 2 show</li></ul>	<ul style="list-style-type: none"><li>• AE - Encourage use of STEM kits - more/new kits/topics coming</li><li>• PD – Continue Level V completions</li><li>• Plan/Staff 2017 Activities</li><li>• Fill additional A7 Positions</li><li>• Complete staffing of HGA, RCLSs, and RSC</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
	<ul style="list-style-type: none"><li>• NHQ IT - give higher priority to allowing Wings to enter completion for SLS, CLC, TLC, UCC.</li></ul>



# MER/A7E

## Lt Col McLellan



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Lt Col Bob Terry is working on lesson plan for MER Aero Ed School.</li><li>• Of the Year awards</li></ul>	<ul style="list-style-type: none"><li>• Push Brewer Awards, AE Officer of the Year, and Teacher of the Year nominations and to recruit AEMs,</li><li>• Plan AE School, Encourage Cadets members to apply for AOPA and AMA Scholarships this coming year.</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>





A70

Capt Patti Overman



<b><i>Top Accomplishments this Period</i></b>	<b><i>Top Goals next Period</i></b>
<ul style="list-style-type: none"><li>• Warrior Challenge<ul style="list-style-type: none"><li>• Maj Barry Feinstein</li></ul></li><li>• Wing Cadet Competitions wrapping up</li><li>• HGA slotting complete</li></ul>	<ul style="list-style-type: none"><li>• Successful completion of MER Cadet Competition- 31 Mar- 2 Apr</li><li>• Continued monthly meetings with DCPs</li></ul>
<b><i>Risks / Problems</i></b>	<b><i>Assistance Needed</i></b>
<ul style="list-style-type: none"><li>• AAR reports low-<ul style="list-style-type: none"><li>• FY 2016- 988</li><li>• FY 2017 so far, 215f</li></ul></li></ul>	<ul style="list-style-type: none"><li>• None</li></ul>



# MER/A7P Lt Col Dunn



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

- 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
- Of the Year Awards

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

- 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 go to Level V
- Process PD “Of the Year” awards

## ***Risks / Problems***

## ***Assistance Needed***

- 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
- Updated PayPal account & removed restriction
- Accepted Registrar position as well as Finance Officer position for National NCC.
- Working with Lt Col Mayhew on HGA
- Working with Capt Muse on region Cadet Comp

***Top Goals next Period***

- Process all requests for payment/deposits
- Reconcile bank accounts
- Process credit card bill
- Region Cadet Competition
- Continue working on HGA & National NCC
- Update and publish Finance Procedures for MER Activity Directors

***Risks / Problems***

None

***Assistance Needed***

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



# MER Command Staff Briefing



- Chief Of Staff
- Region Commander



# MER/CS Col Eugene Egry



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

- Attended NCWG Conference - 3 - 5 Feb
- Selected A6IA Candidate – Lt Col Kertis Henderson, NCWG
- Served on the SCWG / CC Candidate Review Board - 24 – 26 FEB
- Revised the Automated MER OTY Awards Process
- Selected MER Activity Directors:
  - MERSC – Col William “Ziggy” Bernfeld
  - RCLS/N – Maj Stacey McManus
  - RCLS/S – TBD / Col Cheryl Fielitz-Scarborough advising
  - HGA – Lt Col Jett Mayhew
  - AE School – Lt Col Robert Terry
- Attended Winter Command Council Meeting – 3 - 4 MAR
- Evaluated and recommended OTY Awards submitted to MER from Wings
  - Great job on SME Reviews / Ratings!

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

- Find A6PA – Assistant Historian – ***extended to 31 MAR 2017***
- Find A1A – Assistant Director of Administration and Personnel – ***extended to 31 MAR 2017***
- Interview applicant for Coordinator: Wreaths Across America-Arlington National Cemetery Event
- Interview applicant for A4
- Attend DCWG Conference / Change of Command - 11 MAR
- Attend SCWG Conference / Change of Command – 17 – 19 MAR
- Attend MER Cadet Competition – 31 MAR – 2 APR, Fort Pickett
- Attend MER/VAWG Conference – 7 – 9 April
  - Which MER Staff are presenting at MER / VAWG Conference?
- Attend MER Staff retreat – April 21-23, Camp Pendleton

## ***Risks / Problems***

- Establish remaining / new MER Staff to Wing Staff conference calls. Minimum Quarterly

## ***Assistance Needed***

- None



- **2017 MER / VAWG Conference – April 7-9**
- **Calendar Events FY 17 – MER Website**
  - **RCLS, Flight Academy, Honor Guard, MERSC – 12-19 August**
  - **Verify your activity dates**
- **Recruiting Plan – MER Doing OK**
- **Cadet Fitness Update**
- **Change of Command's - NATCAP and SCWG**
  - **Thanks – Wing CC Selection Boards**
- **PAO – Interviews (recruiting opportunity)**