

Division 17 Division Meeting Minutes
January 3, 2015
Flotilla 17-6 Building, Lee Wenner Park
Cocoa, FL

Attendees as listed on the attendance sheet:

Participants: Jim Roche, DCDR, John Holmes, DVCR, Maria Motes, SO-SR, Jack Miller, IPDCDR/OP, Donna Miller,SO-AD, Richard Barada, SO-MA, Sharon Breece, SO-HR, Joseph Bonaccorse, SO-NS & FVC 17-11; Mark Perni, SO-PV; Jim Nickles,FC-17-10; Gary Gunter, Gary Powers, SO-PV; Mike LeBlanc, FVC; Robert Trigbou, FVC-17-2; Kim Lucks,FC-17-9; Mike Donahue,FC-17-2; Carl Motes, DCAPT-N, Jules Moquin, SO-PE, Fred Scholz, SO-PA, John Kachenmeister, SO-PB, Dan McIntyre, FC-17-6 & SO-MT

Meeting called to order by Commander Jim Roche at 10:00 a.m.

Commander Jim Roche – pledge of Allegiance and moment of silence

Quorum present - yes

Introduction of head table: Jim Roche - DCDR, Jack Miller, IPDCDR/OP, Carl Motes, District Captain-N , Maria Motes – SO/SR

SO Swearing in:

Mike Donohue, Kim Lucks, Bill Scholz, Jules Moquin

Commander Goals for 2015:

- Operations Policy rewrite
- Operations Excellence
- Flotilla Leadership Training
 - Reminder Flotilla Commanders to complete this training with their Flotilla
- Emphasis on appropriate wearing of uniforms
- Expectations for 2015:
 - Officers perform their jobs per job description
 - Training to occur as part of the meeting
 - Division Officers should find out who their Flotilla counter parts are to offer any assistance with their specific duties/responsibilities

Finance Report:

- Donna Miller indicated that she had just taken over books – no official report
 - There is moneys in the bank account
 - Donna will be sending letters out for the dues
 - Donna will be coordinating audits

- DCDR Roche indicated that Commanders will be required to provide a complete list/record of all PPE (Personal Protective Equipment) and accounted for each flotilla
 - A name and a number associated with PPE for individual
 - Every Coaxin should carry a PPER..(?)
 - Ed Sweeney has a record of individual PPER was issued to
 - Every PPE that CG Aux uses should be tested, including batteries to ensure Safety status at all times
 - Commander Roche indicated that Coast Guard expectation is to have all PPE's and equipment be tested, accounted for, inventoried by February 15th
 - Gary asked if there was a form for this equipment audit available
 - Jim Roche will research the issue form
- Form 7007
 - Commander Roche informed that National AUX requested that when submitting 7007 form, that all blanks should be completed
- Diversity officers need to be appointed for each Flotilla
- ID cards -Commander Roche commented that it was taking quite a long time to issue ID cards; 9-12 months for clearances for new cards

Flotilla Commanders Reports

- FC reports were given by the FC's present. Reports regarding the Flotilla goals and upcoming Flotilla events were given
 - 17-2 Flotilla – Mike Donahue indicated that still dealing with members that did not pay last year and are trying to complete disenrollment
 - 17-6 Flotilla – Dan McKintire provided report:
 - 2014 – reported great #'s of operation for his Flotilla
 - 75 members – 39 members are active and reporting activity
 - 15961 total hours of activities
 - Are beginning AUX AIR arm – headed up by Bob DiChico
 - One weekend/month supporting CG Cape Canaveral base in operations
 - 17-9 Introduction of Vice Commander Mike LeBlanc
 - 17-11 – Joe Bonaccorse
 - \$1400 approximately will be transferred to 17-10
 - Once 17-10 is chartered on 1/10/15 – 68 members will remain in 17-11
 - Orlando boat show – first 17-11 PA event
 - 17-10 – Jim Nickles
 - Provided details for Chartering event to be held 1/10/15, Kisseemee, Fl.
 - 17-2 and 17-9 are at both end of AR spectrums for Station Port Canaveral
 - Commander Roche encouraged boat crew training to all Flotilla Commanders
 - DVCDR – John Holmes report:
 - John commended Donna Miller for getting Website up and running

- SO Staff reports need to be submitted by 15th of the month for previous month
- Donna Miller indicated she is working on enhancing job descriptions for FSO and Division SO and operation functions for new members
- John Kachenmeister – PB – will have monthly publication
 - Provided some uniform regulation updates
- Jack Miller – operation hours –
 - about 4000 hours last year
 - Meeting with CG on 1/8/15 to get orders process
- Joe Bonaccorse – report of Aids to Navigation
 - Refer to his email with report
 - Ponce Inlet ANT station is very appreciative of all hours of support
- Sharon Breece – HR
 - 34 new members added to Division 17
- DVCDR Holmes announced - HAM Radio Technician level communications class to be given in March – 2 full days in Cocoa, 17-6 building

No Awards and No old Business at this time

New Business

- Direct Operation folks providing hands on assistance to Coast Guard –
 - Commander Roche indicated that report needed to be submitted on these activities to him by 1/20/15 since DCDR Roche has to report back to Captain Allen on 1/26/15 at Ponce Inlet

Next meeting will be held on 3/7/15 at Flotilla 17-6 Cocoa building

With no other Division business to discuss a motion to adjourn was made by James Nickles and seconded by Dan Miller. Motion Carried.

Respectfully submitted:

Maria Motes,
SO/SR