

**US COAST GUARD AUXILIARY**

**FLOTILLA 091-20-11**

**ST. CLAIR SHORES UNIT**

**Flotilla Commander** – James Sagstetter

**Vice Flotilla Commander** – Rick Lane

14 April 2021

1. **Business Meeting:** Call to Order by FC Rick Lane at 1934.

Present: Frederick Lane, Joe Roskoski, Justin Montgomery, James Sagstetter, Norman Raymond, Terri Lehman, and Pat Hughes.

**II. Pledge of Allegiance**: The pledge of allegiance was led by James Sagstetter.

A moment of silence observed for those Team USCG personnel that have passed the bar and those currently serving.

1. **Introduction of Special Guests / Visitor:**

* Spencer Calhoun (potential flotilla member). Spencer has submitted his application for new member. Spencer introduced himself to the flotilla.

1. **Awards:** None
2. **Announcements / Swear in New Members:**

* Two new potential members have submitted their application for membership:

Spencer Calhoun, Sargon Kiyoo

* 2021 vessel inspection stickers have been sent out to qualified vessel inspectors. If more required Rick Lane has them.
* The flotilla staff has been restructured, and the new 7007 “Annual Unit Officer Report” has been submitted. Norm Raymond is taking on the FSO-OP and FSO-NS responsibilities, Patrick Hughes is taking on FSO-PV, and Bill Dyda is responsible for Flotilla Food Service.
* There is a “taking off the winter cover” event planned for April 24, at 11:00 am. We will be uncovering the flotilla facility at Great Lakes Yacht Club. All in the flotilla is invited to help. Rick will send out information later this week.
* PPE inspection for “Boat Crew” personnel is due. Division information will come out later this week on how to get your gear inspected, and your PLB (personal location beacon) updated.
* We are working with flotilla 20-12 to conduct a ABS class in May. This is important for new members that do not have a “boating safely” certificate.
* COVID declaration forms are due to Station Shores for all Operations personnel – Division instruction on how to submit the new revised form is forthcoming.

1. **Approval of Previous Minutes:** Approval of previous March 09, 2021 minutes – Norm Raymond moved to accept / James Sagstetter 2nd. Motion passed.

**VII. Flotilla Staff Officers (FSO) Reports:**

* **Finance** **FSO-FN – Joe Roskoski:** No activity in January. Current balance is $**2,000.55**. Norman Raymond moved to accept financial report, Pat Hughes 2nd – passed.
* **Communications FSO-CM – Robert Bailey:** No Activity – not present at meeting.
* **Computer Services FSO-CS –** FSO not assigned at this time
* **Diversity FSO-DV –** Larry Myles: Not present – no report.
* **Human Resources FSO-HR – Yani Warda:**  Rick Reported that he had meet with Yani, report as follows - Spencer Calhoun, and Sargon Kiyoo – both in the submitted applications to join the AUX / Flotilla 20-11. Yani also mentioned that he will assist in application for ID cards (Rick Lane and James Sagstetter in need of renewal.
* **Informational Services FSO-IS – Yani Warda: M**embership should continue to document hours on 7029 & 7030, and submit to Yani (FSO–IS). Also members need to become knowledgeable in accessing AUXDATA II new AUXDATA software. Future introduction of member hours and training / operations mission will be in the AUXDATA II system.
* **Materials FSO-MA – James Sagstetter**: No activity.
* **Marine Safety FSO-MS – Matt Larivee:** no report.
* **Member Training FSO-MT – Rick Lane:**  Member training during January consisted of individual on-line training (Rick Lane AUXDATA II, CORE, TCT). Membership training for March was over 15 hrs hours (on-line). 20-11 has two new members. For these new members, we will need to develop a training plan. Rick Lane will be contacting the SO-MT for input into the planning
* **Navigational Systems FSO-NS – Joe Roskoski:** no activity for March / Norm Raymond to take over office – this is off season.
* **Operations FSO-OP – Joe Roskoski:** no activity. no activity for March / Norm Raymond to take over office.
* **Public Affairs FSO-PA** – Robert Bailey: Not at meeting / no activity for March due to COVID 19 shut-down.
* **Publications FSO-PB – Joe Roskoski:** Joe continues to post flotilla minutes and flotilla based information on the flotilla website.
* **Public Education FSO-PE – Rick Lane:** No activity during March. An ABS class in May is being planned in cooperation with flotilla 20-12.
* **RBS Visitors Program FSO-PV – Leonard Fashoway:** not at meeting – no report. Rick noted that Pat Hughes (Newly transferred from 20-10) is taking on the FSO-PV.
* **Secretary FSO-SR – Rick Lane: Rick continues to get the minutes out and keep the archive records.**
* **Vessel Examination FSO-VE – Jonathan Reese:** Rick reported that he had been sent 30 2021 safety boat stickers, Rick will be sent out 7 stickers to each qualified vessel inspector. The remaining stickers will be kept, and issued as needed.

1. **Commander’s Report**
2. ***USCG Auxiliary Shut-down***

Due to the current Stand-down of all Auxiliary activity involving travel or “face-to-face” meetings, the flotilla is meeting in virtual web-meet mode. The FC and VFC are meeting during the month. Potential members are included in any flotilla emails.

1. ***Flotilla Meetings / members***

During the month of March we continue monthly flotilla meetings. The February meeting (March. 09, 2021) was well attended with 10 members calling in to the meeting. The meeting was hosted by Rick Lane.

1. **Flotilla Restructuring**

The flotilla’s staff has been reviewed by Rick Lane and James Sagstetter. New 7007 “Annual Unit Officers Report” has been submitted. Norm Raymond will be assuming the FSO-OP, and the FSO-NS positions. Pat Hughes will be taking on the FSO-PV office, and Bill Dyda will bring AUX Food Service to flotilla 20-11.

1. ***Member training***

Membership training for April was in excess of 15 hours (on-line / and self-directed). R. Lane was involved in AUXDATA II District training, CORE, and TCT training.

1. **Public Education**

No activity in March.

1. ***091-20-11 Membership Growth Campaign.***

We have two new members that Rick Lane has submitted applications through Yani Warda.

1. ***Flotilla Support for Station Shores***

We have been prohibited from physically standing watch at Station St. Clair Shores. Rick Lane is the AUC for Station Shores.

1. **Operations**

No operational activity for March. Maintenance on the facility in preparation for 2021 launch has been conducted during March / April. We have a “boat cover” removal scheduled for 4/24/2021.

1. **Public Affairs**

We are stand-down for Auxiliary activity – due to COVID 19.

1. **Financial Health of the flotilla**

The flotilla is in the best financial shape that they have been in for years. The treasury shows a current balance of over $2,000

1. **Flotilla Goals**

Once the Auxiliary is back to “normal” activity, the flotilla goals will be reevaluated to set a revised level for the flotilla goals.

**IX. Old Business**

1. Establish flotilla 20-11 as a “Diversified designated AUX Flotilla – Champion is Larry Myles
2. Explore the possibility of joint operations exercise with CAP (Civil Air Patrol). This would have to be investigated through Division / District. We need to put forth up the leadership chain this initiative prior to any contact with CAP. James Sagstetter and Robert Bailey have had some experience with CAP / Joint operations exercise. Champion is James Sagstetter with Beetle Bailey as support.

**X. New Business**

Establish a “loan program for uniform “hardware and shoulder boards – led by James Sagstetter. James to develop a budget and present to the flotilla for approval.

***Motion to adjourn the meeting made by James Sagstetter and seconded by Norm Raymond – meeting adjourned.***

**Next Meeting Date and Location:** Second Tuesday (4/13/2021) at 7:30 pm (1930).

