



**MINUTES OF THE DIVISION 20 STAFF MEETING
US COAST GUARD AIR STATION DETROIT
SELFRIDGE ANG BASE**

- 2 Minute Warning-DCDR
- Meeting Called to Order-DCDR
- Pledge of Allegiance-VCDR
- Moment of Silence for those who Crossed the Bar or serving Active Duty-DCDR
- Roll Call-SO-SR
- Approval of Prior Meeting Minutes-Division Board – Quorum Approved
- Approval of Finance Report by SO-FN Dave Schmidt - Division Board – motion to approve by FC Tony Dzbanski
- District 9 Watchwords - “Recruit – Retain – Reward” - Each FC has their flotilla goals.
- Division Commander's Comments – Move on!

- **Flotilla Commander’s Reports-DCDR**
- 20-03 –Paul Guinnane – As Submitted - I did not address the 3-R's although we do have several applicants for new membership who are transfers from western Michigan. Marine Safety is our issue and we attended the “Blue Wave” in St. Clair MI and stressed the abilities of AUX to patrol the various marine facilities in Port Huron also I would like to note our Paddle craft initiative.
- 20-04 – Jerry Werner – As Submitted - This March we have conducted the 5 CORE training courses for those members that need the class. Regarding “Recruitment” we have decided to do this during our Vessel Examination activities. To talk to folks and get on on our web page. We feel this might get us a few new members. Also to focus on inactive members to get the CORE training classes they need although some likely won't take advantage of this.
- 20-09 – Vicki Marko – Regarding recruitment we had two prospective members at our last meeting. An opportunities questionnaire was distributed also.
- 20-10 – Bill Dyda – As Submitted - We have located our Flotilla Bell and it is process of being returned. I have been in touch with one former member. For our “Recruitment” activity we are putting together an event at the local library in the end of March. Also we are trying to make our meetings more interesting. We are also offering training in cooking especially the “Ding Dong Cake.” We are advertising this food at the meeting and are also going to do Cream and Chocolate!

- 20-11 – Rick Lane – As Submitted - I will be revising my report here, with additional “Watchstander hours” for January 6 hrs and February 73 hrs. we have sworn in 4 new members and blew away our goals for last year for 2 new members. Each new member has a network of more new people they know. See the written report for listed goals for this coming year.
- 20-12 – Mark Johnson – As Submitted – VFC Mike Dziekan: We had our regular flotilla meeting but did not have a quorum to conduct business. The “Risk Management” training was discussed and expected to be completed on time. With regard to Public Affairs (PA) training, we have no FSO-PA officer this year and no volunteers for the office.
- 20-14 – Pamela Rupinski - As Submitted – Mike Dannon is handling FSO-PA Public Affairs and we plan to get out to do more of these events so we are recognized in the community. When 20-14 does Vessel Examination events we will be advocating new members for AUX. We are looking for more ways such as the boating classes we are teaching at West Marine where we will set up a table for Public Affairs.
- 20-18 – Brad Newell – We are continuing recruitment with 4 new individuals in various stages of membership submission.
- 20-19 – Tony Dzbanski – As Submitted – Macomb County Sheriff Marine Division came to our last flotilla meeting and presented information on their work. They described their work as volunteer officers with police powers of enforcement and the new equipment from Homeland Security. Unlike AUX they do not do emergency towing. They are also looking forward to working with us in operations more often. Also they are very receptive to AUX. “Recruitment” our first new member came from our VE program. We did 120 Vessel Examinations this last year and are processing several new members. We will be recruiting at the Boating Safety class we are now doing and our PV program will include “recruiting information.” Our lake St. Clair network will be concerned with recruiting which is the various marinas and boat clubs in our AOR will get the word out.
- DCDR Burrell – Keep up your work for a good boating season.
- **Division Staff Officer’s Reports-VCDR**
- SO-CM – Mark Johnson – As Submitted – A summary of the D-Train workshop for CM officers and others. National has requested how we support “RESCUE 21” system outages. Any flotilla that regularly stands up radio assets and for a local station during “RESCUE 21” system outages is asked to contact me – SO LET ME KNOW.
- SO-CS – Michael Blake - As Submitted – I will be contacting flotilla CS officers.
- SO-DV – Lee Peddie – New FC please read my last Diversity Report.

- SO-FS – Bill Dyda – We are stressing AUX Operations and completion of the “Risk Management” qualification. Division 18 And our Division 20 Chiefs need hours this week. USCG asked me to share how much they really appreciated all the support of cards, donations of food and groceries they received. They asked DCDR Burrell to express thank you to AUX District 9cr for this.
- DCDR Burrell – I agreed and BRAVO ZULU for all the support.
- SO-HR – Patti Mitrowski – FC and VFC the USCG Aux has released new a new Data Reporting System for Human Resources. I have sent out several e-mails, webinars, a spread sheet and accountability. Also a new recruiting page for Human Resources. The log-in is the same for Aux Ops. We can now all check the status of new prospect members. The information on new prospective members gets sent to the VDCDR and to all Division Staff! I sent out information on 8 prospective members this week. You can call them on the phone. Only one person responded back though, but they all got the e-mail. Remember it is imperative that you FC and HR officers respond back to inquiries from prospective members. This is very important! Several of you were notified and only one responded back. It used to be I would have to report back only at District level on recruiting. Now it is a big nation wide program so go in there and look at it. Its a great mission AUX is doing. Thank You.
- SO-IS – Joe Kennedy – As Submitted.
- SO-MA – Gerald Vanconant - Absent
- SO-MS – Dave Fleming – As Submitted – IPDCDR Stevens comments: The third class was held for UPV vessel examiner for those interested in receiving their Letter of Designation from the COP allowing them to do UPV inspections. A “Hazwhopper” training class is to be held on 20APR19 10:00 hrs at Sector Detroit for First Responder Operations.
- SO-MT – Jerry Werner - Boat Crew training has been ongoing at Shore Station also USCG will be taking a more active part in our PPE inspections held 06APR19 and again on 04MAY19 so its a new process this year. We will begin TCT training. People in “reyr” it depends on how long they have not been in the program. As TCT QE I will be back at it and if they are not going to qualify we need to get the PPE equipment back. If they are interested however we should let them keep it. They are removed from the program after 5 years and it takes 3 years to restart the program and in all that time their “epurb's” are not touched. So if its been 2-3 years we need to get the equipment back. Regarding PPV Inspection the OIC has a different program for different stations; I have been talking to Senior Chief Rue. BMC Smith is to talk about the PPV program and may take back the inspection for it.
- SO-NS – John Zamborowski – We were asked to do more aids to navigation ATONS and wre successful in getting them done on time this year.

- SO-OP – John Vanhouten - As Submitted – PPE inspection is upcoming and anyone can bring in their gear. Remember with PPE inspection we have to be programmed-out to use the equipment so don't just “drop in” and expect USCG personnel to look over your equipment. Also if your gear needs attention. BMI Smith said there are multiple active duty personnel assisting here and there are only two days so don't leave after bringing your gear because you might not get it back.
- SO-PA – Michael Gagnon - “Stand Down Day!” - There are several PA events coming up. They will be shutting down TACOM for “Safety Day.” Also “Blossom Heath Chilli Cook-off!” USCG bowling the team we are sending is appreciated. AUX participation is expected at Vice Night at the downtown casino.
- SO-PB – Brian Roorda – No Report and am working with Kristin.
- SO-PE – Bill McDonald – As Submitted – Regarding Public Education. we have full intent to teach but I have had no reports about public education classes on going in the different flotillas so you FC be sure to have your PE officers submit their reports to me.
- SO-PV – Donald Ledwith – As Submitted – I will be sending the assignments out. This has been taken over to better cover the territory each serve. There are so many Program Visitors and no list of customers or list of coordination of effort. WE serve areas from Detroit to Port Huron with no geographic coordination. So a map with push pins and assignments is going to be created.
- SO-SR – David Fleming – Please make your reports understandable.
- SO-VE – Ron Smith – As Submitted – Send in your Vessel Examiner paperwork and reports! Nothing Else!
- Aviation Liaison – Lee Peddie – No Report
- PPE Coordinator – Ken Baron -
- Division Vice Commander's Report – VCDR - If you want to bring someone on base and they do not have ID I can get you on base. So if your ID Card is expired e-mail me! I can get you on but you need to be here from 18:15 to 18:20 hrs before the meeting time and I will not wait.
- Committee Reports – DCDR – Fellowship Report – Jerry Werner – We are looking for a date for “getting together” with the new USCG staff. The Station Shores transfers are beginning now and the new people are filtering in. By May they should all be here. The ODR said they would like to have this “get together” in May say on a Saturday for good attendance. I think 11MAY19 is good for “Active Duty and AUX.” – The question is should we include Division 18? This will be at Blossom Heath Park. We have invited Division 18 in the past for fellowship and get together. So lets invite Division 18 and ask for donations of food. – We need to

work with someone and make up a “flyer” and we need to clear a date and Division 18 and all the USCG Stations. Division Commander Fletcher can work with and the separate stations to “Meet Your AUX and Duty Teams,” a sort of “Team Coast Guard Meet and Greet.” I talked to the guys at the Station and they are interested. – We might be able to use the Belle Isle Facilities for a hall and a dinner. Or use the kitchen at Station Shores. Everything will be all done Pulled Pork is the only offering say about 10 to 2PM or 3PM. Hopefully we will have better attendance. - The MGM Grand event is set for Saturday 13APR19 date with Dining Room arrival on the 6th floor with fun and frolicking and an open buffet. Civilian attire is requested.

- Presentation of Awards – DCDR, VCDR, IPDCDR - None
- Old Business – DCDR – None
- New Business – DCDR – No New Business
- Coast Guard Guest Comments – DCDR – none
- Division Commander's Report – DCDR – Sector Detroit USCG enlisted AQT bowling championship – Division 20 has two team from our smallest flotillas. Bill and Pam in 20-14 and will represent us. – Remember about the new member paperwork when we join up new members. Over time this has changed and the AUX Data is not updated so make sure the AUX Data is correct, this is important. - There is a request from the Chief at Station Shores to have the old brick barque removed. So if someone has a truck and can tear this out with a jack hammer your help is needed. Remember the “Public Affairs Initiative” and the desire we have to reward achievers. Also be sure to handle your e-mail correctly with proper salutations and etiquette.

This is the 4th month FC's of using “Go to meeting” so we don't always have big attendance. I remind you that it is important for the FC or VFC to attend Division meeting here! Questions come up the chain of command and are covered here at the meeting. All FC's should be familiar with the AUX Calendar and Flotilla Procedures Manual. You should know what your responsibilities are. Also I feel the “Go to meeting” session should be recorded and available not just the 4th Wednesday but through the entire month.

- District Bridge Comments – DCDR – USCG Shores Station always has a high degree of staff turnover. The ACU report says that OIC of Station Shores Sr Chief Ruh will be leaving. Without an AUX Lo we will have to train them how to work

with us in AUX. - The TCT Class at D-Train was full and some are not showing up in Qualifications. Air Crew and Boat Crew did not take the 4 hr TCT and there is no way to correct this for duty this summer. Until BSX Office releases an instructor for this year. Be sure you have taken the "Risk Management" class. There are no exceptions to the requirement. Coming up at Sector are the ICS 300 and more classes which are designed for us to "back-fill" the USCG staffing. Commander Novak was impressed that everyone graduated. – I had a letter of thanks from USCG Chaplain Capt. Dewey for our attendance at the Old Mariners Church at the "Blessing of the Fleet" religious service this past month. - At Metropolitan Park in Harrison Township the new Director has a new venue for a Boat Training Event and there is a lot of good stuff on his agenda. We are looking at a class for new member academy. - Our Public Affairs Initiative is moving forward. - There is a beginning AUX program of voluntary service between USCG Cutters and AUX Station Support. They will need AUX for shipboard guard duty in port and underway radio watchstander service and ships cook. – We have made a huge difference with our people working at the USCG stations so remember we are welcome there.

- Comments by Guests – None - DCDR – Review AUX Manual Chapter 5. - Boating Safety Class is the USCG Public Education mission. We will print a "flyer" about intent to teach this class. West Marine in SCS will promote this for us because there are many people asking for a boating safety course. USCG Station Shores is considering teaching a one day boating safety course.
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- Meeting Adjournment - Division Board - motion to conclude the meeting was made by Tony Dzbanski and seconded by Ron Dyda – approved by vote of everybody at 19:45 hrs.
- Fellowship at Bentley's Road House after Meeting
- Next Meeting - April 17st, 2019