



**MINUTES OF THE 17APR19 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 – motion to approve by FC 20-10 Bill Dyda and seconded by FC 20-04 Jerry Werner – a Quorum was Approved
- Approval of Finance Report by SO-FN Dave Schmidt - Division Board – motion to approve by IPDCDR Chris Stevens and seconded by FC 20-11 Rick Lane
- District 9 Watchwords - “Recruit – Retain – Reward” - Each FC has their flotilla goals. Retirement from the USCG AUX was discussed noting that retired the AUX members cannot wear the uniform as an active AUX but they can socialize and support the AUX.
- Division Commander's Comments – Move on!

- **Flotilla Commander's Reports-DCDR**
- 20-03 –Paul Guinnane – As Submitted - We 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. Two members of 20-03 are qualifying for VE so that we can reinstitute the program in 20-03. Our FSO-PA is in “reyer” and a new FSO-PB wants to transfer from West Michigan. I want to capture this mans enthusiasm and hopefully our PA and PB will be active in our Flotilla. On 28APR19 we attended the Mariners Church Service at Grace Episcopal Church in Port Huron.
- 20-04 – Jerry Werner – 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. Discussion was held for a 6May19 OPS workshop.
- 20-09 – Vicki Marko – Regarding recruitment we had two prospective members at our last meeting. An opportunities questionnaire was distributed also. These new members are enthusiastic about getting into things. We need instructors and want to become active in VE. Concerning the required “Risk Management” training most members have taken the course.
- 20-10 – Bill Dyda – We have located our Flotilla Bell and it is process of being returned. We are advertising this food at the Flotilla meeting and are also going to do Cream and Chocolate! Our plans for the Memorial Day Parade Sunday 26MAY19 are complete with USCG Shore Station supplying a patrol boat. We are asking more AUX to come and march with us. This is important because we are remembering those who have fallen. I would like every flotilla to send two people so call if you need information.
- 20-11 – Rick Lane – As Submitted - 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. Flotilla attendance is up to 9 members last week and two of our regulars were sick. This has been real positive for us. Forms for “paddle boat inspection” are here tonight if you want them. Our FSO-VE has not been to flotilla meeting in a while so I will need some VE Forms and stickers. 150 are coming to the station for paddle craft.
- 20-12 – Mark Johnson – Absent Excused - report Submitted – FSO-MS Chris Stevens: We had a short planning meeting.

- 20-14 – Pamela Rupinski - Absent Excused - report 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. Our PE boating classes we are teaching at West Marine are going good and we set up a table for Public Affairs.
- 20-18 – Brad Newell – Absent Excused – We are continuing recruitment with 4 new individuals in various stages of membership submission. Our boating classes PE are going good and some VE and the planning for the Memorial Day Parade in Kego Harbor where we hope to see 15 members attend from our flotilla. This is usually a very fine event for our flotilla.
- 20-19 – Tony Dzbanski – As Submitted – “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. We have been addressing our Diversity Award Application and at our last flotilla meeting we handed out the Diversity Application and our FSO-DV officer Dave Melanowski who is an attorney went over the form as we filled it out. Everyone helped and we realized things many things we were doing and were able to complete the form. Thirteen members contributed. You would be surprised what you are already doing that goes to the Diversity Award. At our next meeting in 2MAY19 we will honor Richard Dichtel for 50 years as member of the USCG AUX. Some officers of our local USCG officers may attend and there will be refreshments for him. Also our AUX LO from Air Station Detroit Lt. Zach Mount will do a presentation on Helo Air Operations. Member Mike Mikla is waiting for a heart transplant. So keep Mike in your prayers.
- DCDR Burrell – Keep up your work for a good boating season.
- **Division Staff Officer’s Reports-VCDR**
- SO-CM – Mark Johnson – Absent Excused - Report Submitted – 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. Also I have seen to it that our Division 20 Secretary Report Minutes are posted on our website.
- SO-DV – Lee Peddie – Absent Excused – Report Submitted - New FC please read my last Diversity Report.
- SO-FS – Bill Dyda – We are stressing AUX Operations and completion of the “Risk Management” qualification. 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. Also the 12 hour mandatory rule has been waived and remember the upcoming Ford Fireworks on 24JUN19 and I will need help with the BBQ dinner AUX will provide for all the fireworks law enforcement at USCG Station Belle Isle.
- DCDR Burrell – I agree and BRAVO ZULU for all the support. A food service training session will be held at Marblehead. Also Air Station Detroit could use a food service person.
- 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 VCDR 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. I also learned something new from Bob Craig. He is so "gung ho" he beats us inside and out! There are now "New member Challenge Coins!" Available to any new member joining and completing the process within 30 days of acceptance. So have your HR person get with this and get confirmed and I will forward the paperwork up the chain of command and if they meet the requirement the coin will be issued from national. FC 20-11 Rick Lane "Does all the course work have to be done within 30 days? I have someone who did this in 2018 is the program retroactive? I will submit the paperwork anyway so set it up." VCDR Mitrowski - This requires staff officer help so you are part of this. Do the reports, applications, fill out the information on the new members and remember all new memberships are going thru quicker now.

- SO-IS – Joe Kennedy – As Submitted – Take a look at the IS reports sent out to you there is good information for you. You can contact Joe and he will tell you how your flotilla is doing.
- 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. Be sure you make your flotilla aware of the Waterway Watch Program and also the UPV watch for unlicensed vessels conducting charter operations. Also the VE fire extinguisher recall for Kiddie Co.
- 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. 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. Boat Crew training has been ongoing at Shore Station with four new members taking the boating classes. Three from 20-19 and one from 20-12. 13JULY19 will be QE sign off date.
- SO-NS – John Zamborowski – Absent Excused - We were asked to do more aids to navigation ATON and were successful in getting them done on time this year. So you must report your ATON verification. You will get 7 or 8 on line. There are about 60 to check. Remember a few years ago AUX was sent ATON verification and sent paper work and the AUX verifiers sent in the paperwork before the ATON were in the water. So USCG cut back this responsibility given to AUX. Now we have reprovved ourselves.
- SO-OP – John Vanhouten - As Submitted – There are some OP for Belle Isle and some for Port Huron. Float coats are needed if you are on the water this month. Port Huron will do "Risk Management" on Friday in person with a "live classroom." So you can do it this Friday. DCDR Burrell says USCG is asking us to help train the new crews and dates are being set up for this. Capt. King from Air Station Detroit and Lt. Mount the AUX LO said that last year there were only a few HELO OPS. Capt. King did not know AUX participated in this so now we are on board weekly to do HELO OPS. Chief Rue says the Air Station does rescue swimmer stand by so we will do this also. A workshop is forthcoming to be involved with this.
- SO-PA – Michael Gagnon - Absent no report – FC 20-03 Paul Guinnane comments – 8 west has been doing a newsletter exploring it as a "blog." FC 20-11 Rick Lane comments - There is an 28APRIL19 "Chili Cook off" Benefit - AUX Panda Bear will be there at Blossom Heath. An e-mail was sent some time ago from Detroit Arsenal and they need help. Rick Lane is the contact person for this PA event. Safety is the focus at Detroit Arsenal. We are filling the mission here and there is no discussion from Public Affairs. It's all hands on deck for new members. USCG Active Duty will be there. Discussion about wearing ODU for uniform. DCDR Burrell – We do not wear ODU at PA events the regulation uniform for

USCG AUX at Public Affairs is the AUX Tropical Uniform. Thursday 30MAY19 and they are looking for people. Also Chesterfield Township "Safety Day." Also USCG Shore Station for AUX Panda Bear in St. Clair Shores for 4 or 5 classes for little children on a PA weekend. District 9Cr Commodore has emphasized recruitment as our mission to the general public. Also there is an Introduction to Public Affairs to be held at the Laquinta Inn by Metro Airport. Cost sharing between flotilla and Division. This will be an introduction to Public Affairs and training to assist in this by the end of the weekend. IPDCDR Chris Stevens comments reserved seating only for this and Bruce Johns from 20-19 will attend this for us. I make a motion for \$200 to send him to the PA class at the airport. Seconded by FC 20-19 Tony Dzbanski.

- SO-PB – Brian is out and we need a new person for SO-PB to get out a Division 20 Newsletter. This is the job. We need someone who will pull together the information from the flotillas. VFC 20-09 Kristen Iglasius is the go to person for help with this.
- SO-PE – Bill McDonald – As Submitted – Our Public Education classes are finished and I would like to thank everyone. There will be one more boating class this year on 18MAY19 at USCG Shore Station taught by FC 20-11 Rick Lane.
- 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. I will confirm this with IPDCDR Chris Stevens to support changes. Part 1 and 2 have been sent and Part 3 will implement this system. So start your PV activity and we will be reporting and visiting by the list so get the new information out.
- SO-SR – David Fleming – Please make your reports understandable. Remember we are bringing in new members and it will not help them if they do not have a clue what you are talking about. Joining AUX is hard because of the two or three years of "catch up" that has to be done to understand what is going on.
- SO-VE – Ron Smith – Send in your Vessel Examiner paperwork and reports! Nothing Else!
- Aviation Liaison – Lee Peddie – Absent Excused - No Report
- PPE Coordinator – Ken Baron – Absent – No Report
- 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. D-TRAIN was fantastic this year with new activities and the food was great. I enjoyed Retired Commander Capt. Select Heart who was a rough man with military language who knew how to give leadership from the stuff he learned in the Marine Corps. He received three Purple Hearts for battle wounds and reminded us that the teaching responsibility we have is not going away. So get to know more about the AUX and teach the newer people.
- 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 -

50 Years of Service – Ron Dichtel

40 Years of Service – Joseph Dherde

20 Years of Service – Glen Florence, Peterson Decker

15 Years of Service – Alan Numerick, Peter Ferranti, Rosaria Spina, Bob Burrell

10 Years of Service – James Gladstone, Cheryl Rafdal, Bill Wilber, Ann Wilber

5 Years of Service – Yani Ward, Mark Johnson, Pamela Rupinski, Joann Baker,
Joseph Flack, Ron Schensky, Ashimi Haria, Dan Prater,
Charles Reagan

Sustained Service Award – Ron Keil for 2250 hrs Oct 2012 – 2015

Cynthia Barclae for 750 hrs Nov 2012 – Jan 2019

Michael Miski for 3750 hrs Aug 2011 – Jan 2019

David Fleming for 750 hrs Jan 2019 – Jan 2019

9th Central Region - 1st Place for 2018 Public Education – Peter Ferranti

3rd Place for 2018 Administrative Support – Lynn Heasel

3rd Place for 2018 Vessel Exams – Jerry Werner

Team Accommodation Award – Life Jacket Observation – Thomas Deitz

Operational Hours Support – 90 hours - Dave Fleming

115 hours - Alan Edwards

- Old Business – None

- New Business – FC 20-10 Bill Dyda – USCG and AUX “Meet and Greet” Committee has constructed a preliminary “flyer” as follows. United States Coast Guard & Coast Guard Auxiliary “MEET AND GREET” Sponsored by Division 20 Coast Guard Auxiliary. When: Saturday, June 15th 2019. Where: Blossom Heath Park, 9 ½ Mile Rd and Jefferson Ave. Time: 1100-1500 hrs. A time to meet and greet Active Duty, Reserves, and Auxiliary in the Detroit AOR. A luncheon will be provided of Pulled Pork, Cole Slaw, Potato Salad, Baked Beans, and Cookies. BYOB also Please e-mail total number of people attending from your unit or Flotilla to FC Bill Dyda at jbdyda@hotmail.com by June 8, 2019.
- Motor City Casino Party – 4MAY19 at 5:30 PM – Choice for Dinner, Players Club Discount available. Cost \$28 and open to everyone and can include recruitment.
- TCT a few have not taken it and it is going to be given again. “Risk Management” can be taken on-line so you can get underway. Also the TCT Class options are gone. The TCT refresher is taught every year and it was only offered at D-TRAIN. Only one Active Duty can teach it and we are talking about reforming the training to make it shorter. USCG Rob Zamora will reactivate a duty facilitator to add instructor facilitators. Next week the DSX office must sign off to allow AUX to teach it.
- Also there are new forms which USCG Station Shores is using for all Active Duty. This is a new “Risk Management” process and it is fairly easy to use and Coxswains need this. Its still to cold for ops and the GAR is 2.
- Coast Guard Guest Comments – DCDR – none

- Division Commander's Report – DCDR – 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. 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. Also be sure to pick up the new Division 20 Staff Phone Directory tonight – All Div and FC and VFC need one.

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. Also remember the goals “Recruit” - “Retention” - “Reward” - go for these goals and if necessary make up the awards to keep your people achieving because this is our paycheck! - its Appreciation of Service!

- 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 watch stander” 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
- Meeting Adjournment - Division Board - motion to conclude the meeting was made by IPDCDR Chris Stevens and seconded by FC 20-19 Tony Dzbanski – approved by vote of everybody at 19:45 hrs.
- Fellowship at Bentley's Road House after Meeting
- Next Meeting - May 15th, 2019