



FLOTILLA MEETING MINUTES

Flotilla 013-02-08

04 JUNE 2015

Attendance: 23 Members, 2 Guests and MK3 Coyne.

Respectfully Submitted: FSO-SR Gladys Benshimol

Call to order-FC Costa 1900

Pledge of Allegiance-FSO-OP Armstrong

Introduction of Visitors-FSO-SR Benshimol introduced guest Vicky Kelly.

Adoption of Minutes of previous meeting- IPDCDR Raynor moved to accept, DCDR Moe seconded. Motion carried, minutes were approved.

Announcements, Additions to Agenda-

Flotilla Staff Officer Reports

- a. **Additions or comments to Flotilla Staff Officer Reports**- DCDR Moe will speak on Surface Ops in lieu of FSO-PE Report.
- b. **Surface Ops** -DCDR Moe explained the process for orders, which has been distributed by LT Garnier, the AUX-LO (Auxiliary Liaison Officer). The reason for changes in the process is to tighten up accountability and assure proper expenditure of funds.
 - Steps 1-3 are quarterly, budgetary, pre-planning steps. Coxswains must submit request projections for the quarter to Operations. After review, requests go to Division. Division then establishes a rough, spread sheet schedule. Should changes be necessary, for example, additional requests from the Gold Side, these can be accommodated.
 - Once approved by Active Duty, information goes to the FINCEN (Finance Center).
 - Step 4 remains the same; Coxswains request orders in AOM. Crew then apply.
 - SO-OP Hogan will be assisting LT Garnier with the process.
 - DCDR Moe said he will take any questions/issues if processes need modification.
 - FC Costa will hold a coxswains meeting to clarify any issues.
 - DCDR Moe said there is a "slow down" on PPE requirements. These will be phased in gradually. More information will follow.
 - FSO-OP Armstrong said the Flotilla is doing well in meeting PPE requirements.
 - FSO-OP Armstrong said coxswains may bring EPIRBs to the next meeting for inspection or test EPIRB themselves and get signed-off.
 - IPDCDR Raynor reminded members, EPIRBs must be re-registered every year. VCDR Spiller sent an email directing members to the Government website for more information.
 - MBR Engel asked if civilian EPIRBs must be registered. FSO-OP Armstrong replied in the affirmative.
 - The USCGC Eagle will be in Portland 18-21 July 2015. Three (3) OPFACs are tentatively scheduled to assist.
- c. **Finance Officer's Report**- FC Costa summarized budget report from FSO-FN Wirth per document on file and emailed to members for review prior to the meeting.

Old and New Business

a. **Station Open House**

- FC Costa apologized to the Station via MK3 Coyne for a miscommunication, which resulted in the Station having to scramble to put together extra meals for AUX. FC Costa thanked the Station personnel for being accommodating of the error.
- FC Costa informed AUX members of a National Directive concerning uniforms. Some items of particular note include:
 - 8"-10" boots, versus 6".
 - Boat shoes are allowed at the Station only when a member is in direct transit to or from a facility.
 - IPDCDR Raynor suggested as a means of instruction, we might take note of any errors in proper wearing of uniforms and bring the issue up at the next meeting as an item of discussion. That way, no one is singled out.
 - MK3 Coyne encouraged members to ask any Active Duty if there is any question about proper procedure.
 - FSO-CS McAndrew concurred, citing help he'd received from FC Costa regarding "boot polish".



b. OPFAC Committee Update-

- IPDCDR Raynor said there have been several successful missions to date and things are going very well overall.
- FSO-MT Heath will get a list of trainees to coxswains so notices may be sent regarding upcoming patrols.
- It was decided, henceforth, the OPFAC report would be included in the monthly Flotilla 28 FSO Report.
- OPFAC 028 will be doing training patrols on Wednesday nights.
- FSO-OP Armstrong indicated that a 1-hour TCT Refresher is mandatory. For those who missed last Saturday's training, there may be a possibility for another session to be held before or after a meeting.
- SO-OP Hogan and IPDCDR Raynor offered to teach the 1 hour TCT refresher
- SO-OP Hogan will email information concerning 4 Hour TCT offerings.

d. Award Presentations –

- FC Costa announced Flotilla 28's receipt of the **Flotilla Meritorious Achievement Award** for Superior Performance During 2014. All members received (or will) a certificate and ribbon.
- LO-NH Many encouraged members to order OPFAC t-shirts to help support the program. He also showed members the handouts he designed which promote PE and VE with the link to the website. On the reverse is an order form for the t-shirts.
- Anyone with additional ideas for marketing t-shirts, please see LO-NH Man
- MBR Bradbury – 15 Year Service Award
- MBR Catano – ICS 700 Completion
- FSO-SR Benschmol – 50 or more hours Boat Crew
- FSO-MA Hanson - 50 or more hours Boat Crew
- FSO-MT Heath - 50 or more hours Boat Crew Coxswain
- FSO-OP Armstrong - 50 or more hours Boat Crew Coxswain
- MBR Engel - 50 or more hours Public Education Instruction
- FSO- CM McTaggart 50 or more hours Coast Guard Operational Support
- FSO- CM McTaggart 50 or more hours Communication Watchstanding
- FC Costa - 50 or more hours Boat Crew
- MBR Sarcia – Successful Completion of ICS 100
- MBR Sarcia – Successful Completion of ICS 200
- MBR Sarcia – Successful Completion of ICS 700
- MBR Sarcia – Successful Completion of 4 hour TCT
- MBR Sarcia – Successful Completion of Boat Crew Qualification
- Flotilla 28 – Seal of Safety for the Greatest number of Vessel Safety Checks during NSBW

Comments by Auxiliary and other Coast Guard personnel: MK3 Coyne said the Gold Side appreciated our attendance and was willing to help anyone with questions.

For the Good of the Auxiliary-

- MK3 Coyne noted an interest in 2-boat exercises with OPFAC 028 on Wednesday evenings. FC Costa will follow-up.
- FSO-OP Armstrong asked about the status of the Station's "25". MK3 Coyne replied it will be going to Boston in about 2 weeks.
- The "Inflatable" is for sale on the website, or it may go to Newburyport.
- MK3 Coyne expressed appreciation for all the support the Auxiliary provides to the Gold Side.
- IPDCDR Raynor asked about the fishing vessel towed and a brief discussion noted some of the recent rescue/safety activity Station Portsmouth Harbor personnel have performed.
- FC Costa expressed condolences on behalf of the Flotilla to FSO-PV Ladrie and his family upon the passing of his father this week.

Closing Remarks, Adjourn business meeting: FC Costa announced MBR Manning will assume FSO-IS responsibilities effective immediately and that MBR McAndrew will assume responsibilities as FSO-CS.

Motion to adjourn by LO-NH Many and seconded by MBR Bradbury. Motion carried. Meeting adjourned at 1958.



U.S. Department of Homeland Security
United States Coast Guard Auxiliary



Next meeting 02 JULY 2015