



FLOTILLA MEETING MINUTES

Flotilla 013-02-08

07 MAY 2015

Attendance: 19 Members, and 5 Guests:

Minutes Recorded and edited by FSO-PE Grossi. Respectfully submitted by FSO-SR Benshimol

Call to order-FC Costa 1900

Pledge of Allegiance-FSO-VE Jamieson

Introduction of Visitors-FSO-HR Marchi had the following guests introduce themselves: MaryJo Cooper, Arthur Klimen, Susan and Jim McHugh, and Adriana Orchoa.

Adoption of Minutes of previous meeting- FC Costa requested a motion to accept the April minutes; SO-MA Hanson moved to accept, FSO-VE Jamieson seconded, motion carried.

Announcements, Additions to Agenda – FC Costa noted the passing of FSO-SR Benshimol's father and the family's wishes regarding charitable gifts rather than flowers. A sympathy card was circulated and will be sent to the Benshimol family. FSO-VE Jamieson, FSO-PV Ladrie and FSO-OP Armstrong asked to be added to the agenda.

Additions or comments to Flotilla Staff Officer Reports

- FSO-PV Ladrie noted that Bass Pro Shop in Hooksett NH has contacted him as a follow-up to the visit that he, LO-NH Many and FSO-PE Grossi made in April regarding public education classes at their facility. Plans will be made to set up classes.
- FSO-HR Marchi announced that 12 students have already signed up for the About Boating Safely course to be offered at St. Thomas More Church hall in Durham, beginning June 3.
- FSO-MT Heath announced that member Rachel Catano and FSO-IS Chris McAndrew have successfully completed the shore portion of their boat crew training one month ahead of schedule and are ready to begin the on-water training.
- FSO-VE Jamieson announced that a Vessel Examination Day has been scheduled for 20JUN at Wentworth by the Sea Marina. The schedule will be presented after the final details have been worked out with Spencer of the marina.

Public Education – FSO-PE Grossi:

- Kittery BS&S class has been completed with 15 students successfully passing the examination. The Advanced Course will be begin with 12 students on 12May.
- The ABS course at West Marine, taught by LO-NH Many on Sunday 26APR, successfully graduated 8 students.
- Nautical Chart Reading will be held at Wells/Ogunquit Adult Ed 16MAY.
- ABS will be held 06JUN at York Harbor Marine.

Operations - SO-OP Hogan noted that Flotilla 28 was the only flotilla in our division that had not scheduled an Operations Workshop for this spring. FSO-PE Armstrong agreed this workshop was necessary and a tentative date of 30MAY was suggested. The workshop will include Team Coordination Training (TCT), Vessel Examiner review, Operations review, and possibly a Public Education Review. Personal Protective Equipment (PPE) will be conducted for boat crew members whose equipment has not yet been inspected. SO-OP Hogan or IPDCDR Raynor will present the TCT training. FSO-PE Armstrong motioned that this workshop be scheduled, SO-OP Hogan seconded, and the motion carried.

OPFAC Station Patches Fund raiser. VCDR Spiller noted that 150 patches have been ordered. He has fronted the cost, and will be paid back as the patches are sold.

Station Open House - FC Costa met with Chief Andreesen regarding the Open House scheduled for 16MAY. The event has been posted to the station's website, and will include tours of the station and light house, and flare demonstrations (weather permitting).

Two lunch options for members participating in the open house were presented:

- (1) a pot luck option with members volunteering to bring items, or
- (2) the station will provide lunch with each interested member paying \$7. After some discussion of the pros and cons of each option, IPDCDR Raynor motioned that the station's offer to provide lunch be accepted; FSO-VE Jamieson seconded, and the motion carried. A sign up list was circulated for interested members who will be participating in the open house. FC Costa will follow up with an email to include members not present at the meeting. Auxiliary guests are invited to participate in the lunch.



- Member Wes Smith, who will conduct the fire extinguisher practice demonstration at the open house, requested a 20 pound propane tank be provided to supplement the two he will be providing.
- FSO-NS Ciolino volunteered to bring his kayak for the kayak vessel examination demonstration that will be conducted.

PPE Inspection Update – FSO-MT Heath:

- A total of six member PPE inspections have been completed to date. SO-MA Hanson will update FSO-PE Armstrong and FSO-MT Heath as more inspections are completed. Equipment needed to correct deficiencies will be provided by Division. FC Costa requested that spare equipment being stored by members or on operational facilities (OPFAC) be returned to SO-MA Hanson for inspection and reassignment. Personally owned, as well as flotilla owned and issued equipment that will be used aboard OPFACs, must be inspected.
- SO-OP Hogan noted that no OPFAC may leave the dock unless all PPE has been inspected. Missions will have to be canceled unless this requirement is met.
- Provision of Personal Emergency Position Indicating Radio Beacons (PPIRBs) for each boat crew member is being planned by Division.
- Boat crew members should remove all pyrotechnic visual distress devices from the PPE; these devices are not authorized for carriage by boat crew and an accident involving them will not be covered by Coast Guard insurance.
- Division procedures require that only one person will be appointed to maintain the PPE book. OTO Langdale stated that inspected PPE be available for transients (non boat crew members) to bring on board.

Auxiliary Dues - FC Costa reminded the members and guests that dues notices will be going out soon and that there has been a \$12 increase in the National portion of the dues. The dues breakdown as follows:

Division	\$5
District	\$9
Flotilla	\$14
National	\$24
Total	\$52

OPFAC Committee Update - IPDCDR Raynor passed out copies of the Flotilla OPFAC Commissioning Report and commented on the bullet points of the report. He thanked the flotilla members who have contributed labor, cash, and materials donations to the effort. (copy attached).

Documentation of Activities - SO-MS Dehne mentioned the importance of proper and timely reporting of activities on the 7030 and 7029 forms for the good of individual members but also for the recognition of the Auxiliary's efforts and the financial ramifications of this reporting. He offered to assist members who are having difficulty determining the proper form and codes to be used in reporting.

Financial Report – FC Costa reviewed the high points of FSO-FN Wirth's report

Award Presentations - FC Costa presented the following awards:

- MBR Catano – ICS100
- SO-MS Dehne – ICS248
- MBR Cookson – 8 hr. TCT
- SO-MA Hanson – Annual Support Award

Operations Planning – SO Hogan noted that SNNE Planning section has ordered that each flotilla must forecast its surface operations a quarter in advance. The forecast must be signed by the flotilla commander and the station chief, and forecast the weekly engine hours anticipated. No patrols will be allowed without a submitted forecast. Maritime observations missions (MOM) and training patrols are valid designations. The forecasts are coxswain and OPFAC specific.

SO-MA Hanson moved to adjourn the meeting. FSO-OP Armstrong seconded. Meeting adjourned at 2015.

Next meeting 04JUN15.