

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



Meeting Attendance Form
Eighth Coastal Region Division 1

22 FEBRUARY 2014

Location: Milton Community Center
Milton, FL

Division Board

*	DCDR	Eric DeVuyst
*	DVCRD	T.J. Del Bello
	IPDCDR	Gordon Schmidt
*	DCAPTE	Morris Davis (Mo)
*	FC 12	Duane Treadon
*	FC 14	John Beebe
*	FC 17	Robert Mandel
*	FC 18	John Seely
*	FC 19	William Roland

Division Staff

	SO-CM/p	John Ochs
*	SO-CM/s	John Greene
*	SO-CS	Duane Treadon
	SO-DV	Norma Crews (Raye)
*	SO-FN	George Gross
*	SO-HR	Stan Smith
	SO-IS	Curt Waier
*	SO-MA	Stuart Smith
*	SO-MS	Joseph Reichal Jr. (Joe)
*	SO-MT	Lynn Mott
*	SO-NS	Michael Spigelmire (Mike)
*	SO-OP	Sharon Mandel
*	SO-PA	Ellena Roland
*	SO-PB	Ellena Roland
*	SO-PE	Robert Sheldon (Kim)
	SO-PV	
*	SO-SR	Duane Treadon
	SO-VE	
	Historian	
	NSBW	

(*member is present)

8 District CR, Division 1
22 FEBRUARY 2014
Milton Community Center
Milton, Florida



Record of Meeting

Call to Order: DCDR

Meeting called to order by DCDR at 1245hrs.

Invocation

Invocation offered by John Greene.

Pledge of Allegiance: DVCDR

Guest Introduction: DCDR

BOSN4 Todd
Larry King – COMO (*attended morning session*)
Mo Davis – DCAPT-E
Jeff Davis – DCDR 081-03 (*attended morning session*)
Curtis Canrell – DCDR 081-08 (*attended morning session*)

Opening Remarks: DCDR/GUESTS

BOSN4 Todd – Gave thanks for the invite to come and opportunity to pass important information that members need to know to set them up for success.

Mo Davis – DCAPT-E – Passed on opening remarks.

Roll Call: SO-SR

8 of 9 Board members present, quorum was established.

Of note, DCAPT-E, Mo Davis, presented a letter prior to the meeting from COMO King authorizing him to act/vote on the COMO's behalf during the meeting. This letter is on file with the SO-SR for retention.

Minutes of Prior Meeting: SO-SR

Motion from John Beebe and second from William Roland to approve the minutes from the Fall 2013 meeting. Unanimous voice call approval.

Financial Report: SO-FN

Reporting a successful change of banking to a non-monthly fee Bank (Eglin Federal Credit Union). All transferred funds were fully deposited into both a checking as well as a savings account. All current bills are paid and deposits are made. Division Annual dues of \$ 4532.00 submitted 1 February. Annual Dues notice for 2014 submitted to all Division Flotilla's 1 February. Dues have been received from Flotilla's 04, 02, 08 as of 19 February, dues are still outstanding from 07, 09.

Current Balances as of 19-February 2014:

Checking	\$8,159.72
Savings	\$100.00
Total Deposits	\$8259.72

DVCDR Report

DVCDR presided over the Staff Officer's reports

Staff Officer Reports

SO-CM/p: John Ochs

No report submitted.

SO-CM/s: John Greene

Everbridge System: as soon as I can get in again, I will set up a Division Staff Officers List. I encourage all FSO-CM's to update their Flotilla Emergency List on Everbridge.

I have been in contact with District on the development of obtaining 2 complete Coast Guard HF systems for the use in the Auxiliary. One should go on the easternmost side of our Division and the other on the westernmost side. With these radios, we can contact any Division Radio Operator in any District for tests and HF radio net usage. There is no money currently available to maintain these systems either on the Gold or Silver sides. Once obtained, will start training on operation usage.

I need an update on Division TCO's. How many are there, and how many are actually working on it? I will need to attend all Flotillas to find out the numbers. The above mentioned radios can only be operated by qualified personnel only.

SO-CS: Duane Treadon (JT)

I have not received any requests from staff for content updating or development for our Division website yet. I would like to remind Staff Officers of our capability to host information web pages highlighting their program area for both public and internal audience.

We are fortunate to have very capable CS officers at the Flotilla level. I have only received a few minor requests for services and assistance. All have been handled without complications. Any Flotilla that would like "one on one" assistance is encouraged to contact me to arrange date and location. I am willing to travel to you.

SO-DV: Norma Crews (Raye)

The two FSO-DV I had last year have agreed to stay on. I have also talked to Lynn Motts who is the new VFC for flotilla 17. She will see if she can find someone in her flotilla to take on the job as FSO-DV. I have not heard anything yet.

I have been in contact with Sue Tudoux the DSO-DV. Due to lack of funding she was unable to attend FEBTRAIN this year. As a result there will be 2 webinars in March one on the 6th and another on the 11th. from 8pm to 10 pm. Unfortunately I have to work those evenings.

Members should be reminded that, "Diversity is about acknowledging differences and adapting practices to create an inclusive environment in which diverse skills, perspectives and backgrounds are valued.", Diversity Directorate website.

SO-HR: Stan Smith

To date we have received 13 national referrals. Four folks have enrolled and three are in process. It is very important to follow up on National referrals.

Effective immediately the "ODU Utility Jacket" is authorized for auxiliary wear.

SO-IS: Curt Waier

Everything is running smoothly in IS this quarter. The FSO-IS and I will continue to try and get the members to send in their forms so they can be entered into Auxdata in a timely fashion. One thing I would like to mention is I have had the occasion to contact 2 DSOs this quarter and I am very pleased with their cooperation.

I have emailed my DSO-IS Byron Trotter with questions or asking advice at least 3 times this quarter and have received a prompt reply either the same day or the next. I have also dealt with the DSO-MT Lee Ellershaw. He enters ISC certificates etc. into Auxdata for me. The first ones I

sent I received a reply the same day that they had been entered. The last ones were from a member who was waiting to get his coxswain test. He needed his 100, 800, and Aux policy certificates entered. Mr. Ellershaw entered the ICS but couldn't enter Aux Policy so he forwarded it to a contact of his in DIRAUX who entered it and sent a confirming email which Mr. Ellershaw forwarded it to me. I was very impressed with his help. I would like to see their names mentioned in our minutes as a little recognition of their work.

SO-MA: Stuart Smith

I am working on the following list of activities and goals:

1. Working with FSO's to get 2014 Physical Inventories completed.
2. No new training projects completed.
3. Have requested a physical inventory be taken and submitted on page 2 of the 7025 and use additional pages to complete complex inventory. Have received 1 from Flotilla 18 and Flotilla 14's is in progress.
4. Completed forms package for FSO-MAs.
5. Completed process for Materials Ordering.
6. Survival suits have been requested. Testing getting "AUX" printed on existing stock of USCG Survival Suites in stock at Station Destin. If printing works, it will cost \$3 to repurpose the old serviceable USCG Survival Suites for use by the Auxiliary. The price of a new survival suit with our discount is \$365.00. We can save \$362 per suit by getting "AUX" printed on serviceable USCG Survival Suits.
7. Visit Flotilla's 1-9, 1-8, 1-7 and 1-2
8. Have handouts available for Flotillas at Division Meeting

DVCDR added that FCs need to make sure their FSO-MA is in contact with SO-MA. This is a critical area to keep a handle on as budgets get tighter getting materials will become harder. A functioning process for inventory and material exchange/sharing between flotillas within our division and between divisions will support a cause for need and responsibility in use and keeping of Coast Guard issued property.

SO-MS: Joseph Reichal (Joe)

1. Flotilla Staff Officer contact and project development date.
 - a. Flotilla staff officers were identified from AUXOFFICER /AUXDIRECTORY.
 - b. Information received from District and other sources distributed.
 - c. Made arrangements with FL18 to attend their Feb Flotilla meeting.
 - d. Attended FL14 meeting.
 - e. Maintained liaison with Sector Mobile and Marine Safety Detachment-Panama City to determine Marine Safety/Environmental Protection (MS-EP) augmentation requirements.

- f. Maintained liaison with Sector Mobile to provide assistance as required in the development of a Sector Mobile Uninspected Passenger Vessel (UPV) training program.
- g. Working with Sector Mobile on the feasibility of developing a Focus Lens program for the Sector.

2. Completed training projects.

- a. No training projects have been completed.
 - (1) Mentoring one Auxiliarist for the UPV qualification.
 - (2) Mentoring one Auxiliarist for the Auxiliary Administration and Management Specialist qualification.

3. Membership problem solving.

- a. No issues/problems have been received from the Division Flotillas.
- b. Coast Guard Biweekly Pollution Responder training at Sector Mobile has been put on hold.
Resumption of training is TBD.
- c. Sector Mobile has advised the requirement for Auxiliary Assistant Facilities Inspectors is no longer required. Sector will advise when a requirement will exist.

4. Forth coming plans.

- a. Continue liaison with Coast Guard to determine augmentation needs.
- b. Provide expertise in the Coast Development of the UPV training program.
- c. Continue visits to Division Flotilla meetings.

SO-MT: Lynn Mott

I have sent out several notices and have not received a reply from 2 of the Flotillas even though I put in them to respond. The responses I have gotten have not been real warm and fuzzy about sharing training. I will be working on this with them; first I want to make sure training at the flotilla level is being done to standards. I have asked for a list of training members would like and a list of members willing to do training from each flotilla and as of today not receive any. I will be asking them again and hopefully will have this information in my February report.

We have several training sessions happening at the Division meeting. Training on how to order PPE, the way to perform a Vessel exam on a facility and its trailer, and how to register your PEPiRB. I am working on possibly getting some ATON training with the Coast Guard and will be checking on getting a CPR class for all interested.

I request that if there is a member training program being offered please let me know so that we can notify other Flotillas and allow them to participate maximizing our resources in the area of member training.

SO-NS: Michael Spigelmire (Mike)

Navigation Systems I have contacted ANT Chiefs in Pensacola & Panama City. They are pleased with the support they are receiving. Coordination is being continued with all FSO NS. No major problems.

SO-OP: Sharon Mandel

With water temperatures below the 60 degree mark, no facilities have been underway throughout the division. However, some flotillas have begun classroom training for trainees in preparation of the upcoming Operations year. All flotillas are being encouraged to begin this year's patrol season as soon as possible, being reminded of the necessity of proper PPE to include Mustang suits for all crew members.

Division 1 Operations are actively planning for the upcoming Boat Crew College in March. We have representation from 4 of 5 flotillas, as well as Divisions 3 & 8. We have nearly 40 participants on the roster, and are looking forward to an exciting training weekend with OTO Todd.

Discussions have begun for DSAR to be held this summer. Details will be shared as they become available.

Although 2013 resulted in several successful QE sessions, some members slipped into REYR status on 1 January. Each flotilla has been requested to update division on intent of those members who are REYR, encouraging them to pursue training and schedule QE sessions as early as possible. Also, a request has been made for them to provide a list of members who need requals this year, encouraging them to schedule QE as soon as possible. One of my personal goals for Division Operations is to complete many of the requals prior to June 30. Once I get a list of each flotilla's needs, I can guide and assist FSO's to reach their goals this year in Operations.

OPFAC inspections have begun for this year. We are hoping to retain the current facilities, and are requesting additional facilities to be accepted, as well. We are working closely with Vessel Examiners and DIRAUX to ensure that inspection paperwork is completed properly.

As indicated by this report, Division Operations has a big year planned, working toward pulling the Operations program together as a team, serving as an example to other programs of the possibilities that will become reality whenever we all work together for a common goal. For Operations, that goal is training and qualification of Operations personnel, providing support to the Coast Guard, and educating the boating community for safety while on the water.

SO-PA/PB: Ellena Roland

My objective and plan was to visit all Flotilla meetings as a guest from Division to talk about Public Affairs and Publications.

1. On 11 January Flotilla 12, Crawfordsville, FL was visited.
 - a. Talk was given on the importance to know Policy and Procedures
 - b. Brought a copy of the SALT SPRAY to show them
 - c. Brought of resources for NSBW
 - d. Show them how to approach people
 - e. Talk about business cards and its importance
 - f. Talk about VETTING and Photography (including ANSC form 7020 for Parental Permission to take picture of their minor child).
 - g. Gave them ideas as to where they can advertise and how.

2. On 15 January Flotilla 19, Panama City Beach, FL (my own Flotilla)

All the above was repeated. Present were OIC BOSN2 Philip Hutchinson; MSD Lt. John Authement and NSU Chief Pat Haney were present. An offer of my services as a PA was given to all three. All three were happy to know I am able to offer assistance to their units.

3. On 18 January Flotilla 14 meeting was visited. All of the above message was repeated.
 - a. A copy of the Navigator and SALT SPRAY were shown. These could be used as a Resource too.

SO-PE: Robert Sheldon (Kim)

Project Development:

Goal #1 – Increase the number of boaters served in Division ONE’s area of responsibility.

- Plans for PE courses in 2014: Flotilla 1-2 and 1-9 – pending; 1-4 ABS courses monthly March-November (9); 1-7 ABS Courses monthly Feb-Dec (11); Flotilla 1-8 ABS courses monthly Feb-Oct (9).
- Division objective: increase coverage factor from 0.9% to 2% ($\geq 3,000$ boaters served division-wide)
- Division objective: facilitate more frequent ABS classes in Flotillas 1-2 and 1-9; market/promote all PE courses through multi-media campaign (newspapers, radio/TV, community calendars and USCG Aux and Boat US websites).
- Flotillas 1-4, 1-7 and 1-8 have listed ABS classes online thru CG Aux and Boat US; 1-7 has listed on community calendars for WEAR-TV and Pensacola News Journal websites.

Goal #2 – Improve cooperation and coordination of PE efforts within the division.

- Contact made with all flotillas' designated or acting FSO-PE's.
- Initial discussions regarding increased marketing of PE courses and conducting joint flotilla-flotilla courses. All flotillas have agreed in principle to engaging in joint flotilla/division PE events.
- In-depth discussion and planning to take place at February conference.

Goal #3 - Expand the diversity of PE courses offered.

- Initial discussion of a joint division Suddenly in Command (SIC) course.
- Will canvass flotilla FSO-PE's for ideas and suggestions at February conference

Completed Training Projects:

- Flotillas 1-7 and 1-8 ABS courses on Feb 8 and 15.

Membership Problem-Solving:

- Including Coast Guard Auxiliary Recruiting brochures in ABS course handouts; encouraging inclusion of brief recruiting pitch during PE classes

Forthcoming Plans:

- February 22 FSO-PE strategy meeting to discuss division-flotilla goals and NSBW plans for May.

SO-PV: Open

VDCDR reported that there is an online workshop available for 2014. Though not mandatory it is a great refresher that members in this program area should take advantage of.

SO-SR: Duane Treadon

I would like to remind all Flotillas to send me a copy of their meeting minutes for records retention. I am available to assist in offering suggestions on formatting your minutes, conducting a meeting and Roberts Rules of Orders.

SO-VE: Open

VDCDR reported that decals have been sent out to FCs. As VEs are completed they need to be reported in AUXDATA as soon as possible. New decals will not be issue until 50% of issued decals have been used in the field.

There is a mandatory VE online workshop that needs to be completed by June 30th to remain active. If taken after the FC must request reinstatement of VE after taking the online workshop. This workshop can be done as a member training session too.

The VE program has a memorandum of understanding between the USCG and the USPS (Power Squadron). Members may be asked to assist the USPS with training as the program expands. We can provide assistance, but cannot order decals or brochures from our supply center for the Power Squadron, they have their own supplies.

Historian: Open

No report.

NSBW: Open

No report.

DVCDR Comments

Thanked all of the staff for the great start of 2014 and enthusiasm shown for their area and the Division.

DCDR Report

Division One covers an area from Tallahassee to the Florida/ Alabama state line including parts of southern Georgia and Alabama and current have 206 members in our Division. We started off this year in January by holding a division orientation open for all members to attend to understand the direction and plans that our division was headed for 2014. Division staff members were introduced and given a few minutes to discuss their departmental goals and a path of how they were going to achieve them. Our buzzword for 2014 is EMPOWER.

This year, our division will be focused on Communication and Education for our members. We are realizing that the Auxiliary is made up of different age groups. We are finding that each of these generations communicate and learn differently. To combat this dilemma our training and communications will cater different ways to become most effective for all members. We are continuing our monthly webinars for our FCs and now have included the VFCs. This allows the DCDR and DVCDR to stay informed with the flotillas. We are also adding a separate monthly webinar between the SOs and DVCDR. The purpose of both meetings is for open and transparent communication with accountability for performance in the flotillas. A division report card is being added on a quarterly basis, scored by our flotillas to grade this division on their performance and areas that need improvement. This will allow us to quickly recognize and adjust our plans as needed to stay on course.

Our education programs are tailored to train members for leadership roles and comprehensive job descriptions for department positions. Our objective is to find tomorrow's leaders for our division. We are identifying areas that need improvement and focusing with training in those areas first. We are encouraging flotillas to open up their training programs to their sister flotillas and their members. This will accomplish two goals, cross training and fellowship for our

members. As our resources shrink, combining our resources only makes sense. Our PE department is looking at new and creative training to offer the public as a follow-up to the ABS classes being taught and hopefully capture repeat customers for additional training and maybe some new prospective members.

Division 1 has lost roughly 7% of the Division membership in 2014. This creates a couple challenges for us. Some flotillas have seen membership slowly dropping in numbers. Our HR department will be working closely with those flotillas to assist with recruitment. Members are a source of revenue, especially for division. When membership drops, division suffers financially. We are actively looking for creative ways of alternate revenue sources to allow our division to continue their aggressive training program. Although new members mean more revenue, our recruitment will be focused on membership that brings talent and diversity to our division. Our pre-interview process allows both the candidate and us to communicate of expectations on both parts. We are strongly encouraging the right members to support our mentorship program to assist new members get on the right tract.

Our operation program's agenda has two major events. In March we will host a Small Boat Crew College taught by the OTO, BOSN4 James Todd in Pensacola. This class is near capacity of 40 students, with more interested. If successful, we may plan another class in 2015. Second is a Small Boat Olympics hosted at STAPEN by the active duty this July. This event will be similar to a DSAR program. We will be opening this event up to Division 1, 3 and 8 for a friendly competition, good training and fellowship.

Last, our division is encouraging all members to follow proper policies and procedures. By holding members accountable and proper counseling we believe we can head off some of the larger problems taking much of the leadership time to deal with. Our goal is to educate those members on proper behavior rather than focusing on the how to remove them from the Auxiliary. Problems encountered are dealt with quickly and fairly. Counseling is our first action to hopefully addresses the problem to correct the behavior of the member. We are hopeful that through consistent actions and treating all members equally, our membership will follow the guidelines set in the Auxiliary Manuals and become more productive members.

Flotilla Commander Reports

FL-12: Duane Treadon

Flotilla 12, Apalachee Bay, has had a busy start to the year working on planning initiatives to take us through the year. We started by establishing several goals to help further our missions and ability to deliver our services based on resources. The focus point of our goals is planning. To start this initiative off we held our first planning session after our January meeting. This session focused on our Public Education program. During the session we reviewed and discussed our cost point, course selections, locations, and instructor resources. The end result has given us a foundation to continue the planning process and grow our PE program. Our next planning session was during our February meeting and focused on Public Affairs. First quarter PA events were identified and event leads were assigned to assist the FSO-

PA with resource coordination. A third planning session will be after our March meeting and focus on Operations.

In addition these program area planning session we have established a Contingency Plan Committee to develop a new plan for our Flotilla. The committee will review existing templates and standards to assist them in developing a document to present to membership for adoption. Part of this planning will review our use of Everbridge and calling tree.

In the area of Public Affairs we have been asked to by the St. Marks National Wildlife Refuge to assist in coordinating Coast Guard participation in the change of ownership of the St. Marks Lighthouse from the Coast Guard to the U.S. Department of Interior. We are working to secure a Color Guard for presenting of Colors and the use of a Coast Guard flag to be used ceremonially in lowering the Coast Guard flag while the Department of Interior's flag is raised.

A final note of excitement to close out this report covers our recruiting efforts. To date we have three new members since the start of the year with 3 others in various stages of filling out their application for submittal to DIRAUX. We are excited by the enthusiasm shown by these new members and look forward to helping them grow within our organization.

FL-14: John Beebe

Flotilla 14 remains the largest Flotilla member wise in the District 8 Coastal Region, with 70+ members and more member applications pending at present. Again full recognition to DDC-L, DSO-HR, SO-HR, FSO-HR Stan Smith and the other members of 14 for the continued new member recruitment. This size membership unique operational, training and logistical opportunities which we are addressing with a renewed emphasis and focus in 2014; via new member training and retention programs implemented by new VFC Dave Hyden and FSO-MT, Joe Reichal. Member training and member retention is a key focus of mine as FC this year and the goal is to have a foundation and workable program in place to hand to my successor next year.

To that end, I am preparing Dave Hyden, our new VFC to assume command next year as our FC as part of our succession plan.

14 continues to make a strong, documented impact in Public Education, Public Affairs and Operations. We have trained and conducted specialized boating safety Courses for each of the following: 7th Special Forces Group; Hurlburt Field Special Operations Command and Eglin AFB. Flotilla 14 also continues to conduct successful Boating Safety Classes at USCG Station Destin. Our PSAR efforts continue to be very active and remain a primary focus.

Flotilla 14 continues to stand out in direct support of the Gold side at Station Destin (STADES) with 5 active weekly Auxiliary Watchstanders Bob Flynn, Joe Reichal, John Ryan, Stan Smith and Claude Gau; AD Boat Crew Augmentation by John Ryan; AUXFS program with weekly participation by Mo Davis, Gordon Schmidt, George Gross, Anne Del Bello and others. Mo Davis and Gordon Schmidt service the RS&S Equipment for all active duty vessels at Station Destin on a weekly basis.

In addition, Flotilla 14 has been providing twice monthly, full weekend support to Sector Mobile for Pollution Response Investigation, allowing AD personnel to be freed up for other tasks. These weekends for Sector Pollution Response are rotated between Pollution Investigation Responders John Beebe and Joe Reichal, with backup support from Sheresa Waller.

Flotilla 14 also installed on the grounds at Station Destin a permanent Memorial to honor and acknowledge those members who have crossed the bar after serving with distinction. The formal dedication is set for 8 March 2014, 0900 and all are welcome. Capt. Hester, representing Admiral Cook and Capt. Snowden representing Sector Commander Capt. Walker will be present. Tremendous credit goes to Anne Del Bello, Dallas Cochran, Brad Patullo, TJ Del Bello, Mo Davis and Gordon Schmidt for seeing this project to completion.

Special note of thanks to the Chairman of Memorial Dedication Event, Gordon Schmidt, IPDCDR. We look forward to seeing all members in Division 1 who wish to attend.

FL-17: Robert Mandel

Flotilla 1-7's leadership team is fortunate in having a close working relationship. We also have an energetic and dedicated flotilla staff. We have established some goals for this year. They are 1) improve fellowship activities, 2) improve membership-training opportunities, and 3) provide more support for staff members. We are eager and willing to reach out to all fellow flotilla and auxiliary members within the division, and outside the division, whenever possible.

The first four weeks of the new year have had some challenging issues. Once again, we have received a rejection on a facility being offered for use. Secondly, we are already dealing with some difficult personnel issues. It is apparent that there are some members who are displeased and cause problems, no matter who is in the leadership position. We have had four members transfer in, and one member to transfer out.

It is our hope that Division will support Flotilla 1-7 with our goals and objectives, and offer assistance in dealing with our current challenges.

FL-18: John Seely

Flotilla 01-08 experienced a major loss of members at the end of 2013 in which 9 members resigned or transferred; leaving only 16 members to begin the 2014 year.

2014 Goals:

Membership – Increase flotilla strength by a minimum of 6 members. Goal is to accomplish this using a variety of methods such as 1) increased visibility through the local newspaper and radio, 2) specific position recruiting; i.e., people interested in boating operations, Public Education, Communications, etc.; 3) expansion of the RBSPV Program to increase recruitment. A “Membership Form” has been added to the flotilla webpage which should give us more of a “local” area recruiting presence – has resulted in 3 prospective members and one new member during the period January – February.

Operations/Marine Safety/Navigation – Currently only 1 qualified Boat Crew (Coxswain) is available. Two members are REYR (Boat Crew & Coxswain); goal is to have them re-qualified by April (assistance will be requested from other flotillas). Training of prospective boat crew members will begin in February with a class of 2. Currently 3 OPFACs are available – 2 pontoon boats and a 21’ Cuddy. There is some interest in the MS Program but without training from Sector Mobile on a scheduled timeframe the program is not being actively pursued. Goal to have at least one ATON patrol per quarter in the following areas: (1) Blackwater River and East Bay; (2) Upper Escambia River and (3) ICW (Santa Rosa Sound – Navarre to east of Gulf Breeze).

Public Education – Currently 9 Boating Safety Courses (ABS) are scheduled beginning in February and running monthly through October. A “Suddenly in Command” course is being considered for NSBW again later in the summer. One class has been completed in February with 6 attendees.

VSC & PV Program – Programs are being expanded by increasing the number of qualified individuals to participate. Additional ramp areas are being identified and will be included on a quarterly rotation.

Member Training – Working with FSOs to increase the number of qualified individuals in the Boat Crew, VSC, and PV Programs. Ensure that all members have completed the four basic ICS courses and push for completion, prior to the end of 2014, of the mandatory training courses. Provide for AUXOP qualification by scheduling at least 2 specialty courses during the year. Increase the number of qualified instructors by 1 (not including those REYR).

FL-19: William Roland

This has been a very slow start to the year of the 75th Anniversary of founding the USCG Auxiliary. I have difficulty finding individuals with qualification and enthusiasm for the staff assignments of FSO-PV, FSO-VE and FSO-OP. These are positions needing to be filled.

Ellena and I have passed the PV qualification test and are going to do our supervised VE’s next week. When we have our Certification letters, we will actively recruit other members. Auxiliarist Jerry Marano has agreed to take on FSO-PV, assuming he returns in healthy condition from intensive radiation treatment, next month. We do have good coverage by PV’s in Port St. Joe.

The Vessel Safety Check program is off to a modest start, with 13 VSC’s reported in January. One of our VE’s is going to the Bass Tournament in Georgia next week. We have a trailer-VSC day scheduled at Haney Tech on March 15 in Panama City. We may include our first Coastie venture of the year. Then, we have coordinated a ramp day with the management at St. Andrew Park for the following Saturday (22 March). We like to have at least 4 VE’s at the ramp. If the weather is warm, we’ll have a bumper crop of VSC’s.

The PE program missed the advertising for the 1 February ABS class. However, we are in better shape for the 1 March class. We have updated the national website for classes, to show our 2014 class dates. We have a new (to FSO-PE) staff officer and he has much to learn on getting the word out. He is burdened with the loss of his mother last year and settling the estate which includes a farm in Iowa with a will in Texas.

As a distraction, it was necessary for us to accept the temporary move of the USCG MSD into our quarters in early January. We have no firm date as to when the facility will be returned to us. We were able to keep our materials in the facility and to access them as needed. We are hoping that the MSD will return to their rehabbed building in a few weeks.

I have instituted a new effort to be sure all members have a schedule of all events for the current month and encourage participation. I call it the 'Whatsup' email. I list all of the scheduled events, including dates, times and uniforms. Since having this information does not motivate a good number of the members, I am also personally calling those that I think could benefit from participation. It is too early to score the effectiveness of this approach. I will continue to monitor and adjust as the need becomes evident.

DCDR Comments

The following remarks and notes were discussed by DCDR.

- Communications/ Mentorship/ Delegation of Flotilla Workloads.
 - Emails – responding to emails. The use of To: / CC: / and BCC:
 - It is important that when you receive an email let the sender know that you got it. This helps insure that bad emails are not being used and that information has been passed on. Do so if your name is in the “TO” heading, do not reply if it is in the “CC” heading. Even if you are not ready to respond with an answer reply to acknowledge receipt of the email. After an appropriate amount of time without a reply a second email from the sender is appropriate. The heading should denote, “Second Contact Attempt” or similar phrasing. If no reply is received from the second email it is appropriate for the sender to call the individual via phone.
 - In using email headings, use the “To:” line for an email that you are expecting a response to. “CC:” line it to inform others on this item but a response is not expected. “BCC:” is not to be used as a method to share information secretly. Its only valid use is when doing a mass email of general information where no response is expected to get emails through certain firewalls and other email security measures. However using mass CC: is a better method if possible.

 - Phone – follow-up or short simple communication

- A call can be good form of communication and helpful if you are not receiving a response form emails. Some members prefer phone calls over email. If this is known, and when possible, use calling as a primary form of communication. However a phone call is not efficient when sending out information to a group. Phone calls are better suited for one on one conversation.
- Everbridge – 100% response by all members
 - The updating of Everbridge is not automatic. Flotillas need to update their information in the system to insure accurate accountability of the safety and location of all members. This is critical to the Coast Guard. 100% response is expected. As we approach hurricane season members can expect a test of the system.
- Meetings - clear, documented, agenda
 - Keeping members interested and active is very important. For some, meetings can become burdensome and unproductive leading to dissatisfied members. Flotillas should have meetings with a purpose and publish a written agenda prior to inform members of what will be discussed and to maintain a good flow during the meeting. A published agenda can stimulate members to prepare before the meeting and thus lead to an engaging productive discussion. Meetings should be record in the form of minutes with a copy sent to the SO-SR for retention.
- FC and Staff have a monthly webinar for two way information exchange.
 - These meetings have been well received as a platform for information exchange. To make even better use of our time we will me adding a member training session during the meeting where topics relevant to managing a flotilla are presented. The first training session come up in March will be on Roberts Rules of Order.
- Publications – documentation, pictures and articles
 - When your flotilla has an event or does something great make sure to document it. Let’s get into the habit of telling our story as a way to get people interested and excited about the Auxiliary. Take pictures, write up a story, and have it published in a local newspaper or media outlet. Make sure you share this information with our SO-PA/PB and DCRD.

Old Business: DCDR

- FEBTRAN summary
 - Was a good opportunity to learn the direction of the District and participate in open information exchange with District leadership and staff. A lot of what has been and will be discussed today is based on information coming out of FEBTRAN.

- Update on Division business
 - VE and PV Division Staff Officer positions are open. Any member who is interested in serving in this area should contact DCDR and VDCDR with a letter of interest and qualifications. If the interested member is not qualified in the area they will receive the necessary training to perform their job effectively.

 - Flotillas business plans. There should be a plan of activities for the year. Planning out your events is important so that needed resources are identified and on hand for the event or activity. This planning should include program areas like operations, public education, public affairs, program visits, and vessel examinations. Sharing the plans with Division will allow Division to prepare as well to serve in a support role to the mission.

 - Quarterly report card input from flotillas/ Due April 1st (no jokes). We need to know how the Flotillas want to grade Division leadership and what elements to grade on. A report card evaluation form will be created based on this input and distributed to Division membership for them to grade Division leadership on what they are doing right and where they need to grow.

 - During the Change of Watch a question on transferring a member's information folder to an FC of another flotilla that the member is transferring into was asked. After posing the question through the Chain of Leadership it was determined that member's informational folders from one flotilla should not be passed on the FC of the receiving flotilla when a member transfers. It was also advised that it was okay for the originating flotilla's FC to have a conversation with the receiving FC in the form of a brief on the member .

 - Successors plan for staff and leadership. It is important for each flotilla to be thinking about who will be the leaders of tomorrow. It is very difficult for a member to be placed in a leadership role with no formal and informal training on how to be an effective leader and manage a flotilla or program area. There is a need to have a ready pool of members trained and willing to step forward for staff and elected positions.

New Business: DCRD

- The Division has moved its banking assets to Eglin Federal Credit. There are no annual fees or penalties for deposits under \$10,000.
- On MAR 14, 15 and 16 the Division will hold a Boat Crew College in Pensacola. The cost to participate is \$20 to cover Division expenses. As of now there is a waiting list for the program. Based on its success it is anticipated that this class will be offered again.
- The St. Marks National Wildlife Refuge, a division under the U.S. Department of Interior will officially take over ownership of the St. Marks Lighthouse during a ceremony on March 28th. Flotilla 1 2, Apalachee Bay is the lead on this event for Auxiliary related actions. Current requests from the Refuge are to secure a Coast Guard Flag to be used during the ceremony and a Color Guard to present Colors.
- Training leadership so that they can do their best for their flotillas is very important. The District offers FC Academy training at the beginning of the year. The Division is looking to continue this education by offering additional Flotilla and Vice Commander training in June over a 2 day period. Details and format are still under development; more information is to come.
- Division Spring Conference/ 75th USCG Aux anniversary event will be in Panama City, June 22.

In addition to the Division meeting there will be public affairs events highlighting the 75th anniversary of the USCG Auxiliary as well as a Change of Command for our DIRAUX office.

- Heavy focus needs to be placed on supporting recreational boating safety (RBS). VE, PV, PA, PE need to work as a team with coordinated activities that support this mission.
- Vote on 2014 Budget and raising Division membership dues.

DCDR explained the purpose of a budget and the importance to have funds available to cover required costs and costs associated with supporting the flotillas. The 2014 budget listing actual and anticipated income/expenses was presented for review. DCRD went over each item in the budget and explained in detail where the Division's money comes from and where it goes. Division meetings have been scaled back in cost with a focus more on providing relevant training to members. The budget also includes funding to cover fuel for staff to visit with Flotillas and work with them addressing problems and developing plans for growth in members and program areas. The budget as proposed was just under \$1000 short. To meet the financial needs of the Division various fundraiser initiatives are under review and development including the sale of 75 Auxiliary anniversary coffee cups or Division hosted public education courses that are not in conflict with flotilla efforts, i.e. teaching courses that are not taught at the flotilla level.

DCDR then explained his request to the board to consider rising membership dues by \$3.00 from \$5.00 to \$8.00. The last time member Division dues were raised was 1998. The goal is to have the ability to work the Division more like a Flotilla where funds are used to support the greater membership.

Motion from William Roland and second from John Beebe to raise member Division annual dues from \$5.00 to \$8.00 to take effect when dues are paid at the end of 2014 was made from the floor.

After discussion where it was confirmed that the funds are to be used to support the Division in supporting the Flotillas through training and outreach, John Beebe called the question and the vote on the motion was as follows:

For the motion: John Beebe, William Roland, Duane Treadon, and T.J. Del Bello

Opposed to the motion: Mo Davis, Robert Mandel, John Seely

On majority vote the motion passed.

<At this time William Roland left the meeting, a quorum was still present and business proceeded.>

Motion from John Beebe and second from John Seely to authorize the Division to move forward with the purchase of coffee cups for the 75th Anniversary of the Auxiliary with the number to be ordered to be determined by the Board when per unit costs and any other associated cost (i.e. art charges, shipping, minimum orders) is confirmed.

After discussion, where Robert Mandel confirmed through DCDR that the Division would not hold Flotillas responsible for a set number of coffee cups but instead the number to be ordered will be determined at a later date by the Board once prices are confirmed, a vote was held.

The motion passed with no opposition on voice vote.

Awards Presentation/Silver Oar

The following Flotillas received the 2013 Silver Oar –
FL 1 2, FL 1 4, FL 1 7, and FL 1 8.

The following Flotillas received the 2013 Betty A. Finnegan Growth Award –
FL 1 2, FL 1 4

Closing Remarks: DCDR

- BOSN4 Todd,
 - Stressed the importance of Recreational Boating Safety as a primary focus for Auxiliary activities. Divisions and Flotillas need to align their activities in support of

this critical mission area. It is the biggest need of support to the Coast Guard that the Auxiliary can fill. It is anticipated that in the future the Auxiliary will be asked to play an even greater role in this area. All program areas need to support and be relevant to the RBS mission.

- DCAPT-E – Mo Davis,
 - Gave thanks and appreciation to the Division and its members. He stressed the importance of partnerships and cooperation as resources and budgets get smaller. He noted that it was great to see the Division 3 commander attending and the way Division 1 Flotillas are working together.
 - Contingency plans are important. In not already done so Flotillas need to dust them off and review/write if needed as we prepare for the 2014 hurricane season.
 - In an effort to make District events more assessable to membership during SEPTRAN this year certain sessions will be broadcasted via the internet for members to view.
 - As mentioned during the meeting succession planning is of great importance. Having a pool of members who are ready, willing and able to step into leadership roles is critical to maintaining uninterrupted services to our members and the boating public.
 - Diversity is a priority, each Flotilla needs to fill their FSO-DV (Diversity) position and be active in promoting this program.

- DVCDR-01 – TJ Del Bello,
 - Flotilla growth and retention is the number 1 mission. We lost 7% of member over the past year. It is important to not just get members but to get active members that will participate and stimulate the RBS programs and missions. A Flotilla mentoring program needs to be established to keep new members engaged. SO-MT, SO-HR, SO-MS are working together on a model mentoring program that will be offered to all Flotillas. Growth is vital to the Division's and Flotilla's life and vitality.

- DCDR-01 – Eric DeVuyst,
 - Echoed BOS4 Todd's comments on the importance of RBS. He gave thanks to those attending for taking the time to attending and taking an interest in YOUR Division.

Adjourn Meeting

Motion from John Beebe and second from John Seely to adjourn the Winter 2014 meeting.

Unanimous voice call approval.

