

## **Flotilla 092-07-16**

**Flotilla Commander: Paul Markovic**

**Flotilla Vice-Commander: Gail Sutton**

### **Meeting Minutes**

**10 April 2019**

**1900**

**Call to order at 1901**

**Pledge of Allegiance led by Sutton**

**Members Present: Velcio, Berwald, Ryan, Morrow, Basile, Pate, Carmean, Summer, Bartok, Mencke, Pizon, Sopko, Macintyre, Sutton, and Markovic**

**Visitors and Guests:** none

**Flotilla Commander/Vice Commander Comments:** The survivors of the Coast Guardsmen lost with the sinking of the USS Tampa during WW1 will receive the posthumously awarded Purple Hearts.

**Review/Acceptance of March 2019 Meeting Minutes:** Accepted

**Review Division 07 April 2019 Meeting Minutes**

**Award/Certificate Presentations:** Gail Sutton awarded the District 9 Eastern Auxiliarist of the Year Aux. Operations Annual Service Performance Awards to Elizabeth Macintyre, Gail Sutton, David Basile. Auxiliary Public Education Annual Service awards to Paul Markovic, Gail Sutton. Commodore's Certificate of Appreciation awarded to David Basile, Gail Sutton, Elizabeth Macintyre Sustained Service Awards for service in excess of 1500 hrs. David Basile, Paul Markovic, Gail Sutton Instructor (IT) Qualification presented to June Ryan

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### **Flotilla Staff Officer Reports:**

#### **CS (Communication Services) - Basile**

Flotilla domain name [www.uscgauxcleveland.com](http://www.uscgauxcleveland.com) yearly Go Daddy renewal was paid. I reset the password for our [flotilla0920716@gmail.com](mailto:flotilla0920716@gmail.com) Gmail account. I created an account for 7-16 on Go Daddy, and worked with Trustpoint to transfer the domain control and admin to 7-16. We now have control, and will receive the notifications for renewal to the [flotilla0920716@gmail.com](mailto:flotilla0920716@gmail.com). That account may be forwarded to the current FC. I sat with FC to walk through the go Daddy and Gmail accounts and discuss using Google drive to store and archive flotilla documents. I demonstrated the process required to post a document to the website. That account may be forwarded to the current FC.

#### **DV (Diversity) – Velcio**

The flotilla has met the requirements for the NACO 3 Star Award for excellence in Diversity and the Flotilla's application will be submitted.

**FN (Finance) – Carmean.**

Beginning balance 01 February 2019	\$3,598.53	
Withdrawals/expense	\$18.99	Sutton - cake
Deposits	\$210.00	Independence Safe Boating Course
Deposits - Interest	\$0.15	
Balance ending 28 February 2019	\$3789.69	

Finance report unanimously accepted after motion by Berwald and second by Basile

**FS (Food Service) - Macintyre**

Biweekly augmentation at Station Cleveland Harbor continues. There will be an AUXFS class weekend of 6 May at Station Oswego - room available for those willing to travel. Please let Macintyre know if you are interested in a local class. A morale Easter dinner will be provided to Active Duty on duty and their families at Station Cleveland Harbor. Macintyre and Sutton will cover the galley at Station Erie the week following Easter.

**HR (Human Resources) – Velcio**

First quarter summary:

Three members advanced from AP to BQ status: G. Henwood, E. Mencke, and E. Johnson. Congratulations!  
There is still one member in AP status.  
There are currently 30 members in Flotilla 7-16.

With a net gain of two members, one flotilla (FI 7-16) qualifies for the NACO Membership Growth Award for net gain in membership in 2018. (There were three new members, but one member transferred to FI 73.) This award requires a net gain of at least two members. The application has been submitted.

While we didn't have five or more new members recruited last year by any one member to qualify for the NACO Membership Growth Award for individual effort, I would like to commend the following members for their outstanding work in referring potential new members: G. Sutton (3), D. Basile (2), and J. Sopko/9ER (3).

There are two potential new members working on membership applications.

On March 21, the new national Auxiliary Applicant Management System (AAMS) was rolled out for immediate use. This system will be updated by DSO-HRs, SO-HRs, and FSO-HRs. Using this system, HR officers will now be notified of new referrals from HR Robot, with actions tracked at all HR levels until the member is either enrolled or a reason is entered as to why the potential member did not enroll. Data will be analyzed locally and nationally to gather information pertinent to recruiting efforts and results.

National staff has developed a "one stop shopping" web page for those who are on the verge of joining us, or those who have just joined. It is called "New to the Auxiliary?". It is not designed to replace a flotilla's mentoring process, but rather a useful resource for flotilla newcomers and their mentors alike. It is accessible from the Auxiliary's front page (drop-down selection in the gray "Aux members" tab). There is also an on-ramp from MyCGAux. This page will be updated by National.

Velcio has devised a new member checklist to help track new members through the qualifications.

**MA (Materials) – Hottois**

Email me with any materials you need at [michaelhottois@msn.com](mailto:michaelhottois@msn.com). Give me your complete address and phone number and I will have the materials sent directly to your address. I have attached the Supply Center Catalog. Please supply the item number(s) from the catalog if possible to ensure you receive the correct item(s).

**MS (Marine Safety) - Pizon**

Markovic completed an Uninspected Passenger Vessel inspection with MSU on 30 March.

Chief Forbis is working on establishing training times for the seven MSU Certifications for Auxiliarists to hopefully begin in May.

Available certifications in:

- Assistant Container Inspector
- Assistant Facilities Inspector
- Assistant Life Raft Inspector
- Assistant Pollution Investigator
- Assistant Pollution Response Specialist
- Auxiliary Assistant T-Boat Inspector (AUX-T) and
- Uninspected Passenger Vessel Examiner

Contact Kevin Kelley if interested or if you have any questions

**MT (Member Training) – Macintyre**

March 02-03 was the OPS Workshop weekend organized by 092-06 SO-MT Mike Packard. Attendance was good with many members from both Division 06 and 07 attending.

March 16-17 was D-Train held in Dunkirk, NY. Several members of Division 092-07 attended this event.

6 members attended D-TRAIN.

12 members have completed Intro to Risk Management – Basile, Berwald, Carmean, Killian, Macintyre, Markovic, Mencke, Pizon, Ryan, Sopko, Sutton and Velcio. Written instructions on how to access the training online were distributed.

Auxiliarists interested in training at the MSU this spring have been asked to submit their preferred days and times that they are available for so that Chief Forbis can formulate the training schedule. The seven (7) certifications are listed above in MSU report.

Congratulations to June Ryan who completed her Instructor (IT) Qualification.

**NS (Navigation Systems) - Sutton**

No activity this month.

**OPS (Aviation) – Summer**

Kyle Jones has agreed to replace Summer as unofficial FSO-AV

Kyle Jones flew one patrol mission with Kevin Kelley. I believe it was 2.0 hours. The Swim and Safety Seminar was completed at Brecksville Community Center.

**OPS (Surface)/RSSO (Rescue & Survival Systems) - Markovic**

Facility is in Catawba for winter storage.

Beginning of season PPE checks were conducted at the April 1 Division meeting at Station Cleveland Harbor.

The 2019 Surface Operations Workshop was presented by Sopko at the conclusion of the April Flotilla meeting.

**PA (Public Affairs) - Open**

From Division 7: On March 9, Dan Mikes presented information about paddle craft vessel safety checks to the Cleveland Amateur Boating and Boatbuilders Society. Jim Middleton ([jrmiddleton425@yahoo.com](mailto:jrmiddleton425@yahoo.com)) If people have photos, video, etc. from DTRAIN they want archived feel free to send them to Jim.

**PB (Publications) - Open**

From Division 7: Virginia Suda is collecting articles and information for the 2019 Spring newsletter.

**PE (Education) - Hottois**

Flotilla 7-5 with the assistance of Flotilla 7-16 concluded three classes in Lakewood, Boating Skills & Seamanship, Sailing Skills & Seamanship, and Weekend Navigator on April 3.

**PV (Public Visitor) – Pizon**

Our Division could use more Recreational Boating Visitors. Although it is a very important service, it is easy to do. Besides taking an on-line course and test, Intro to Risk Management must be taken along with two visits under supervision. Please contact Larry Pizon if interested.

**VE (Vessel Exams) – Berwald**

Six requests so far for VE blitzes: all will run from 1000 to 1500. ODUs with boat shoes preferred uniform.

**11 May** Edgewater Marina Boat Club  
**18 May** Lake County Yacht Club  
**25 May** Channel Park Marina  
**01 June** Edgewater Yacht Club  
**08 June** Wildwood Yacht Club  
**15 June** Forest City Yacht Club

Please fill out and send in your 7038 forms so we can get credit for them.

**The 2019 VE Workshop will be presented after the conclusion of the May Flotilla meeting.**

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**Committee Reports:**

None

### **Education:**

**AUX 10 IS C School:** Philadelphia , Charleston (12-17 June), Orlando (18-22 Aug), and Fall 2020 DTRAIN

**4-hour Risk Management Refresher:** 26 April at Station Fairport; contact Ron Baker for availability.

**2019 VE Workshop:** After 08 May Flotilla meeting

**AMLOC:** Novi, MI (5-7 Sept) and Orlando (19-21 Sept); STTR required

**AUXLAMs:** Part A Dunkirk, NY (13-15 Sep), Part B Murfreesboro, TN at D8E DTRAIN (19-21 Sep), and Part B Baltimore, MD (27-29 Sep)

### **Old Business:**

- **Future Meetings:** Request for presentation and training ideas
- **Assignment to Duty:** Reminder to request for applicable individual Auxiliary activities.
- **7029:** Forms to be provided at Flotilla meetings
- **2019 Dockside Advising:** Use 2018 forms; updates to Kobotoolbox completed
- **Uniforms:** Make sure your uniforms are serviceable and complete
- **TCT Update:** Risk Management Training Requirements List

### **New Business:**

- **E-mail Addresses:** Make sure addresses are current – yours and verify your destination
- **Sea Scouts:** It is important to review the D9ER website (<http://www.uscgaux.info/content.php?unit=092&category=sea-scouts>) and read the Coast Guard Auxiliary/Sea Scout SOP and the Coast Guard Auxiliary BSA MOA, particularly before engaging in any activities or communication with the Sea Scouts. Note that the BSA YPT, and in certain cases, Safety at Sea courses must be taken if participating with the Sea Scouts. Ed Scheffner will look into the possibility of an in-person course as there have been issues with the on-line course website. For further detail on Auxiliary/Sea Scout course requirements, see note at end of the minutes.

All members are encouraged to read the MOA and SOP via links found on the Auxiliary D9ER website. This was demonstrated by Commodore Sopko.

27 July is Sea Scout Safety Day at Station Lorain with Division 6 from 0800-1700. Contact Virginia Suda if interested on volunteering.

- **National Auxiliary Public Affairs Contest:** Consider submitting compelling photos, videos, and stories of events. Contest guidelines: <https://drive.google.com/file/d/0BybF9rwFu9TIUFo5aGdyQzlrQ3huSDN1UjVmTFRMNuO2R013/view>.
- **Summer Fellowship:** David Delgado has graciously agreed to host our annual summer picnic on Thursday 20 June. This will take the place of our 12 June Flotilla meeting.
- **PFD Labeling Changes:** the new program moves from a numbering system (i.e. Type I, Type II, etc.) to a more visual and buoyancy-based labeling system. Refer to Markovic's 26 March email for more information.
- **Division Change of Watch:** 23 November at Georgetown Vosh in Lakewood

### **Active Duty News:**

**Station Cleveland Harbor:** CS2 Jones advanced to CS1

**Meeting adjourned at 1958**

**Next Meeting Date:** 08 May at 1900 Edgewater Yacht Club

**Fellowship**

### **Presentations/Workshops/Training**

**2019 Surface Ops Workshop**

### **2019 Calendar of Events**

**07 Division meeting:** First Monday of month at 1930 Station Cleveland Harbor

**07-03 Flotilla meeting:** Second Wednesday of month at 1900 Station Cleveland Harbor

**07-05 Flotilla meeting:** Second Tuesday of month at 1930 Station Cleveland Harbor

**07-06 Flotilla meeting:** Second Saturday of month at 1000 Station Fairport Harbor

**07-16 Flotilla meeting:** Second Wednesday of month at 1900 Edgewater Yacht Club

**17-21 January:** Mid-America Boat Show at the I-X Center

**23 January:** PE classes (BS&S, SS&S, Nav) begin at Garfield Middle School, Lakewood

**6 February:** ABS Independence Community Center

**2-3 March:** Operations Workshop Station Cleveland Harbor

**14-17 March:** Spring DTrain, Dunkirk, New York

**18-24 May:** National Safe Boating Week

**18 May: Community Safety and Wellness Fair at the Westlake Recreation Center from 1000-1300**

**18 May: Station Fairport Open House from 1000-1400. Bring your lifejacket if attending.**

**27 May:** USS Cod Ceremony

**15 June:** Water Lantern Festival, Cleveland

**20 June: Summer Fellowship. Details to follow.**

**11-14 July:** Tall Ships in Cleveland

**27 July 2019: Sea Scout Safety Day at Station Lorain with Division 6 from 0800-1700**

**31 August, 1-2 September:** Cleveland Air Show

**12-15 September:** Fall DTrain Dunkirk, New York

**23 November:** Division Change of Watch at Georgetown Vosh in Lakewood

**From the Auxiliary/ Sea Scout SOP** (Refer to the following web page for additional information):

[http://wow.uscgaux.info/Uploads\\_wow/092/AUXSCOUT\\_AUX\\_SOP\\_002A\\_S.pdf](http://wow.uscgaux.info/Uploads_wow/092/AUXSCOUT_AUX_SOP_002A_S.pdf)

(2) All Auxiliarists are strongly encouraged to thoroughly familiarize themselves with the AUXSCOUT program and successfully complete the BSA Youth Protection Training (YPT), background for which is contained in Appendix B. However, Auxiliarists who have the potential to directly interact with any members of the BSA who are under 18 years of age on a regular basis shall:

(a) Read and be thoroughly familiar with reference (a).

(b) Read and be thoroughly familiar with this SOP.

(c) Be current in AUXCT.

(d) Successfully complete the BSA YPT and provide proof of such completion to the cognizant Flotilla Commander prior to such interaction. This training shall be renewed every two years.

A regular basis is defined as the likelihood of direct interaction (e.g., face-to-face; via phone/email/text) with such BSA members more than once each calendar year in the course of planning or conducting any Auxiliary activity. This threshold does not include public education or public affairs activities that are provided to the general public, nor does it include regular Auxiliary unit meetings. Successful BSA YPT completion and currency shall be recorded in AUXDATA.

(7) At least one Auxiliary or Sea Scout leader with current BSA Safe Swim Defense training is required for the conduct of swimming-related activities such as those associated with the Auxiliary paddle craft (AUXPAD) program training.

(8) At least one Auxiliary member participating in a mission involving an Auxiliary surface facility, lead or crew, shall have successfully completed BSA Safety Afloat and CPR training prior to commencing the mission.