**Division 7 Meeting Minutes**

**06 May 2019**

Called to order at 1930 by DCDR Virginia Suda

**Pledge of Allegiance**

**Attendance (check whether present)**

DCDR V. Suda Yes IPDCDR R. Baker Yes

Flt. 7-3 FC D. Soule  Yes VFC C. Bowers Yes

Flt. 7-5 FC E. Scheffner    Yes VFC D. Delgado Excused

  Flt. 7-6  FC R.Smith Yes VFC A. Katz       Yes

  Flt. 7-16 FC P.Markovic Yes VFC G. A. Sutton Excused

**Visitors:** G Dunn, Flotilla 07-06

**Communications:**

- Here is a link to the 2019 KoboToolbox activity reporting tool <https://ee.kobotoolbox.org/x/#THWobV4e>

- From Clark Godshall DCOS -- Just a friendly reminder that any contract (rentals, meeting rooms, Tall Ships agreements, presenters) that a USCG auxiliary unit or member is committing to (signing) needs to be reviewed by the DSO-LP-- COMO Cream.  Failure to do so may make the individual personally liable for any costs, errors or liability. If in doubt, ask for clarification through your chain of command.

- Robert Laurer [[robert.laurer@cgauxnet.us](mailto:robert.laurer@cgauxnet.us)]  
Wednesday, May 01, 2019 12:46 PM  
Subject: Ohio Supplement and Q&A We have uploaded the current State of Ohio supplement along with the test questions and answer sheet on the PE website. Please make every effort to get the flotillas in Ohio to download these new tools and put them to use in their ABS and BSS offerings. Here's the link [U.S. Coast Guard Auxiliary - Public Education](http://wow.uscgaux.info/content.php?unit=E-DEPT&category=state-courses)

**SR Markovic** – Motion made and accepted to approve the April minutes.

**FN Peltz** -- Beginning balance:       $2,889.60

                   Income 0.00

Expenses: -119.42 (Food, Aux FS Training, reimbursement)

                 Expenses: Monthly bank fee       -3.00

Closing balance             $2,767.18

**CS** Cancel – Flotilla web page and websites maintained and are current

**DV** Kish*–* Flotilla 7-16 has qualified for the NACO Diversity Award which will be awarded in August 2019. Division 7 has applied for the NACO Diversity Award.

**FS** Macintyre – 318.5 Operational hours served (95.8% of D9ER total).

Biweekly support for galley at Station Cleveland Harbor, and monthly morale meal at Station Fairport continue.

Morale meal was cooked and served for Easter dinner at Station Cleveland Harbor for active duty on duty, by AUXFS

Macintyre, Peltz, Sopko, Sutton, and Suda. Sutton and Macintyre covered the galley at Station Erie from 22-26 May, 2019, during CS2’s training leave. Mencke traveled to Station Oswego to attend AUXF training 4 May 2019. Macintyre and Sutton will cover for Station Cleveland Harbor for 8 days in June.

**HR** Velcio – There was one new referral received through HR Robot during April.

Flotilla 7-16 has two potential new members who are working on enrollment packets.

Flotilla 07-06 has one member working on an enrollment packet.

**IS** Ketchaver -- All members in areas that require risk management also need to complete the Introduction to Risk Management online before any assignment to duty can be given.    Provided a report to DCR Suda and the flotilla commanders listing Division 7 members who have completed the Introduction to Risk Management course.

Continue to enter missions/hours in AuxData. FCs with members who completed the IRM course, but the information is not in AuxData should send the completion certificates to Jerry Ketchaver. (Note it may take several days or so for AuxData to be updated.) If IRM was not completed by the 30 APR 19 deadline, members are not able to participate in certain activities such as VE inspections until the course is completed. Refer to previous emails and minutes for further information.

**MA** Kelley – All orders submitted to the Aux National Supply Center and to ODNR have been received and will be delivered to the MSU storage locker before the May Division meeting.

**MSU** Kelley – Chief Forbis will be determining the training schedule for AUX personnel.  To date we have a good group of 13 individuals who have shown an interest in training with an additional person being a maybe.  The current task at hand is establishing a training schedule that is compatible with everyone's availability and preferences with the goal of starting to train this month.

**MT** Smith-- All members seeking new qualifications must first complete the Online Introduction to Risk Management before that qualification can be entered in AUXDATA. TCT 4 hour was taught at Station Fairport by BMC O’Donnell on 26 April.  This class was attended by (5) 7-5, (8) 7-6, and (1) 7-16. 7-16 has one member attending AuxFS class in Oswego.  7/16 ran Ops Workshop after last Flotilla meeting.  VE workshop is scheduled for 08 May.

7/6   Ron Baker instructed 3 AHA CPR/AED First Aid course’s and Blood-borne Pathogens courses for the Coast Guard and one for the Auxiliary over 4 days. Paul Montgomery, Paul Markovic, Jim O’Donnell, and Virginia Suda completed the courses.

Instructed one AHA BLS course with four Coast Guard members from USCG Station Fairport for upper level First Aid qualification.

Ron Baker, Paul Markovic, and Virginia Suda completed the Boy Scouts Youth Protection Training online.

Flotilla 7/6 AuxFS have met all training requirements Risk Management and Sanitation training to be able to cook in the galley at Station Fairport this year.

**NS** Baker – Will send out the 2019 PATON inspection sheet around (01May19), to the Division Commanders and Flotilla FCs. Division 9ER-07 is on stand down due to weather and water conditions. No Flotilla reports this month.

The 2019 PATON Inspection list will be released around May 15, 2019.

The following products are available from the Navigation Center website:

•             The Ninth Coast Guard District Local Notice to Mariners (18-2019): <https://www.navcen.uscg.gov/pdf/lnms/lnm09182019.pdf>

•             The weekly update to the 2019 USCG Light List, Volume Seven: <https://www.navcen.uscg.gov/?pageName=lightListWeeklyUpdates>

•             The Summary of Corrections: <https://www.navcen.uscg.gov/pdf/lightLists/corrections/V7D09.pdf>

May our boats will start getting back on the water and it’s safe to start inspections.

The current weather conditions and water temperatures it would still be unsafe for members to go out and perform inspections in the D9 Eastern Region. ANT Buffalo did get the notification out a month ahead of the usual date. Auxiliarists should provide notification of discrepancies. Reports have already been made of several missing lights and buoys.

**OPS AIR** - Jones- 1 mission flown for total 2.9 hours.

**OPS Surface** Smith – 07-16 facility is schedule to go in the water on 07 May. FSO Surface Ops are reminded to send mission hours and summary to Rick Smith.

**PA** Whited- May events, 17 May 2019 Wear Your Life Jacket to Work Day.

18 May 2019 Community Safety and Wellness Fair at Westlake Recreation Center, 10am-1pm.

18 May 2019 Station Fairport Open House, 1000 to 1400 hours. Wear ODUs and PFD if attending.

18-24 May 2019 National Safe Boating Week.

27 May 2019 USS Cod Memorial Day Ceremony. Notify Les Carmean if attending and you did not sign up at Division Mtg. Uniform is Trops.

1-9 Jun 2019 National Fishing and Boating Week.

**PB Killian** – Flt. 76 published a March-April newsletter. Division 07 newsletter should be distributed this week. On 26 APR, Lake County Gazette published an article on Flotilla 07-06 VSC programs.

**PE** Hottois– Flotilla 75 completed the following courses in April:

Boating Skills & Seamanship    
14 enrolled and 11 completed the course; No one under the age of 17  
Sailing Skills & Seamanship  
13 enrolled and 10 completed the course; No one under the age of 17

Weekend Navigator

4 enrolled and 4 completed the course

Flt. 76--Upcoming presentations "Wear It" presentations & displays happening at Station Fairport open house, Saturday, 18 May 2019, 10 - 14:00

**PV** Pizon – Putting together materials for upcoming visits but no other activity for this month.

**VE** Berwald-> I have the following Blitz's scheduled.  
11 MAY 2019        Edgewater Boat Club            1000-1500   
18 MAY 2019         Lake County Yacht Club        1000-1500  
25 MAY 2019         Channel Park Marina            1000-1500  
01 JUN 2019          Edgewater Yacht Club          1000-1500   
08 JUN 2019          Wildwood Yacht Club          1000-1500  
15 JUN 2019          Forest City Yacht Club           1000-1500  
22 JUN 2019          Olde River Yacht Club           1000-1500  
29 JUN 2019          Whiskey Island Yacht Club   1000-1500  
13 JUL 2019          Edgewater Marina                CANCELLED  
  
Please wear ODs or appropriate clothing along with Life Jackets & Boat Shoes. Inflatable PFDs are approved for wear if within expiration date. IRM must be completed for VEs.

Note that submission of 7038 as soon as possible is required as sticker quantity is determined by VEs completed as of 01 JUL of the prior year.

Anyone can come to a VE blitz to participate, observe, and/or learn how to become vessel examiner qualified.

If you plan to come, please notify Bruce Berwald SO-VE at [bberwald4050@gmail.com](mailto:bberwald4050@gmail.com) or call 440-652-6081.

**Committee:**   
Boat Show January 17-21, 2019 Lead Virginia Suda, Committee Members: Baker

Recruitment- Lead Carol Velcio, Committee Members:

WEAR IT (Decal & Paint Crew 2018) – Lead Ed Scheffner, Committee Members:

MSU Committee – Lead Kevin Kelley, Committee Members: Paul Markovic

Paddle Sport Committee – Acting Lead Paul Markovic, Committee Members:

Division 7 Change of Watch 2019 – Lead Virginia Suda, Committee Members: Baker, Betsy Macintyre

2019 Air Show – Lead Roger Kish

2019 Tall Ships – Lead Virginia Suda, Committee Members: Baker, Scheffner, Soule

**AWARDS:**

**OLD BUSINESS:** Electronic meetings: set $ amount and approve.

Change of Watch Saturday, November 23 (brunch with revised menu).

**NEW BUSINESS:**

- Recently received a communication from the Greater Cleveland Boating Association requesting our presence at the USS COD Ceremony on Monday, Memorial Day, 27 May, 2019.Notify Les Carmean if attending and you did not sign up at Division Mtg. Uniform is Trops.

- For 27 July Sea Scouts Safety Day Auxiliary volunteers: even though this is a group-oriented event, it is strongly suggested that Auxiliarists complete the YPT (Youth Protection Training) courses. The certificate is good for two years.

- If interested in volunteering for 27 July Sea Scouts Safety Day, contact Bill Ferry ([clevelandbill@mac.com](mailto:clevelandbill@mac.com)), Dave McCollum ([daveaux0604@gmail.com](mailto:daveaux0604@gmail.com)), or Jack Benton ([trilogy1850@gmail.com](mailto:trilogy1850@gmail.com)).

- Life Jacket Zone signs will be repainted at Edgewater and E 72nd launch ramps. Ed Schneffer is awaiting confirmation on the Rocky River launch ramp.

- Vessel Safety Check Presentation: The 2019 PowerPoint VE Workshop is now available at: [2019 Annual VE Workshop (PowerPoint)](http://vdept.cgaux.org/workshops/Approved_2019_VE_Workshop-B.pptx). A PDF version is also available at: [2019 Annual VE Workshop (PDF)](http://vdept.cgaux.org/workshops/Approved_2019_VE_Workshop_B.pdf).

- Public Visitation Presentations: The PowerPoint version of the 2019 PV Workshop Presentation is online at: [2019 PV Workshop](http://vdept.cgaux.org/workshops/Approved_2019_PV_Workshop-B.pptx). Additionally, the 2019 PV Workshop Presentation is available for your Android and Tablet devices in standard PDF format at:  [2019 PV Workshop PDF format](http://vdept.cgaux.org/workshops/Approved_2019_PV_Workshop-B.pdf)

- Tall Ships information:

-- open 0930-1800 July 12-14  
-- 10 tall ships coming  
-- Thursday, July 11 Parade of Sail on the water starting at 1600, 100-yard moving safety zone, enter by East Light, docking to be complete by 1800

- Offers for Use:

From: [Robert Laurer](mailto:robert.laurer@cgauxnet.us)  
Subject: Offers for Use

 All, I will need you to help me communicate to our members that all of the Radio, Vehicle and Vessel offer for use forms are to be emailed to me or snail mailed if necessary. Please make every effort not to wait to the last minute to get these forms to me, in that way the turn-around will be faster. Many thanks for your help.

Email: [robert.laurer@cgauxnet.us](mailto:robert.laurer@cgauxnet.us)

Home Address: 7009 Tuckahoe Road, Williamson, NY, 14589

Also, please cc: Ralph Kugel in the Diraux office. ralph.f.kugel2@uscg.mil

Meeting was adjourned at 2010.

Next meeting will be on Monday 03 June at 1930.

**2018 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 May 2019:** Safe Boating week begins.

**18 May 2019:** Community Safety and Wellness Fair at the Westlake Recreation Center from 10am-1pm.

**18 May 2019:** Station Fairport Open House from 1000-1400. Wear ODUs and PFD if attending.

**27 May 2019:** Memorial Day ceremony on USS Cod

**11 July 2019:** Tall Ships Parade of Sail at 1600

**12-14 July 2019:** Tall Ships, including Auxiliary booth, 0930-1800

**22 June 2019:** 50th Anniversary of Cuyahoga River Fire, Parade of lights

**20 July 2019:** Whiskey Island Paddlefest 0730-1600

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

**31 August-02 September 2019:** Cleveland Air Show

**12-15 September 2019:** Fall DTRAIN

**23 November 2019:** Division Change of Watch at Georgetown Vosh in Lakewood