



**HEADQUARTERS**  
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**CTWG STAFF CALL  
 MINUTES  
 17 May 2004**

Attendance:

WING COMMANDER	COL. Palmer
VICE COMMANDER	MAJ Osborn (EX)
CHIEF OF STAFF	LTC Rowen
STATE DIRECTOR	LTC ISABELLE (NP)
CTWG SAFETY OFFICER	LTC STIDSEN
AIRCRAFT MAINTENANCE OFFICER	CAPT J. KELLING
AIRCRAFT MAINTENANCE ASSISTANT	CAPT WRIGHT (NP)
DIR CADET PROGRAMS, DIR DDR/DIR PROF DEV	MAJ MARTEKA
ADMINISTRATIVE/PERSONNEL	LTC HUCHKO
DIRECTOR OF COMMUNICATIONS	MAJ VALLEAU
COMMUNICATIONS LICENSING OFFICER	CAPT C. KELLING (EX)
GROUND OPERATIONS OFFICER	LT SLEDGE (NP)
FLYING SAFETY OFFICER	CAPT LE BOEUF
EMERGENCY SERVICES OFFICER (ADY)	COL. STURGES (NP)
EMERGENCY SERVICES ASSISTANT	CAPT FLETCHER (NP)
OPERATIONS TRAINING OFFICER	CAPT SHAPIRO (NP)
STAN/EVAL OFFICER	MAJ CATES (NP)
DIRECTOR OF AEROSPACE EDUCATION	CAPT OESTREICHER
INTERNAL AEROSPACE OFFICER	LT ABBATE (NP)
PROFESSIONAL DEVELOPMENT OFFICER	LT PIENKOSZ (NP)
FINANCE OFFICER	MAJ FOROSTOSKI (NP)
CHAPLAIN	CAPT SAGENDORF
HISTORIAN/ASST CADET PROGRAMS	LT J. LESLIE
ASST. HISTORIAN	LTC HORNER
INSPECTOR GENERAL	LT HALEY (NP)
SUPPLY/TRANSPORTATION/REAL ESTATE OFFICER	LTC BRIGNOLA (NP)
DIRECTOR OF INFO.MGMT/COMM.ASST.	MAJ WROBEL (EX)
INFORMATION MANAGEMENT ASSISTANT	CAPT SCHINITIS
PUBLIC AFFAIRS OFFICER	LT JULIE BAILEY

(REP) representative; (NP) Not Present; (EX) Excused

Meeting called to order at 7:30 p.m. by LTC Rowen.

Chaplain opens with a prayer. Asks for a special blessing for Colonel Herbert and his family to work through the passing of Mrs. Herbert. Also a special blessing for Capt Jack Daley who is in the hospital and have a speedy recovery.

## COLONEL PALMER

- Short safety briefing for this evening. Be careful driving. Freezing on the roads at night. Please be careful. (Horner - be careful walking out the front door - the walks are wet and slippery.
- Would like to welcome back a returning soldier - welcome SGT Jessica Leslie.
- Lt Bailey - if we have a card, please send out to Capt Daley.
- SAV - we have 90 days to respond. You should already be working on your responses. LTC Rowen will work with you. LTC Isabelle and Maj Cassella will be available to help you. If we cannot get an item done in 90 days, we need to explain what we are doing and how we are doing it.
- As result of SAV, our aircraft are grounded. During the inspection we had records of our pilots. The inspection team did not find the ten records in good shape. They deemed there was a problem. After listening to them, I had no choice but to ground the aircraft. The records were not accurate. Pilot A records were in with Pilot B, etc.
- Our check pilots do not have the proper documentation. I can't authorize regular flying status until we get a Director of Operations. That is the goal right now.
- We have no candidates as yet.
- Our aircraft were clean and best record keeping that we have seen in years. Koudos go to Capt. Kelling.
- Had an opportunity to attend a MA Wing conference. They had some good programs. Maj Marteka and Maj Wrobel attended also.
- The grounding is because of a paperwork problem - it is a safety issue.
- Appreciate flying safety seminar that will be happening this Saturday. I will do my best to be there.

## LTC ROWEN

- I created a newsgroups for CTWG. The purpose of this is for information. Not a place to gripe or turn into a free for all. Each message has to be approved by me before it is posted. It has a calendar. Every date that I get is posted on that calendar. It's like a central clearinghouse for Wing members only. I will verify membership before I let them become a member.
- Please try to support the encampment as much as possible.
- There is a draft on the National web site of the new Uniform Manual. Some interesting changes.
- (Asking Capt J. Kelling) - could he put out a FRO course. Within the next 30 days. FRO checklist needs to be turned in with the paperwork. Make sure they are using an up-to-date checklist. Squadron Commanders are FROs but they still need to take the course and take the on-line test.

## LTC STIDSEN

- My apologies for running late. Checking out the safety on Connecticut roads. Recommend caution on the roads.
- Accident - is something that's unforeseen event.
- Error - is something that has happened before, has been foreseen and as a general rule has been ignored for whatever reason.
- Replace windshield wipers, clean your tail lights, change your oil, clean your headlights. Make sure you have window fluid to clean your windows. Do you have blankets in your vehicle in case you have a problem and need to keep warm until police come.

## LTC HUCHKO

- Personnel - If you haven't filled out a new form 60 for emergency notification, please see me. If you feel that you are entitled for a promotion or awards, please see me and we will see if we can build your file so you can get these. Keep your documentation. If you go to encampment, SLS, CLC. Keep your certificates. That is your proof that you attended. Wing Conference certificates - keep them. Help me document it so that we can document your file. National won't accept anything unless there is documentation.
- Administration - we have some new forms that are out. Files are in good shape.

#### MAJ VALLEAU

- Inventory under way. Two squadrons have not reported back to me. They are Stratford and 103<sup>rd</sup>. Sent an e-mail out that if not using equipment, will pick up and reissue to someone else.
- Received two VHF handheld portables. Made available to anyone who needs them - encampment.
- CTWG started a newsgroup for NER Region. Working well.
- Repeater project underway again. Everything operating fine. Have asked for more repeaters.
- Need to contact Legal Officer about aftermath of 911 was a suit against City of New York and Motorola for failure of the communication system. Federal judge tossed out the lawsuit based on the grounds that these families sought contribution to the victim's fund and cannot sue. What is the ramification for us.

#### MAJ MARTEKA

- Have been busy past two months working on National Cadet Activity requests.
- My assistant in Cadet Programs is S/M Josh Leslie.
- CAC - will update and complete the minutes from the last three or four months.
- One development on special activities - National has selected five of our cadets for activities. Have not notified anyone on GSAR.
- Cadets from CAC will be participating in the CTWG Conference.
- Will have AE and Safety displays - speaking contest.
- I have been trying to keep the Cadet Program web site up-to-date. Have done so for the last couple months.

#### SM LESLIE

- Need some sort of write up from each department on what they have accomplished this past year.
- Was there to welcome Sgt Leslie back. She is meeting with Maj Marteka to assist as the CAC advisor.

#### CAPT J. KELLING

- 73X - getting a new FM radio
- Need CAP seals for the aircraft after painted.

#### CAPT LE BOEUF

- Having a pilot's meeting this coming Saturday. Capt. Kelling will talk about maintenance. Sean Neal will be giving information on landing. LTC Stidsen will talk about safety.

#### MAJOR OESTREICHER

- Yaeger Test and AEO Test for Senior and Master went on line at National. Previous to that we have scheduled a weekly Yaeger session. Test tomorrow night.

#### CAPT SAGENDORF

- Memorial service in Norwich for Mrs. Herbert on Saturday. Colonel Palmer has the information. Please send a card or note if possible - it will help to show our support.
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Meeting dismissed at 8:35 p.m.

Respectfully submitted,

//s//

LTC Cassandra Huchko  
CTWG DA