

**CTWG CIVIL AIR PATROL
STAFF MEETING MINUTES
16 OCTOBER 2002**

The meeting was called to order by LTC Palmer at 1930 hrs.
Pledge of Allegiance was recited.

Roll Call by LTC PALMER:

Attendance:

CTWG COMMANDER	COL PAYNE
ADMINISTRATIVE ASST.	MS. TEDFORD
VICE COMMANDER	MAJ OSBORN (EX)
CHIEF OF STAFF, COMMUNICATIONS	LTC PALMER
ASSISTANT/RAPID RESP	
AF/CAP CTWG LNCO	MSGT LARA, SR (EX)
MA/RI/CT LO	LTC ISABELLE (NP)
USAFR (IMA)	MAJ CASSELLA (NP)
USAFR (WRC)	MAJ FURR (NP)
CTWG AFEPLD	LTC OLMSTED (NP)
USAF (RANCO)	TSGT AUSTIN (NP)
DIRECTOR OF CADET PROGRAMS	MAJ MARTEKA
DIRECTOR OF COMMUNICATIONS	MAJ VALLEAU
DIRECTOR OF INFOR. MGMT/COMM ASST.	MAJ WROBEL
INFORMATION MGMT OFFICER	CAPT SCHINITIS
INSPECTOR GENERAL	LTC MCDONOUGH (NP)
LEGAL OFFICER	CAPT STEADMAN (NP)
DIRECTOR OF SAFETY	LTC ROWEN (EX)
DIRECTOR OF OPERATIONS/ PLANS & PROG	MAJ L. SCHINDLER
EMERGENCY SERVICES OFFICER	MAJ CARROLL
GROUND OPERATIONS COORDINATOR	1LT SLEDGE (NP)
STAN/EVAL OFFICER & SAFETY ASSISTANT	MAJ HOLLIS (NP)
PROFESSIONAL DEVELOPMENT	MAJ S. SCHINDLER (EX)
INTERNAL AEROSPACE OFFICER	1LT SCHINDLER
SUPPLY/TRANSPORTATION/REAL EST.OFF.	LTC BRIGNOLA
AIRCRAFT MAINTENANCE OFFICER	CAPT WRIGHT (EX)
HISTORIAN	LTC HORNER
OPERATIONS TRAINING OFFICER	CAPT SHAPIRO (EX)
EMERGENCY SERVICES ASSISTANT	CAPT FLETCHER (NP)
CTWG RAO (ADY)/USAFR	1LT NELSON (NP)
LICENSING OFFICER	1LT KELLING
CTWG RANCO/USAFR	SMSGT MORIN (NP)
EXTERNAL AEROSPACE EDUC.	CAPT OESTREICHER (EX)
PERSONNEL OFFICER/ADMIN. OFFICER	1LT BONOVICH (NP)
OPERATIONS ASSISTANT	SM LEE
PUBLIC AFFAIRS OFFICER	2LT GANIS
DIRECTOR OF MUSIC	CAPT LAROSA (NP)

(NP) – Not Present (REP) – Representative (EX) – Excused

COL PAYNE:

- This weekend was very successful. Training Bivouac was outstanding. Thank you to everyone who organized the training.
- Robinson Aviation at Tweed New Haven Airport sponsored a Women in Aviation Day that was held for the Girl Scouts. We had a display set-up and explained about women's role in CAP. A lot of young ladies were interested.
- During the Safety Brief last week, life rafts and vests were discussed. They need to be inspected. The equipment is in good shape. We are trying to find a source to inspect the equipment.
- There has been an influx of new people interested in CAP. Please be friendly to all the new faces you see and help them out as much as you can.

LTCOL PALMER:

- Regarding safety – Be careful mixing cleaning chemicals. 15 passenger vans, be very careful because there is a rollover factor. Leaves rain – please be careful walking or driving.
- Regarding Professional Development – Unit Commander's Course will be held 1 and 9 February 2003. A CLC Course is being developed, more information will be coming.
- Regarding Charlie Wright/AMO; estimates on paint and maintenance are coming.

MAJ MARTEKA:

- Cadet Ball, 2 November – the committee will have a report for me by next Wednesday on the ball. Regarding a photographer – we are looking for someone for the ball.
- CAC is reorganizing.
- DDR – 19 thru 31 October is the Red Ribbon Campaign.

1LT KELLING:

- Communication Exercise 2002 went okay. We had so-so participation, better than last year.
- Tied in a portable repeater at the Durham Fair – demonstrated our capability.

MAJ WROBEL:

- Please send information that can go onto our website.

MAJ CARROLL:

- Jack Shapiro is out tonight having a table top with OEM and the South Windsor Dept. of Emergency Management.
- Last weekend during training the Salvation Army was there with food – they were very happy with the turnout. The American Red Cross was present on both Saturday and Sunday.
- Next month we will have a refresher course on Flight Release Officers – THIS IS A MANDATORY COURSE. The dates will be Wednesday, 13 November and 11 December 2002.

2LT GANIS:

- Working on a grant application with Citizens Bank. Award will be announced in April 2003. I have identified 30 companies and organizations that give specifically to youth programs.
- Squadrons that do not have a PAO, please try to see who may be interested in the position.
- Regarding the Newsletter – would like to create a link on the CT Web Page for people to view and add to the Newsletter.
- Submitted an article to National on the balloon chase. Would like to submit an article every month. Would like to give CT Wing the exposure it deserves.

LTCOL HORNER:

- CT Wing Staff, please submit what you did this year.

1LT E. SCHINDLER:

- On 7 November there will be an Aviation Day at the Airport held at Sikorsky Airport in Stratford.
- Capt. Oestreicher sent letters out to all the schools in Connecticut regarding CAP.
- Capt. Lillibridge is holding a Yeager Course (date is TBD) at the Royal Cadet Squadron.
- Looking into an Aerospace Education Tour for the Cadets sometime in 2003.
- Squadron Commanders – we need to know of the teachers who have been interested in CAP.

MAJ L. SCHINDLER:

- Revised Mission Lists came out on 9 September.
- Airplanes are flying – N9573X is due shortly for a 100-hour inspection.
- Looking for a new home for N95998.
- Safety Down Day last Wednesday was very successful. There is another Safety Down Day being held next Wednesday, 23 October.
- Mission Training Course will be held 11 January 2003. Rain date will be 18 January 2003.
- Cadet Liaison ROTC should be starting “O” flights very shortly.

With nothing further to come before the meeting, it was adjourned at 2015 hrs.

Respectfully submitted,

//signed//

Cindy Tedford
Administrative Assistant

Cc: CTWG Staff & Squadrons