



## CAP Vector Quarterly National Staff Update July - September 2016

**Maj Gen Joe Vazquez, National Commander and CEO**  
**Mr. Don Rowland, Chief Operating Officer**

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### Upcoming Key Dates

National Conference, Nashville, TN – 11-13 Aug 2016  
Wing Commander College, Maxwell AFB, AL – 30 Oct-5 Nov 2016  
75th Anniversary Gala, Washington, DC – 1 Dec 2016  
Legislative Day, Washington, DC – 2 Mar 2017  
National Staff College, Maxwell AFB, AL – 2-9 Apr 2017  
National Conference, San Antonio, TX – 31 Aug – 2 Sep 2017

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### **AEROSPACE EDUCATION - [ae@capnhq.gov](mailto:ae@capnhq.gov)**

**Deputy Director for AE:** Dr. Jeff Montgomery – [jmontgomery@capnhq.gov](mailto:jmontgomery@capnhq.gov)

**National AE:** Lt Col Mike McArdle – [michael.mcardle@att.net](mailto:michael.mcardle@att.net)

**Home School Development:** Lt Col Mike Fultz – [michael.fultz@comcast.net](mailto:michael.fultz@comcast.net)

**Curriculum Development Coordinator:** Lt Col Randy Carlson – [randallcarlson\\_2000@yahoo.com](mailto:randallcarlson_2000@yahoo.com)

**Special Projects Coordinator:** Lt Col Nick Ham – [capham@comcast.net](mailto:capham@comcast.net)

**Professional Development Coordinator:** Lt Col E. J. Smith – [esmith555@aol.com](mailto:esmith555@aol.com)

**CAP STEM Kit Program:** CAP continues to promote an interest in science, technology, engineering, and math (STEM) subjects and careers to our CAP cadets and educator members' students across the nation. Over 2,800 kit requests have been filled, impacting over 160,000 cadets & K-12 students. The Flight Simulator inventory problem is about resolved and the back orders will be filled soon. New STEM Kits: Weather Station, Quad Copters and Hydraulics are now available. Additional kits: Raspberry Pi (computer programming) and Ready to Fly quad copter will be available soon. For more information, application instructions, and recipient lists, go to [www.capmembers.com/stem-ed](http://www.capmembers.com/stem-ed). Contact: [stem@capnhq.gov](mailto:stem@capnhq.gov).

**Aerospace Connections in Education (ACE) Program:** This K-6 elementary AE program established new record highs for participation in every category for academic year 2015-2016: over 19,800 students and 342 teachers from 139 schools in 34 states. ACE is viewed as a great early introduction to the CAP cadet program. CAP squadrons can help introduce the program to educators and schools and offer assistance in teaching lessons and/or presenting end-of-program completion plaques and student certificates. Cadets can be exceptional role models for these young people and CAP adults are excellent school mentors. For more information, go to [www.capmembers.com/ace](http://www.capmembers.com/ace). Contact: [ace@capnhq.gov](mailto:ace@capnhq.gov).

**CyberPatriot Program:** 522 CAP teams registered to participate in the AFA's 2016 CyberPatriot competition; a high school and middle school cyber defense competition. Almost 3,400 teams from across the country registered for 2016. Congratulations to the Colorado Springs Composite Squadron for finishing 3<sup>rd</sup> in the All Service Division of the final competition held in Baltimore, MD, in April.

**AFA's Aerospace/STEM Education Grants for CAP:** The AFA continues to provide \$250 grants in alternating quarterly cycles to CAP units and educator members to help fund aerospace and STEM project subjects and careers. For information, go to AEO and AEM grant links at <http://ae.capmembers.com/programs/grants/>. Contact: [afa@capnhq.gov](mailto:afa@capnhq.gov).

**Aerospace Education Officer (AEO) Schools:** The National AEO School and six Regional AEO Schools will be conducted in 2016. Great Lakes Region AEO School will run 18-22 July and Pacific Region's school is scheduled

for 18-20 Aug. We anticipate more than 200 AEOs will be provided with education, training, resources, and AE Action Plan guidance to help them better accomplish their AE responsibilities as an integral part of the overall CAP program. More information about the schools can be found at [www.capmembers.com/ae](http://www.capmembers.com/ae). Contact: [ae@capnhq.gov](mailto:ae@capnhq.gov).

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#### **CADET PROGRAMS** - [cp@capnhq.gov](mailto:cp@capnhq.gov)

**Deputy Director for Cadet Programs:** Curt LaFond – [clafond@capnhq.gov](mailto:clafond@capnhq.gov)

**Cadet Programs Manager:** Col Ned Lee – [elee@scscourt.org](mailto:elee@scscourt.org)

**Program Manager (Education Group):** Joanna Lee – [jlee@capnhq.gov](mailto:jlee@capnhq.gov)

**Program Manager (Activities Group):** Wendy Hamilton – [whamilton@capnhq.gov](mailto:whamilton@capnhq.gov)

**Office Manager:** Donna Bass-Maraman – [dbass@capnhq.gov](mailto:dbass@capnhq.gov)

**Cadet Analytics Coordinator:** Maj Tom Rehman – [trehman@cap.gov](mailto:trehman@cap.gov)

**Cadet Cyber Programs Coordinator:** Maj Jacob Stauffer – [jstauffer@cap.gov](mailto:jstauffer@cap.gov)

**College & Flight Scholarship Coordinator:** Lt Col Ron Hanson – [quark369@hotmail.com](mailto:quark369@hotmail.com)

**Drill & Ceremonies Training Coordinator:** Lt Col Grace Edinboro – [gtedinboro@aol.com](mailto:gtedinboro@aol.com)

**Drug Demand Reduction:** Lt Col Jett Mayhew – [jettm14@aol.com](mailto:jettm14@aol.com)

**Education & Testing Coordinator:** Lt Col Valerie Brown – [valeriecap@comcast.net](mailto:valeriecap@comcast.net)

**Nat'l Cadet Special Activity Coord:** Lt Col Raj Kothari – [raj@cascade-partners.com](mailto:raj@cascade-partners.com)

**Nat'l Cadet Advisory Council Advisor:** Lt Col James Scott – [scottcop1@msn.com](mailto:scottcop1@msn.com)

**Cadet Chair, NCAC:** C/Col Klara Olcott – [kcahill39@yahoo.com](mailto:kcahill39@yahoo.com)

**Spatz Association Liaison:** Lt Col JD Ellis – [ellis.j@natcapwg.cap.gov](mailto:ellis.j@natcapwg.cap.gov)

**Training Leaders of Cadets.** The Training Leaders of Cadets course has been updated. The 1.5 day course was burdensome to members, so the course was split into 1-day sessions for new and intermediate students. The TLC Basic course is available now and the TLC Intermediate course is under development with a planned launch for Fall 2016. The TLC Basic course consists of online and in-residence portions. The online portion consists of two in-depth videos with two accompanying quizzes. [www.capmembers.com/tlc](http://www.capmembers.com/tlc)  
<https://www.capnhq.gov/news/news21Jun16.htm>

**Cadet Encampment Assistance Program.** CEAP (say, “seep”) enters its second year helping economically disadvantaged cadets to attend encampments. At publication, the program is on track to support over 1,500 cadets with tuition and/or uniforms for the Spring/Summer 2016 season. Over 3,200 cadets have benefited from the program since it started. [www.capmembers.com/CEAP](http://www.capmembers.com/CEAP)

**Online Milestone Testing.** The Wright Brothers, Mitchell, and Earhart milestone exams are now available online. A new process has been designed to allow cadets to take the exams online while maintaining the integrity of the process. The new online milestones are designed to be administered at the unit, during a meeting, and overseen by a testing officer. They remain timed, closed-book exams. Any testing officer, primary or assistant, may proctor an online milestone test. <http://goo.gl/ER6lI2>

**CAC Term Change.** By direction of the National Commander, the Cadet Advisory Council’s term of office is changing to enable better financial management and improve the cadets’ learning opportunities. The 2015-2016 council will serve until 30 September 2016, and FY17 council will begin on 1 October 2016. [www.capmembers.com/cac](http://www.capmembers.com/cac)

**Cadet Physical Fitness Program.** Over 250 units volunteered to help beta test the proposed changes to the Cadet Physical Fitness Program over the past six months. The feedback is being incorporated into the nationwide program. [www.capmembers.com/ActiveCadet](http://www.capmembers.com/ActiveCadet)

**DCP Webinar.** The National Cadet Team hosts bi-monthly webinars for Region and Wing DCPs. The next webinar will focus on the Great Start Program and pipeline recruiting, but DCPs may raise other topics as well. Two 60-minute sessions are planned: Tuesday, 26 July at 1200 hrs Central, and Wednesday 27 July at 1900 hrs Central. For more information, and to view past webinars, go to [www.capmembers.com/DCPWebinar](http://www.capmembers.com/DCPWebinar).

**National Character Day.** It’s time to start planning for National Character Day! National Character Day is a wing-sponsored, half-day activity consisting of an academic element with exciting guest speakers and a hands-on Character

Challenge. National Character Day is an opportunity for CAP to showcase our pro-character and anti-drug messages to cadets. September is the suggested time for the event, but it can be held in any month. A curriculum guide and other resources are available at [www.capmembers.com/characterday](http://www.capmembers.com/characterday).

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## DEVELOPMENT

**Chief of Development:** Maj James Fogal – [jfogal@cap.gov](mailto:jfogal@cap.gov)

**New Chief:** National Headquarters’ campaign to bolster Civil Air Patrol’s financial development program is entering a new phase with the addition of Maj James W. Fogal as the new chief of development. Fogal brings two decades of experience in fundraising and related activities at universities, colleges, institutes and foundations to the position at CAP. He’s a CFRE (certified fund raising executive) as well as a CFP (certified financial planner), among many other professional credentials. He now works as a private financial planning practitioner in Auburn, Alabama.

**Seeking Development Team Members:** The development team focuses on encouraging giving from individuals, corporations and private foundations. The plan is to form a team of fellow CAP members from each region. Any CAP member who has experience in nonprofit fundraising and would like to join the new development team should contact Maj Fogal at toll-free (877) 227-9142 ext. 436 or [by email](#).

**Development Strategic Plan:** A development strategic plan will be written over the summer months that will ultimately outline initiatives and goals for the team.

**National Conference:** Two Learning Lab presentations will be given at the upcoming conference: Fundraising at the Region/Wing Level (Fri, 12 Aug) and New Innovations of Fundraising at the National Level (Sat, 13 Aug).

**Employer Match:** Members and others can increase the impact of their gift to CAP through an employer matching gift program. Many employers will match charitable contributions made by their employees or employees’ spouses. Matching gifts will be allocated to the donor’s designation (if requested) unless company policy requires distribution to a general fund. To find out if an employer will double or even triple a gift, contact your human resources office. Questions or concerns regarding the corporate matching gifts, or additional information about gift options, can be obtained by contacting the development office toll-free at (877) 227-9142 ext. 436 or Fogal via email. More details can also be found on CAP’s new giving webpage at <http://www.capmembers.com/giving/>.

**Amazon Smile:** You can help Civil Air Patrol by shopping online through Amazon’s new AmazonSmile program. Every time you direct your Amazon purchases through AmazonSmile, 0.5% of the price of your eligible items will be sent to CAP on your behalf, with no extra cost to you. All you have to do is visit [smile.amazon.com/](http://smile.amazon.com/), log in using your usual Amazon account details, and select “Civil Air Patrol” as your charity. Thank you for supporting the Civil Air Patrol through AmazonSmile!

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## eLEARNING - [elearning@capnhq.gov](mailto:elearning@capnhq.gov)

**Chief of eLearning:** Ron Olienyk – [rolienyk@capnhq.gov](mailto:rolienyk@capnhq.gov)

**eLearning Staff Assistant:** Col Stan Skrabut -- [wywg.pdo@capwyhq.org](mailto:wywg.pdo@capwyhq.org)

**National Online Unit Commander’s Course:** The updated National Headquarters online UCC will hold its first course in January 2017. The course targets those individuals wishing to pursue leadership at the unit level and above. For those individuals that have already signed up and been approved by your Wing Commander, you will receive a notification with specific dates for the course towards the end of November. If you would like to submit an application for the course, go to the following web site: [Distance Learning Enrollment](#). Registration is automated with approval being required through your chain of command with the Wing Commander being the final approver. For more information, contact Ron Olienyk at [rolienyk@capnhq.gov](mailto:rolienyk@capnhq.gov).

**Air Force Career Development Courses:** In addition to the rank specific distance learning courses (SOS, ACSC, AWC) offered to CAP members by the Air Force, CAP members may now take Air Force career development courses (CDC). The Air Force CDCs do not require a college degree. You can enhance your knowledge in any one of numerous

technical areas offered by the Air Force. To review the available courses go to the Career Development Courses page on the capmembers.com website or through the following link: [Career Development Courses](#). If you have any questions, contact Ron Olienyk at [rolienyk@capnhq.gov](mailto:rolienyk@capnhq.gov).

**Discover Blended Learning:** If you would like to learn more about online and blended learning courses and how you can implement them within your Wing, plan on attending the eLearning Learning Lab at the National Conference taking place in Nashville, TN, Aug 12<sup>th</sup> and 13<sup>th</sup>. If you have any questions about the national conference or the learning lab, please contact Ron Olienyk at [rolienyk@capnhq.gov](mailto:rolienyk@capnhq.gov).

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## FINANCIAL MANAGEMENT

**Director:** Susan Easter - [seaster@capnhq.gov](mailto:seaster@capnhq.gov).

**Vehicle Program Card Management:** CAP will be transitioning the current WEX cards to new fleet Mastercards in the near future. During the coming months every vehicle will receive a new card. We hope the new card will eliminate the difficulty some members faced with transaction processing.

The test program for charging vehicle fuel to the NHQ card has been expanded to seventeen Wings and we anticipate the fuel program being used by all wings by the end of the year. Contact Drew Sims at 334-953-7748 ext 432 or [asims@capnhq.gov](mailto:asims@capnhq.gov) for more information.

**Aircraft Fuel Program Card Management:** CAP/FM is implementing a national credit card program for AFAM fuel cards to be located in each aircraft. This will eliminate members from having to pay for aircraft fuel and wait for a reimbursement or for Wings to “float” the fuel cost through Wing credit cards. NER will be beta testing the program. The program will be expanded to other Regions as soon as possible, with the goal of having a credit card in each aircraft by the end of the calendar year.

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## FOUNDATION

**Executive Director:** Dr. Skip Dotherow – [jdotherow@capnhq.gov](mailto:jdotherow@capnhq.gov)

**Heritage Bricks:** Summer is a great time to recognize the many contributions of members to your organization. What better way than to purchase a Heritage Brick in their honor. Check out the online order form at [www.capfoundation.com](http://www.capfoundation.com)

CAP members are notoriously generous! Do you realize how much your generosity impacts your squadron? How would you like to see your generosity in action? See the latest program the CAP Foundation is offering at [www.capfoundation.com](http://www.capfoundation.com). Look at the articles in What’s New? For additional information please contact Dr. Skip Dotherow at [jdotherow@capnhq.gov](mailto:jdotherow@capnhq.gov)

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## GOVERNMENT RELATIONS (GVR)

**Director of Government Relations:** John Swain – [jswain@capnhq.gov](mailto:jswain@capnhq.gov)

**National Legislative Coordinator:** Lt Colonel Gerald Marketos – [marketos@cap.gov](mailto:marketos@cap.gov)

**State Legislative Coordinator:** Lt Colonel James Nova – [jnova@cap.gov](mailto:jnova@cap.gov)

**Special Projects Coordinator:** Lt Colonel Lindsay Shipps – [lshipps@cap.gov](mailto:lshipps@cap.gov)

**Legislative Day Results:** The congressional defense authorization and appropriations processes are proceeding quickly this year and we are now waiting only on conference committees to resolve differences between the two chambers and the final votes.

- Authorization: The House authorized \$30.5 million (M) for O&M while the Senate backed the President’s request of \$25.7M. However, the Senate added an amendment directing the Air Force to report on CAP historical funding trends and mission shortfalls that would result from funding gaps.
- Appropriations: Both the House and the Senate increased CAP’s funding over the President’s Budget request. The House appropriated \$28.0M for O&M, \$10.3M for aircraft and \$1.7M for vehicles while the Senate marked \$28.5M for O&M, \$10.4M for aircraft and \$1.7M for vehicles.

**Summer Conference in Nashville:** GVR activities will include three events:

- A one-day course—**Government Relations, The Art and the Science**—on Thursday for CAP leaders, government relations advisors, public affairs officers and others who want to learn about government relations. Contact Jim Nova for information.
- An open **GVR Learning Lab** on Friday will address CAP’s budget, legislative agenda and new GVR programs including the GVR specialty track. Contact John Swain.
- A **Region Government Relations Advisors** meeting on Saturday. Contact John Swain.

**Need Help With Your State Appropriations?** Wings struggling with gaining state appropriations, establishing a legislative squadron or other state matters can ask the national GVR staff for assistance. Recently the GVR State Legislative Coordinator (Jim Nova) was able to help the Arizona Wing regain its annual state appropriations (\$150,000). Contact John Swain.

**GVR Opportunities During the 75<sup>th</sup> Anniversary Year:** Wing/squadron commanders and government relations advisors are reminded that the 75<sup>th</sup> anniversary year continues to provide special opportunities to involve Members of Congress, the Governor, state legislators and other officials with CAP. Numerous wings have already obtained state proclamations for the 75<sup>th</sup> as well as invited VIPs to special wing events. You should also ask your Member of Congress to commemorate the anniversary and recognize your unit with a floor speech.

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## HISTORY

**Chief Historian:** Col Frank Blazich, Jr., [fblazich@cap.gov](mailto:fblazich@cap.gov)

**Strategic Advisor:** Maj Jacob Gerstein, [jgerstein@cap.gov](mailto:jgerstein@cap.gov)

**National Archives & Historical Collections Division Head:** Capt Colleen McCormick, [colleen.mccormick@cap.gov](mailto:colleen.mccormick@cap.gov)

**Records Accessioning Specialist:** SM John Wendt

**Software Development Specialist:** SM Albert Burckard

**Historical Projects Division Head:** Lt Col Phil Saleet - [psaleet@cap.gov](mailto:psaleet@cap.gov)

**Oral History Program Manager:** Chaplain (Maj) Marvin Owen - [marvin.owen@mac.com](mailto:marvin.owen@mac.com)

**Heraldry Manager:** Lt Col Phil Kost

**Reenactment Liaison:** Lt Col Sean Neal - [nealcrashboom@aol.com](mailto:nealcrashboom@aol.com)

**Media Specialists:** Capt Erik Koglin and Capt Johnny Shea

**Research Division Head:** Lt Col Richard Mulanax - [rmulanax@cap.gov](mailto:rmulanax@cap.gov)

**National Historian Emeritus:** Col Len Blascovich

**CAP National Historical Journal Editor:** Maj Kurt Efinger - [kefinger@sercap.us](mailto:kefinger@sercap.us)

### National Historian

Presented talk at the National Museum of the U.S. Navy on the CAP – Navy Relationship in the Battle of the Atlantic. [CAP history banners](#) are on display at the National Museum of the U.S. Air Force. Represented CAP as a living history member at the [World War II Weekend at the Mid-Atlantic Air Museum in Reading, PA](#) in conjunction with the program’s Reenactment Liaison. We’ve also coordinated the design and approval of a new National History Program seal and conducted research on CAP activities in the National Archives.

### National Archives and Historical Collections Division

Prepared and presented an exhibit on CAP and Middle East Region history at the 2016 Middle East Region Conference. Work continues on migrating the [history.cap.gov](http://history.cap.gov) website to newest version of Omeka. Records from the [Kendall King Hoyt Manuscript Collection](#) are now archived and we continue to procure and accession artifacts and coordinate logistics for 75th Anniversary displays. We digitized more than 200 pages of materials for upload to the History Program website and advised the creators of [www.vtaviationhistory.org/](http://www.vtaviationhistory.org/) (including CAP personnel) on best practices for the digitization of historical materials and the creation of virtual repositories.

Our website, [history.cap.gov](http://history.cap.gov), makes it easy for members to request historical information.

### Historical Projects Division

[Oral histories](#) are being conducted with all of the past national commanders. In addition to preserving the oral histories, their insights will be compiled into a book on leadership for commanders. After extensive support for [the Mid-Atlantic Air Museum's World War II Weekend](#), plans are on-going for CAP history-related events at the [EAA Airventure](#) in Oshkosh, WI at the end of July. The Media Specialists have finished up work on the [new National History Program seal](#), label copy for the national conference history display, and a retro CAP cadet recruiting poster.

### Research Division Head

The [latest edition of the CAP National Historical Journal](#) was issued in April 2016. The next edition will be issued in July 2016. The final date for submission of 2015 annual reports is 30 June 2016. Less than half of regions have responded to date and few wings. A report will be forthcoming after 1 July 2016. Work is in progress on writing a new chapter for [Robert Neprud's Flying Minute Men](#) covering the postwar years to the present.

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## INFORMATION TECHNOLOGY

**Director of Information Technology:** Kathy Conyers – [kconyers@capnhq.gov](mailto:kconyers@capnhq.gov)

**Deputy Director of Information Technology:** Joseph Hall, Jr. – [jhall@capnhq.gov](mailto:jhall@capnhq.gov)

**Information Technology Officer:** Lt Col Bill Hughes – [BillHughes@rochester.rr.com](mailto:BillHughes@rochester.rr.com)

**\*\*Update\*\* - Windows 10 Guidance on NHQ Field Issued Laptops:** The Windows 10 Free Upgrade program will end 29 July 2016. Due to the Microsoft licensing terms, below is the guidance on upgrading systems to Windows 10.

Laptops distributed during FY 2011 thru 2013 may proceed with upgrading the systems to Windows 10. These systems have Windows 7 Professional. However, we recommend that you do not upgrade all of those systems to Windows 10 to avoid complete downtime due to unforeseen software and hardware incompatibilities that weren't discovered in our testing.

The last 2 year buys (FY2015, 2016) are not eligible for the Windows 10 Free Upgrade program due to the Windows Enterprise license that these systems were imaged with. Windows Enterprise is not included in the upgrade program.

We will continue to monitor the Windows 10 upgrade promotion site (<https://www.microsoft.com/en-us/windows/windows-10-upgrade>) for any changes that may occur to the program that could allow free upgrades for Windows Enterprise licenses. A contingency plan is in place to purchase Windows 10 upgrade licenses by the end of the fiscal year, if no changes are made by Microsoft to allow free upgrades on Windows Enterprise operating systems.

For more information please contact [itadmin@capnhq.gov](mailto:itadmin@capnhq.gov).

**CAP Websites:** In support of CAP branding initiative, HTML and WordPress website templates have been developed and are now available at: [http://www.capmembers.com/cap\\_national\\_hq/public\\_affairs/branding\\_resource\\_guide/](http://www.capmembers.com/cap_national_hq/public_affairs/branding_resource_guide/). For more information contact Joseph Hall at [jhall@capnhq.gov](mailto:jhall@capnhq.gov).

**IT Governance and Portfolio Management Process Implementation:** CAP's new IT Governance Structure and supporting Portfolio Management processes have been implemented. Under the new governance model, CAP has established a cross-functional IT Steering Committee that is charged with vetting and prioritizing new IT project proposals. Both paid staff and volunteer representatives are using consistent enterprise criteria to score proposals resulting in a ranked list of Software Change Requests (SCRs). The NHQ IT Team is using this list to guide the order with which SCRs are addressed as part of the new software development process. The "CAP IT Governance and Portfolio Management Process Brief" which describes our new approach is available on the Information Technology site within eServices and will be discussed in more detail during the National Conference.

**eServices applications now available and slated for release:** *(Please stay tuned to eServices news for more information on these upcoming releases.)*



- **Now Available – PA Plans and Crisis Communications Plans** - The application allows for Public Affairs Officers and Directors of Public Affairs to upload Public Affairs Plans and Crisis Communications Plans. All plans will be approved by their Commanders and National NHQ, both of which will have the opportunity to provide feedback to the plans.
- **Now Available – Improvement Maintenance Draftback Reconciliation Report** – The maintenance Draftback Report has been revised to ensure a more streamlined and accurate reconciliation effort for FM and the Wings.
- **Now Available - Training Plan Update for FY17** - Flight Evaluations (Number of CAPF 5s and CAPF 91s) are now being tracked for each month of FY17. Powered Orientation Flights are now being tracked by Number of Front Seat and Number of Back Seat flights for each month of FY17 and Requested Budgets are now being tracked for each month of FY17 for SUIs, Proficiency Flights, Orientation Flights (Powered and Glider) and Flight Evaluations (CAPF 5s and CAPF 91s).
- **Slated for Release – Online Spatz Testing** – The current development effort is focused on moving all components of the Spatz Test to an online environment. *(coming this summer)*

#### INSPECTOR GENERAL – [ig@capnhq.gov](mailto:ig@capnhq.gov)

**Inspector General:** Col Tom Kettell – [tkettell@cap.gov](mailto:tkettell@cap.gov)

**Inspector General - Inspections:** Col Steve Miller – [smiller526@gmail.com](mailto:smiller526@gmail.com)

**Inspector General - Complaints:** Col Tim Hahn - [thahn@cap.gov](mailto:thahn@cap.gov)

**Inspector General - Training:** Lt Col Craig Gallagher – [eaacraig@gmail.com](mailto:eaacraig@gmail.com)

#### IG Senior Courses schedule:

Aug 11-12, Nashville, TN – Lt Col Larry Julian – [larry.julian@gawg.cap.gov](mailto:larry.julian@gawg.cap.gov)

Sep 17-18, Souix Falls, SD – Lt Col Shelly Metzger – [smetzger@hotmail.com](mailto:smetzger@hotmail.com)

#### OPERATIONS, CISM, COMM, STAN EVAL, TRAINING and EMERGENCY SERVICES

**Director:** John Desmarais – [jdesmarais@capnhq.gov](mailto:jdesmarais@capnhq.gov)

**Chief, Aircraft Operations:** Joe Piccotti – [jpiccotti@capnhq.gov](mailto:jpiccotti@capnhq.gov)

**Chief, Critical Incident Stress Management:** Lt Col Tom Janisko - [thomas.j.janisko.mil@mail.mil](mailto:thomas.j.janisko.mil@mail.mil)

**Chief, Communications:** Malcolm Kyser – [mkyser@capnhq.gov](mailto:mkyser@capnhq.gov)

**Chief, National Operations Center:** Terry Raymond – [traymond@capnhq.gov](mailto:traymond@capnhq.gov)

**Chief, Operations Support:** Lt Col Pete Norris – [icssboss@gmail.com](mailto:icssboss@gmail.com)

**Chief, Special Missions:** Chuck Mullin – [cmullin@capnhq.gov](mailto:cmullin@capnhq.gov)

**Chief, Training:** Col Carlton Sumner – [sumner.carlton@gmail.com](mailto:sumner.carlton@gmail.com)

**Keep Flying!** Get them up in the air!!! Flying funds are available for use now and CAP aircrews are highly encouraged to take full advantage of all flying activities without delay. As always, it's recommended that you coordinate with your wing POCs for training, cadet orientation flights and proficiency. The resources are available now, so get out there and fly!

**2016 Annual Operations Pre-Conference:** The Operations Pre-Conference will be held on the 10<sup>th</sup> of August. We'd encourage any operations personnel from around the country to participate, especially those serving in positions at the wing and region level. Materials for the pre-conference session including the schedule of events, webinar registration, briefing slides, etc. will be posted as they are available at:

[http://www.capmembers.com/events/national\\_conference/2016-operations-pre-conference-materials/](http://www.capmembers.com/events/national_conference/2016-operations-pre-conference-materials/).

**Aircraft Operations and Standardization/Evaluation:** There have been many updates posted on the CAP Pilots web page at: [www.capmembers.com/emergency\\_services/aircraft\\_ops\\_staneval/](http://www.capmembers.com/emergency_services/aircraft_ops_staneval/)

- CAP Cessna Aircraft & Autopilot Differences Training is now provided to familiarize CAP pilots with the various differences between CAP's Cessna aircraft and between the two predominant autopilot models installed on those

airplanes. These optional training tools are provided to aid CAP pilots as they transition between CAP's Cessna aircraft. CAP Cessna Aircraft & Autopilot Training is located on the "[CAP Pilots](#)" web page in the "Aircraft Familiarization" section.

- CAPR 60-1 ICL Implemented 30 Apr 16. As part of an ongoing risk management review of procedures for CAP flying, an Interim Change Letter (ICL), dated 30 Apr 16, to CAPR 60-1 has been implemented to enhance flight safety. You may view this ICL by [clicking here](#) and a web link to it is also located on the "[CAP Pilots](#)" web page in the "CAPR 60-1 & Aircraft Operations" section, as well as in the "[Interim Change Letters](#)" section of the "Indexes, Regulations and Manuals" webpage in [capmembers.com](#).

- Effective April 1, 2016, Aviation Medical Examiners (AMEs) are not authorized to issue combination Airman Medical and Student Pilot certificates to applicants. New student pilots will go through a process similar to that of private pilots, receiving their hard plastic student pilot certificates in the mail. Students need a student pilot certificate in order to fly solo in an airplane; they don't need one in order to start training. For information on how to get an FAA Student Pilot Certificate [click here](#); this information is also provided on the "[CAP Pilots](#)" web page in the "FAA & ICAO Information" section.

- Exciting improvements are on the horizon for airman testing and training. Effective June 15, applicants for the private pilot certificate (airplane category) and the instrument rating (airplane category) will use the corresponding airman certification standards (ACS) in lieu of the practical test standards (PTS). The FAA collaborated with a diverse group of industry experts to develop the ACS, which is an enhanced version of the PTS. The ACS integrates and clearly defines the aeronautical knowledge and risk management elements that support each PTS skill task. It also incorporates today's PTS "special emphasis" items into the appropriate ACS task. The ACS offers clear guidance on what an applicant must know, consider, and do to qualify for a certificate or rating. For detailed information on the ACS, please visit the Airman Testing web page ([http://www.faa.gov/training\\_testing/testing/](http://www.faa.gov/training_testing/testing/)) and watch this space for updates as the ACS effective date approaches.

**Critical Incident Stress Management:** Psychological First Aid and Suicide Prevention presentations will be made at the national conference during the operations pre-conference as well as during the learning lab period. Please encourage your CISM personnel to attend or participate via webinar in the pre-conference session.

#### **Communications:**

- NHQ Communications Operations Division is nearing completion of a project to bring our AF Voice call signs into compliance with current AF policy, including no reference to "CAP", wing name, or phonetic alphabet characters in the call sign.

- The Triblade Net is now receiving daily check-ins from an average of 140 HF stations. Message traffic is flowing both from NHQ to wings and back to NHQ. This formal traffic includes both plain text and coded group messages.

- The annual National Communications Manager's Meeting will be held as part of the Operations Summit Wednesday 10 August, a pre-conference workshop at CAP's national conference.

- The After Action Report is nearing completion for Constant Watch 2016, the national CAP communications exercise, held April 29-May 1.

- Annual communications plans are in review at NHQ. NHQ communications plans division provides a direct email confirmation when a plan is received. This confirmation serves as your proof of compliance when asked (such as during CI inspections). Communications plans that have been reviewed and updated (if needed) are posted in the Communications Library in eServices. But posting in the library is not required for a wing to be in compliance with the requirement to submit an annual plan.

- Some CAP communicators are having trouble maintaining CUL and MRO currency because too many missions and exercises are relying on commercial communications. Please ensure that operations under your command use CAP's radio system to prepare for a "bad day" when commercial providers are overstressed or unavailable. Communications is also a perishable skill set.



- CAP participated in a second communications exercise sponsored by United Kingdom Air Cadets on 16 June. The first exercise in February provided our operators good training challenges in inter-continental radio communications. A third exercise is scheduled later in the year.

#### **Operations Support:**

- National Emergency Services Academy (NESA): Hundreds of members from across the country are expected to be on site from the 9<sup>th</sup> through the 23<sup>rd</sup> of July for the 20<sup>th</sup> Anniversary Program. Updates will be posted online about happenings at: [www.nesa.cap.gov](http://www.nesa.cap.gov). There are still some openings in a few courses, so if your plans have changed recently and you want to attend, apply as soon as possible. The staff will work to get you in if possible, but your unit and wing must still approve your application so don't delay.

- We are still seeing great participation in our Operations Training Webinars that we are hosting each month. In July we will host a webinar on our SUAS operations, and later this summer webinars will be hosted on the new CAPR 70-1 (replacing the 60-1) as well as our CISM program. We will also be providing access to our Operations Pre-Conference Sessions via webinar for those that can't attend in person. Check out: [http://www.capmembers.com/emergency\\_services/operations\\_support/education\\_and\\_training/operations-training-webinars/](http://www.capmembers.com/emergency_services/operations_support/education_and_training/operations-training-webinars/) to see the changing list of webinars, register for scheduled webinars, and also find recordings and other referenced downloads from past webinars.

#### **Surrogate Unmanned Aircraft Systems (SUAS) Green Flag Operations:**

- CAP's participation in Green Flag Operations at Green Flag East (Alexandria, LA) and Green Flag West (Las Vegas, NV) is going strong in FY16. There are 2 remaining exercises of 10-14 days planned at each location through the end of the FY. In addition, Green Flag University is training 7 new crewmembers 22 – 30 June at the Las Vegas location.

- The Green Flag program is looking for experienced CAP pilots with a G-1000 qualification and at minimum an instrument rating. Members wishing to apply for future crewmember openings in the Green Flag program can contact Chuck Mullin at NHQ: [cmullin@capnhq.gov](mailto:cmullin@capnhq.gov).

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#### **PROFESSIONAL DEVELOPMENT - [pd@capnhq.gov](mailto:pd@capnhq.gov)**

**Chief of PD:** Bobbie Tourville – [btourville@capnhq.gov](mailto:btourville@capnhq.gov)

**PD Manager:** Col Bryan Cooper – [Thorgodofthunder@verizon.net](mailto:Thorgodofthunder@verizon.net)

**Save the Date – National Staff College 2017:** CAP is pleased to announce that the dates for the 2017 National Staff College are 2-9 April 2017 to be held at Maxwell AFB. The director is Colonel Jean C. Desmarais, CAP ([jedesmarais@capnhq.gov](mailto:jedesmarais@capnhq.gov)). More information will be forthcoming in the next few months.

**Air University Courses:** Air University Courses are available to qualified Civil Air Patrol senior members. You must be the appropriate rank, Captain for Squadron Officer School (SOS), Major for Air Command and Staff College (ACSC), and Lt Col for Air War College (AWC). You can request approval through your chain of command on the "Online Learning" link in eServices. For more information, contact Ron Olienyk at [Rolienyk@capnhq.gov](mailto:Rolienyk@capnhq.gov).

**CAP Professional Development Library:** The CAP Professional Development Library is a resource of DVDs and lesson plans on a variety of leadership and management subjects from some of the leading business, government and coaching experts in America. These videos are an ideal way to incorporate leadership development into your unit training, commander's calls, wing and region conferences or CAP's own professional development course offerings from Squadron Leadership School and Unit Commanders Course through Region Staff College. For more information on the video and lesson plan offerings, click [http://www.capmembers.com/media/cms/Professional\\_Development\\_Library\\_Ca\\_606E450A03905.pdf](http://www.capmembers.com/media/cms/Professional_Development_Library_Ca_606E450A03905.pdf), or contact Bobbie Tourville at [bjtourville@capnhq.gov](mailto:bjtourville@capnhq.gov) or Ron Olienyk at [rolienyk@capnhq.gov](mailto:rolienyk@capnhq.gov).

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#### **PUBLIC AFFAIRS**

**Senior Director:** John Salvador – [jsalvador@capnhq.gov](mailto:jsalvador@capnhq.gov)

**Deputy Director for Public Affairs:** Julie DeBardelaben – [jdebardelaben@capnhq.gov](mailto:jdebardelaben@capnhq.gov)

**Public Affairs Manager:** Lt Col Steven Solomon – [ssolomon@cap.gov](mailto:ssolomon@cap.gov)

**Marketing and Social Media Manager:** Lt Col Paul Cianciolo – [paul.cianciolo@natcapwg.cap.gov](mailto:paul.cianciolo@natcapwg.cap.gov)  
**Social Media Coordinator:** Janet White – [jwhite@capnhq.gov](mailto:jwhite@capnhq.gov)

**Social Media:** Because of proven impact/potential, instead of traditional news releases, NHQ/PA is relying more heavily on creating videos for major news/announcements and posting them on YouTube and linking to them on Facebook and Twitter. Total Non-Fan Reach for the quarter on Facebook: 1,423,769

**PAO/PIO Training:** A two-day agenda has been set for Civil Air Patrol's PAO Academy VII. Scheduled for 10-11 August in Nashville, Tennessee, the annual PAO Academy will emphasize basic tools essential to every PAO's success. Preceding the academy on 9 August is the G291 FEMA PIO Course, which is designed to equip the PIO in establishing and operating a Joint Information System/Center (JIS/JIC).

[http://www.capmembers.com/events/national\\_conference/pre-conference-workshops](http://www.capmembers.com/events/national_conference/pre-conference-workshops)

**Special Recognition:** Two NHQ/PA publications and one publicity campaign from 2015 were recognized in April with awards from the Public Relations Council of Alabama. The gold foil Congressional Gold Medal edition of the *Civil Air Patrol Volunteer* was selected for the Medallion Award, symbolic of being the best in its category, magazines -- and it was also selected for the Judges' Choice award for the entire competition. Also, the 2014 Financial Report and the Total Force PR campaign both received an Award of Excellence.

[http://capvolunteernow.com/news/?nhq\\_pa\\_receives\\_pr\\_council\\_of\\_ala\\_honors&show=news&newsID=21880](http://capvolunteernow.com/news/?nhq_pa_receives_pr_council_of_ala_honors&show=news&newsID=21880)

<http://cap.imirus.com/Mpowered/book/vcap15/i1/p1>

**Anniversary Issue:** With the July-September edition *Civil Air Patrol Volunteer*, CAP's quarterly magazine, has published its milestone 50<sup>th</sup> issue. First published in January 2006, the magazine has devoted 2,824 pages, 627 features and 3,393 photos to telling CAP's story and spotlighting its members and missions. A retrospective look at particularly significant articles leads off this issue.

75<sup>th</sup> Anniversary video: [https://www.youtube.com/watch?v=E3Q1aK\\_xuSM](https://www.youtube.com/watch?v=E3Q1aK_xuSM)

75<sup>th</sup> Anniversary website: <http://www.cap75th.com/>

**Working Groups:** Two groups of three PAOs each, selected for their knowledge and experience, are looking at *The How-to Guide for CAP Public Affairs* and the web pages of NHQ/PA to make suggestions for revisions. Released in 2010, the *How-to Guide* was last updated in 2013. The web pages need to be rearranged in a logical fashion that makes it easier to readily find information when it is needed.

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## PUBLICATIONS MANAGEMENT

**Publications Manager:** Jeanne Stone – [jstone@capnhq.gov](mailto:jstone@capnhq.gov)

**Publications Reengineering:** Reengineering of all publications is progressing. The prioritized list is complete and will serve as a guide on which publications to tackle first. Additionally, the replacement to CAPR 5-4 (CAPR 1-2) is in final coordination with approval expected in early July. Information about the concept can be found on the CAP publications website at <http://www.capmembers.com/publications/>.

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## RECRUITING AND RETENTION

**National Recruiting & Retention Manager:** Lt Col Darin Ninness – [dninness@gmail.com](mailto:dninness@gmail.com)

**Asst Chief, Personnel & Member Actions:** Marie Vogt – [mvogt@capnhq.gov](mailto:mvogt@capnhq.gov)

**Recruiting BootCamp at National Conference:** Our pre-conference Recruiting & Retention Boot Camp is filling up nicely! Looking forward to seeing folks in Nashville.

**Ongoing Recruiting & Retention Training:** The video training events continue with Colonel Stan Skrabut, NER Recruiting & Retention Director. Our past training videos are available in the LMS and also via this link: <http://bit.ly/NERVideos>. We appreciate the feedback from the field. Please keep watching!

Last but not least: please think of your membership when it comes to unit administration. Member paperwork mailed to NHQ takes just a few days to be processed at Maxwell, but can take weeks if the unit does not submit the items in a timely way. People are interested and excited to join CAP, so when they do, expedite the process!

Look for more information in the coming weeks on the Recruiting and Retention Blog: [http://www.capmembers.com/cap\\_national\\_hq/recruiting\\_and\\_retention/](http://www.capmembers.com/cap_national_hq/recruiting_and_retention/)

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## **SAFETY**

**Chief of Safety:** George Vogt – [gvogt@capnhq.gov](mailto:gvogt@capnhq.gov)

**Assistant Chief of Safety:** Col Robert Castle - [rcastle@cox.net](mailto:rcastle@cox.net)

**National Conference Learning Labs:** For those attending the 75<sup>th</sup> Anniversary National Conference in Nashville in August, check out the Safety Learning Labs. This will be a chance to not only learn about the changes in the CAP Safety Program, and the reasons behind them, but we're also looking for people to join in the discussion of how to spread a culture of Everyday Risk Management through all of CAP's missions. Come join the discussion!

**The "Everyday Risk Management" Challenge:** Risk management is not just a planning tool...it is way of minimizing the riskiness of everything we do. Senior members and cadets, challenge yourselves to use risk management in everything you do for a couple days...you'll see how easy it is. Before you set off on a task like driving to work, or mowing the lawn, ask yourself, "what can go wrong and what can I do to prevent it from happening?" That will take care of your planning. Ready to get started? Tell yourself your goal is to drive to work (or mow the lawn), "...without getting hurt." That will keep you aware of hazards that may pop up as you go. Give it a try and let us know how it worked for you. [Safety@capnhq.gov](mailto:Safety@capnhq.gov)

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## **SPAATZ ASSOCIATION**

**Vice President, The Spaatz Association:** Lt Col "JD" Ellis – [jellis@cap.gov](mailto:jellis@cap.gov)

**Election info:** The Spaatz Association is looking for volunteers to serve as Board members for the 2016-2018 season. We need recent CAP experience, and even C/Colonels can apply. See <http://www.spaatz.org/elections> for more information.

The 2016 Gathering of Diamonds will be held at the CAP National Conference in Tennessee. National Secretary Mike Hower will present an update on current Spaatz scholarships and grants; new Spaatz initiatives including *The Spaatz Network*, *Wing and Region Liaisons*, and the *Wallet Card Replacement Program*; and the 2016 Membership Refresh where we will catch up on old business. See <http://www.spaatz.org/initiatives> for more information.

**Save The Date!** The Spaatz Association 2017 Awards Dinner will be held on 4 March 2017 at the Crystal City Marriott at Reagan National Airport, 1999 Jefferson Davis Hwy, Arlington, VA.

More than \$30,000 is available to individuals, squadrons, groups, wings, regions, or national-level programs that support cadet leadership development or completion of a private pilot certificate. Grants are awarded quarterly. Flight scholarships are awarded in March. The Application Window for ALL grants and scholarships is always open. Visit <http://www.spaatz.org/scholarships-and-grants> to apply.

Finally, we need your help! We are collecting pictures of Spaatz and Falcon award presentations and articles on Spaatzen for our website archives. If you have information, or know of someone who does, point them to our submissions page at <http://www.spaatz.org/submissions>.

If you have questions on The Spaatz Association, or would like to know more about how we can help you in the Cadet Program, contact us. <http://www.spaatz.org/contact-us>.