

Pennsylvania Wing Civil Air Patrol



Wing Staff Reports

29 October 2011

Chief of Staff Report

Much has happened in the past few days leading up to this report. Initially, all AF funded flights were suspended due to the current funding situation. Then less than 24 hours after that notice was sent the NEC effectively grounded the fleet nationwide through 18 November pending the outcome of another continuing resolution or the passing of the Defense Appropriations Bill.

Per the national Board, the following Events/Items Paused

- All Air Force training and evaluation missions both air and ground
- All cadet orientation flights
- All Counterdrug missions
- All aircraft maintenance movement "A9" flights
- All aircraft major maintenance. In most cases the aircraft will be grounded if major maintenance is required. Minor maintenance will continue. Any minor maintenance that exceeds \$500 must be approved in advance by NHQ/LG.
- All "B" and "C" missions except 1st AF directed "real world" "B" missions (Note: Federal funds are used to offset major maintenance expenses on Corporate missions so "C" missions have to be curtailed as well.)
- Sending uniforms to new cadets
- Sending materials to new members
- All Federally funded travel (example: IG team travel)
- No overtime or funded travel for CAP employees including Wing Administrators
- All vehicle maintenance will be postponed, with the exception of emergency repairs, until funds are restored. Any emergency maintenance that exceeds \$250 must be approved in advance by NHQ/LG.

Even with these temporary restrictions, we have mission-capable aircrews and ground teams ready to serve when needed. The limitation means we cannot train or re-train our members.

The time is now to focus on what we CAN do, by getting back to basics in the squadrons and Groups with other methods to remain sharp and ready to serve. Many units are in need of local fundraisers; others will spend more time on building their senior staff, conducting tabletop exercises, or completing Self Assessments or SUI prep. There is still much work to be done and we still have high-caliber, dedicated members eager and ready to perform.

Lt Col Sandra Brandon has been selected to serve as our next Wing Commander, and the official Change of Command ceremony will take place at the Wing Conference, 11-13 November at the Holiday Inn, Grantville.

ROY A. LONG, Lt Col, CAP
Chief of Staff
Commander, Group 5
Pennsylvania Wing Civil Air Patrol

Safety – Lt Col Barry Metz

No Report Submitted.

Aerospace Education – 1st Lt Bob Thorn

1. I am working on an AE presentation for AEO's with 1LT. Rob Montgomery from Willow Grove. He will be presenting at the Wing Conference.
2. I have had contact with several AEM's. I will be assisting one with her classroom presentations.
3. We need to find internal / external wing AEO's. If anyone has any recommendations, please forward their info to me.
4. Getting Aerospace Activities is a continuing problem. I have a form that takes 20 minutes to fill out that I can send. Same issues with Plans of Action.
5. We would like to have as many squadrons enrolled in AEX as possible.
6. Please have your current AEO's send me contact info. I don't think I have current info on many, as my emails go unanswered. My email is rthorn33@comcast.net

ROBERT M THORN, Captain, CAP
Director of Aerospace Education
Pennsylvania Wing Civil Air Patrol

Professional Development – Maj Carlson

PA Wing Mission 4 continues to exceed National averages for participation in the PD Program

		<u>PAWing</u>	<u>National</u>	
Senior Members	1105	100.0%		
LVL 1	998	90.3%		
SLS	56	5.1%		
AEPSM	50	4.5%		
ECI 13	97	8.8%		
DAVIS	60	5.4%	1.9%	3.5%
CLC	46	4.2%		
LOENING	24	2.2%	1.0%	1.2%
RSC	10	0.9%		
GARBER	9	0.8%	0.6%	0.2%
NSC	6	0.5%		
WILSON	7	0.6%	0.3%	0.3%

Upcoming Training in Pennsylvania:

Squadron Leadership School (SLS)

SLS East - Group 4 -

Nov 5-6, 2011

Quakertown, PA

Training Leaders of Cadets

TLC - Group 4 -

Nov 5-6, 2011

Quakertown, PA

PA Wing Conference – Specialty Track Labs

Specialty Track Labs start with a brief 15-20 minute introduction to the common elements of all Spec. Tracks – then members will break into individual track sessions with a senior or master rated member to lead the focused discussion on the Technician Rating Training requirements and qualifications.

Corporate Learning Course (CLC)
CLC Central Group 5
Nov 19-20, 2011
State College, PA - Penn State University

Squadron Leadership School (SLS)
SLS - Group 3 -
Date & Location: TBD

2012 PD Goals for PA Wing

Squadron Leadership School:

PA Wing will hold six (6) SLS – one in each Group
Requests to host SLS in your Group, can be submitted to Maj Annette Carlson, cappdo@aol.com – include # of committed SM students, name & contact info for your proposed SLS Director, 3 date/weekends options, and facility/location/city, and proposed instructors for each session.

Corporate Learning Course

PA Wing will hold two (2) CLC – 1 in the Spring, 1 in the Fall
Requests to host CLC in your Group, can be submitted to Maj Annette Carlson, cappdo@aol.com – include # of committed SM students, name & contact info for your proposed CLC Director, 3 date/weekends options, and facility/location/city, and proposed instructors for each session.

Training Leaders of Cadets

PD will assist Cadet Programs to hold one TLC in June preceding the PAWing Cadet Basic Encampment at FTIG / PA Wing HQ

Unit Commanders' Course

PA Wing will hold UCC's as requested by the Wing and/or Group Commanders as needed.

Region Staff College

RSC "season" is over. Will advise of upcoming RSC's available

National Staff College

One PA member attended 2011 - Congratulations Group 4 member – Lt Col Lorick Fox

Notes from National:

Oct/Nov 2011 Open Cockpit:

http://www.capmembers.com/media/cms/OCTDEC_2011_Open_Cockpit_C3E0890620350.pdf

Professional Development (PD) POCs:

CAP Commander's Guide (CAPP 50-1): The new "CAP Commander's Guide" is on the street with each unit receiving a complimentary copy in the mail. Moreover, the new "CAP Commanders Guide" is available to all now. This pocket size, spiral bound pamphlet with rugged waterproof pages was developed to assist CAP squadron commanders in the performance of their duties. Although targeted at new squadron commanders, it is available to all CAP members through Vanguard. Order yours online at <http://www.vanguardmil.com/civil-air-patrol-commander-s-guide-p-15857.html>.

AFIADL Course 02130D: AFIADL Course 02130D (Intro to Emergency Services) is officially closed as of Oct. 1, 2011. Members enrolled prior to Oct. 1 will be able to finish the course on the regular 12-month schedule from the date of enrollment, but no new enrollments will be accepted. A new online course for CAP emergency services officers is expected to be released on Oct. 11 and will be available at: http://www.capmembers.com/emergency_services/operations_support/education_and_training/eso_training.cfm.

Basic Instructor Course: CAP's online Basic Instructor Course has been released. The course provides fundamental teaching principles and how to apply them to various instructional challenges. If you have questions or any problems with the course, contact the POC, Ron Olienyk, at rolienyk@capnhq.gov.

CAP Knowledgebase Major Upgrade: The CAP Knowledgebase recently completed a major upgrade to take advantage of the latest version of RightNow CX. The new look and feel places job performance support categories up front so members may easily view and search for answers that

directly relate to their job in CAP. The advanced search function allows members to sort answers so they can view recently updated answers of special interest. In addition, the "Notify Me" feature is a valuable tool which allows members to be notified by email when answers they select have a significant update. By selecting this feature for an answer, members can be automatically notified of regulation changes and new editions of regulations awaiting member comments. Watch for additional features enabled by this upgraded version. POC Don Hines at dhines@capnhq.gov.

Public Affairs – Maj Carlson

Updates and News

The wing PAO/ Annette Carlson completed all qualifications for the ES position of PIO –

Maj Jim Knights has been offered the position of Assistant Wing Public Affairs Officer – Maj Knights' role will be to focus on the External Public Affairs across the Wing, while Maj Carlson will focus on the CI and the Internal Public Affairs across the Wing – both will work on recruiting for vacancies, working with squadron commanders to strengthen the unit Public Affairs activities.

Upcoming Training in Pennsylvania:

2011 PA Wing Conference

– **Public Information: PIO in Action** - Guest speaker: Diane M. McNaughton, will share her experiences as Public Information Officer for Dauphin County, the seat of the state capitol, the City of Harrisburg, PA and many smaller communities. Currently Ms. McNaughton serves as the Executive Director, Senate Veterans Affairs and Emergency Preparedness Committee, for Senator Lisa Baker
(45 minutes)

– **Public Affairs: Make the Most of Your Media** - Maj. Jim Knights and Maj Annette Carlson lead a discussion on working with the Media to get your message to the public, and how to get the biggest bang for no bucks!
(45 minutes)

– **Specialty Track Labs for the Public Affairs Officer**

Specialty Track Labs start with a brief 15-20 minute introduction to the common elements of all Spec. Tracks – then members will break into individual track sessions with a senior or master rated member to lead the focused discussion on the Technician Rating Training requirements and qualifications.
(90 minutes)

NIMS ICS 702 Public Information Officer

online interactive web course

The goal of this course is to facilitate NIMS compliance by providing you with the basic information and tools that you need to apply NIMS public information systems and protocols during incident management.

- <http://emilms.fema.gov/IS702A/index.htm>

2012 PAO/PIO Goals for PA Wing

- **Develop strategic Internal and External Public Affairs Plan for 2012-2013**
- **Update Public Affairs Plan & Crisis Communication Plan**
- **CI – PAO – May 2012**
- **Recruiting PAOs from non-CAP (marketing and journalism schools) organizations**

Cadet Programs – Lt Col Brinker

No Report Submitted

Counter Drug – Lt Col Falavolito

No Report Submitted.

Communications – Lt Col Chubski

No Report Submitted.

Operations – Lt Col Gary Metz

PAWG Operations Report October 2011

1. All PAID USAF funding has been removed from the PAWG Budget.
2. By order of NER CC all A training has been cancelled
3. Only Actual missions will be funded
4. C flights and corporate missions are not included

GARY METZ, Lt Col, CAP
Director of Operations
Pennsylvania Wing Civil Air Patrol

Emergency Services – Maj Schlosser

Status of Emergency Services Forces (in eServices)

ACUT - Advanced Communications User Training 162
ADIS - Aerial Digital Imaging System Operator 3
AOBD - Air Operations Branch Director 24
AP - Airborne Photographer 5
BCUT - Basic Communications User Training 469
CERT - Community Emergency Response Team 33
CUL - Communications Unit Leader 22
FASC - Finance/Admin Section Chief 11
FLM - Flight Line Marshaller 35
FLS - Flight Line Supervisor 8
GBD - Ground Branch Director 35
GES - General Emergency Services 1,033
GFMC - Surrogate Unmanned Aerial System Green Flag
Mission Coordinator 0
GFMP - Surrogate Unmanned Aerial System Green Flag
Mission Pilot 0
GFSO - Surrogate Unmanned Aerial System Green Flag
Sensor Operator 0
GIIEP - Geospatial Information Interoperability
Exploitation Portable Operator 1
GTL - Ground Team Leader 89
GTM1 - Ground Team Member Level 1 86
GTM2 - Ground Team Member Level 2 120
GTM3 - Ground Team Member Level 3 208
IC1 - Incident Commander Level 1 3
IC2 - Incident Commander Level 2 11
IC3 - Incident Commander Level 3 15
ICS300 122
ICS400 81
S100 - IS-100 745
IS200 - IS-200 404
IS700 - IS-700 587
IS800 - IS-800 271
LO - Liaison Officer 11
LSC - Logistics Section Chief 9
MC - Mission Chaplain 4
MFC - Mountain Flying Certification 7
MO - Mission Observer 112
MP - SAR/DR Mission Pilot 52
MRO - Mission Radio Operator 121
MS - Mission Scanner 164
MSA - Mission Staff Assistant 87
MSO - Mission Safety Officer 17
OSC - Operations Section Chief 18
PIO - Public Information Officer 12

PSC - Planning Section Chief 24
SET - Skills Evaluator 500
SMC - AFRCC SAR Management Course 6
SPC - National Inland SAR Planning Course 8
TMP - Transport Mission Pilot 117
UDF - Urban Direction Finding Team 118
WS - Water Survival 1

Tropical Storm Lee

During the time period since the last staff meeting, Tropical Storm Lee adversely impacted the Commonwealth of Pennsylvania. PA Wing CAP was able to provide imagery to the both PEMA and FEMA as well as provide ground forces in the Southeast Quarter of the states. Groups 2,3,4,5 were the most impacted, but Officers and Cadets from across the Commonwealth actively engaged in mitigating the impact of the storm on the residents of PA. An AAR was conducted and currently being transformed into a Corrective Action Plan. When this is finished, it will be reviewed by the Wing Command Staff and integrated into the upcoming training plan.

Current Projects

1. Exploring how to train, certify, and sell ground forces in a disaster relief role as opposed to the traditional Search and Rescue role.
2. Producing training materials for Disaster Photographers and Mission Reconnaissance support staff to ensure proper processing of images.
3. Refining the Incident Commanders Tool Kit.
4. Producing a comprehensive training plan to be presented to Group ES/CC staff for use.
5. Tropical Storm Lee AAR/Corrective Action Plan
6. Identify additional staff officer needs.
7. Systematically enhance inter-wing Emergency Services interoperability and training opportunities to maximize standardization and

Older Projects

1. Enhancing the use of the Group Alerting Officers.
2. Updated Wing Operations/ES website
3. Increase knowledge of paperwork requirements throughout the wing.

Stan / Eval – Maj Russell

A spot check of our Pilot Information Files (PIF) indicates that people with validation privileges are validating documents with out them being up-loaded into the PIF. Please stop doing this! When you validate, you are attesting that the document is correct, complete, and placed in the Electronic PIF.

I would like the validation process to take place at the GROUP Level or Higher. The Group DOVs know how to do this correctly (or should). Too many cooks in the kitchen is spoiling the meal. If your Group DOV is unavailable for a period of time, I'll fill in.

The spot check also shows the following discrepancies:

1. Missing documents. (Eg: No SOU, No Initial Form 5)
2. Outdated documents. (Eg: Last years form 5)
3. Documents with incorrect titles (Eg: Medical that contains a pilot certificate)
4. Documents tagged incorrectly (Eg: A Medical in a C172??? I don't think so)

I will be addressing these and other issues at the Wing Conference.

BRUCE "Frosty" RUSSELL, Maj, CAP
PA Wing Standards & Evaluation Officer
Home: 717-652-9482
Cell: 717-580-2785

Aircraft Management – Capt Weckerle

I am pleased to say that of the 15 aircraft in the Pennsylvania Wing, 12 aircraft are fully mission capable. The three (3) aircraft not fully mission capable are:

In the West, C-182Q N94800 which is under an annual inspection at KVAZ. Release date has not been established due to an engine mount repair by an outside vendor. The aircraft is presently scheduled for refurbishment (paint & interior) after release from the annual inspection and

conceivably will not be available for mission assignment until late January 2012.

C-172R N981CP is under repair due ground damage inflicted by another party while the aircraft was at rest in a parking position. Damage to the left elevator and left aileron has been evaluated and a repair scheme has been decided but not acted upon due the present "pause" of flight operations.

In the East, C-172P, N99338 FM radio requires programming after replacement and is only partially mission capable.

Required maintenance outlook:

C-172P N99196 KUNV... 6 hours to annual inspection
C-172P N9824L KAGC...23 hours to an oil change
C-172P N99338 KMQS..23 hours to an oil change
C-182 N656CP KAGC ..17 hours to an oil change
C-172P N66MA KHZL ...23 hours to engine change (due to high time airframe, an engine change most likely will not occur and the aircraft will be retired)

JOHN "JACK" WECKERLE, Captain, CAP
Logistics Maintenance Officer
Pennsylvania Wing Civil Air Patrol

Chaplain – Capt Matheny

1. One chaplain, Ch. Capt. Edward Clarke, from the WING attended the NER Chaplain Corps Staff College on 23-27 May. No Wing CDIs attended the event.
2. Ch. Matheny plans to attend the NER Staff College originally planned for 9-16 Jul 11, but rescheduled for 22-29 Oct. 11.
3. The chaplain corps received one finding during the SAV in August: not all chaplains and CDIs submitted CAPF 34 Chaplain Statistical Reports for period covered by the inspection. Chaplain Matheny will address the issue and implement procedures to encourage the the wing chaplain corps to comply with semi annual reporting requirements in a timely manner.
3. Ch. Matheny and his family relocated from Warren, Pa., to Summerville, Pa., in mid-June. His new contact information is: PO Box 156, Summerville, PA 15864. Home phone: 814.856.2348.
4. Ch. Matheny will conduct the Character Development program for Squadron 504 until a chaplain or CDI is recruited for the squadron.
5. Chaplain and CDI training will be offered at the upcoming Pennsylvania Wing Conference and Banquet.

Respectfully,

Ch. RANDALL F. MATHENY, Captain, CAP
Wing Chaplain
Pennsylvania Wing Civil Air Patrol

CISM – Maj. Walters

The CISM class scheduled for October 2011 was cancelled. The class will be scheduled again sometime in January 2012 to be held at McGuire Air Force Base in new jersey. I will publish further details as they become available.

GENE WALTERS, Major, CAP
Pennsylvania Wing Civil Air Patrol

Finance – Lt Col Riley

No Report Submitted.

Administration / Personnel – Lt Col Hayes

Must report the information sent out for the longevity plaques that are usually presented at the Wing Conference was a disaster for this year. I think we need to go back to the old way of informing Commanders and Personnel Officers of what is required and when. This needs to be looked into so there is not the confusion we are experiencing this year.

WILLA HAYES, Lt Col, CAP
Administrative Officer
Pennsylvania Wing Civil Air Patrol

Logistics – Lt Col Postupak

No Report Submitted.

Supply – Lt Col Lindermuth

Supply Officer Activity Report

Aug 6 Lt.Col. Lindermuth, Capt. Snyder, Mrs Martin NER SAV at Wing Hq's.

Aug 9 Lt.Col. Lindermuth, Capt. Snyder work day Wing Hq's, pick up 37021 at garage.

Aug 11 Lt.Col. Lindermuth, Capt. Snyder, Lt.Col. Connors met at Hawk Mtn. equipment Inventory Hawk Mtn.

Aug 16 Lt.Col. Lindermuth, Capt. Snyder work day Wing Hq's.

Aug 25 Lt.Col. Lindermuth, Capt. Snyder Wing Hq's working on vehicles

Sept 1 Lt.Col. Lindermuth, Capt. Snyder Wing Hq's sort through donated expendable equipment

Sept 13 Lt.Col. Lindermuth, Capt. Snyder Wing Hq's working on old equipment removal

Sept 15 Lt.Col. Lindermuth, Capt. Snyder Wing Hq's moving vehicles back to Wing after flood

Sept 27 Lt.Col. Lindermuth Wing Hq's starting, checking tires and completing CAPF-73 for 37674

Oct 5 Lt.Col. Lindermuth, Capt. Snyder transportation support

Oct 8 Capt. Snyder to Hawk Mtn. Issue expendable equipment to Lt. Col Connor. Issue laptop to Sq. Commander

Oct 13 Lt.Col. Lindermuth, Capt. Snyder Wing Hq's clearing junk out of basement

Oct. 15 Capt. Snyder Wing Hq's issue laptop to Grp.3

Oct 19 Lt. Col Postupack, Lt.Col. Lindermuth, Capt. Snyder, Lt. Kantner Logistics staff meeting Wing Hq's

Terry L. Lindermuth Lt. Col.
PAWG Supply Officer
Pennsylvania Wing Civil Air Patrol

Transportation – Capt. Schutter

No Report Submitted.

Inspector General – Capt Toughill

Inspections in PA – We need YOUR Help NOW!

Squadron and Group Commanders – If something shows as “Due” on the attached schedule, it is DUE NOW – Most are WAY PAST DUE – We need these submissions NOW, before we are forced to temporarily suspend units for NON-COMPLIANCE with CAP Regulations!

SUIs are on track, now we need to get “on track” with completing SUI Response Memos and Self-Assessments, as many are PAST DUE!

1. All squadrons and groups need to submit a SUI Response Memo within 60 days of their Subordinate Unit Inspection (SUI). If you have not completed this requirement, PLEASE do so now! All that is required is to answer each of the “Findings” from your SUI in a memo with a statement as to how you have corrected, or how you are working to correct each of the findings. A template is on the PA Wing IG web page, called “Sub Unit Inspection Reply Memo template”. If there were no findings in your recent SUI Report, you simply submit a memo indicating that there were no findings on your SUI Report. Please send this memo to your Group IG, and to me at wayne@toughill.com
2. All squadrons must submit a Self-Assessment on the 1-year and 2-year anniversary of the SUI. To complete a Self-Assessment, you simply inspect each of the sections in the current SUI Guide, found on the National Website under Inspector General à Inspections with you unit staff, then answer each “Finding” in the same format. A template is on the PA Wing IG web page, called “Self Assessment (SA) Reply Memo template”. If there were no findings, you simply submit a memo indicating that there were no findings on your Self-Assessment. Please send this memo to your Group IG, and to me at wayne@toughill.com

We're looking for a few volunteers

We are looking for "Subject Matter Experts" to assist with Inspections.

If you are a Squadron Commander, or a Squadron Staff Member, you probably already qualify as a "Subject Matter Expert". If you help with some Inspections, you will also learn what other squadrons are doing, that you might want to bring to your Squadron.

You will also receive training on the Inspection process. If you are interested, be sure to contact the Assistant IG assigned to your Group or any member of the IG Team!

IG Senior Level Course was held in PA!

We recently held an IG Senior Level Course in Pennsylvania, 10 members were in attendance for this important training!

Interactive On-Line IG Basic Level Course is still available!

This course is "Basic Training" for participating as a member of an inspection team.

Participating in an inspection team is a great way to see how other units are performing in CAP, and learn their best practices.

To sign up for the IG Basic Course, send an e-mail to Lt Col Ed Burns, the National IG Staff member who proctors this course at mentor@roadrunner.com or eburns@cap.gov

PA Wing IG Staff

Contact info for the Wing IG Staff is as follows:

PA Wing Asst IG, Group 1 – Lt Col Chuck Wedge,
chopper_uh1@yahoo.com

PA Wing Asst IG, Group 2 – Lt Col Byron Marshall,
ercoupe884@msn.com

PA Wing Asst IG, Group 3 – Maj Wally Stronski,
rowayk9@verizon.net

PA Wing Asst IG, Group 4 – Maj Bill Parish,
wilparish@MSN.com

PA Wing Asst IG, Group 5 – Capt Randy Rockey,
rkrockey@co.centre.pa.us

PA Wing Asst IG, Group 6 – Maj Regis Dombrowski,
regisd@neo.rr.com

PA Wing IG – Maj Wayne Toughill, wayne@toughill.com

Historian – Col. Kopczynski

No Report Submitted.

Legal – Lt Col Sloane

No report from Legal this month.