



HEADQUARTERS NORTH CAROLINA WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
3520 Alamance Road
Burlington NC 27215



27 March 2019

MEMORANDUM FOR NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: C/Capt Ashlyn Wells, NCWG CAC Recorder

SUBJECT: CAC Meeting Minutes for 10 March 2019

1. OPENING BUSINESS

a. Roll Call

- i. C/Maj Cuzzo (NC-019 Primary)
- ii. C/1st Lt E. Taylor (NC-050 Primary)
- iii. C/CMSgt Goncalves (NC-124 Primary)
- iv. C/1st Lt Roach (NC-048 Primary)
- v. C/1st Lt Lord (NC-150 Primary)
- vi. C/1st Lt A. F. Wells (NC-301 Primary)
- vii. C/CMSgt Wilkinson (NC-301 Assistant)
- viii. C/1st Lt Randolph (NC-079 Primary)
- ix. C/2d Lt A. Thibodeaux (NC-160 Primary)
- x. C/2d Lt Smith (NC-305 Primary)
- xi. C/2d Lt Orgain (NC-052 Primary)
- xii. C/1st Lt Fryrear (NC-007 Primary)
- xiii. C/2d Lt Gibson (NC-007 Assistant)
- xiv. C/CMSgt Nazzaro (NC-170 Primary)
- xv. C/MSgt Wooters (NC-107 Primary)
- xvi. C/CMSgt Politoski (NC-107 Assistant)
- xvii. C/2d Lt Hoelscher (NC-111 Assistant)
- xviii. C/2d Lt Haynes (NC-162 Primary)
- xix. C/1st Lt Ross (NC-300 Primary)
- xx. C/Lt Col Clouse (NC-300 Assistant)
- xxi. C/Lt Col Green (NC-057, MERCAC Assistant)
- xxii. C/Lt Col Matthews (NC-082, CAC Chair)
- xxiii. C/Capt M. Thibodeaux (NC-160, CAC Vice Chair)
- xxiv. C/Capt A. M. Wells (NC-007, CAC Recorder)

- xxv. Maj Hallihan (NCWG CAC Senior Advisor)
- b. Region CAC Briefing (C/Lt Col Green): Colonel Green explained that the MERCAC conference call for 10 March had been cancelled, so he did not have any updates for the NCWG CAC. He reminded the council that if they plan to attend the MER or National Conference, please tell either himself or C/Lt Col McDaris.
- c. Approval of 09 February Minutes. C/Lt Col Matthews opened the floor to questions or feedback on the previous meeting's minutes. There were no responses, so the Chair moved into the regular business.

2. REGULAR BUSINESS

- a. Squadron Reports: 1-3 minutes for Representatives to explain how they communicate what they learn at each CAC meeting to their squadron.
 - i. NC-019 (Asheville Composite): C/Maj Cuozzo explained that after the CAC meets, they usually build a slideshow and present it to the squadron to teach the cadets more about who the CAC is and what they do.
 - ii. NC-050 (Shelby Composite): C/1st Lt E. Taylor said that she typically presents the new information to the cadets at her squadron to explain updates and what the CAC is doing. By doing this, she hopes to encourage new cadets to join for next term.
 - iii. NC-124 (Hickory Composite): C/CMSgt Goncalves described that they usually just brief the squadron on what the CAC is doing every month.
 - iv. NC-048 (Raleigh-Wake Composite): C/1st Lt Roach said that his squadron has no formal way of presenting CAC updates to the cadets and that he mostly shares information when asked about it.
 - v. NC-150 (Orange County Composite): C/1st Lt Lord explained that, while they have not been informing the squadron about the CAC meetings thus far, they will start presenting speeches to brief the cadets on what we are doing.
 - vi. NC-301 (Apex Cadet): C/1st Lt A. F. Wells said that they usually give a one- or two-minute-long speech to explain what the CAC is doing currently and if any of the cadets have suggestions or ideas, they give them to the representatives so that they can bring it up at the next meeting.
 - vii. NC-079 (Pitt-Greenville Composite): C/1st Lt Randolph described how she briefs the squadron cadet staff on the meetings on the first week of the month, and then presents it to the cadet body in a classroom setting and answers any questions that they may ask.
 - viii. NC-160 (Cunningham Field Composite): C/2d Lt A. Thibodeaux said that they usually make an announcement about it at the end of the weekly squadron meeting that directly follows the CAC's meeting and that they encourage cadets to ask questions and give suggestions to the representatives.

- ix. NC-305 (Elizabeth City Composite): C/2d Lt Smith explained that they just recently got a new Cadet Commander, so they haven't been able to establish a specific updating procedure, but they do plan to implement briefings into the squadron meetings very soon.
- x. NC-052 (Sugar Valley Composite): C/2d Lt Orgain said that they typically make an announcement at the beginning of their weekly meeting about the CAC's recent progress.
- xi. NC-007 (Fayetteville Composite): C/1st Lt Fryrear mentioned that, aside from a general update on what the CAC is and what they do, they usually give the cadets updates on how and what the committees are doing to spark interest in the council.
- xii. NC-170 (Brunswick County Composite): C/CMSgt Nazzaro said that they usually update the Squadron Commander on what happened first, and then make an announcement to the cadets at their meeting.
- xiii. NC-107 (Randolph Composite): C/MSgt Wooters explained that since they are very new to CAC, they haven't done much to update the squadron on what we are doing this year, but they do plan to do so in the future.
- xiv. NC-111 (111th SAR Composite): C/2d Lt Hoelscher said that they will typically ask for suggestions or ideas for improvement at the meetings, but not much beyond that.
- xv. NC-162 (Iredell Composite): C/2d Lt Haynes described how she explains to the squadron exactly how they impact the Wing as a whole and what they are doing to improve it. She also believes that they already have a couple of cadets interested to serve on CAC next term.
- xvi. NC-300 (Composite Squadron of the Waxhaws): C/1st Lt Ross said that they usually don't speak about the CAC meetings or update the squadron on our progress.

C/Capt M. Thibodeaux: Overall, make sure to speak to the people in your squadron about CAC and relay information to the cadets. It's important for them to recognize what's going on in the Wing that they wouldn't be involved in otherwise, and we want them to know that suggestions from the cadet body at any one of our squadrons may create a committee in the council so that we can continue to improve NCWG as a whole.

C/2d Lt Haynes: It's really encouraging to cadets when you talk to them about past projects from CAC and what we're doing because they can see that some of their suggestions are actually being implemented and worked on at the Wing level.

b. Committee Reports

- i. Honest Recruitment Pamphlet (C/1st Lt Randolph). Nothing new to report. The new version of the pamphlet is still being updated, but we plan to have it ready for distribution at the May in-person meeting.

- ii. Wing Cadet Staff Positions (C/2d Lt A. Thibodeaux). While doing more research for the committee, he found that there was already a similar plan in the workings and ran into a couple of issues based on transportation, so he requested to table the committee. The motion was seconded by C/2d Lt Smith and the committee was formally moved to the table.
 - iii. Functional Wing Calendar (C/2d Lt Hoelscher). Lieutenant Hoelscher said that there wasn't anything new to report and Major Hallihan offered a new resource for them to look into.
 - iv. Cadet Commander's Pocket Guide (C/2d Lt Haynes). She announced that the proposal has been sent in for editing and that she will have a draft of the handbook very soon.
 - v. YouTube Channel (C/1st Lt E. Taylor). Lieutenant Taylor found that there is a lack of experienced cadets to implement and maintain the channel properly, so she requested to table the committee and the motion was seconded by C/2d Lt Smith.
 - vi. Cadet Medic Advancement (C/1st Lt Randolph). They are still working with Lt Col Leighton and Lt Col Smith to get the program implemented and hope to start off with a flight at encampment this year.
 - vii. Ground Team Activity (C/CMSgt Nazzaro). Chief Nazzaro announced that he has reached out to the rest of the committee and gotten some discussion going on the event itself, so he hopes to have something to present to the council soon.
 - viii. Public Relations (C/1st Lt Lord). Lieutenant Lord announced that they have established a new goal, which is to incorporate funding for CAP advertisements into the budgets. They are currently researching the CAP guidelines for advertisements, and the next step will be to contact social media platforms for pricing on ads. YouTube can be about 10-30¢ per view, but even those costs will add up quickly. He is continuing research to get more information and has a draft of the proposal written up.
- c. Ribbon Awardees: Major Hallihan announced those on the council that have already fulfilled the requirements to earn their CAC ribbon at the end of the term.
- i. C/2d Lt Orgain
 - ii. C/2d Lt A. Thibodeaux
 - iii. C/1st Lt Fryrear
 - iv. C/1st Lt Lord
 - v. C/1st Lt Ross
 - vi. C/1st Lt A. F. Wells
 - vii. C/Maj Cuozzo
 - viii. C/Maj Perkins

Assistant representatives C/CMSgt Endre and C/2d Lt Hoelscher have also met the time frame, but are not eligible to earn the ribbon.

- d. Promotion Announcements
 - i. C/Lt Col Richard Green
 - ii. C/Lt Col Landon Clouse
 - iii. C/Capt Ashlyn Wells
 - iv. C/1st Lt Isabella Ross
 - v. C/1st Lt John Paul Fryrear
 - vi. C/1st Lt Collin Roach
 - vii. C/2d Lt Maisie Boren
 - viii. C/2d Lt Sarah Haynes
 - ix. C/CMSgt Corbin Endre
 - x. C/MSgt Trey Horton

3. NEW BUSINESS

a. Open Floor

- i. C/CMSgt Nazzaro mentioned that he had just completed the essay for his Armstrong Achievement and suggested that we raise the word limit from a maximum of 500 words to 750 or 1,000 so that it's easier for cadets to fully express their ideas and perspectives. C/Capt A. M. Wells, C/Lt Col Clouse, C/Lt Col Matthews, and others joined the discussion by explaining that the point of the small word limit is to encourage cadets to convey their ideas as concisely as possible, which is a learned skill. They also pointed out that after writing an essay, cadets going for the Armstrong Achievement will present a speech on that topic, so that is typically where they go further into depth on their ideas - the essay is more of a general overview of the ideas and then the speech gives cadets the opportunity to describe their perspective in more detail.
- ii. C/CMSgt Nazzaro suggested that NCWG send a group from the Wing or Region to the 4th of July celebration in Washington D.C., and Major Hallihan suggested following up with C/Lt Col Green to talk about possibilities.
- iii. C/1st Lt Lord asked for some clarification on the officer SDA program and exactly what the concept is. Major Hallihan explained that the new SDA program has an added requirement for support staff roles. There is no SDA requirement for serving in a line staff position (Cadet Commander, Deputy Commander, etc.), however, there is a requirement to hold a support position such as Admin Officer for at least 8 weeks to learn more about the workings of support. CAC counts for one of these positions, but you can also hold one within your squadron.

4. CLOSING

a. Upcoming Events

- i. NCWG Spring RTW: 5-7 April 2019
- ii. CAC in-person meeting: 11 May 2019 at Wing Headquarters

- iii. NCWG Summer Encampment: 15-22 June 2019
- b. C/2d Lt A. Thibodeaux motioned to adjourn at 2114 and was seconded by C/1st Lt A. F. Wells.

//SIGNED//

ASHLYN M. WELLS, C/Capt, CAP
NCWG CAC Recorder

cc: NCWC/CC
NCWG/CP
NCWGCAP.org/CP