



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



30 May 2019

MEMORANDUM FOR NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: C/Capt Ashlyn Wells, NCWG CAC Recorder

SUBJECT: CAC Meeting Minutes for 11 May 2019

1. OPENING BUSINESS

a. Roll Call

- i. C/Maj Cuzzo (NC-019 Primary)
- ii. C/CMSgt Goncalves (NC-124 Primary)
- iii. C/1st Lt Roach (NC-048 Primary)
- iv. C/SSgt Nesbit (NC-043 Assistant)
- v. C/1st Lt Lord (NC-150 Primary)
- vi. C/CMSgt J. Taylor (NC-150 Assistant)
- vii. C/1st Lt A. F. Wells (NC-301 Primary)
- viii. C/CMSgt K. Worth (NC-057 Primary)
- ix. C/MSgt E. Worth (NC-057 Assistant)
- x. C/1st Lt Randolph (NC-079 Primary)
- xi. C/SMSgt Horton (NC-022 Assistant)
- xii. C/2d Lt Orgain (NC-052 Primary)
- xiii. C/1st Lt Fryrear (NC-007 Primary)
- xiv. C/2d Lt Boren (NC-023 Primary)
- xv. C/2d Lt Nazzaro (NC-170 Primary)
- xvi. C/CMSgt Endre (NC-170 Assistant)
- xvii. C/Lt Col Perkins (NC-111 Primary)
- xviii. C/1st Lt Ross (NC-300 Primary)
- xix. C/Lt Col Clouse (NC-300 Assistant)
- xx. C/Lt Col Matthews (NC-082, CAC Chair)
- xxi. C/Capt M. Thibodeaux (NC-160, CAC Vice Chair)
- xxii. C/Capt A. M. Wells (NC-007, CAC Recorder)
- xxiii. Maj Hallihan (NCWG CAC Senior Advisor)

- b. Approval of 14 April Minutes. C/Lt Col Matthews opened the floor to questions or feedback on the minutes from the previous month. There were no responses, so the Chair moved into the regular business.

## 2. REGULAR BUSINESS

- a. Lt Col Bissell (NCWG Inspector General) took some time to speak to the council about his prior experience in CAP, the position of IG, and regulations in the cadet program (all are attached at the end of this document). Colonel Bissell started his CAP career as a cadet, where he served in many staff positions, including Cadet Commander of NCWG Encampment. As a senior member, he has held positions at both the Squadron and Wing level, including Squadron Commander of NC-022, Burlington Composite Squadron. In his current position as NCWG IG, he serves as an advisor at all levels, providing assistance to Squadron, Group, and/or Wing commanders in the areas of fraud, abuse, violations of regulation, and more. If he is consulted for a problem, he can refer it to someone else (i.e., delegation), assist them by providing resources necessary to solve the problem without outside intervention, dismiss it as a non-violation of regulation, or he can substantiate their claim and accept the complaint as a legitimate violation, which then requires further investigation. As soon as the IG has been involved in a situation, all information becomes confidential. In all technicality, he is available to all members at all levels. Colonel Bissell also spent a little bit of time talking about the CAP inspection program (which can function at the Squadron, Group, and Wing levels), including the SUI Subordinate Unit Inspections. Next, Colonel Bissell started an explanation of some of the regulations in CAP, starting with CAPR 20-2 (Complaint Resolution), which explains how complaints are structured and presented, as well as privacy procedures and whistleblower protection (i.e., protection from retribution). A few of the things a complaint can start with are harassment, bullying, criminal complaints, or sexual assault. In some places, regulations can have conflicting positions, but there is always a way to resolve those conflicts. The next regulation Colonel Bissell spoke about is CAPR 1-1 (Ethics Policy), which is a rather straightforward title: it exists to outline how the Core Values and ethical standards intersect and overlap and how to resolve violations of the Core Values. In other ways, it is a catch-all regulation that provides guidance in many areas, even if it's not just a direct violation of the Core Values. One of the consequences for violating the Core Values could be instant termination of CAP membership, however, some Squadron Commanders may not follow proper procedure when terminating a membership, so members still have the opportunity to appeal the termination and have it investigated further. Next, Colonel Bissell spoke about CAPR 60-1 (Cadet Program Management). In the entire regulation, there are about two paragraphs that describe progressive disciplinary actions (soft, private corrections, moderate discipline, heavy discipline, and membership termination), which leaves some room for commanders to

implement the regulation in a way that fits their personal leadership style. The next regulation Colonel Bissell talked about was CAPR 60-2 (Cadet Protection Program), which lays out the standards of compliance and compliance requirements. Then Colonel Bissell spoke briefly about CAPR 20-1 (I) (Organization of Civil Air Patrol), which explains all of the duty positions in CAP and gives brief instructions about how to perform that job. However, in many areas it lacks a lot of detail, which was intended to allow commanders the freedom to lead in their personal way, because not every person is the same and not every leader is the same, so all commanders won't approach situations in the same manner and may come up with different solutions to the same problem - which is what this regulation allows them to do. The last regulation that Colonel Bissell talked about was CAPP 60-15 (Cadet Protection Policy Implementation Guide), which goes into further specifics about how to administer the best practices of CPP in different situations and at different activities, as well as how to determine and implement the proper intensity level. He concluded the informative presentation with a question and answer session that included an emphasis on the importance of proper social media use as a member of CAP.

- b. Col Bailey, NCWG Commander, presented an Earhart Award to C/Capt Caleb Padiak, Commander's Commendation to C/CMSgt Daniel Kehrer, and three Eaker Awards to C/Lt Col Aaliyah Perkins (NC-111), C/Lt Col Cameron Smith (NC-107), and C/Lt Col Landon Clouse (NC-300). Colonel Bailey also announced that MSgt Christopher Kehrer is now the Command NCO of NCWG, and as such will be more heavily involved in working directly with the cadets of the Wing.
- c. Committee Reports
  - i. Support Staff Training (C/CMSgt Endre). The committee is on hiatus until after the NCWG Summer Encampment, where Chief Endre will be working on support staff and will be able to gather more specific information.
  - ii. Honest Recruitment Pamphlet (C/Capt A. M. Wells). C/1st Lt Randolph made more progress on the pamphlet, so they presented the next draft to the council and took advice for some other edits that should be implemented before sending it for final approval. Short-term goal is to have a new version ready by the next CAC call, long-term goal is to have it finalized and ready for distribution to the Wing by our CAC meeting in August.
  - iii. Aircraft Maintenance Activity (C/CMSgt Wright). C/Lt Col Matthews explained to the council that Chief Wright hasn't been able to gather enough information to support continued work in this committee, so she would like to table the committee. C/1st Lt A. F. Wells motioned to table the committee, and he was seconded by C/1st Lt Roach. The tabling passed with a unanimous 17-0 vote.

- iv. Cadet Medic Advancement (C/1st Lt Randolph). Currently, the committee is still awaiting further information from Lt Col Leighton before they make any more progress.
  - v. SAREX Publicity (C/1st Lt Blankinship). Lieutenant Blankinship decided that he would like to table the committee because he didn't have enough time or information to devote to it. C/Lt Col Clouse motioned to table the committee and was seconded by C/1st Lt Fryrear, and it was tabled with a 17-0 vote.
  - vi. Ground Team Activity (C/2d Lt Nazzaro). Lieutenant Nazzaro and his committee have decided to narrow their scope a little more - rather than solving problems only at the Wing level, they plan to examine why individual squadrons may have trouble getting their cadets to finish GTM training and work to solve those problems, instead of just implementing a new activity that's not guaranteed to fix the problems. In the next couple months, the committee will work on detailing the reasons they find to explain why cadets don't finish GTM training, developing effective solutions to some of those issues, and building a plan to implement these solutions.
  - vii. Honor/Color Guard Training (C/CMSgt K. Worth). There wasn't much to report, but the committee will continue working on exactly what kind of training to have at events. Long-term, they would like to raise awareness about the color guard and honor guard programs in CAP and give cadets more opportunities to learn.
  - viii. Public Relations (C/1st Lt Lord). Lieutenant Lord is currently working on a script for the ad, and will be working on the video portion soon. The overall goal is to produce an exceptional video, and in order to achieve that, he will begin by showing the first draft of the video to non-CAP personnel in order to get more objective feedback for improvement.
  - ix. Space Education (C/2d Lt Boren). As this committee was formed during the call last month, they are just starting. Currently, they are listing all available resources for aerospace education in order to determine how to approach the situation and get squadrons to implement more space-focused aerospace training. Eventually, they hope to be able to add more space training into aerospace education lessons.
- d. Promotion Announcements
- i. C/MSgt E. Worth
  - ii. C/2d Lt Nazzaro
  - iii. C/Lt Col Perkins

### 3. CLOSING

#### a. Upcoming Events

- i. NCWG Summer Encampment: 15-22 June 2019

- b. C/1st Lt A. F. Wells motioned to adjourn the meeting at 1147, and was seconded by C/Lt Col Clouse.

//SIGNED//

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

Attachments:

[CAPR 1-1 \(Ethics Policy\)](#)

[CAPR 20-1 \(Inspector General Program\)](#)

[CAPR 20-1 \(I\) \(Organization of Civil Air Patrol\)](#)

[CAPR 20-2 \(Complaint Resolution\)](#)

[CAPR 60-1 \(Cadet Program Management\)](#)

[CAPR 60-2 \(Cadet Protection Policy\)](#)

[CAPP 60-15 \(Cadet Protection Policy Implementation Guide\)](#)

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