



NORTH CAROLINA WING CADET ADVISORY COUNCIL  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
PO Box 2082  
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January 2019

MEMORANDUM FOR NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: C/1st Lt Ashlyn Wells, NCWG CAC Recorder

SUBJECT: CAC Meeting Minutes for 13 January 2019

1. OPENING BUSINESS

a. Roll Call

- i. C/Maj Cuozzo (NC-019 Primary)
- ii. C/1st Lt E. Taylor (NC-050 Primary)
- iii. C/1st Lt Lord (NC-150 Primary)
- iv. C/1st Lt A. F. Wells (NC-301 Primary)
- v. C/CMSgt K. Worth (NC-057 Primary)
- vi. C/TSgt E. Worth (NC-057 Assistant)
- vii. C/2d Lt Randolph (NC-079 Primary)
- viii. C/2d Lt A. Thibodeaux (NC-160 Primary)
- ix. C/2d Lt Smith (NC-305 Primary)
- x. C/CMSgt Steinbrugge (NC-022 Primary)
- xi. C/TSgt Horton (NC-022 Assistant)
- xii. C/2d Lt Orgain (NC-052 Primary)
- xiii. C/SMSgt Wright (NC-307 Primary)
- xiv. C/2d Lt Gibson (NC-007 Assistant)
- xv. C/CMSgt Nazzaro (NC-170 Primary)
- xvi. C/SMSgt Endre (NC-170 Assistant)
- xvii. C/Maj Perkins (NC-111 Primary)
- xviii. C/CMSgt Hoelscher (NC-111 Assistant)
- xix. C/2d Lt Ross (NC-300 Primary)
- xx. C/Maj Clouse (NC-300 Assistant)
- xxi. C/Capt Vermillion (NC-022)
- xxii. C/Lt Col Matthews (NC-082, CAC Chair)
- xxiii. C/Capt M. Thibodeaux (NC-160, CAC Vice-Chair)
- xxiv. C/1st Lt A. M. Wells (NC-007, CAC Recorder)

- xxv. Maj Hallihan (NCWG CAC Senior Advisor)
- b. Region Briefing from C/Maj Green: He joined the discussion just after finishing the Region CAC teleconference and gave a brief update on the proposals from NCWG that are still at MERCAC, and mentioned that there are also some at National CAC that they're currently waiting for approval on. He mentioned that most of the committees in MERCAC are career-based, and that they are starting to work on planning the MER Conference. He requested that others let him or C/Lt Col McDaris know if they are interested in attending the MER or National Conference.
  - c. Overview of 09 Dec 2018 minutes. The recorder opened up the floor for suggestions, edits, or complaints on the NCWG CAC minutes from their December 2018 meeting and got no response.

## 2. REGULAR BUSINESS

- a. Squadron Reports: 1-3 minutes for Representatives to explain what they would like to help change in their squadron and steps they could take to help make those changes
  - i. NC-019 (Asheville Composite). C/Maj Cuozzo started by explaining that he would like to see a better relationship between the senior and cadet members during search and rescue training. The squadron plans to implement ES more heavily in their monthly schedules to promote more senior-cadet cooperation during training. Recently, they hosted a successful ICUT session with both senior member and cadet students, so they are hoping that further efforts to promote senior-cadet interaction will be productive as well.
  - ii. NC-050 (Shelby Composite). C/1st Lt E. Taylor reported that Shelby has been struggling with retention, and are trying to solve that issue by hosting more activities outside of regular squadron meetings.
  - iii. NC-150 (Orange County Composite). C/1st Lt Lord started by saying that NC-150 has been doing well with ES activities and Cyber Patriot, and hosted an open house for recruiting in December. He also mentioned that they could do better with community service, and hope to do so by getting in contact with more resources.
  - iv. NC-301 (Apex Cadet). C/1st Lt A. F. Wells said that the squadron as a whole is very bottom-heavy, with much of the cadet body made up of airmen that are not promoting. He hopes to encourage them to promote by teaching them about staff positions and the different NCSAs they can attend, as well as offering assistance with preparing for leadership and aerospace tests.
  - v. NC-057 (Tar River Composite). C/CMSgt K. Worth and C/TSgt E. Worth said that they would like to encourage cadets to attend more activities outside of the squadron and NCSAs, and that they want to help cadets in Tar River find more things in CAP that interest them.

- vi. NC-079 (Pitt-Greenville Composite). C/2d Lt Randolph stated that she would like to see their cadets become more well-rounded. Aerospace education in the squadron is good, but she would like to see more emergency services training. In the pursuit of more ES-qualified cadets, they hosted a UDF weekend in November 2018 and plan to host a GTM-3 weekend in March 2019.
- vii. NC-160 (Cunningham Field Composite). C/2d Lt A. Thibodeaux announced that the squadron just got a new Cadet Commander and that the main thing they are working towards right now is establishing a better staff structure to help run the squadron effectively.
- viii. NC-305 (Elizabeth City Composite). C/2d Lt Smith mentioned that there are quite a few senior member ES events hosted, but not very many targeted specifically towards cadets. They are currently stepping up recruitment efforts and hosting more activities to help cadets enjoy the weekly meetings.
- ix. NC-022 (Burlington Composite). C/CMSgt Steinbrugge said that the cadet staff doesn't communicate very well and don't have very good schedules, so they are starting a system of weekly conference calls to plan the meetings and make sure every staff member knows exactly what they have to do that week.
- x. NC-052 (Sugar Valley Composite). C/2d Lt Orgain announced that the squadron doubled their amount of cadets during 2018 and they will do their best to retain as many of them as possible. She also mentioned that extra activities are really helpful for retention, so they plan to host more of those and appeal to each individual's desires as much as possible.
- xi. NC-307 (Guilford Composite). C/SMSgt Wright started by saying that the staff structure in the squadron is changing a lot because most of their NCOs are moving away. Their main goal right now is to keep the new cadets promoting so that they can have a variety of ranks and a better staff structure.
- xii. NC-007 (Fayetteville Composite). C/2d Lt Gibson mentioned that cadets seem to be really bored in aerospace and ES classes, so he plans to make classes more interesting by asking students more questions and interacting more with them overall. He also hopes to host more activities outside of regular meetings to encourage cadets to promote and stay in the program.
- xiii. NC-170 (Brunswick County Composite). C/CMSgt Nazzaro stated that he has been trying to get the squadron involved in more ES training, and that they will be hosting the SAREX in January 2019. He also mentioned that they should work on marching as a cohesive unit and that he hopes to get a full support staff implemented in 2019. C/SMSgt Endre said that he would like to focus more on cadet-run training so that the seniors aren't leading all of the activities.
- xiv. NC-111 (111th SAR Composite). C/Maj Perkins announced that they are commencing a new ES and aerospace training program and implementing it in

2019. The program includes a set curriculum of what is going to be taught every week in the meetings, so that staff knows what they are doing and students will have a variety of information. In 2018, the classes were very boring a repetitive, so she hopes the new program will combat that in the new year. She also mentioned that 111th will be losing a lot of their good flight staff, so they will be encouraging cadets to promote to fill those positions.

- xv. NC-300 (Composite Squadron of the Waxhaws). C/2d Lt Ross said that communication is the main area that needs to be improved at the squadron. She makes the schedules for the meetings, but then others try to get their testing and speeches added to the schedule at the last minute, which is counterproductive and doesn't usually work out well.
- b. Committee Reports.
- i. Aircraft Maintenance Activity (Chair: C/SMSGT Wright). Currently, she's just figuring out what to do. She doesn't have any info other than the old name of the NCSA, so she's working on gathering numbers (such as how much it would cost, how many cadets would need to attend, etc.). She is trying to reach out and get info at the moment, and plans to develop the proposal more once she learns more.
  - ii. Honest Recruitment Pamphlet (Chair: C/2d Lt Randolph). She received new edits from 1st Lt Stange, and plans to make these changes before the meeting at the Wing Conference so that everyone can see the finished product.
  - iii. Cadet Medic Advancement (Chair: C/2d Lt Randolph). There are a few senior members currently working on a similar idea, so we plan to meet with them at the Wing Conference to get more information work together to develop this further.
  - iv. Cadet Wing Staff Positions (Chair: C/2d Lt A. Thibodeaux). He hopes to present the proposal at the Wing Conference, and should be done with it soon. He plans to reach out to Lt Col Gonzales for more information on where cadets could work at the Wing and how feasible the idea is.
  - v. Extended Report Permissions (Chair: C/2d Lt Orgain). She has finished the first draft of the advocacy paper and would like to present it at the Wing Conference in February.
  - vi. Encampment Reform (Chair: C/Maj Cuzzo). He started off doing research on any existing documents for encampment regulations, and found the encampment guide. He will research more in depth and evaluate exactly what NCWG does straight from the regulations and what they change for implementation. Once he has done that, he can examine exactly how those changes did or did not help the implementation of encampment, and then the committee will formulate a plan to decide what should be done to reform the NCWG encampments. They will not be presenting at the Wing Conference.

- vii. YouTube Channel (Chair: C/1st Lt E. Taylor). She has finished the first draft of the proposal and is waiting to hear more on edits. She probably will not be attending the Wing Conference, and will not be able to present it there.
  - viii. Scholarship Awareness (Chair: C/SSgt E. Worth). She has decided that the scholarships CAP offers don't need to be amended, but do need to be advertised better. As such, she requested to table the committee. C/2d Lt A. Thibodeaux motioned to table it, and C/1st Lt A. F. Wells seconded the motion.
  - ix. Support Staff Training (C/SMSGt Endre). He is working on reformatting the initial outline to match the advocacy paper layout and will work more information into the paper itself.
  - x. Honor Society Committee (Chair: C/2d Lt Ross). She has submitted the proposal for editing and has already gone through most of the editing process. The proposal will be presented at the Wing Conference. (Maj Hallihan asked them who is planning to present the proposal, because C/Maj Clouse wrote most of the paper. C/2d Lt Ross said they are still uncertain because C/Maj Clouse is not sure if he will attend the Wing Conference. They will have a more concrete answer once that's decided.)
  - xi. Color/Honor Guard Training (Chair: C/CMSGt K. Worth). She has reached out to more people for help, and will be contacting the committee to get their opinions on what would be useful to include.
  - xii. Functional Wing Calendar (Chair: C/Maj Perkins). Most of the calendars she has found are used for cadet staff, and not so much general use. (Which is the plan for a Wing calendar.) The advocacy paper is still in editing, and they need to find a way to advertise the calendar once it's been implemented. (C/1st Lt A. M. Wells asked if they could find a way to send automated emails out, so that all NCWG members will be notified when events are added. C/Maj Perkins said she would look into something similar to see if it would be feasible.)
  - xiii. Public Relations (Chair: C/1st Lt Lord). He mentioned that CAP recruits normally by word-of-mouth, but maybe that's not the best way. Overall, the retention within NCWG could be better. He believes that this committee is necessary, but isn't sure what to do next. He wants to see more community service opportunities for cadets, but isn't sure how to implement them. He also mentioned that advertising at schools is a good idea, because it reaches a larger audience than just those who attend CAP open houses or hear about it from friends. C/CMSGt Nazzaro and C/1st Lt E. Taylor asked to join.
- c. Notes from Maj Hallihan: If you're not on a committee yet, join one! CAC isn't a program where you show up to get a ribbon. You are expected to help and work. She highly encourages joining a committee, so let the Top 3 know if you have any questions about it. Also, the Wing Conference is going to be fun! She gave a summary on the

layout of our day on Saturday, and encouraged cadets not to be scared of the commanders that will be attending the CAC meeting.

- d. Notes from C/Capt M. Thibodeaux: The Top 3 are capable of answering questions. If you are interested in something, then ask about it! We're always happy to help.
- e. Promotion Announcements.
  - i. C/TSgt Worth
  - ii. C/TSgt Horton
  - iii. C/SMSgt Endre
  - iv. C/CMSgt Nazz
  - v. C/2d Lt Hoelscher
  - vi. C/1st Lt Lord
  - vii. C/1st Lt Huddleston
  - viii. C/1st Lt Taylor
  - ix. C/Maj Blankinship
  - x. C/Maj Cuzzo
  - xi. C/Maj Clouse
  - xii. C/Lt Col Matthews :)

### 3. CLOSING

- a. Upcoming Events.
  - i. **8-10 February 2019**: NCWG Wing Conference and CAC in-person meeting.
  - ii. **14-22 June 2019**: NCWG Summer Encampment.
- b. C/2d Lt A. Thibodeaux motioned to adjourn at 2103 and was seconded by C/1st Lt A. F. Wells.

//SIGNED//

ASHLYN M. WELLS, C/1st Lt, CAP  
NCWG CAC Recorder

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