



**ROCKY MOUNTAIN REGION CADET ADVISORY COUNCIL**  
**CIVIL AIR PATROL**  
**UNITED STATES AIR FORCE AUXILIARY**  
640 North 2360 West  
Salt Lake City, UT 84116-2956



4 February 2024

MEMORANDUM FOR ROCKY MOUNTAIN REGION CADET ADVISORY COUNCIL

FROM: ROCKY MOUNTAIN REGION CADET ADVISORY COUNCIL RECORDER

SUBJECT: Meeting Minutes for 4 February 2024

1. Listed below are the minutes for the Rocky Mountain Region Cadet Advisory Council meeting on 4 February 2024, which was held via Microsoft Teams from 2000-2114 MST
  
2. OPENING BUSINESS:
  - a. The Rocky Mountain Region Cadet Advisory Council was called to order at 2000 MST
  - b. Roll Call:
    - i. RMR CAC Chair: C/Lt Col Hola - Present
    - ii. RMR CAC Vice Chair: C/Lt Col Walsh - Present
    - iii. RMR CAC Recorder: C/Capt Moser - Present
    - iv. RMR CAC Assistant Recorder: C/1st Lt Reeves - Present
    - v. RMR-NCAC Primary representative: C/Col Petro - Present
    - vi. RMR-NCAC Secondary Representative: C/Lt Col Nelson - excused
    - vii. COWG Primary Representative: C/Lt Col Jimenez - Present
    - viii. COWG Assistant Representative: C/Lt Col Lane - Present
    - ix. IDWG Primary Representative: C/Capt Snell - Present
    - x. IDWG Assistant Representative: C/Maj Therkildsen - excused
    - xi. MTWG Primary Representative: C/2d Lt Clement - Present
    - xii. MTWG Assistant Representative: C/SMSgt Poteet - Present
    - xiii. UTWG Primary Representative: C/Lt Col Sheik Guarin - Present
    - xiv. UTWG Assistant Representative: C/Capt Benjamin Keelberger - Present
    - xv. WYWG Primary Representative: C/CMSgt Sheets - Present
    - xvi. WYWG Assistant Representative: C/TSgt Abigail LaFrentz - Present
    - xvii. RMR CAC Senior Advisor: CMSgt Furniss - Present
    - xviii. RMR CAC Senior Assistant Advisor: Maj Peebles - Excused
    - xix. RMR CAC Newsletter Editor-in-Chief: C/Lt Col Eisman - Present
    - xx. RMR CAC Newsletter Editor: C/Capt Davis - Present
    - xxi. RMR CAC Newsletter Editor: C/Capt Piper - Present
    - xxii. RMR CAC Newsletter Reporter: C/CMSgt Pope - Excused

- xxiii. RMR CAC Newsletter Reporter: C/CMSgt Miller - Present
  - xxiv. RMR CAC Newsletter Reporter: C/CMSgt Swan - Present
  - xxv. RMR CAC Newsletter Reporter: C/SMSgt Higby-Siderfin - Present
  - xxvi. Meeting guests: C/2d Lt Noah Wigdahl (IDWG Squadron CAC representative)
- c. A quorum was present at the February meeting of the RMR CAC, with all five wings represented and a total of 21 Cadets at the meeting.

### 3. Wing Reports:

- a. Wyoming Wing:
  - i. Report by C/TSgt LaFrentz
    - 1. The WYWG CAC met last on February 4th at 1900 MST via Microsoft Teams with only two council members absent.
    - 2. The WYWG CAC discussed:
      - a. Cadet competition scheduling
      - b. Training for Wing conferences and Encampment
      - c. Planning glider flights for April
- b. Montana Wing:
  - i. Report by C/SMSgt Poteet
    - 1. The MTWG just had their wing drill at which the WCAC had an in-person meeting.
    - 2. MTWG is planning to have an NCO school
  - ii. Note from Chief Furniss:
    - 1. The MTWG also had a recruitment drive in Troy. Chief Furniss commends C/1st Lt Reeves for his excellent leadership during the event.
- c. Utah Wing:
  - i. Report by C/Col Guarin
    - 1. The UTWG CAC just had their first CAC meeting on January 27th at 1830 MST, and their next meeting will be the 17th of February.
    - 2. During the WCAC meeting, they reviewed what to do/what is expected of the members.
    - 3. They are still having issues getting representation from all the squadrons, but those issues are being addressed at the wing level.
    - 4. The first Spaatz testing in UTWG since 2016 will occur in a couple of weeks.
    - 5. The Wing conference is planned and ready to go for March 9th, and all the classes are full.
    - 6. The UTWG is planning an NCO academy.

7. Encampment applications are open until the 15th of February, and some issues with encampment due to the Cadet Commander dropping out.
  8. Working on Cadet Competition.
  9. The Wing had a “Daughter of the American Revolution” award ceremony with six cadets from around the state being awarded.
- ii. Note from Chief Furniss:
    1. He and Maj Furniss will attend the UTWG conference and hope to attend an in-person CAC meeting there.
- d. Colorado Wing:
- i. Report by C/Lt Col Jimenez
    1. The COWG CAC last met on the 21st of January, which was also their first in-person meeting with a quorum.
    2. During the meeting, the council discussed:
      - a. Proposals from the leadership committee.
      - b. Increasing awareness for CAC.
      - c. Awareness for conferences.
    3. The council also created a Cadet Competition proposal committee.
    4. The COWG CAC will be having a CAC retreat in April.
  - ii. Note from Chief Furniss
    1. Chief Furniss recommends that the COWG CAC look into having an in-person meeting at URM.
- e. Idaho Wing:
- i. Report by C/Capt Snell
    1. The executive staff of the IDWG CAC got together to figure out some issues they had been having with attendance and organization and are working to improve upon those.
    2. IDWG encampment staff applications are open, with at least two dozen people already applied.
  - ii. Recorder annotation from C/Capt Moser:
    1. The IDWG CAC had their last meeting on February 4th at 1900 MST.
- f. National Cadet Advisory Council Report:
- i. Report from C/Petro
    1. The last NCAC meeting was on the 25th of January with good reports coming in from all regions.
    2. The NCAC is currently working to address:
      - a. Required staff training for encampments.
      - b. Changing the Spaatz PT standards
      - c. Why cadets aren't participating in honor guard & color guard.



1. During the December-January times, lots of people are gone or busy, and it is difficult to get ahold of members.
  2. The team was working on the issue of members not receiving the previous newsletters
  3. The team has run into some issues in relation to designing the newsletter. They have been trying to find editing software, but generally, they cost quite a bit to use.
  4. They are still trying to get photos from the HART ceremony for the Dec/Jan Newsletter.
- v. Chief Furniss notes that the newsletters are posted on the RMR website, so members who aren't receiving them via email can go there to view them.
- c. Conference tasking committee report
- i. Report by C/2d Lt Clement
    1. The conference tasking committee is planning to meet on Saturday, February 10th.
    2. The committee is working on getting information from the five wings on the conferences and will have a more thorough update on the data they have collected and what solutions they propose at the March RMR CAC meeting.
- d. CAC Awareness Committee report
- i. Report by C/CMSgt Poteet
    1. The CAC awareness committee met on Sunday, January 28th, and will send out the meeting minutes soon.
    2. At the meeting, the committee members discussed the different strengths/weaknesses that they witnessed at the different WCAC meetings in RMR and possible solutions. One solution they came up with was making a video for CAC awareness.
    3. They plan to have committee members sit in on the WCAC meetings again in the near future to collect more data.
- e. In-person meeting committee
- i. No report was given. The committee chair (C/Lt Col Therkildsen) was absent, and no other committee members had anything to report since they had not had any meetings yet.
- f. Recruitment and Retention Committee
- i. Report by C/Capt Snell
    1. The committee hasn't had a chance to meet yet, but C/Capt Snell, who is the chair, has been working through all the information there is on Recruitment & Retention and is putting together main points and combining the useful information to share with members.

6. NEW BUSINESS:

- a. Rocky Mountain Region Cadet Competition tasking (explained by C/Lt Col Hola)
  - i. The council discussed the tasking and created a committee to work on this tasking. The following members joined the committee: C/Capt Piper (Chair), C/CMSgt Miller, C/CMSgt Swan, C/Capt Davis, C/Lt Col Guarin, and C/CMSgt Sheets.
- b. Position paper/operations plan seminar (explained by C/Lt Col Hola)
  - i. The council discussed the idea and decided it would be beneficial. So the exec staff will be working out the details for it.
- c. Difficulty with proctored tests review (specifically Wright brothers)
  - i. The council discussed this. C/Lt Col Hola asked the council to think about this as the CAC may start to work on it in the future and requests that reps go back to their squadrons and collect data about it.
- d. C/Lt Col Hola went over the expected communications and practices for the council.
  - i. C/Lt Col Hola reminded the council to respond to emails so we know they got it, more active participation in the meetings so we have more input, and more members motioning.
- e. Open floor
  - i. No topics were discussed during the open floor.

7. CLOSING BUSINESS:

- a. The next meeting of the RCAC will be March 10th, 2024, at 2000 MST over Microsoft Teams unless otherwise stated.
- b. The meeting was adjourned at 2114 MST

//SIGNED//

Daniel A. Moser, C/Capt, CAP  
RMR CAC Recorder