**HEADQUARTERS ROCKY MOUNTAIN REGION** 

**CIVIL AIR PATROL**

**UNITED STATES AIR FORCE AUXILIARY**

P.O. Box 9507 F.E. Warren AFB

Cheyenne, WY 82003

14 November 2021

MEMORANDUM FOR RMR CADET ADVISORY COUNCIL

FROM: RMR CAC RECORDER

SUBJECT: RMR CAC Meeting Minutes for 14 November 2021

1. Listed below are the minutes for the RMR Cadet Advisory Council meeting of 14 November 2021, which was held via Microsoft Teams from 2003-2106 MST. The meeting recording can be viewed via the following link:

a. https://rmrcapgov-my.sharepoint.com/:v:/g/personal/chief\_rmr\_cap\_gov/Eb A81aJzmmVJrAATaIf91S0BRBuSFeDtwYVvT9H7FDo23A

2. OPENING BUSINESS: C/Maj Eisman called the council to order at 2003 MST. a. Roll Call:

i. RMR CAC Chair: C/Lt Col Anayia Harris - Present

ii. RMR CAC Vice-Chair: C/Maj Cooper Eisman - Present

iii. RMR CAC Recorder: C/1st Lt Nicholas Gargano Jr. - Present

iv. COWG Primary Representative: C/Lt Col Margaret Cole - Present v. COWG Assistant Representative: C/Maj Ryan Miscio - Present

vi. IDWG Primary Representative: C/1st Lt Shihara Fernando - Present vii. IDWG Assistant Representative: C/Capt Hannah Hoaston - Present viii. MTWG Primary Representative: C/Capt Gary Petro - Present

ix. MTWG Assistant Representative: C/Capt Zakkar Tusken - Absent

x. UTWG Primary Representative: C/Maj Khyber Lee - Present

xi. UTWG Assistant Representative: Vacant - Present

xii. WYWG Primary Representative: C/Capt Clark Bailey - Absent

xiii. WYWG Assistant Representative: C/2dLt Nicholas Stong - Present b. A quorum was present at the November meeting of the RMR CAC. c. Approval of the Minutes:

i. The November meeting minutes were unanimously approved by the council with four voting members (4Y-0N-1A).

d. Wing Reports -

i. Colorado Wing: The next COWG CAC will be meeting next Sunday. There was also good turnout for their first council meeting, with

committees and initiatives up and running.

ii. Idaho Wing: The IDWG CAC met last on 10 November, and will meet again on 5 December. The majority of members attended, and there is

discussion on finalizing committees. As IDWG is currently in phase two there are no wing activities as of yet.

iii. Montana Wing: The MTWG reported good turnout for their first CAC meeting of the term, with 5/7 squadrons attending. The meeting

discussed the purpose of the CAC, brainstorming, and event

proposals. The CAC will conduct an encampment after action review. iv. Utah Wing: The UTWG CAC meeting was on 24 October, with 6/11 squadrons in attendance. Topics included wing wide event support, and upcoming events such as the UTWG Conference in late March.

v. Wyoming Wing: No report given.

e. NCAC Report -

i. C/LtCol Jones: The NCAC has created several committees, including adventure based learning, service based learning projects, cadet great start, CAPP 60-33 update, SER specialty track, eServices pamphlet, and PT standards. The NCAC has tasked the Rocky Mountain Region with field testing the remedial squadron pamphlet.

3. OLD BUSINESS:

a. Term Expectations and Communications -

i. C/Col Harris noted the CAC GroupMe is currently up and running, and representatives need to be communicating with officers if necessary. C/Col Harris also added that items can be added to the agenda in

advance by reaching out to the chair. The RMR CAC strives to create a comfortable environment for cadets to bring forward ideas.

b. Create Action Plan for Region Commander Taskings -

i. Increasing Interest:

1. C/1stLt Stong asked if there were any presentations about

WCACs, and C/Col Harris noted there was not. C/1stLt

Fernando added that a standardized presentation would be

useful. Additionally, a presence on social media such as

Instagram would increase interest. C/1stLt Stong noted that a

presentation can be made by the council, and C/Col Harris

suggested a committee would be formed.

2. C/Maj Miscio motioned to establish a CAC Presentation

Committee, and was seconded by C/1st Lt Stong. The motion

passed (4Y-1N-0A).

3. The committee will be chaired by C/Maj Miscio, and C/1st Lt

Stong and C/1stLt Fernando will serve on this committee.

ii. RMR Webpage:

1. C/Col Harris mentioned that this tasking can also be extended

into social media. Representatives discussed the website can

include press releases, biographies, progress, and important

documents. It was determined that a proposal will be

necessary to make this vision happen.

2. C/1stLt Stong motioned to establish a CAC Website Committee, and was seconded by C/LtCol Cole. The motion passed

(5Y-0N-0A).

3. The committee will be chaired by C/LtCol Cole, and C/Maj

Miscio will serve on this committee.

iii. Newsletter:

1. C/Col Harris discussed that newsletters have been effective in

the past with CAP before. C/1stLt Stong mentioned that a CAC

newsletter will be good for transparency and visibility, and

inquired who it would be sent to and how. Chief Furniss noted

that Col Johnson wanted a proposal, and once it is approved

we can decide details. Lt Varnes asked if the newsletter has to

be a traditional email newsletter, or if it could be a blog. Chief

Furniss said either would be acceptable, but to create

proposals for both. C/Col Harris suggested the formation of a

committee for this tasking.

2. C/Maj Miscio motioned to establish a CAC Newsletter

Committee, and was seconded by C/1stLt Stong. The motion

passed (5Y-0N-0A).

4. NEW BUSINESS: C/1st Lt Fernando motioned to move to new business, and the motion was seconded by C/Capt Tusken.

a. Open Floor

i. Remedial Squadron Tasking - C/LtCol Jones: RMR CAC created a remedial squadron pamphlet to improve squadrons. The NCAC has

requested a field test, and a report of the pamphlet’s performance. C/Col Harris asked representatives to go back to their wings, and see who would be interested in taking on this meeting. C/1stLt Stong

motioned to accept the tasking, and C/Capt Petro seconded. The

motion passed (5Y-0N-0A).

5. CLOSING BUSINESS: C/Maj Miscio motioned to move to closing business, and the motion was seconded by C/Maj Lee.

a. Summation: The meeting was briefly summarized for the council by the recorder.

b. Adjournment: The meeting was adjourned at 2106 hours, MST.

i. A motion was made by C/1stLt Stong to adjourn the meeting, and was seconded by C/1stLt Fernando.

c. Details for the December meeting of the RMR CAC will be sent out shortly.

6. Any questions regarding these minutes should be directed to the RMR CAC Recorder, C/1st Lt Nicholas W. Gargano Jr., at ngarganoCAP@gmail.com.

Nicholas W. Gargano Jr., C/1st Lt, CAP

RMR CAC Recorder

cc:

RMR/CC

RMR/DCS - CP

2 Attachments:

1. RMR CAC Project Board

2. RMR CAC FY22 Attendance

**RMR Cadet Advisory Council PROJECT BOARD - CURRENT TERM & HISTORICAL**

**LAST UPDATED COORDINATION BY** On Standby

12 Dec 21 C/Col Anaiya Harris RMR CAC Chair 21-22 Closed

Chief Noel Furniss RMR CAC Senior Adviser In Process (Carry

Over)

Maj Timothy Thornton RMR Cadet Programs CP

Implemented

**STATUS FOR RMR**

**RECOMMENDED ACTION**

**CHAIR ITEM NO. TITLE PROJECT DESCRIPTION**

**CAC NEXT ACTION Documents DISPOSITION PER NCAC FEEDBACK FROM RMR/CC**

**FOR RMR/CC**

**Harris** 22-01 RMR/CC Tasking: CAC Presentation Project

22-02 RMR/CC Tasking:

Webpage

22-03 RMR/CC Tasking:

Newsletter

**HISTORICAL**

**Previous Chair**

Create a proposal, to include a presentation, that can be used at the squadron level to

increase interest in CAC. Create a proposal to establish a RMR CAC presence on the RMR webpage, to include member biographies, progress, and important documents

Create a proposal to establish a RMR CAC Newsletter to promote council transparency, and keep RMR cadets aware of CAC actions.

**In Process** Submit proposal to RMR CAC for review, and vote

to send to CP.

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**RMR CAC FY22 MASTER ATTENDANCE**

**Please direct any questions or report any discrepancies to the RMR CAC Recorder, C/1st Lt Gargano, at ngarganoCAP@gmail.com**

**LAST UPDATED COORDINATED BY:**

12 December 21 C/Col Anaiya Harris Chair

C/Maj Cooper Eisman Vice Chair

C/1stLt Nicholas Gargano Jr. Recorder

**Position: Name October 22 November 22 December 12 January February March April May June July August September** Chair: C/Col Anaiya Harris Present Present

Vice Chair: C/Maj Cooper Eisman Excused Present

Recorder: C/1stLt Nicholas Gargano Jr. Present Present

COWG P: C/Lt Col Margaret Cole Excused Present

COWG A: C/Maj Ryan Miscio Excused Present

IDWG P: C/1st Lt Shihara Fernando Present Present

IDWG A: C/Capt Hannah Hoatson Absent Present

MTWG P: C/Capt Gary Petro Present Present

MTWG A: C/Capt Zakkar Tusken Present Absent

UTWG P: C/Maj Khyber L Lee Present Present

UTWG A: Vacant Absent Present

WYWG P: C/Capt Clark Bailey Absent Absent

WYWG A: C/2dLt Nicholas Stong Present Present