



**HEADQUARTERS
ROCKY MOUNTAIN REGION
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY**
P.O. Box 9507 F.E. Warren AFB
Cheyenne, WY 82003



8 October, 2023

MEMORANDUM FOR ROCKY MOUNTAIN REGION CADET ADVISORY COUNCIL

FROM: ROCKY MOUNTAIN REGION CADET ADVISORY COUNCIL ASSISTANT RECORDER

SUBJECT: Meeting Minutes for October 8th, 2023

1. Listed below are the minutes for the Rocky Mountain Region Cadet Advisory Council meeting on 8th October 2023, which was held via Microsoft Teams from 2001-2058 MST.
2. Opening business
 - a. The Rocky Mountain Region Cadet Advisory Council was called to order at 2001 MST.
 - b. Roll Call- Exec. staff
 - i. C/Lt. Col Hola (Chairman) - Present
 - ii. C/Maj. Walsh (Vice Chairman) - Present
 - iii. C/Capt. Moser (Recorder) - Excused
 - iv. C/1st Lt. Reeves (Asst. Recorder) - Present
 - v. C/Col. Petro (Primary Rep. to NCAC) - Present
 - vi. C/Lt. Col Nelson (Assistant Rep. to NCAC) - Present
 - c. Roll Call - CAC
 - i. COWG Primary - Present
 - ii. COWG Asst. - Present
 - iii. MTWG Primary - Present
 - iv. MTWG Asst. - Present
 - v. IDWG Primary - Present
 - vi. IDWG Asst. - Present
 - vii. WYWG Primary - Unexcused
 - viii. WYWG Asst. - Unassigned
 - ix. UTWG Primary - Unassigned
 - x. UTWG Asst. - Unassigned
 - d. Roll Call - PA committee
 - i. Eisman (Chairman) - Present
 - ii. Piper - Absent
 - iii. Davis - Present
 - iv. Higby-Siderfin - Present
 - v. Swan - Present
 - vi. Miller - Present
 - vii. Pope - Present
 - e. A quorum was present at the October meeting of the RMR CAC

- a. Expectations
 - i. Attendance
 - 1. Attend every single meeting possible. If not able to attend meeting, you must coordinate with your assistant to see if they can fill your place
 - 2. Make sure to email all Exec. Officers to notify of your absence
 - 3. You may only have one unexcused absence before you will be let go
 - ii. Communication
 - 1. Make sure that you have effective comms in and out of meetings. If you have an idea, communicate and say that wherever possible.
 - b. For Chair/Vice chairs of Wings
 - i. Make sure not to just focus on your wing during this term. Keep the legacy of RMR CAC going and follow through with your work on regions and make sure you have focus on the region.
 - c. Approval of last meeting minutes
 - i. Make sure that you don't just say yes to approve the minutes because everyone else is saying yes. This is a duty for each and every Rep. to review and critique the last meeting minutes.
 - d. Review of Parliamentary Procedures
 - i. Every member on the council must act in a professional manner and keep a positive boost of morale. This will help the council tremendously.
 - e. Wing Reports
 - i. COWG
 - 1. Not met yet, will meet on Oct. 15. No Wing report.
 - ii. IDWG
 - 1. Similar to COWG, staff changes, meeting on Oct. 15
 - iii. MTWG
 - 1. All exec. Staff picked out, set goals to make sure the CAC is ready. Will be meeting ASAP.
 - iv. WYWG
 - 1. No representation from WYWG - No report
 - v. UTWG
 - 1. No representation from UTWG - No report
 - f. National CAC Report
 - i. The NCAC is in a weird spot, getting things going. Selecting many positions currently. The out brief is going to be held by the Chair and Vice Chair and they have "High Expectations" for this next term. More Specifics will be released when NCAC starts working on taskings
 - g. Senior Advisor Report
 - i. Region Commander is working on new taskings for the RMR CAC.
2. Old Business

- a. Lots of the CAC is committees. So make sure if you have an idea about a committee make a proposal to make such a committee.
- 3. New Business
 - a. Graduation Stole Proposal
 - i. The Graduation Stole proposal was brought up and approved unanimously
- 4. Closing Business
 - a. Summation and Adjournment
 - i. The next meeting of the RCAC will be November 19 , 2023, at 2000 over Microsoft Teams, unless otherwise stated.

//SIGNED//
Riley C. Reeves, C/1st Lt., CAP
RMR CAC Assistant Recorder