



Division 4 South Bay District 11, Northern Region

Division 04 Regular Meeting Minutes – *23, Jan 2019* **American Red Cross Building** **2731 North First Street San Jose Ca** **@1930 – 2030**

- **Call to Order** - 1930
- **Pledge of Allegiance** -
- **Guest Introductions** – None
- **UNIT OFFICERS PRESENT** – See board and Staff Officer's report section
- **Determination of Quorum** – Yes
- **Swearing in Staff Officers** – Officers presents were sworn in by DCDR Alan Stanton
- **Awards** – Bill Tsai and Michael Brown (Operations Service Award)
- **DCDR report** - – [Alan Stanton](#)
- **District News** – Highlights
 1. Following the cancellation of the PCA Fair due to the Govt shutdown, a new date has not been released. The Training Dept is looking at providing some separate classes or presenting some of the cancelled classes at DTrain.
 2. Recruitment and Retention are high priorities. Information on successful recruitment drives should be sent to COMO Wally Smith for sharing at National Level.
 3. All AUX duties, except for those requiring orders, are now authorized. COMO Mary Kirkwood has clarified 'authorized duties' by email to all members.
 4. Many members have asked how they can support our local CG Units during the shutdown. CDR Keenan advised that active duties members are still bound by ethical rules and may not accept cash donations directly. However, there are organizations authorized to make loans available to CG personnel. The Coast Guard Mutual Assistance Fund has been supporting active duty personnel and donations to the organization would be welcome in support of this activity.

COMO Mary Smith has proved additional guidance and useful contacts to all members by email.

5. CDR Keenan has advised that DIRAUX is currently staffed by two personnel due to the shutdown. Replies to emails will be delayed, no new ID cards will be issued and there is no outgoing mail. The galley on Coast Guard Island is also closed.
6. Any personnel interested in the paddle-craft program should reach out to our DSO-PE, Sean Harvey via the chain of leadership.
7. The new Risk management 2.0 course will be mandatory for all members qualified in the Operations Program and for all elected and appointed officers. FCs should encourage members to complete the on-line course Introduction to Risk Management (100202) available on the AUX LMS website.
8. A test of the Everbridge Alert System was conducted on Saturday 19th January. The response rate was 78% for D11N. As the Everbridge system draws contact details from AUXDATA, all members are reminded to ensure their contact details in AUXOFFICER are correct.
9. All boat-crew and coxswains are advised that hours entered as code 22A (Operations Training/Qualifications) do not count towards the Operations Service Award.
10. Our DSO-PB Andrea Cappelletti would welcome interesting articles for publication from any D11 member.
11. Please remind everyone that DTrain is coming up in March. Information on hotel and DTrain registration can be found on the D11 website. Members have the option to register on-line but are advised that a small fee is charged for this service. All Divisions are being asked to provide a raffle prize of value no greater than \$50. Members are encouraged to submit a training aid (can be a presentation or a physical aid) for display and judging at DTrain.
12. DIV1 and DIV11 will be assisting with the commissioning ceremony of the USGC Cutter Robert Ward at Sector San Francisco, Yerba Buena Island. The commissioning was due to take place on Saturday 2nd February but has been rescheduled for Saturday 2nd March due to the shutdown.
13. The District has purchased new audio-visual equipment for meetings/training classes etc.
14. **Our D11 moto** is - T.E.A.M T – Talented, E – Engaged/Empowered, A – Adaptable, M – Motivated.

Our new watchwords are:

Excellence – we are competent and confident. We display excellence in all our missions.

Professionalism – We are empowered, engaged, compassionate and dedicated.

Relevance – We are well trained and ever learning. We are agile, flexible and always ready to assist.

- **Division Board: Flotilla Commander Reports – “3 Ups & 3 Downs” Hi Lights:**

IPDCDR – Michael Brown, DCDR – Alan Stanton, VCDCR – Paul Verveniots, FL41 – Jill Weeks, FL43 – Bill Tsai, FL46 – Kristan Verveniots, FL48 – Christopher Johnson, FL49 – Onno Vaneikemahomme

- **IPDCDR** – Michael Brown - Presented gavel to incoming DCDR
- **FL41** – Jill Weeks – Report on file (ROF) –

3 Ups

- Had video conference meeting with almost all members participating
- Created flotilla goals.
- Next mtg will be 3rd Saturday at “Sports Basement Community”, Room, 1875 S Bascom Ave, Suite 240

3 Downs

- Jan mtg cancelled due to government shut down
- **FL43** – Bill Tsai – ROF –

3 Ups

- Had December fellowship Potluck party at Tsai residence
- Appointed critical FSOs
- Created goals to support Division

3 Downs

- Jan mtg cancelled due to government shut down
- Flotilla lacks critical mass to sponsor any major events
- Hard to get members to step up for FSOs
- **FL46** – Kristan Verveniots – Not present – ROF – Paul V presented high lights

3 Ups

- Several members have stepped up to either continue or begin FSO positions for the year.
- There are three new members of the flotilla: two new enrollees and one transfer
- Three Flotilla 46 members have stepped up to SO positions
- Creation and discussion of Flotilla goals at February meeting

3 Downs

- Government shutdown necessitated cancelation of January meeting, setting back schedule for all membership discussions
- **FL48** – Christopher Johnson – ROF
 - Jan mtg cancelled due to government shut down

- ABS class scheduled for 2nd Saturday in Feb
- FL49 – Onno Vaneikemahommes – ROF –
 - 3 UPS**
 - Requested Goals and Objectives input but zero received.
 - Communicated with all members who have REYR marked on 1 or more certifications
 - 3 Downs**
 - Cancelled January Flotilla meetings due to shut down and so delayed defining 2019 objectives

- **Staff Officers Report**

- Support**

- SO-CS Ryan Brown - Not present & No report
- SO-DV Position Vacant
- SO-FN Eleanor Antonakos – Not present & report on file
- SO-HR Michele Gibson – Not present, Report on file, Two new application one each for FI46 and 49
- SO-IS B.K. Barr – ROF
 - Annual membership letters sent
 - All actions processed
 - New member for FL46 AuxCT shown as certified
- SO-MA Bill Tsai – ROF
 - Ordered and received PA material from Randy Ernst
 - Cal ABC will be ordered for ABS class at Bass Pro
- SO-MT Judy Esteban – No reports from Flotillas FSO-MTs. Asking FSO-MTs to submit MT activities monthly
- SO-PB Position Vacant
- SO-SR Bill Tsai – 1st mtg of the year, No minutes
- SO-FS Michele Gibson – Not present – ROF, No activities

- Prevention**

- SO-MS Position Vacant
- SO-NS Position Vacant
- SO-PA Gregory Mast – ROF –
 - Out-standing report showing pictures of Div 04 COW and FL46 Dec party
- SO-PE B.K. Barr – ROF
 - Worked with Bass Pro to host our Div sponsored ABS classes for 2019
 - No dates are set yet
 - Bass Pro not interested in hosting Paddle craft classes
- SO-PV Position Vacant
- SO-VE Randy Tan –
 - Received VSC 2019 decals for distribution

- Response**

- SO-CM Shawn Cooley -RNOF-Not present
 - SO-OP Mike Brown –
 - Reminded those new crew trainees that still need to complete the process
- **Old Business** - Open to the floor
 - No old business
- New Business
 - Reviewed Division goals for 2019
 - All board members and staff officers to review the goal make additional suggestions
 - Goals will be approved next meeting
 - Asked and all agree to copy all board members when FCs submit reports
 - SOs to copy SO-SR monthly reports for filing
- **For the Good of the Auxiliary**
 - Open to the floor
- **Motions Voted on**
 (There was no business conducted requiring motions or voting)
- **Next meeting** – Feb 27th same place
- **Adjournment** - 2030