



**HEADQUARTERS  
CIVIL AIR PATROL ARKANSAS WING  
UNITED STATES AIR FORCE AUXILIARY  
2201 CRISP DRIVE – ADAMS FIELD  
LITTLE ROCK AR 72202-4406**

**WING STAFF MEETING MINUTES  
Wing Headquarters  
12 May 2008  
1900-2000 hours**

The meeting was called to order by the Vice Wing Commander at 1905 hours.

Those in attendance were: Britton, Buckner, Betzold, Rea, Wingfield, R. Smith, Penton & Wood.

Hot Wash on Recent Missions- Rea reported on 2 ELT missions at Fort Smith which turned out to be a CAP radio on the shelf and one that only showed up on WMIRS for Wisconsin which disappeared in an hour.

Buckner reminded members to add any ICS courses completed to their 101 cards. Go into MEMS and enter data and give copy of certificates to Tom Rea for validation.

Robert Penton had nothing of significance to report on aircraft maintenance. The staff was informed that the locks had been re-keyed on N971CP to be like all the other aircraft.

Red Smith reported that he will get this year's CD schedule from the ASP and will notify key personnel for mission support. We need to make sure that missions are posted in WMIRS. National approves CD missions on a monthly basis. He cautioned about letting too much information out about mission details. Most information is classified to prevent compromise of mission locations being flown.

Reba Wingfield announced that herself, Bob Loeber, Larry Webster and Lee Nelson will serve on the planning committee for the annual Wing Conference.

Commander's Agenda- The Wing Commander wants all Squadron CCs to start drafting awards for the Wing Conference.

The Wing CC is concerned about the cadet encampment scheduled for next month. He asked the Services Coordinator to contact CPT Parmiter and get him a meeting with the CC for this Friday to get the needed information.

The CC announced that the Wing received a mission request from ADEM this afternoon but it was cancelled shortly thereafter. It was to survey damage from the tornado in Stuttgart. ADEM decided since the damage was so concentrated that a helicopter would be better because it could go much lower and slower over the locale.

The CC is asking CPT Bobby Allison to work on the earthquake plan in place of Robert Penton. Jim Gilbert will assist.

There being no further business, the meeting was adjourned at 1938 hours.

/s/ Doug Wood

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Doug Wood  
Wing Administrator  
Recorder

APPROVED \_\_ 16 \_\_ May 2008

/s/ Robert B. Britton

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ROBERT B. BRITTON  
Colonel, CAP  
Commander