



**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
14 January 2009
1830 hours**

The meeting was called to order by the Vice Commander at 1830 hours.

Those in attendance were: Britton, Buckner, Rea, Loeber, Henninger, Betzold, H. & F. Williams, Wingfield, Radford, Nelson, Montgomery, Alexander (by phone), Bishop, Todd, Allison, Bryant, Middleton, Warner (by phone) and Wood.

Safety Briefing - Doug Wood gave a safety briefing on “declaring an emergency” when encountering airborne difficulties. He quoted from an article of the same title in the January issue of “Aviation Safety” magazine.

Recent missions - Buckner reported on 2 ELT missions during the month of December at Berryville and Cabot. The Wing was also alerted for a SAR mission for a missing crop duster who was found in Mississippi before we responded.

Director of Operations – Alexander announced that Dwight Talburt will be the Dep Dir of Opns and aircraft maintenance officer. Also, that Terry Bradshaw will assist for the eastern part of the state and Walter Glosenger will assist in the western part of the state. Question was raised as to whether a pilot can fly the airplane after a Form 5 ride before the check ride has been entered into his OPS Qual database on e services. The Wing CC will check with National for an interpretation. A meeting was held in Fort Smith for Flight Release Officers. Alexander said it was a good meeting.

Finance – Wingfield reported that the Wing had received its year end audit by its WFA and that the Wing would be responding by 6 February.

Services Coordinator – Loeber reported that staff assistance visits will be coming soon. All continuity manuals need to be updated. The Wing has a new Nikon 200 digital camera for aerial photos. It comes with an attached portable GPS which automatically posts the coordinates and altitude on photographs.

Medical – Bryant reported that the flu vaccine this year was for the right strain of flu. The bad news was that TamiFlu medication was not effective.

Cadets – Allison reported that the Wing cadet competition will be on 7 March. He will be needing volunteers. The National cadet activities application deadline is this week.

Emergency Svc – Rea reported that the Wing will conduct a SAREX in February from 13th to the 21st.

Communications – Bishop announced that the inventory sheets have gone out to the Squadrons for all their communications equipment.

Aerospace education – Warner reported that the 42nd Squadron has received a \$500 grant from the Arkansas Space Grant Consortium. The Consortium will be meeting at Petit Jean this weekend and he or Morris Middleton will attend. He would like to get a couple more grants before the money runs out. He has sent an email to all Squadrons that their AR reports are now due.

Commander's agenda – COL Britton announced that the new CAPR 60-1 was effective upon approval of the NEC and that there is not apparently a review period by the Wings.

He announced that Morris Middleton is now the Director of Administration, a position that has been vacant since John Pauly's retirement.

The Wing CC will be reviewing all continuity manuals at the end of January. This will be an emphasis of the command for the upcoming Staff visit.

He said the SAREX in February will be in two parts. The distributive SAREX will be from 13-20 February and will be used by the Squadrons to train aircrews. The traditional SAREX on 21 February is to train mission staff and the only trained aircrews should be participating from the Squadrons.

He reminded all staff that the Command needs to get all its personnel qualified under the NIMS training program. Almost everyone has to complete the ICS 100 and ICS 700 courses established by NIMS. 7-8 February there will be an ICS 400 course taught here at the Wing Headquarters. He urged all CAP members needing the 400 course that this would be an excellent opportunity to get that required training.

There being no further business, the meeting was adjourned at 1945hours.

/s/ Doug Wood

Doug Wood
Wing Administrator/Recorder

APPROVED _16__ January 2009.

/s/ Robert B. Britton

ROBERT B. BRITTON
Colonel, CAP
Commander