



**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 April 2010  
1900 hours**

The meeting was called to order by the Chief of Staff at 1850 hours. Those in attendance were: Britton, Buckner, Gilbert, R. Smith, Middleton, Killian, Nelson, Bradshaw, Montgomery, Loeber, Wingfield, Betzold, Penton, J & F Williams, Rea, Montgomery, Bishop, and Wood.

Safety Briefing - Doug Wood conducted a safety briefing on defensive driving and situational awareness in radar environment. The safety portion of the CI responses has been submitted. He will be conducting safety visits to all squadrons and hopes to be completed by September.

EM SVCS –Last month conducted 23 air sorties and 15 ground sorties. Have conducted 10 air and ground sorties so far this month and the Wing has \$752 left to spend.

STATE DIRECTOR - The 115<sup>th</sup> cadet color guard came in 3<sup>rd</sup> place in the regional competition. He attended the Rogers flight clinic which was well run in his opinion. A new change to CAPR 60-1 came out on Friday regarding e-flight releases.

PAO – Nothing to report.

DISASTER RELIEF – ADEM conducting an exercise in July or August. They would like for CAP to participate in a one day affair and he wants to know what any preferred date would be. Buckner said it would be best if it could be scheduled during a SAREX. ADEM anticipates basing out of Malden, MO.

FINANCE – Wingfield reported that the Wing has a net loss to date for this fiscal year of \$3,175.48. However, this did not include approximately \$3,000 in EFT receipts which had not been posted before the financial report had been prepared. The finance committee has approved purchasing additional computer memory for 8 computers, and the purchase of 8 tables, 50 chairs, and one storage rack with State funds.

CHAPLAIN – Killian reported that the chaplain CEI process is being supplemented. He thinks he has new chaplains for the 67<sup>th</sup> and 42<sup>nd</sup> Squadrons.

IG - Montgomery announced the next SUI will be at Rogers on 20 April. He will be conducting the IG basic course on 8 May. Deadline for submitting applications is 30 April. He has one application so far. Members must complete the IG basic course to be on the SUI team and the schedule for SUIs is now on the Wing webpage.

HLS – Nothing to report.

STANEVAL – Nothing to report.

COMMO – Bishop reported he still has 2 repeaters to go. Wants to get the Henderson site up this week. He and Middleton will complete inspection of all repeaters by June.

MEDICAL – Nothing to report.

OPERATIONS – Bradshaw reported that Talburt will be out of state for 2 weeks. N9453X and N800P are nearing 100 hr inspections. Considering moving 538C to RUE while 800P is in maintenance. N971CP now back in service.

WING ADMINISTRATOR – Nothing to report

PERSONNEL – Williams reported as of today the Wing has 227 cadets and 311 senior members. The 97<sup>th</sup> now has more than the minimum number of members.

LOGISTICS – Bishop reported that all logistics CI write ups have been resolved.

SERVICES COORDINATOR – The CI responses are looking good and on tThe only one missing is for AE and he will get with Middleton to complete and it should be done sometime this week. An airport badge audit is being conducted and he must look at all badges. Marchelle Jones is now the new AE replacing Frank Warner. The NCPSC clinic will be held on 1 May. The PA reported several releases out to the media last month.

AEROSPACE EDUCATION – Nothing to report.

ADMINISTRATION – Middleton reported that a new change to CAPR 174-1 is now in the field which has superseded several other regulations. A new 10-2 is being published which includes file plans. He discussed a number of changed regulations. All flight management AR supplements must be approved by region and national headquarters and coordinated with CAPUSAF. The Wing CC explained the requirement for mission qualified pilots on corporate missions and said this could include members in training.

CD – Nothing to report

Wing VC – Just got back from supporting TX Wing in 7 Flags operation. It was an arduous trip. They flew a 3:00 am flight on Saturday.

WING CC – Britton reported that the Wing's membership is declining and that we need to do some recruiting, and assign a recruiting officer. Any recruiting ideas would be appreciated. He will be attending the IG course in May. Doug Radford is still out of service. Fortunately, Kevin Mansfield is transferring to Wing and will be assigned as Radford's assistant. The changes in the FRO program have now been published. He would like the Wing to try and perform a SAREX or two at an out location away from Wing Headquarters.

There being no further business, the meeting was adjourned at 2015 hours.

/s/ Doug Wood

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DOUG WOOD  
Wing Administrator/Recorder

APPROVED \_\_16\_\_ April, 2010.

/s/ Robert B. Britton

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ROBERT B. BRITTON  
Colonel, CAP  
Commander