

Open Cockpit #9 December 2003

Happy Holidays! Many thanks for the **strong support on the "CAP Membership Directory"** (see Leadership & Membership section below)! Almost 4,000 members have either purchased (I've ordered mine!) or indicated they will purchase the Directory, which will include a message from the Air Force Chief of Staff, our National Commander, and a superb pictorial history of Civil Air Patrol. And if we get over 5,000 orders, we will more than double our rebate from the publisher, with all funds going to Cadet Programs. CAP is now a **partner with FEMA's Mutual aid Project**, which will list CAP in an online mutual aid repository that will give senior officials and elected leaders at all levels of government a "snapshot" of nearby CAP resources. Thanks to the thousands of CAP volunteers who are leaning forward during the heightened terrorism alert this holiday season. All of us here at national headquarters at Maxwell and around the Nation wish you and your families best wishes for the Holidays and New Year!!! - Al Allenback, Executive Director

OPERATIONS (mail to: jsalvador@cap.gov)

Homeland Security: A working group has been established to coordinate development of an MOU between the Department of Defense and the Department of Homeland Security with CAP as the focus. This working group will meet 13-14 January to lay out all the issues related to developing an MOU. BG Dave Clary, AF/XOH, will open the meeting with his vision for where the Air Force Auxiliary is headed in Homeland Security.

Counterdrug: As announced in late November, personnel needing to take the online orientation course or refresher course this cycle have until the end of December to do so. Over 1,800 personnel have completed the courses, but there are still many personnel who need to complete this requirement to remain active in the counterdrug program. Please encourage your personnel to complete this requirement as soon as possible.

Emergency Services: The draft of CAPR 60-3 incorporating changes from the Air Force is available for review on the national web site. Please provide any comments and feedback to John Desmarais at jdesmarais@cap.gov as soon as possible so he can make any necessary changes before the agenda is finalized for the Winter National Board Meeting. The comment period closes on the 18th of January.

Operations Training: The Operations Training web page contains links to every training program provided by operations. You can access the page from the Operations page on the cap.gov site or directly at <https://ntc.cap.af.mil/ops/dot/>. The latest additions to the Operations Training web page are the Gippsland GA8 Familiarization course and Satellite Digital Imaging System training.

Communications: As announced previously, \$900,000 in radio equipment was ordered in September with FY03 year end funds. Delivery was expected in November and distribution to the field was scheduled for December. Unfortunately, some of the equipment has not yet been received so distribution will have to be slipped until January.

Additionally, we were able to identify some last minute unexpended funds and used them to purchase more radios. We have ordered an additional 180 VHF/FM handhelds from EF Johnson. Delivery of these will be expedited and the radios should be at the NTC by the end of December.

As a result of a successful SAR mission this summer, the AF has amended the policy on use of the Family Radio Service (FRS). When the CO Wing used a borrowed FRS radio to find 12 lost day-hikers, it showed FRS is an effective tool for making contact with a victim who is similarly equipped. Previously the policy did not allow any use of FRS radios for mission work. The new policy allows use of FRS for this specific purpose. This does not change the prohibition on our use of FRS to satisfy our internal ES communication needs but it does add a valuable new tool for SAR missions.

SAFETY (mail to: gwoodsmall@cap.gov)

Holiday Safety: We're in the middle of our last holiday safety hurdle this year – the period between Thanksgiving and New Year's Day. While Thanksgiving historically involves more travel, Christmas and New Year's experience more risk on the highways from impaired drivers. During the year, approximately 40,000 people die in traffic accidents. It's the #1 killer for drivers under 35 and being thrown from the vehicle is the leading cause of death. Here's a **3 Point Survival Plan** to help us all survive this high-risk season:

- **Seat Belts** are the most effective safeguard in surviving a traffic accident. Don't fall into the trap of thinking that seat belts aren't needed around town. 80% of fatal traffic accidents occur within 25 miles of home and at speeds less than 40 mph.
 - **A Designated Driver** will greatly improve your odds of safely returning home from a holiday celebration. Between Thanksgiving and New Year's Day approximately 2,500 people will die on our highways due to impaired driving. Alcohol-related traffic accidents have been at record high levels the last 3 years – be proactive in avoiding this senseless type of accident.
 - **Defensive Driving** should always be the rule, but especially during the holiday season. Situational Awareness (SA) will serve you well at intersections and in avoiding impaired drivers that did not opt for a designated driver. Avoiding cell phone conversations and other distractions will keep your SA high.
- You can only enjoy this holiday season if you, your family and friends remain uninjured and alive. Here's hoping that you and yours have a safe and enjoyable holiday.**

FINANCIAL MANAGEMENT: (mail to: seaster@cap.gov)

2002 Audit Fees: National Headquarters will be reimbursing the Wings that have not been included in the national audit for fiscal 2002 for audit fees. Reimbursements are expected to total \$90,000 and have been sent to the Wings.

2003 Reimbursements: FM requests your immediate assistance in providing NHQ with all reimbursement requests for fiscal 2003 including aircraft maintenance, mission flying, and Cadet Orientation flights. CAP must process all payments by December 31 and file final funding documentation with DFAS so it is imperative that these requests reach us as soon as possible.

New Payroll System: FM will be implementing a new payroll system in early January. The new system will allow those Wings who have employees to go online to input their time. This will eliminate the need to fax in time sheets. Individual payroll information will also be available for employees to access on-line. This system will also allow employees to go on-line to change withholding or benefits.

Civil Air Patrol Case Study on Microsoft Web Site: Civil Air Patrol is featured in a case study conducted by Microsoft relative to the Navision accounting software adopted by National Headquarters. The Civil Air Patrol case study is published at:

<http://www.microsoft.com/resources/casestudies/casestudy.asp?CaseStudyID=14831>

LOGISTICS AND MISSION SUPPORT (mail to: mstewart@cap.gov)

Aircraft Procurement: CAP took delivery of 15 new Cessna 182s this month. Pilots from across the United States came to Independence, KS to perform flight acceptance tests prior to final delivery. Six more remain on order with delivery expected in the Feb/Mar 04 time frame.

Member Benefit Update: ExxonMobil has enhanced their site, allowing them to accept the ExxonMobil Airworld Card. This enhancement enables Wings to receive a monthly summary billing. Using Airworld would allow each Wing to summarize all their lubricant purchases on a single statement; thereby, summarizing all activity for the month in a single place. Each Wing can request a single card, or a card linked to specific tail numbers (embossed on the card). Soon, on-line management of the credit card accounts will be available as well.

ExxonMobil can also accept the Multi-service card for those Wings who may already be using them.

Note: The CAP password and coupon codes will change in 2004 to "cap2004".

INFORMATION TECHNOLOGY (<mailto:pcapicik@cap.gov>)

MIMS "Lite": A committee of CAP members and national staff chaired by Col. Glass, MER/CC, met in Atlanta 6-7 Dec and made several solid recommendations that will enhance this system. These recommendations are currently being implemented and will make the system more user friendly.

MIMS Emergency Services (ES) Update: As a result of a field request, an optional field has been added to the MIMS ES task entry screens to capture the "mission number" during which a particular task was completed. Again, this is only an 'optional' field for use by those wings/units that find this piece of information useful.

STRATEGIC PARTNERSHIPS: (<mailto:jshea@cap.gov>)

Goodyear Tire & Rubber has entered into a Corporate Partner agreement with CAP beginning Jan. 1, 2004. Goodyear becomes a Corporate Supporter and plans to promote their support of CAP in advertising and marketing programs in '04. Goodyear will contribute tire product to CAP in return for the right to market this association. Each wing will receive one (1) set of mains (Goodyear premium Flight Custom III, size 6.00-6 6PR) for a total of 104 tires (shipping inclusive) during calendar year 2004. Any questions, please contact Jim Shea, Director, Strategic Partnerships (866.948.5101).

A new member benefit has been added through the Revere Supply Co. CAP Members may now purchase the **Fastfind** and **Fastfind Plus** personal locator beacon (PLB) – the smallest and lightest in the world – at a deeply discounted price! Officially used by the US Coast Guard, the Fastfind and Fastfind Plus (with GPS) are the latest safety and survival products.

Fastfind - CAP member price **\$385** (reg. \$649.); **Fastfind Plus (with GPS)** - CAP member price **\$620** (reg. \$999.) plus \$9.99 shipping/handling.

To purchase:

1. Email Greg Snack (Revere Supply) at GJSnack@aol.com
2. Request "**CAP ORDER FORM**"
3. Return order form (fax or mail form with payment - major credit cards or check).
4. Member must provide a COPY of their CAP ID for verification.

Only one (1) order per member.

For information, call Greg Snack (Revere Supply) at Revere Supply - (973) 575.8811.

LEADERSHIP DEVELOPMENT AND MEMBERSHIP SERVICES ([mail to:jmallett@cap.gov](mailto:jmallett@cap.gov))

Senior Member Packet Cost Increase: Effective 1 January 2004 the cost of the new senior member packet will increase from \$5 to \$10. Please ensure that all units are aware of this change and the correct amount is submitted to National Headquarters with any new senior membership application mailed after 1 January. An updated dues schedule is available at <http://level2.cap.gov/index.cfm?nodeID=5240>.

Membership Directory: Harris Publishing is continuing to contact our members to verify the information included in the directory. The directory has the potential to provide an attractive history of CAP as well as increased networking capabilities for members across the nation. I encourage you to update your membership information and reserve your copy of the directory. Remember all proceeds from the sale of the directory will benefit our Cadet Programs. The directory will not be sold to anyone outside the CAP membership nor will it be available through any source other than Harris. Bernard C. Harris Publishing Company, Inc. (<http://www.bcharrispub.com>), a trusted partner of Civil Air Patrol, has been chosen to produce our membership directory. Harris' commitment to protecting the privacy and ensuring the

integrity of the information collected for the directory is reflected in their privacy policy online. (<http://www.bcharrispub.com/privacy.html>)

Centennial of Flight Celebration: Civil Air Patrol's Aerospace Education Program had the opportunity to exhibit and was provided space in the Dare County/NASA Education tent at Kitty Hawk, NC, December 12th - 17th. CAP's Wright Brothers Thematic Unit packets were distributed to thousands of teachers and parents throughout the event. Information and flyers about CAP's upcoming National Congress on Aviation and Space Education were provided to attendees, as well as AEX brochures. It was a great benefit and venue to get the word out to the public about CAP's Aerospace Education Program. In attendance at Kitty Hawk each day were over 30,000 people who were aviation enthusiasts looking to acquire information and share the excitement of the Wright Brothers first powered flight....a historic moment for all to be a part of!

Aerospace Education Foundation Grants: The deadline for the Air Force Association's Aerospace Education Foundation (AEF) grant winter cycle is December 31, 2003. This grant cycle pertains to CAP units only, and is intended to be used to promote aerospace education within the unit. Each winner receives \$250 from AEF. Applications can be downloaded from the CAP/LMA web site. <http://level2.cap.gov/index.cfm?nodeID=5505>.

National Cadet Special Activity On-Line Registration: After months of work, the new National Cadet Special Activity on-line registration program is open for business. Due to a collaborative testing effort between the NHQ team of Information Technology, Cadets & Senior Member Professional Development, and the Financial Management sections, along with the invaluable support of CAP volunteers, the program is up and working. The site allows better service to our members. It will eventually allow even more national activity registrations, now that we can process a large volume of applications with minimum manpower. To register, see <http://level2.cap.gov/index.cfm?nodeID=5388> and follow the links.

National Congress on Aviation and Space Education (NCASE) Announces Speakers: The 37th annual National Congress on Aviation and Space Education conference, Mar 24-27, 2004, will feature such noted speakers as Jim Voss, Dr. Betsy Rogers, Ken Blackburn, Gus McLeod, Joe Edwards, and Scott Crossfield. The theme of this year's conference is "Teaching Today for Tomorrow." There will also be a seminar entitled "Careers in Aerospace" and many motivating, national standards-based concurrent sessions. A special feature of the conference will be a "Family Time" room for Homeschool parents that will permit one Homeschool parent to attend sessions and the other parent to participate in a quality, educational experience with their Homeschool child. Special door prizes at the 2004 NCASE conference will be: one week at Educator Space Camp in Huntsville, Alabama, two FlightSafety simulator sessions, Delta on-site one week training school.....and more! To find out more and to register for this year's NCASE, go to <http://www.cap.gov/events/ncmain.html>.

USAF Deputy Chief of Chaplains Visits National Headquarters: On 4 December, Chaplain Brigadier General Charles Baldwin, Deputy Chief of Chaplains, USAF, paid a visit to National Headquarters. Col Allenback briefed him on CAP missions and capabilities and current missions we are performing in our Missions for America. Robert Hicks, Deputy Director of CAP Chaplain service also briefed him on the current manning and military support initiatives that the CAP Chaplain Service has provided this year to the Air Force, Army, National Guard, Coast Guard, NASA, and local law enforcement and emergency service personnel. Afterwards, discussion took place on how chaplain service issues should be worked between CAP and the Air Force.

2004 Commanders Course: "A Tool Kit for Senior Leaders:" The course will be held at Maxwell AFB on 31 January through 7 February 2004. It provides attendees with an orientation to the corporate structure of CAP and an understanding of the role of corporate officers. The course is open to new region and wing commanders who have been in place less than a year or will be appointed within six months. The National Headquarters staff, CAP-USAF staff, and members of the National command staff will share managerial concepts and practical tools that commanders can use in carrying out their vital role in CAP's

future. Evaluations from previous attendees agree that this is one of the best educational experiences available in CAP. Region commanders nominate the attendees, in accordance with CAP Regulation 50-17.

STRATEGIC COMMUNICATIONS & PLANS (mailto:drowland@cap.gov)

State & HLS Funding: On Dec 3rd, CAP hosted a meeting in Washington, DC to discuss strategies for improving state funding and how to appropriately pursue Homeland Security funds. An 11-member team composed of members from across CAP, including current wing commanders, a past national commander, and corporate officials were briefed by representatives from FEMA and DHS. These briefings were oriented toward how CAP could "plug in" to America's evolving homeland security mission areas. Improving the opportunity for state funding and what steps could be taken to ensure funding is maintained were also discussed. The goal is to produce a "tool kit" each wing can use to more fully support state emergency responders.

Strategic Communications: CAP video productions are now available on the website both for viewing and download. Videos currently available include: CAPabilities, Homeland Security, "This Week in History" (62nd Anniversary PSA), "We're There" (Audio PSA, video currently in production), and the 2003 NCC Splash Video. More than 4,000 individuals have watched the videos since they were posted on November 20th. To view, go to: <http://www.cap.gov/mediacenter/video.html>

A 60-second, CAP Anniversary PSA, "This Week in History, received national air time on CNN, Discovery Channel, Wings Channel and the History Channel. The Prism Networks, the largest talk radio network, aired the spot numerous times during the week of December 1. The Strategic Communications staff distributed more than 180 television spots and 300 radio spots to national media outlets and through Civil Air Patrol's public affairs officer (PAO) network. PAOs were provided a PSA "kit" to aid them in securing television time. The kit included an instruction guide, general information on CAP and the PSA in BETA format. To-date broadcast has been confirmed in North Carolina, South Carolina, Oregon, Virginia, Alabama, Florida, New Jersey, Indiana, Illinois, and Arizona. The PSA on CAP's web site had in access of 1500 viewers on December 1st.

XPC has won three medals in the 2003 Association Trends All-Media Contest, sponsored by the monthly Association Trends newspaper.

CAP's "CAPabilities" video won a gold award in the informational video category. Produced by chief of multimedia production, Marc Huchette, the four-minute video provides an overview of CAP's programs and services. The video can be viewed on the national headquarters Web site at <http://www.cap.gov/mediacenter/video.html>.

Civil Air Patrol News, edited by Jim Tynan, won a bronze award in the monthly tabloid category. Also winning a bronze award was a four-color print public service announcement advertisement, "What did you do last weekend?," produced by Linda Tynan, creative communications manager.

The All Media awards will be presented Feb. 6, 2004, at the Capital Hilton in Washington, D.C. The winning entries will be placed on display during the ceremony and were also featured in the November 28th issue of Association Trends.

These awards are in addition to three APEX Awards for Publication Excellence sponsored by Communications Concepts, Inc. of Springfield, Va. won earlier this year by SPC. The APEX awards recognize communications professionals for excellence in graphic design, editorial content and the ability to achieve overall communications excellence. Presentense, a training newsletter produced for CAP Public Affairs Officers won in the "One to Two-Person-Produced Newsletters" category. Other winners were CAP News and the 2002 CAP Annual Report to Congress.

National HQ will implement an online news service beginning January 2004. Look for it under the heading, News, on CAP's home page. The news site will be updated on a daily basis. The online news service will permit us to carry more comprehensive coverage of member activities. The printed newspaper will go to a bi-monthly at this time, with hard-copy issues published in February, April, June, August, October, and December during 2004.

Print articles on CAP appeared this month in a new publication entitled 21st Century Defense: U.S. Joint Operations, a four-color, high quality publication from Belmont, International. An article, also, appeared in InFlight Magazine on CAP's IACE program, as well as, a story on national headquarter's Orville and Wilbur Wright actors (Dan Daniels and Rob Smith) in the Winter 2003 issue of Flight Lines, the official newsletter of th Southern Museum of Flight..

INSPECTOR GENERAL ADMINISTRATION (<mailto:grosenzweig@cap.gov>)

IG Professional Development: An IG Senior Level Training Course, the academic requirement for the Senior IG Specialty Track rating, will be conducted on 24 and 25 January 2004, in Madison WI. Those wishing to attend should contact Gerry Rosenzweig.

Compliance Inspections: The NEC approved a one-time waiver to the "approximately 48 months" between Wing Compliance Inspections specified in CAPR 123-3. Most regions had almost all of their wings inspected within one or two Fiscal Years. This was due to the previous practice of doing multiple, adjacent wings on a single trip. That resulted in a lot of travel dollars to be spent by both CAP and the CAP-USAF regions within a short time in order to attend inspections or conduct SAVs.

The revised plan has some wings being reinspected in as few as 34 months, while a few will go as many as 60 months. Most wings will see about a 45 month interval. A revised schedule through April 2005 has been posted on the IG webpage. A longer range schedule will be posted shortly. Questions or concerns over the scheduled dates for future inspections should be forwarded to Gerry Rosenzweig.