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16 November 2014

**MEMORANDUM FOR MTWG/CC
MTWG/CP
MTWG/CAC/Chair
MTWG/CAC/Reps**

FROM: MTWG/CAC/Recorder

SUBJECT: MTWG CAC Minutes for 16 November 2014

- 1 Below are the minutes for the MTWG Cadet Advisory Council meeting of 16 November 2014. This meeting was held via teleconference from 1800-1900 hours.
- 2 **OPENING BUSINESS:** C/Maj Druckenmiller called the meeting to order at 1805 hours
 - a. Roll Call and Squadron Reports
 - i. Beartooth Composite: C/TSgt Thomas Freeck had nothing to report at this time.
 - ii. Gallatin Valley Composite: C/SSgt Malachi Inabnit reported the Gallatin Valley Composite Squadron's recent activities including, organizing a capture the flag game, working with the food bank for Huffing for Stuffing at the Museum of the Rockies in Bozeman, and a community trash clean up.
 - iii. Lewis and Clark Composite: C/2d Lt Christopher Bokovoy reported the Lewis and Clark Composite Squadron's recent o-flight, and reorganization of the chain of command and the squadron's structure, in addition to creating solution for recruiting and retention.
 - b. Region Report – C/Maj Druckenmiller led a discussion regarding the Rocky Mountain Region's recent meeting including:
 - i. The development of a RMR Logo, in which it was decided that the Wing would open this project to cadets. More details will be sent to cadets who are interested in designing a Logo.
 - ii. RMR is thinking of hosting a RMR Academy, Honor Guard Academy, RCLS.
 - iii. The creation of Region Statement. MTWG will also create a Mission Statement for this CAC Term. Cadets and representatives would email their thoughts and ideas to C/Maj Druckenmiller.
 - iv. CAC Reps must give one positive and one negative feedback about MTWG CAC to C/Maj Druckenmiller.
 - v. The National level CAC is currently working on a proposal for unified PT uniform.
 - vi. The RMR is also requesting a minimum of one proposal from each Wing this term.
- 3 **OLD BUSINESS**
 - a. Discuss the Five Goals again: It was requested that all representatives in the MTWG CAC discuss the Five Goals and receive feedback from cadets at the Squadron level.

- b. Feedback for Cadet Run Activities: It was requested that more detailed planning be developed by the MTWG CAC, with regards to the upcoming MTWG Conference and other Wing activities.
- c. Wing Conference: The MTWG CAC discussed how the MTWG could gather more detailed information from cadets, and the recent lack of Squadron representation in the CAC. It was decided that a group email would be sent to all MTWG CAC representatives, mandating a written notification of absence prior to CAC meetings.
- d. Improving Recruiting and Retention: The issue of recruiting and retention was briefly discussed by the MTWG CAC.

4 NEW BUSINESS

- a. Distributing surveys: It was decided that surveys would be filled out at the Squadron level during scheduled meeting time. In addition, the distribution to former CAP cadets was discussed. This led the MTWG CAC to conclude the solution to this predicament would be to call former CAP cadets and complete the survey via telephone. It was also decided that these new surveys would be tested at the Squadron level first. This will be discussed more with the MTWG Senior staff.
- b. Discuss changing the format of meetings: C/2d Lt Bokovoy led a discussion in changing the format of the MTWG's monthly CAC meetings. Of this discussion, the following was concluded:
 - i. C/Maj Druckenmiller brought up the key point that structure is required so as a discussion can take place.
 - ii. With this Squadron reports would be open to a free, and wider discussion, and that Squadron CAC Representatives would be mandated to provide a minimum of one item to report during the scheduled time for Squadron Reports.
 - iii. The statement of membership numbers would be dropped and only used in terms of reporting matters of recruiting and retention, as it was agreed upon that this data has no use unless used in this manner.
 - iv. It was decided that the freedom to discuss these issues would be beneficial to the Win and Region CAC.
 - v. Each item of the agenda will be more open to discussion lasting approximately five to ten minutes, and Squadron CAC Representatives will be required to provide at least one topic of discussion per agenda item, as it was also decided specific cadets would be asked to generate a response.
 - vi. The MTWG CAC would also open communication on broader topics such as the Region Report by allowing cadets to analyze and develop proposals in relation to this topics.
 - vii. The subject of developing an amendment to CAPR 52-16 and like regulations which mandate the implementation of a minimum of fifteen minutes for CAC discussion in Squadrons' meeting plans.
 - viii. The reimplementation of the reading and approval of the minutes was also discussed.
 - ix. It was decided that the above changes would be discussed during upcoming MTWG CAC meetings.
- c. Open Floor
 - i. Beartooth Composite: C/TSgt Freeck described the Beartooth Composite Squadron's recent push for Wreaths Across America and asked how other Squadrons were performing and how they were doing it. Amongst this discussion, the strategy of a media push (newspaper, radio, T.V., etc.) was introduced as well as the use of resources in High Schools to gaining attention of the community. C/TSgt Freeck also

asked how other squadrons keeping track of cadets' feedback, a large issue facing the Wing. Solutions including creating a squadron email or Facebook page and using scheduled squadron meeting time for discussion.

- ii. Gallatin Composite: C/SSgt Inabnit had nothing to report.
- iii. Lewis and Clark Composite: C/2d Lt Bokovoy discussed the importance of establishing communications amongst cadets.
- iv. C/Maj Druckenmiller opened discussion with regards to the planning of an in face meeting amongst the MTWG CAC.
 1. C/TSgt Freeck said yes, for a face to face meeting would allow all of the squadrons in the MTWG to know who the representatives are. C/TSgt Freeck did not have a specified meeting location and suggested that a face to face meeting be held at least twice per term.
 2. C/SSgt Inabnit also agreed that an in face meeting be held and suggested that the location of this meeting be central, especially in terms of travel and the distribution of this meeting. C/SSgt Inabnit advocated that representative would feel comfortable when face to face, and that these meetings be held quarterly.
 3. C/2d Lt Bokovoy strongly advocated in face meetings, suggesting they are a more productive and effective way of accomplishing the tasks grated to the MTWG CAC. C/2d Lt Bokovoy suggested the meeting be located in Helena as it central to the many squadron that make up the MTWG. C/2d Lt Bokovoy persisted that a minimum of one to two in face meetings be held per year.
- v. The participation of cadets not affiliated with the MTWG CAC in meetings was also discussed. It was suggested that during Wing Conference and the Commander's Call, cadets would be given the opportunity to sit in on CAC meetings. During the MTWG Conference, however, cadets would only be given a certain period of time in which to openly discuss. Once this time elapsed, the points brought up in this discussion would be further analyzed by CAC representatives only during a private meeting. This meeting was suggested to be schedule for one to two hours. This topic will be further discussed in upcoming MTWG CAC meetings.
- vi. It was decided that the committees previously arranged must meet to discuss matters relating to their assignments. It was decided that C/2d Lt Bokovoy and C/Maj Druckenmiller would meet with Ch Lt Col Reutemann at a later date. In addition, C/TSgt Freeck would meet with his committee to discuss the planning of the MTWG Conference.

5 **CLOSING:** C/Maj Druckenmiller adjourned the meeting at 1914 hours

- a. Summation and Adjournment
- b. C/Maj Druckenmiller reviewed the main points that were discussed in the MTWG CAC meeting. The next MTWG CAC meeting will be held 21 December 2014.

CHRISTOPHER BOKOVOY, C/2d Lt, CAP
MTWG Cadet Advisory Council Recorder

