

From: Co-Chairs, Capital Area Coast Guard Retiree Council
To: Council Members (via E-Mail)

Subject: Minutes of the Friday, 29 March 2013 Capital Area Coast Guard Retiree Council Meeting

In accordance with the COMDTINST 1800.5e, Sec. 6.b. (6) the following minutes are submitted for your review and comment. Upon receipt of your comments, the minutes will be revised as recommended and will be distributed to Capital Area Coast Guard Retiree Council Members, to the National Retiree Council and to other Coast Guard Regional Retiree Councils. They will also be posted on our WEB site for access by Retiree Council affiliated Retirees in the Washington, DC Metro area, and others.

MINUTES OF THE FRIDAY, 29 March, 2013 MEETING OF THE CAPITAL AREA COAST GUARD RETIREE COUNCIL

Council Members: Mrs. Susan Baicar
Attending CAPT David Bernstein CAPT Robert Gauvin
 Mrs. Lula Carpenter CAPT Stephen Goldhammer
 PO1 Isabel Castellanos CPO John Milkiewicz
 Mr. H. Paul Cojeen RADM Ron Silva
 YNC Pleasala "Penny" Collins CDR Gary Thomas
 MCPO Edna Doak CAPT Robert Warakomsky
 LCDR David Du Pont

Sponsor – CWO4 Shirley "Tina" Tennyson – CG Base Capital Area, Personnel Support Department

AGENDA

ADMINISTRATIVE ITEMS

1. Welcome and Introductions
2. Discuss and Approve Minutes of the 30 November 2012 Council Meeting

COUNCIL PROGRAM

OLD BUSINESS

- 1.1 Status of Email Distribution List and Membership Outreach**
- 1.2 Help Desk Utilization – (email nrhdesk@gmail.com)**
- 1.3 Update on Newsletter**
- 1.4 Website Update**
- 1.5 Retiree Support Items**

NEW BUSINESS

- 2.1 Survivors and Caregivers Guide Update**

- 2.2 **New COMDTINST/CG Retiree Support Infrastructure**
- 2.3 **Update on HQ Activities – CWO4 Tennyson**
- 2.4 **Mr. Gary Adams, USCG, Transition and Relocation Manager – Discussion of “TAPS” and Distribution of Retiree Council Information**
- 2.5 **CDR Gary Thomas, Executive Director of CG Foundation for History**
- 2.6 **Holiday Party – When do we begin planning for 2013 – Isabel Castellanos**
- 2.7 **Council Membership and Committees**
- 2.8 **Treasurer’s Report – Bob Warakomsky**
- 2.9 **Retiree Participation in USCG Related Events/DC Area Events Calendar**
- 2.10 **Discussion of Retiree Pizza Party with a Speaker – Norm Paulhus**
- 2.11 **2013 Meeting Schedule – 28 June, 4 October, 6 December**
- 2.12 **Suggestions for the Good of the Order**

AJOURNMENT

ADMINISTRATIVE ITEMS

1. **Welcome and Introductions** – Co-Chair CAPT David Bernstein convened the council meeting at 0830 AM on Friday, 29 March 2013 in Room B718 of Coast Guard Headquarters. Mr. Gary Adams, USCG Transition and Relocation Manager, “TAPS” was introduced and CDR Gary Thomas, Executive Director of CG Foundation for History was welcomed back as a Council member and speaker. CWO4 Shirley “Tina” Tennyson, HQ Support Services was welcomed. CWO Tina Tennyson is representing Coast Guard Base Capital Area pending transfer of LCDR Jennifer Sinclair and reporting aboard of her replacement, LCDR Schuler.
2. **Discuss and Approve 30 November 2012 Minutes** – The minutes were approved.

COUNCIL PROGRAM

OLD BUSINESS

- 1.1 **Status of Email Distribution List and Membership Outreach** - David Bernstein reported that the email lists are all on Google in 100 recipient increments. David will give email addresses to CWO Tennyson as the transition is made during the Retiree COMDTINST restructure process. As a result of sending newsletters and the December mailing, we’ve added about 15 names to our lists
- 1.2 **Help Desk Utilization** - Bob Warakomsky reported that most of the “Help Desk” volunteers are submitting reports. On average, 10-12 requests for help are received per week. Numbers seem to be diminishing. After implementation of COMDTINST 1800.5G, Help Desk will be staffed by Bases.
- 1.3 **Newsletter Update** – David Bernstein has received many comments of appreciation for the information provided in the Newsletter. The information is of value to the readers.
- 1.4 **Website Update** – Paul Cojeen reported that Joe Fernandez (CG Website Developer) continues to post Retiree Council information on the Website.

1.5 Retiree Support Items – The new COMDTINST is our major support now. RADM Ron Silva informed the Council that the new instruction will lead to the Bases publishing the major Retiree Appreciation Day information for their AOR and other services provided to Retirees and we must think terms of the local Retiree Councils supporting the Coast Guard Bases. At the Base level the assigned the collateral duty of Retiree Support will need the help of all area Councils and Retiree volunteers.

NEW BUSINESS

2.1 Survivor and Caregivers Guide Update – There was no report.

2.2 New COMDTINST/CG Retiree Support Infrastructure –The new COMDTINST on Retirees has been signed by the Commandant and National Retiree Council Co-Chairs, RADM Ron Silva and MCPO Vince Patton. RADM Silva reported CDR Jim Garzon is the Program Director and there will be a similar civilian position established. Upon implementation, a network of Retiree Service Desks will cover the entire Continental United States staffed by Retiree Services Officers (RSO's). Zip Codes will define the Areas of Responsibility (AOR). Local Retiree Councils will shift to represent Retiree Communities by assisting /volunteering at the CG Bases in their AOR similarly for all Regional Retiree Councils around the country. This is closely based on the Navy's Retiree Services model. Some issues to be worked out are lack of Retiree Councils in some areas so the Bases will have to "start from scratch". CDR Garzon will be part of a teleconference with the National Council members on 24 April and will explain more fully the implementation of the new COMDTINST. It is hoped that the new instruction will be fully implemented by May 2014.

2.3 Update on HQ Activities - CWO Tennyson reported that the Coast Guard HQ will begin moving to the new St Elizabeth's campus in August. The HQ Base will begin moving in September. During the move, CAPT Bernstein will be the point of contact with HQ Base. CWO Tennyson suggested the information on the move and new COMDTINST be mailed via USPS from the Base Office to Retirees. Penny Collins volunteered her Office's folding machine for the mailings if needed. On implementation of the new COMDTINST, an active duty YN1 from Base Capital Area will be working with the CACG Retiree Council as a collateral duty. The Personnel Department Head will be available to help coordinate Retiree activities and the National Help Desk will be taken over by the new system. CDR Garzon, Program Director, will help the Bases handle the "Help Desk" which will be outlined in the new COMDTINST. CWO Tennyson will participate in the 24 April National Retiree Council teleconference on implementation of the new COMDTINST.

CWO Tennyson advised Retirees to have 2 copies of their DD-214, pages 1 & 4 and to keep them in a safe place. Copy 4 is very important for Survivors and states the kind of separation from the service, i.e., honorable, etc. The VA in your State may be able to help you obtain these 2 copies.

CDR Jennifer Sinclair is being transferred to Training Center Yorktown. She will be missed by the Council as a friendly presence at our meetings and a great and valued supporter of our Council's work. LCDR Allison Shuler will be the new CO as of 15 June 2013.

This year the Coast Guard Day Picnic will be held 3 August 2013 at Anacostia National Park/North Field in our new community location.

2.4 Mr. Gary Adams, USCG, Transition and Relocation Manager – Discussion of TAPS –

As of November 2012 TAPS is a mandated program under The Veterans Opportunity to Work Act – The VOW Act. TAPS has been redesigned with 3 days devoted to employment and 3 days introduction to back to school and entrepreneurship. It was suggested that TAPS emphasize the value of Retiree Councils as a networking tool and also that TAPS needs to speak to the needs of Retirees who no longer work and need retiree support services even more. Mr Adams agreed. We are sending him copies of our newsletter and other Retiree newsletters from military bases in our area.

2.5 CDR Gary Thomas, Executive Director of CG Foundation for History – The Coast Guard Foundation for History was established as a non-profit in August 1999. It is made up of 80% Retirees and 5-10% interested parties and 10% others. The funds raised are used for a CG Academy award, a published Coffee Table book on the Coast Guard and awards to other CG related institutions and partnering with CG related museums to raise money. The Foundation also works with authors to publish books about the CG. A plaque was given by the Foundation to the only “Bataan Death March” Coastguardsman, LT Paul Kratz, who commanded a unit in WWII. The Foundation also has a History Conference, Outreach to Universities and PhD candidates in Nautical History and a website and a Speakers Bureau.

2.6 Holiday Party Planning – Isabel Castellanos reported she will start working with Paul Peak in June in preparation for the December Holiday Party.

2.7 Council Membership and Committees – Discussed previously in regards to the new COMDTINST.

2.8 Treasurers Report – 3/29/13 Balance - \$427.32. Full report posted at end of Minutes. Thanks were given to David Bernstein for his contribution to the Holiday Party. The Party was in the “black” due to increased attendance.

2.9 Retiree Participation in CG Related Events/DC Area Events Calendar – RADM Silva pointed out the Bases will be taking care of passing this information in the future.

2.10 Discussion of Retiree Pizza Party with a Speaker – no report

2.11 2013 Meeting Schedule – 28 June, 27 September, 6 December

2.12 Suggestions for the Good of the Order

1. Hearing Aids and exams are available at cost through the VA, but the Hearing Aid Program for Dependents at Bethesda/Walter Reed Medical Facility is subject to Budget Restrictions.
2. The Council will recognize CDR Jennifer Sinclair for her support of the Council’s work.

AJOURNMENT- The meeting adjourned at 10:35 AM.

Minutes Prepared by Lula Carpenter, Secretary

Submitted 08 April 2013
Approved and Amended 28 June, 2013

Co-Chairs, Capital Area Coast Guard Retiree Council
CAPT David Bernstein
PO1 Isabel Castellanos

**CAPITAL AREA COAST GUARD RETIREE COUNCIL
FINANCIAL REPORT
AS OF
MARCH 29, 2013**

Balance brought forward 11/30/12	\$2,012.22
Deposit 11/30/12	275.00
Deposit 12/6/12	1,770.00
Deposit 12/11/12	30.00
Deposit 12/18/12	<u>65.00</u>
Balance 11/30/12	\$4,152.22

2012 Retiree Holiday Party Expenses:	\$3,248.37
Food	\$1,625.32
Bar	360.00
Tax	99.26
Labor	<u>1,163.79</u>
Total	\$3,248.37

2012 Retiree Christmas Card Expenses:	\$ 381.53
Cards and Envelopes	\$399.09
Mailing Labels	58.44
Postage	<u>99.00</u>
Subtotal	\$556.53
Less CAPT Bernstein Contribution	<u>(\$175.00)</u>
Total	\$381.53

Credit Union Expenses	\$ 95.00
Chargeback plus fee	\$ 65.00
Interest Jan, Feb, Mar ???	<u>30.00</u>
Total	\$ 95.00

Grand Total Expenses \$3,724.90

Balance 3/29/13 \$ 427.32

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