

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commandant  
United States Coast Guard

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AUG 08 2016

**MEMORANDUM**

*Paul F. Zukunft 8/8/16*  
From: Paul F. Zukunft, ADM  
CCG

To: Charles D. Michel, ADM  
VCG

Subj: PRECEPT CONVENING A SELECTION BOARD TO CONSIDER COAST GUARD  
REAR ADMIRALS ON THE ACTIVE DUTY PROMOTION LIST FOR  
CONTINUATION ON ACTIVE DUTY

Ref: (a) Section 290, Title 14 U.S. Code  
(b) Officer Accessions, Evaluations, and Promotions, COMDTINST M1000.3(series)

1. Pursuant to the authority provided by reference (a) and reference (b), a Selection Board is appointed consisting of yourself as President and the following members:

Charles W. Ray, VADM, USCG – Member  
Sandra L. Stosz, VADM, USCG – Member  
Fred M. Midgette, VADM, USCG – Member  
Karl L. Schultz, VADM, USCG – Member

2. The Board shall convene at 0800, 31 August 2016, in room LG16-01, Coast Guard Headquarters, or as soon thereafter as practicable, for the purpose of considering eight officers in the grade of rear admiral for continuation on active duty in the Coast Guard. Members of the Board shall swear or affirm that they will, without prejudice or partiality, and having in view both the special fitness of officers and the efficiency of the Coast Guard, perform the duties imposed upon them, and that they will not disclose their proceedings to any person not a member of the Board.

3. There is hereby established a continuation zone of eight rear admirals on the Active Duty Promotion List consisting of RADM Bruce D. Baffer, RADM Mark E. Butt, RADM Joseph A. Servidio, RADM James E. Rendon, RADM Thomas W. Jones, RADM Steven D. Poulin, RADM Linda L. Fagan, and RADM Scott A. Buschman. These officers will complete at least four years of combined service in the grades of rear admiral (lower half) and rear admiral during the promotion year in which the board meets. The names and records of all officers to be considered for continuation shall be furnished to the Board. The four best-qualified officers shall be recommended for continuation.

4. Prior to the date the Board submits its report, the Commander, Coast Guard Personnel Service Center, is authorized to delete the name of any officer whose name is removed from the Active Duty Promotion List for any reason. In the event any officer in the continuation zone established herein is removed prior to the date the Board submits its report, the Commander, Coast Guard Personnel Service Center will provide additional instructions. Any communications to the Board by any officer under consideration will be transmitted under separate cover.

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5. The Board shall refer to the provisions of Sections 3.A and 6.A of reference (b) and the enclosed Commandant's Guidance to PY17 Officer Selection Boards and Panels in your development of criteria for determining the officers recommended for continuation. Section 6.A.3 of reference (b) provides four factors to consider in developing your criteria: performance, professionalism, leadership, and education.

6. You should emphasize to the members of the Board the importance of their obligation to confine themselves to facts of record and not predicate judgments on rumor or hearsay. At the end of your deliberations, all members must be able to say that the officers recommended for continuation are, in the opinion of at least a majority of the Board, the best-qualified to be continued.

7. The Board shall submit a report in writing signed by all members of the Board. Except for the report of this Board, the proceedings of the Board shall not be disclosed to any person not a member of the Board. You will direct the members of the Board that their recommendations shall be kept confidential until the Secretary approves the report on behalf of the President, and the names of officers selected for continuation are released to the Service at large.

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Enclosure: Commandant's Guidance to PY17 Officer Selection Boards and Panels