

From: Co-Chairs, Capital Area Coast Guard Retiree Council

To: Council Members (via E-Mail)

Subj: Minutes of the Friday, 06 December 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 comments. 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 06 December 2013 Meeting of the Capital Area Coast Guard Retiree Council

Welcome and Introductions - Co-Chair David Bernstein convened the council meeting at 0830 on Friday, 06 December 2013 at the new Coast Guard Headquarters, St Elizabeth's Campus.

Council Members:

Attending:

Ms. Susan Baicar

LCDR John Bagg

CAPT David Bernstein

Mrs. Lula Carpenter

YNC Pleasala "Penny Collins

MCPO Edna Doak(telecom)

LCDR David Du Pont

CAPT Stephen Goldhammer

John Milkiewicz, CPO, USCGR

CAPT Bradley Niesen

CDR Benjamin Stoppe

SPCO Dennis "Mike" White

CAPT Robert Warakomsky

Sponsor: LCDR Ally Shuler, CG Base Capital Area,
CWO4 Shirley "Tina" Tennyson

Proposed Agenda

ADMINISTRATIVE ITEMS

- 1. Welcome and Introductions**
- 2. Discuss & Approve Minutes of the 04 October 2013 Council Meeting**

COUNCIL PROGRAM

OLD BUSINESS

- 1.1 Status of Email Distribution List and Membership Outreach**
- 1.2 Help Desk Utilization – (e-mail nrhdesk@gmail.com)**
- 1.3 Update on Newsletter**
- 1.4 Website Update – Remove Isabel Castellanos, Add John Milkiewicz as New Co-Chair**
- 1.5 Retiree Support Items**

NEW BUSINESS

- 2.1 Survivor and Caregivers Guide Update, - Bruce Russell**
- 2.2 Discussion of Feedback on Posted Draft Copy of Caregivers Guide on Council Website – David Bernstein**
- 2.3 National Retiree Council Report and New COMDTINST/CG Retiree Support Infrastructure – Implementation of ComdtInst 1800.6G – David Bernstein**
- 2.4 Discussion of National Help Desk – Bob Warakomsky/David Du Pont**
- 2.5 Update on HQ Activities – Base Support of our AOR Retirees & CACGRC – Establishing RSD - LCDR Shuler**
- 2.6 Holiday Party –John Milkiewicz, David Bernstein**
 - 2.6.1 Publicity, Raffle prizes**
 - 2.6.2 Ticket money collection**
 - 2.6.3 Invitations to Commandant, Vice, MCPOCG, MCPOCG(R)**
 - 2.6.4 Cost of Party**
 - 2.6.5 Member Assigned Party Tasks**
 - 2.6.6 Parking**
- 2.7 Council Membership and Committees**
- 2.8 Treasurers Report – Bob Warakomsky**
- 2.9 Discussion of CACGRC relationship to NCR Officers Association**
- 2.10 Retiree Participation in USCG Related Events/ DC Area Events Calendar**
- 2.11 2014 Meeting Schedule and Venue**
- 2.12 Suggestions for the Good of the Order**

ADJOURNMENT

ADMINISTRATIVE ITEMS

1. Welcome and Introductions- David Bernstein welcomed CAPT Bradley Niesen USCG Retired who has volunteered to be an RSD and joins our Council. LCDR Ally Shuler and CWO4 Shirley Tennyson, CG Base Capital Area Personnel Support Department were also introduced. John Milkiewicz was welcomed as the CACG Retiree Council's new Co-Chair.

2. Discuss and Approve Minutes of the 04 October 2013 Meeting- The minutes were approved.

COUNCIL PROGRAM

OLD BUSINESS

1.1 Status of Email Distribution List and Membership Outreach-David Bernstein reported that he received 4-5 new email addresses as a result of the Holiday Party and Newsletter. The Council still is lacking approximately 2000 email addresses of area retirees. It was proposed that when we have a website and new phone number for the Retiree Service Desk, the memo that will be sent will include asking for retiree email addresses.

1.2 Help Desk Utilization- (email-nrhdesk@gmail.com) – Bob Warakomsky reported that approximately 14 weeks of Help Desk Reports are due. So far he has received seven. 44 requests for assistance have been received by the National Help Desk with an average of 6 per week. Miami receives the most requests for assistance. The Help Desk is using an area code 202 number and LCDR Shuler said she would check on obtaining an 800#. Since the Help Desk is “National”, an 800# is important in serving our retirees. It was stressed that the National Help Desk needs to remain “National” as problems for retirees cross regional borders and the RSDs may need help from the National Help Desk as the phase in of the COMDINST begins. It was strongly suggested that Bob Warakomsky and David Du Pont be part of the process as the COMINST 1800.5G is implemented
Also the question was raised concerning how the new structure of the COMDINST would accommodate gmail addresses, since we understand the HQ Internet protocol blocks any use of gmail and other than the 202 number, gmail is the main source of Help Desk inquiries

1.3 Update on Newsletter-David Bernstein reported that the Newsletter continues to receive good comments and appreciation. It is a large document of 30-40 pages so takes much time to compose.

1.4 Website Update- Paul Cojeen will be contacted to let Joe Fernandez know that the website needs to change the Co-Chair designation from Isabel Castellanos to new Co-Chair, John Milikiewicz.

1.5 Retiree Support Items- Refer to previous discussion.

NEW BUSINESS

2.1 Survivors and Caregivers Guide- . The Coast Guard has possession of the “Caregivers Guide”, but until it is published by the Coast Guard, we will maintain a draft copy on the Website.

2.2 Discussion of Feedback on Posted Draft Copy of Caregivers Guide on Council Website - There has been very positive feedback on the Caregivers Guide.

2.3 New COMDINST/CG Retiree Support Infrastructure –Implementation of COMDINST 1800,6 - The Retiree Services Program revolves around the Volunteer who will be answering the inquiries from the Retiree Community. Volunteers can be CG retirees, civilians, Auxiliary members, spouses/dependents of active or retired members. Each base will provide a Retiree Service Officer as collateral duty who reports to the Base Commander and manages the RSDs. This will be service wide. The Council recommends that RSDs from different areas need to be able to be in touch with each other as Retirees move to different areas and information from one area to another needs to be available. Also, where one RSD may not be occupied, another can support the Retiree and refer the call to the appropriate Base. It was also recommended that virtual manning of the RSDs be considered and also the consideration that manning may not be needed 7 days a week. CAPT Bernstein indicated to LCDR Shuler what actions are necessary to initiate the Base NCR RSD. Tasking of LCDR Shuler by CAPT Bernstein is attached

2.4 Discussion of Help Desk – Refer to discussion in section 1.2

2.5 Update on HQ Activities- Base Support of our AOR Retirees & CACGRC- RSD
LCDR Shuler reported that volunteer staffing of RSDs is a problem so far. Miami and the DC area have the most volunteers. It was pointed out that as this is a new program, it may take a while to implement the new RSO/RSD program. It was suggested that an article be written for the Retiree/NOAA Newsletter from Topeka. LCDR Shuler indicated that CDR Garzon is writing such an article for the Newsletter. It was also suggested that updates on the progress of implementation of the program be published in the Retiree/NOAA Newsletter. The training program for RSD volunteers is set to begin soon. David Bernstein and Brad Niesen are 2 volunteers from our Council and David is also the Capital Area Volunteer Director. On another matter, Penny Collins reported that the mailings to the area retirees have been stuffed, folded and sealed and labels are being prepared. The Council thanked Penny and FRA for the use of their folding machine.

2.6 Holiday Party- John Milkiewicz informed the Council that the Holiday Party is set for Sunday, 08 December at 1630 and he has been in touch with Paul Peak and the food manager. At last count, 65 people are attending. The cost, due to increased Fairfax County taxes and the cost of food, has raised the cost per person to \$46.00. As we are charging \$30.00, we have a deficit of approximately \$1400. A decision was made to raise the drink ticket cost to \$2.00 over what Vinson Hall charges and increase the cost of raffle tickets to \$2.00 or 3 for \$5.00. Hopefully with these increases and aggressive sales of raffle tickets, we can break even. The Holiday Party costs will be on the Agenda at the March meeting.
Parking for the Commandant and Vice Commandant will be in front near the flagpole. David Bernstein will greet the Commandant and Vice Commandant.

Volunteers manning tables are asked to arrive an hour before the party.

Volunteers

1. Name Tags/Check in and Payment Checks – Mike White and Lula Carpenter
2. Raffle and Drink Tickets – Ben and Anne Stoppe
3. Parking – John Milkiewicz will do a walk through the day before the Party and Bob Warakomsky will send out parking information.

Billing for the Party is mailed after the Party. The policy is no refunds for “no hows”. The Policy at “Vinson Hall” is No Tipping.

It was suggested that we advertise earlier next year in order to reach Reservists and Auxilliarists.

2.7 Council Membership and Committees - Discussed in previous sections.

2.8 Treasurers Report-Bob Warakomsky reported that the Treasury has a balance of \$1,877.32. The full Treasurers Report can be found at the end of the Minutes.

2.9 Retiree Participation in USCG Related Events/DC Area Events Calendar – David Bernstein met with COL Wilmer of Joint Base Fort Meyer to discuss their joint interest and support of Retiree Service Programs. The Army has paid government employees to staff their RSDs. They plan to continue to meet.

2.10 Meeting Schedule

28 March 2014

27 June 2014

26 September 2014

05 December 2014

Future meetings - TBD if Ballston will be the 2014 meeting venue. CW04 Tennyson is checking on the availability and the security requirements.

2.11 Suggestions for the Good of the Order

Council Member Norm Paulhus has been ill and Council members were encouraged to call Norm or send a card as he recovers.

ADJOURNMENT -11:05 AM

Minutes prepared by Lula Carpenter, CACG Retiree Council Secretary