

Meeting Minutes
14 DEC 00 / CGHQ Rm. 445
Chief Petty Officers Association
Washington, DC Chapter

Present – 5 (quorum)

MCPO Bill Michael, President
CPO Mark Allen, Secretary
MCPO Linda Reid
CPO Carmela Martinez-Ortiz
CPO Tim Rowley

Call to Order (0750)

Old Business

Per Michael – Bylaws.

- CPOA National Office requires Chapter VP to review every 2 years. This chapter is overdue.
- **Keenan action** – establish committee of 2 to review.

Per Kruska – *USS Serpens* Memorial.

- Continue to plan for enhancing *USS Serpens* Memorial at Arlington National Cemetery with a plaque/fence.
- Michael e-mailed Mr. Metzler/ANC.
- **Michael action** - follow up with a second formal letter.
- Terry Yanette / FRA (mdevfra@fra.org) has offered FRA \$; \$750 will be easy.
- Planned dedication ceremony for Vets Day 2001, which will coincide with 60th anniversary of CGR. (Most fallen were CG Reservists.)
- SCPO Cliff Tice (CTice@elcbalt.uscg.mil) and CPO Joe Ferreira (jferreira@cgyard.uscg.mil) have offered hardware from the CG Yard.
- **Kruska action** - write ~150 words for plaque.

Per Michael – CGHQ CPOs Needs Assessment.

- Will write and e-mail on 14 DEC 00 survey of CGHQ CPOs for needs assessment.
- Refocus CPOA, Washington, DC Chapter charter on goals identified by the survey. Then implement objectives to support those goals.
- Consider an annual Spring Farewell and Fall Hail picnic.

Per Kruska – Flags for Vets Day.

- Flags at Arlington National Cemetery and Vietnam Veterans Memorial for Veterans Day.
- Buses from CGHQ, since was workday.
- Kruska coordinated logistics of placing flags on graves, since ceremony was held on 13 NOV 00 vice the holiday.
- 22 participants; 200 flags.
- Reid asked Macy for source of \$600 for 200 flags during Summer 2000. Michael suggested CPOA Chapter support Vets Day 2001 100% through fund raising.

- PAC Kruska donated \$10 seed money for future flag purchase.
- Michael suggested selling flags as fund-raiser. Ad in *The Chief* magazine, in Fred's Place? Law allows 10 percent markup for profit.

Per Michael – Chapter of the Year.

- Reid indicated that Chapter has competed well in past years.
- What are criteria?

Per Michael – Poinsettia Sale.

- Sale 05-07 DEC 00; coincide with book sale.
- MCPO Dave and Mrs. Stephanie Johnson and son Tony coordinated, and provided poinsettias for sale from local greenhouse.
- Needed to order min. 125 plants for greenhouse to deliver by truck.
- Johnson ordered 125 plants on 16 NOV 00.
- Paid greenhouse by 07 DEC 00.
- Rowley cut \$700 check to Johnson.
- Scheduled 5 volunteers to unload truck on 05 DEC 00, 0700; and to set up tables and two comfortable chairs.
- Got volunteers to sell with Mrs. Johnson.
- Johnson confirmed CGHQ Cafeteria would store plants.
- No orders ahead of time.
- Prices: 7" plants are \$15 each; 8" plants are \$20 each; 10" plants are \$25 each; (same as last two years!).
- Colors: red, white, and marble; 3 different sizes.
- Reid e-mailed flyer, posted it, and submitted it to CGHQ Special Notice.
- Sold 130 plants in 1999; 174 in 2000.
- SecDOT Slater's office bought 27 plants.
- Lessons learned – order 200 plants in DEC 01.
- \$1037.25 combined profit from poinsettia and book sale.
- **Allen action** – update 1999 letter as a 2-year letter thanking Mrs. Johnson.
- **Michael action** – seek CPOA certificate of appreciation. Spouse will do calligraphy.

Per Michael – Book Sale.

- Reid e-mailed flyer, posted it, and submitted it to CGHQ Special Notice.
- Book donations provided by Reid, Michael, Carmella, and Johnson.
- Sale 05-07 DEC 00; coincided with poinsettia sale.
- Several boxes of books left over.
- **All CPOs action** - solicit book donations.
- Keenan storing them at home.
- **All CPOs action** - another sale in Spring or Summer 2001?

Per Reid – Southwest Community House - Thanksgiving

- (MCPO Myles Shaw and MCPO Ike Davis purchased (\$82.63) and delivered 14 turkeys to Southwest Community House.)
- **Allen action** – write letters of appreciation to Shaw and Davis.

Per Reid – Southwest Community House – Christmas Party

- 19 DEC 00, 1600-1730.

- ~1.5 hrs; 30-35 children, ages 6-11.
- SWCH POC – Roberta.
- Host Christmas party at CGHQ Rm. 2415 for Southwest Community House children.
- Reid reserved Rm. 2415.
- Christmas music on CD.
- Carpenter offered to play Santa.
- Reid offered to paint faces.
- Buy candy for Santa's bags; gifts for children.
- Need structured games for entertaining the children.
- Michael suggested canned food drive.
- Reid and PO Delp will do Christmas card activity with children. Games in cabinet.
- **Allen action** – write letter of appreciation to CWOA for \$75 donation. Reid gave to Rowley.
- **All CPOs action** - Need 8 volunteers. Bring CDs.
- **Michael action** – bring boombox.
- **Keenan action** – bring in 30+ gifts from spouse.
- **Ried action** – bring CG coloring books and CPOA Santa hats.

Per Keenan – Leadership Series.

- Monthly speaker (e.g., Colin Powell)
- Speakers need not be military.
- In Rm 2415 or cafeteria, per size of audience.
- CPOA Chapter sponsor and provide plaque to speaker.
- First session in JAN 01.
- Focus on enlisted folks but open to all hands.
- **Keenan action** – status?

Per Keenan – Establish CG Greater Washington, DC Area Enlisted Person of the Quarter (EPOQ) program.

- For junior enlisted persons.
- Couple of quarters behind.
- About 180 enlisted folks at CGHQ. Very few are below E-7.
- Establish scope as CG Greater DC Area and let Keenan manage it.
- Companies will support with funds.
- Applications to Keenan, who will assign a review board.
- Include program for Reservists.
- Post the plaque by CGHQ Chief of Staff office.
- First ceremony second week of JAN 01; location could be outside CGHQ building.
- **Keenan action** - write CGHQ instruction.

Per Reid – CCTI.

- Held 26 OCT 00 at TISCOM. Need more CGHQ CPO participation.
- Reid held debrief.
- MCPOCG will issue ALCGENL instruction on CCTIs.

- Rcvd letter from Forest Appleton of thanks for invitation.
- Biggest issue – time shortage. Consensus – do all day CCTI.
- Lessons learned – 1. Invite big names to draw crowd (e.g., MCPOCG, COMDT, and/or other ADM). 2. Pass word to retirees. 3. Get PCPOs to do carwash fundraiser for CPOA prior to CCTI.
- **Reid action** – plan for 26 APR 01 CCTI.

New Business

Per Allen – Coast Guard Pearl Harbor Day Ceremony

- December 7, 2000
- 1145 hours
- Coast Guard Cutter *Taney*
- Pier 5, Pratt Street, Baltimore Inner Harbor
- Sponsored by the Baltimore Maritime Museum and Living Classrooms Foundation
- Members of the Pearl Harbor Survivors Association, other veterans, and current service members generally participate.
- For more information, contact Mr. Paul Cora at 410-396-3453, 802 South Caroline Street, Baltimore, MD 21231, nationalhistoricseaport@erols.com.

Per Reid – Valentine Day Card for Vets

- Big VD card for Vets Hospital.
- CPOA used to prepare card, and MCPO Lackey delivered to Vets Hospital.
- **All CPOs action** – ask MCPO Lackey for details. Ask MCPO Scaramastro for suggestions.

Moment of Silence for Those Who Have Gone Before Us

Adjournment (0846)