

TO: Executive Committee
c.c. Provincial Chairpersons
Advisory Board
National Directors
Board of Governors

FROM: Jean Mignault
Executive Director

DATE: 19 August 2006

SUBJECT: RECORD OF DECISIONS
EC CONFERENCE CALL 19 AUGUST 06



Attendees:

Chairperson:	C. Hawkins	President
	L. Bourgeois	Past President, (12:50)
	M. Cataford	First Vice-President
	J. Johnson	Vice-President
	J. Reidulff	Vice-President
	G. Fabes	Vice-President
	F. Gaboury	DCdts – SSO Air
	E. Callow	Chair, PC Chairs (Absent)
Staff:	J. Mignault	Executive Director
	K. Banaszkiwicz	Executive Assistant
	S. Putinski	Administration Officer (Communications & Media)

ITEM		ACTION	STATUS
I ADMINISTRATION			
1.1	President's Remarks A general welcome was extended. C. Hawkins welcomed everyone on the call and thanked them for sparing some of their personal time on a Saturday.	Info	Closed
1.2	New Items for Agenda Added to the Agenda was: 3.8 <i>Statement of Operational Requirements for tow aircraft</i> 3.9 <i>Attendance at Provincial Committee AGM's</i>	N/A	Closed
1.3	Approval of Agenda MOTION: Moved/seconded by J. Johnson / M. Cataford that the Agenda be approved. Carried 5/0/0 Approval of Record of Decisions All up to date on ROD's. Nothing needed to be approved at this time. Carried 5/0/0	N/A	N/A
		N/A	Closed
ITEM		ACTION	STATUS

II BUSINESS ARISING - INFORMATION

2.1 SELECTIONS 2007
J. Mignault mentioned that we will try to send information (memo) for selections 2007 at the end of September. Major Giroux is currently on vacation until 18 Sep 06. The new DND 2226 for 2007 is ready to roll. No major changes. J. Mignault to advise Chairs that there will be a delay. Major P. McClure & G. Fabes finalized the CAD 115 and it has been sent to print.

J. Mignault **Pending**

2.2	<p>MEMBER REGISTRATION AND SCREENING</p> <p>C. Hawkins mentioned that J. Mignault has the PowerPoint presentation. This needs to be put on our website. In regards to the <i>FAQ's</i>; C. Hawkins to send them to J. Mignault and S. Putinski as these will need to be put on our website as well. C. Hawkins mentioned that Provincial Committee's (PC's) can issue their own ID card as many of them currently do. We do not want to change format but would like to make mention that an expiration date needs to be added on them. No discussion on this. All agreed. C. Hawkins to send an e-mail to R. Thistle and will request that he send this request out to the Chairs.</p>	C. Hawkins	Pending
2.3	<p>IACEA 2006 CONFERENCE – QUÉBEC CITY</p> <p>J. Mignault reported that we are doing ok. M. Cataford agreed. M. Cataford is going in on the Saturday as well as the Sunday. Many delegates are arriving on the Saturday, so it was thought that it would be nice to have some people there. M. Cataford to call J. Mignault to coordinate transportation details on Monday. Helicopter flight has been confirmed. Just missing the VCDS' approval. M. Cataford looking at how to land at the Citadelle – but they cannot forecast this in advance. M. Cataford to confirm this detail later on in the week. Capt Ehman is with the air group in Winnipeg. C. Hawkins offered thanks to M. Cataford for organizing a cadet band to play and all the support provided to date. Mention was made that they will be added in our thank you letters following the conference.</p>	J. Mignault/ M. Cataford	Pending
2.4	<p>NATIONAL HEADQUARTERS RELOCATION</p> <p>It was reported that the National Headquarters have relocated. Pictures were sent out. Building is nice and has come along. <i>Meet and Greet</i> will be put on at our new location during the SAM for all to see the new building. November 23-25 is the official dates for the SAM. SAM will be at the same hotel as last year.</p>	J. Mignault	Pending
2.5	<p>PROPOSAL ON BONDING ACL FINANCES SIGNATORIES AT ACL, P AND LHQS.</p> <p>C. Hawkins reported that it was not widely accepted. Have not seen anything from B. Robert as of yet. J. Mignault reported that it was based on a large number and that we are still waiting to hear back. B. Robert has not put out anything official in terms of price structure as of yet. C. Hawkins to coordinate with B. Robert.</p>	B. Robert/ J. Mignault	Pending
2.6	<p>NEW BY-LAWS</p> <p>J. Mignault reported that this will take awhile. Translator is on vacation. It is a lengthy document. Once translated and received back, it then has to go to Industry Canada to be made official. We will operate under them until the official approval. Policy on <i>Registration and Screening</i> needs to be re-written. C. Hawkins to complete this.</p>	J. Mignault	Pending
2.7	<p>AIR CADET SERVICE MEDAL</p> <p>Medals will stay as they are. This is now a closed item. Alberta has complained that medals are slow in coming. J. Mignault reported that we will be sending them out next week. Issue with bars for number of years of service had been brought up as a sore point for some. J. Mignault reported that the Committee agreed that we would not do that. It came down to the fact that it was very difficult to place them on and through the material/ metal and cost had a little bit to do with it as well. We decided to avoid all of that and will thus continue without the bars.</p>	J. Mignault	CLOSED

- 2.8 EFFECTIVE SPEAKING COMPETITION 2007**
C. Hawkins to speak with R. Dionne for CAP cadets to participate in our competition but not be "official" participants. They would still speak but would not be considered for National Champion. General T. Pineda (Civil Air Patrol) expressed to C. Hawkins in Reno that he was very interested in Exchanges between our cadets and their's.
- J. Mignault** **Pending**

	ITEM	ACTION	STATUS
III	NEW BUSINESS		
3.1	AIR CADET LEAGUE RESOURCE PLANNING STRATEGIC SURVEY This is the survey that has been put together by M. Conway. C. Hawkins sent out a copy to all. She has a separate one for the BOG, which is essentially the same. How should we proceed with this? Any thoughts? G. Fabes' first reaction at looking at it was in regards to part 1, felt that wording was unclear. C. Hawkins feels that we should support her on this. It was discussed that a complete response but not a separate one would be made as EC individuals are included within the BOG and therefore we could collaborate as one response (EC/BOG). C. Hawkins reported that the other possible way of doing this in a timely manner is to put all of our thoughts on paper as a preliminary response and then have the BOG look at it and respond collectively in order to provide her with our complete thoughts. PC's will do their own response. Between now and end of August, C. Hawkins asked that all EC members put down their points of view and comments. C. Hawkins will consolidate all EC responses and will circulate it to BOG prior to the September conference call and this will provide time to think about it. All agreed. C. Hawkins will re-send the document so all can get started on it. C. Hawkins to advise M. Conway on how we are approaching this.	M. Conway/ C. Hawkins/ EC/BOG	Pending
3.2	FINANCE COMMITTEE, P&P MANUAL UPDATE – (PROCEDURES FOR REVIEW & SIGN OFF OF SSC ACC-9S BY THE PROVINCIAL COMMITTEE PRIOR TO FORWARDING TO NATIONAL). Do not need a formal motion for this. We will place this on BOG agenda and have it approved then. We will then distribute and get it out to everybody.	J. Mignault	Pending
3.3	K. BANASZKIEWICZ REPORT ON CAP-COS, MONTGOMERY, ALABAMA K. Banasziewicz reported that she attended the Civil Air Patrol (CAP) – Cadet Officer School (COS) in Montgomery, Alabama, USA on 19-23 June 2006 with Capt. A. Onchulenko from DCdts. The COS is patterned after the USAF Squadron Officer School and is an <u>academically challenging</u> course for cadets 16 and older. COS is an in-depth study of the skills of leadership. The course is divided between lecture, seminar, and hands-on training. Instructors guide cadets through the Air Force approach to the psychology of leadership, problem solving techniques, effective writing, effective speaking, and group dynamics. In addition to classes and seminars, a wide variety of top military and industry leaders came as guest speakers to discuss their experiences with the cadets. Topics included human relations, critical thinking, leadership and national security issues. K. Banasziewicz reported that there was	K. Banasziewicz/ F. Gaboury	Closed

concern over some of the course material (i.e. American Civil War / American Revolution examples and assignments that looked at American Air Pioneers). There was also concern over the delivery of the material as it is very much based on "America the Powerful / Wonderful and Almighty" ideology. K. Banaszkiwicz reported that this would prove difficult with our Canadian Air Cadets, but that Civil Air Patrol Members were more than willing to compromise and include our Canadian content if needed and had agreed to tailor the program slightly to accommodate our cadets. K. Banaszkiwicz reported that they would love to have 10 of our Canadian Air Cadets attend the course next year as well as a Canadian CIC Officer to be a member of the staff. A full conference report will be made available and distributed on Monday 21 August 2006. J. Mignault asked K. Banaszkiwicz whether or not SLC cadets would be "equipped" enough to partake. K. Banaszkiwicz felt that they would not have an issue if they were prepared well enough ahead of time.

F. Gaboury provided the DND position. The quick response is No. General Wesley made the same request when both were at the conference in Reno. F. Gaboury expressed concern that the course is 10 days long and that cadets were between the ages of 16-21. He also made mention that there was lots of reading and that the course is designed to groom cadets to become USAF Officers. F. Gaboury felt that the Leadership would most certainly apply as well as the communications component. He agreed that the Strategic Thinking component would also apply to our cadets. Concern however was expressed over the fact that they use the Middle East situation as an assignment. This assignment being that they are asked "How would they resolve this" using the model that they had just learned. F. Gaboury reported that Capt A. Onchulenko and K. Banaszkiwicz were both favourable to this idea, but there are certainly some concerns. F. Gaboury further reported that they would have to lose SLC billets and was not sure if they/we were prepared to do that? F. Gaboury reports that there are serious financial constraints – who would pay for this? F. Gaboury stated that he was not in favour of this. If the League wants to pay for this then that is certainly not minded – but will not formalize this by DND. He reported that there are benefits but also stated that CAP encampments are in the summer, and timing would also prove difficult.

K. Banaszkiwicz/

F. Gaboury

Closed

In terms of re-instating the International Drill competition, it was discussed that an invitation to come up to Cold Lake and have 2-3 days with our leadership cadets and have a drill competition then could be possible. It was discussed that CAP cadets pay for their own travel and the like and that this could prove to be too costly. R. Smith of the CAP National Office was willing to get the drill competition at different locations every year – but that this could also be an expensive adventure.

C. Hawkins asked that we explore less expensive options – at the regional level (i.e. Canadian Air Cadets visit Civil Air Patrol Cadet unit's close by). Starting with smaller exchanges is currently more feasible. C. Hawkins is prepared to have the Air Cadet League develop contacts with regional CAP personnel –

and work on it that way. F. Gaboury is all in favour of that. Lionel Bourgeois will speak with General T. Pineda in Quebec and mention our wishes to start small.

3.4 RESIGNATION OF NOVA SCOTIA MEMBER – GORDON DEVRIES

J. Mignault reported that we are waiting for a replacement name. **J. Mignault** **Pending**

3.5 COMPLAINT LETTER RE: GRAD PARADE AT DEBERT

C. Hawkins provided a brief background as everyone received the letter and had a chance to read it. F. Gaboury mentioned that there is not much we can do and that the CATO details it; they simply did not follow the policy. C. Hawkins requested that a reminder be made of the protocol and procedures. Cdr Charlton to handle it at that level. It was agreed that we do not need to call everyone in. It was established that this could be handled at the lowest level possible. F. Gaboury apologized on behalf of DND and will do what he can to try and ensure that this does not occur again. (President's Note: A message has been received from the Chair of the NBPC that the CO of the Gliding Center apologized personally and public ally (at another parade) for the oversight. This matter is resolved.

C. Hawkins **Closed**

3.6 NATIONAL FUNDRAISING CAMPAIGN

J. Mignault reported that we are having new stationary printed. Will complete this in mid - September. A letter will also be sent to the parents of cadets from the years 1993 – 2003 in order to ensure that we do not solicit those with cadets currently in the system. This proved profitable the last time it was completed.

J. Mignault **Pending**

3.7 APPOINTMENT OF NEW VICE CHIEF OF DEFENCE STAFF

J. Mignault has done an official congratulatory letter and has sent it

J. Mignault **Pending**

3.8 STATEMENT OF OPERATIONAL REQUIREMENTS FOR TOW AIRCRAFT

This item will be deferred to the BOG. J. Mignault to send copy to BOG and we will place on agenda for BOG teleconference. C. Hawkins will contact B. Paisley prior to the BOG.

C. Hawkins **Pending**

3.9 ATTENDANCE AT PROVINCIAL COMMITTEE AGM'S

Request to Vice President's to confirm with their Provincial liaisons as to whether or not they can attend their Provincial AGMs. C. Hawkins asked that they please do preliminary checking on airfare and requirements so that we can try to fit it in the Presidential budget as much as possible. C. Hawkins can guarantee that he will attend BC and ON. If there are others that cannot be attended by members – he can try and attend. Lionel may go to NL – still waiting to hear back. C. Hawkins has asked that details be sent in and we will try and find another VP to attend, if needed. G. Fabes reported that the Quebec one is on the same day as our next teleconference (October 21). We will look at an alternate date for the next EC teleconference. C. Hawkins requested that all get dates from PC's and that if no weekends were available we will look at the possibility of doing it during the week and / or a date that we can all agree on.

C. Hawkins **Pending**

IV CONCLUSION

4.1 Reports from the Vice-Presidents

L. Bourgeois reported that he had not heard back from Newfoundland so that at his time he had nothing to report. He mentioned that he was still waiting to also hear back from M.

Info **Pending**

Murphy. C. Hawkins reported that he would call M. Murphy as he has not heard from him since the AGM.

M. Cataford Looking back over the month; reported that it was an excellent exchange program. Incident in USA was mentioned. Not sure of the measures for those cadets that were RTU'd from the Exchange? F. Gaboury reported that they will not get their badges and a letter was written. F. Gaboury to follow up with the Australian Representatives as the Australian Escort Officer may have been involved with the incident.

Further disciplinary steps can be taken by the commanding officers of the cadets. We need to insure that escort officers be over 25 and abide by the rules of the IACE and the host country.

J. Johnson Nothing to Report. He asked for an area of responsibilities list for the National office be sent out as this has been requested by many. . It was asked that such a list please be provided so that members would know who to contact for what they needed instead of being passed from person to person

G. Fabes reported that he had heard back from NB, but that this was already covered. He reported that Ed had sent many e-mails and called Atlantic region centre and that no one has responded to his e-mails and phone calls for an extensive period of time now. Hope Carr needs to return calls. S. Putinski to call Hope Carr and ask that she get back to him.

J. Reidulff Manitoba sent Promotional video – reported that it is well done. J. Mignault asked to look at it J. Mignault will bring it to Quebec City.

4.2 **Comments from DCdts**

F. Gaboury reported that he is glad to be back with the family. He reported that the ATC course was cancelled this year, as all are aware. He has worked on this. He has proposed re-vamping the course, as it was felt to be too academically challenging. Lithe proposed course is now a broader course and he would like to increase the number for next year. L. Bourgeois mentioned that there should be a good response as ATAC and others were interested in helping us out. This will be part of the CPU and will be increased to 60 cadets and will be available to younger aged cadets so that more are participating in it earlier. Summer 2007, it is intended to have this course up and running. This will require info getting out to all, so that they know this course is available. F. Gaboury mentioned that once he hears back that there is interest – he will have a communications plan put in place. Will have to wait and see. He reported that this course could be anywhere in Canada depending on who gets the contract. One year to start, with trial years afterwards. This would then have to go to PWGSC and we will let them handle it. It was asked whether or not the course would be bilingual? F. Gaboury responded that it would not be at first. It could be offered in a Quebec location during a subsequent year.

N/A

N/A

F. Gaboury read the cadet reports for Exchange. Ottawa U was not well received and he will direct Major P. Giroux to look into getting another contract and perhaps move it back to Carleton University. There was mention that 2-3 cadets were billeted with a family. This is too much. There was also some confusion as to who pays for the activities? Some cadets had to pay and did not expect to; we will have to look into this. It was reported that this is apparently the last year in Niagara. They are trying to move to the Hamilton region. We need to clarify these issues and need guidelines. This item will need to be placed on the IACE Committee meeting at the SAM. F Gaboury also mentioned that there were 2 re-locations as

there was a hygiene issue and wondered if there was any screening and was under the assumption that a physical inspection of where the cadet were sleeping had taken place. It was reported that back that a screening of the billeting families are completed but not a physical check as to where exactly the cadet would be living and sleep s M. Cataford agreed that we should be clearer with guidelines, specifically in regards to phoning home etc. G. Fabes to make note as discussion item at SAM.

F. Gaboury reminded that the CPU meeting in Trenton would be held on 2-4 October 2006. They will present the new Cadet Program, basic Army, Sea and Air Programs. C. Hawkins would like to send L. Bourgeois and K. Banaszekiewicz. We are looking at a new rank at the Master Corporal level. L. Bourgeois said we do not need a new rank. We have enough. C. Hawkins mentioned that we need another step as an incentive to stay in the program and most agreed. . This will be discussed at the conference. L. Bourgeois discussed this with Advisory group with CAS and they asked that we should use the ranks we have better. We would have Aircraftsman 1st Class, 2nd Class, and then LAC and Corporal up. It was believed that this will be very confusing for cadets. Will discuss this further in Trenton. It was determined that the missing level/rank is between Cpl and Sgt. This was identified by staff and cadets during the Recruiting and Retention Study. Literature to be ready for 2007 as new CPU will be implemented, so we will need to agree within the next 6 months to move forward with the new literature. Flight Corporal is a possibility. CL training committee to look at this. L. Bourgeois can draft up the details and prepare it for discussion later. Concern was made that certain organizations may not like this. C. Hawkins made mention that if it is prepared properly and that it is mentioned that it is best for our Cadets – they should understand.

F. Gaboury wants to look at the Quota issue. Do we need to have quotas at the squadron? Why can we not have 2-3 WO1 or whatever? Asked for ACL views on that. J. Mignault reported that we would have to look at this carefully and recommended that only 1 WO1 remain as it may cause problems with having multiple WO1's within a squadron. This was moved as a discussion point at SAM.

C. Hawkins' Report:

J. Mignault was asked to check with Rick and ask specifically about the D&O and what effect if any there may be with the new registration & screening procedures.

There was a serious accident on Tuesday with one of our cadets at Penhold. Cadets were having a bus pulling contest and a female cadet slipped and the bus ran over her. The cadet was airlifted to hospital. This is significant as it should have been reported. F. Gaboury to look into this.

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| 4.3 | Good and Welfare of the League
No Good and Welfare of the League items were discussed. | N/A | N/A |
| 4.4 | Date and Time of Next Meeting
The next meeting/teleconference of the Board of Governors shall be held on 16 September 2006. | N/A | N/A |
| 4.5 | Adjournment
There being no further business, the Chairperson adjourned the meeting at 1:38pm. | N/A | N/A |