

TO: Board of Governors
c.c. Provincial Chairpersons
Advisory Board

FROM: Jean Mignault
Executive Director

DATE: 7 Jan 02

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 19 DEC 01



Attendees: Chairperson: G. Cuerrier President
R. Ilko Past President
G. Albert Vice-President
J. Ash First Vice-President
L. Bourgeois Vice-President
B. Wolfe Vice-President

LCol F. Gaboury SSO Corporate Services

J. Mignault Executive Director
S. Clark Chief Administrative Officer

ITEM		ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks G. Cuerrier welcomed all participants and commented on the success of the recent Semi-Annual Meeting.	Info	Closed
1.2	New Items for Agenda Two items were added: a. IACE to Australia departing four days early; b. Meeting with the Air Force re: Air Cadet Week added to item 2.8	N/A	N/A
1.3	Approval of Agenda MOTION: Moved/seconded by J. Ash/L. Bourgeois that the Agenda be approved as amended. Carried 5/0/0	N/A	N/A
1.4	Approval of Record of Decisions 16-17 Nov 01 MOTION: Moved/seconded by R. Ilko/J. Ash that the Record of Decisions for the meeting of 16-17 Nov 01 be approved as distributed. Carried 5/0/0	N/A	N/A
II	BUSINESS ARISING		
2.1	Partnership Team Recommendations G. Cuerrier noted that each League shall have one representative and announced that R. Goudie shall act on behalf of the ACL. The first meeting was held 18 Dec: the first three items shall be implemented immediately. The second meeting shall occur 26 Jan 02.	Info	Pending

ITEM	ACTION	STATUS
<p>2.2 Ad Hoc All-Power Committee Recommendations LCol F. Gaboury has been appointed by DCdts to look into both options and develop the department's decision; it is not intended to create another study. No change for 2002 will occur. Although no timeframe for completion has been set, an attack plan will be finalized by end-Feb 02. A review of this plan, if available, shall be included in the Jan teleconference agenda.</p>	Info	Pending
<p>2.3 Hiring of Additional League HQ Staff Discussion ensued on the sharing of the Army League's PR person, available funding for such a position and the hiring of a PR staff member for national and all provincial committees requirement with salary cost-sharing by all. J. Mignault shall discuss further with D. Boudreau. Further discussion was deferred.</p>	Exec. Dir.	Pending
<p>2.4 ACL Dress Code A sample shirt shall be ordered prior to the Christmas Break</p>	Exec. Dir.	Pending
<p>2.5 Queen's 50th Jubilee No final number of medals nor distribution shall be made until January.</p>	Info	Pending
<p>2.6 Committee Action Plans G. Cuerrier tasked each Vice-President to follow-up with Committee Chairs re: Action Plans prior to the next meeting.</p>	Vice-Presidents	Pending
<p>2.7 Cadets Canada Logo In response to G. Cuerrier's letter, DCdts advised that this issue will be addressed by the PAT. Steps have already been taken to reduce the size of this logo and change its location. ACL's concerns have been raised with the Region CO's. The request to be part of the decision team re: logo usage was unanswered.</p>	Info	On-going
<p>2.8 NCAG Meeting G. Cuerrier reported on the open discussion of this meeting and noted that no decisions were made. a. VCDS has requested a procedure to recognize League members attending public events; b. DCdts shall look at feasibility of increasing Contingency Grant; c. DND implied agreement with NCAG being a decision-making body and will review proposal; d. Funding of Provincial League offices will be addressed by the PAT. VCDS committed to discuss this issue with Treasury Board re: ability to implement next year.</p>	Info	Pending
<p>G. Cuerrier met with BGen Johnson and Col G. Cloutier re: Air Force involvement with squadrons across Canada. A meeting shall be scheduled for early 2002 to discuss ways to implement Air Force in future Air Cadet weeks.</p>		

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2.9 Friends of Air Cadets J. Mignault reported that registration continues to grow. The next newsletter shall be distributed in the spring.	Info	Pending
2.10 Aircraft Insurance Renewal J. Mignault reported an expected 25% premium increase although a firm figure will not be known until end-Jan 02. He stressed to our broker not to include out account with the large airlines which have much greater risk.	Info	Pending
III NEW BUSINESS	Info	Closed
3.1 Appointment of New Governor The timing to replace S. Moody was discussed. MOTION: Moved/seconded by L. Bourgeois/G. Albert that a replacement not be named unless the BOG feels someone must be appointed to do a specific task. Carried 5/0/0		
3.2 Dispute Resolution Process NBPC has developed a process. Each committee should now develop their own. Support is also available from the Region.	Info	Closed
3.3 National Selection Procedure To improve efficiency, ACLHQ shall continue to review application files for Flying and Glider Scholarships, ATC and IACE. A sampling review only shall be done for SLC files; as such, Provincial Committees must ensure that a thorough review is conducted and files are complete prior to sending to ACLHQ. DCdts shall continue to review all SLC files.	All Prov. Committees	Info
3.4 CFTA Increase The recommendation to increase Flying CFTAs from \$300 to \$500 was approved in principle. All donors must now agree to the increase. Glider CFTAs would not increase.	Exec. Dir.	Pending
3.5 Licencing Fee for Flying/Glider Scholarships Deferred to Jan teleconference.	Deferred	Pending
3.6 Effective Speaking Questionnaire Deferred to Jan teleconference.	Deferred	Pending
3.7 Updates to the Policy and Procedures Manual Deferred to Jan teleconference.	Deferred	Pending
3.8 Deposits Charged for Uniforms Deferred to Jan teleconference.	Deferred	Pending
3.9 Job Descriptions for Governors Deferred to Jan teleconference.	Deferred	Pending
3.10 OPC By-law Amendment MOTION: Moved/seconded by L. Bourgeois/B. Wolfe that the proposed OPC By-law amendment be approved. Carried 5/0/0	Info	Closed

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3.11 Member Registration and Screening The proposal for a new form for updates and the need to re-register every five years was referred to the Member Registration and Screening Committee for review and recommendation.	J. Johnson	Pending
3.12 Volunteer Time Survey The 1995 survey needs to be updated. This was included in the Finance Committee Action Plan.	J. Reidulff	Pending
3.13 Effective Speaking Contest Chairperson - Tenure As the Chair of this committee changes annually, the need for continuity was discussed. R. Clarke has been appointed as the Chair of the National Overseer for the Effective Speaking Contest Committee. F. Hopkinson remains as the Chair for the 2002 competition.	Info	Closed
3.14 National Air Cadet Advertising Program This item was deferred.	Deferred	Pending
3.15 Defining Cadet Population for Insurance Discussion focused on the most appropriate number to use for insurance billing. MOTION: Moved/seconded by G. Cuerrier/B. Wolfe that the ACL use the same number for insurance billing as used by DND to determine the contingency grant (average effective strength). Carried 6/0/0	Exec. Dir.	Closed
3.16 Consultation As discussed at the NCAG meeting, it was hoped that improved consultation will occur.	Info	Closed
3.17 Two-Year Mandate for the National President Discussion concluded that the ACL has enough depth in its personnel to warrant an annual change, however, this subject was referred to the Advisory Board for their recommendation.	Advisory Board	Pending
3.18 MOA – ACGP Rental Payments Cheques have been prepared and distributed.	Info	Closed
3.19 Provincial Web Sites Links to Provincial Sites will be implemented upon request, as with OPC.	Provincial Committees	Closed
3.20 On-Line Scholarship Documentation DND must first make their forms available on-line. Once this occurs, full automation will be reviewed.	Info	Closed
3.21 Revise ACC9 Forms B. Wolfe was tasked to discuss this matter with J. Reidulff to develop an electronic form to be used nationally.	B. Wolfe J. Reidulff	Pending
3.22 Honorary Certificates All certificates will be available in the language of choice.	Info	Closed

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3.23	Advanced Leadership Course This course shall once again be called Senior Leaders Course, effective immediately (Leadership Avancé in French).	Info	Closed
3.24	Cadet Training Working Group D. Betts, C. Hawkins and J. Mignault shall attend the upcoming meeting in Cornwall at end-Jan 02.	Info	Pending
3.25	IACE to Australia The ATC in Australia have requested that IACE cadets visiting Australia in 2002 arrive four days earlier than previously planned. Departure shall be the original dates. DCdts concurs. MOTION: Moved/seconded by G. Albert/B. Wolfe that the request from Australia be approved. Carried 5/0/0		
IV	CONCLUSION		
4.1	Good and Welfare of the Air Cadet League G. Cuerrier extended best wishes for the Holidays.	Info	N/A
4.2	Date and Time of Next Meeting The next meeting shall be 16 Jan 02 at 1030 hours Eastern.	Info	N/A
4.3	Adjournment There being no further business, the Chairperson adjourned the meeting.	N/A	N/A