

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

FROM: Jean Mignault
Executive Director

DATE: 21 October 1999

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 20-10-99



Attendees:	Chairperson:	L.G. Jenks	President
		R. Ilko	First Vice-President
		M. Goldack	Past President
		J. Ash	Vice-President
		G. Cuerrier	Vice-President
		R. Mortimer	Vice-President
		J. Mignault	Executive Director
		S. Clark	Chief Administrative Officer

	ITEM	ACTION ITEM NAME	STATUS OF ITEM
1.	NEW ITEMS FOR AGENDA Four new items were identified: a. Volunteer Screening issues; b. Study of the Management and Controllershship of Cadet Programs; c. Process to amend by-laws; d. ACC9 status	N/A	N/A
2.	APPROVAL OF AGENDA Motion: Moved/seconded by Max Goldack/Jim Ash that the Agenda be approved as amended. Carried	N/A	N/A
3.	APPROVAL OF THE RECORD OF DECISIONS 17 SEPTEMBER 1999 Motion: Moved/seconded by Bob Mortimer/Ron Ilko that the Record of Decisions of 17 September 1999 be approved as distributed. Carried	N/A	N/A
4.	PRESIDENT'S REMARKS Len Jenks extended thanks to Ron Ilko for chairing the previous meeting. He commented on the good level of communications existing within the League.	N/A	N/A

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5.	<p>BUSINESS ARISING FROM THE PREVIOUS MEETING</p> <p>a. Grant Application Update - National Crime Prevention Bureau: Jean Mignault reported that the application by the League for financial assistance in setting up Member Registration and Screening was declined;</p> <p>b. CATO 14-07 Working Group: LCol Merritt needed to re-confirm the League's position on this CATO prior to the establishment of the working group. Len Jenks restated that the League had asked DND to review travel restrictions, especially within North America, but that no change to offshore travel policy was recommended. It was confirmed that the rewriting of this policy would be completed through a full consultative process with the League.</p> <p>The IACEA, of which Canada is a member, has policies regarding exchanges with countries not members of that association. Jean Mignault shall confer with Dick Logan to confirm IACEA policy;</p> <p>c. ATC Proposal: Jean Mignault reported that no response has been received from Col Hardy. A follow-up letter shall be forwarded.</p> <p>He further noted that he has prepared a draft MOU between the League and the Canadian Air Traffic Controllers Association in which the League reiterates its support of the ATC course;</p> <p>d. Operating Grant: Confirmation has yet to be received from Treasury Board;</p> <p>e. Operation High Flight: The position of the NCAOpsO has not been formally received, although it was stated that he is not supportive of this proposal as soaring is not part of the MOA. Prairie Region shall submit the full business plan for reconsideration. It was suggested that the National Flying Committee review this plan. Jean Mignault confirmed that our insurance would cover such an activity.</p> <p>In response to a query, Jean Mignault advised that he would provide a copy of the DCdts Business Plan to the Executive Committee as requested;</p>	<p>Information</p> <p>Executive Director</p> <p>Executive Director</p> <p>Information</p> <p>National Flying Committee</p> <p>Executive Director</p>	<p>Closed</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>Pending</p>

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	<p>f. Summer Training Vacancies: Steven Clark relayed that the current number of vacancies (8400) is based on 30% of the maximum quota (28,000). As we currently have 23, 679 Air Cadets, DCdts would not consider an increase until the quota is surpassed. This formula was decided at an NCAG meeting in the 1980's;</p> <p>g. Selection Form Distribution: The selection forms for 2000 courses are currently being printed. Steven Clark reported that DCdts is now considering the option of sending these forms directly to the CO rather than through the RCO/Detachment. No decision has been made.</p> <p>Discussion ensued on the refusal of Eastern Region HQ to use the nationally approved form. The League has been assured that DCdts shall resolve this internally. Jean shall continue to work with LCol Merritt to ensure only one form is used.</p> <p>h. Way Ahead Partnership Team: Ken Pride of NW ON has accepted the appointment to this team. Maj Dubé has slated the first meeting during the first week of January;</p> <p>i. Pension Plan: A meeting has been arranged for Dick to review options with the actuary. The options for Chantal Fauvelle, the other plan member, shall also be outlined;</p> <p>j. Employee Pension/RRSP Plan: This issue shall be reviewed by the Employee Compensation and Benefits Committee during the 1999 Semi-Annual Meeting. Discussions with League Headquarters employees shall also be arranged for that time;</p> <p>k. President's Travel: This issue was deferred to the 1999 Semi-Annual Meeting. Jim Ash shall prepare a brief for discussion;</p> <p>l. Insurance: Jean Mignault noted that a meeting with D Law and the insurance company was held. The main issue has been determining liability on claims; he has been tasked with developing a protocol to handle claims. D Law shall clarify their position on all pending claims within two weeks.</p>	<p>Information</p> <p>Information</p> <p>Executive Director</p> <p>Information</p> <p>Information</p> <p>Employee Benefits Committee</p> <p>National Finance Committee</p> <p>Information</p>	<p>Closed</p> <p>Closed</p> <p>Pending</p> <p>Closed</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>Pending</p>

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	<p>Jean Mignault also reported that the League's insurance policy has been extended to January. An increase in premiums is anticipated but not warranted, and shall therefore be argued. Consideration may be given to a change in insurance companies;</p> <p>m. Call for NCAG Items: Two items were offered:</p> <p>i. Volunteer Screening - who screens whom. It was noted that DCdts has redefined the term "volunteer". Ron Ilko reported that Prairie Region is in agreement with the League's position on member screening;</p> <p>ii. Insurance - Unlike CIC Officers, Cadets are not deemed to be servants of the Crown and would not be defended should they be named in claims. The League's want cadets so named. Jean Mignault shall coordinate our position with the other Leagues;</p> <p>n. QPC Squadron Billing Question: Gilles Cuerrier stated that no action has transpired on this matter as scheduled meetings have been continually cancelled. It was reiterated that this is a provincial matter;</p>	<p>Executive Director</p> <p>Executive Director</p> <p>Information</p>	<p>Pending</p> <p>Pending</p> <p>Closed</p>
	<p>NEW BUSINESS</p> <p>a. National Fund Raising Campaign:</p> <p>i. The report for September was distributed;</p> <p>ii. Jean Mignault reported that the follow-up campaign in underway with letters being prepared for the various League Signers;</p> <p>iii. Jean Mignault reported that the recent Bowl-a-Thon organized by Chantal Fauvelle raised approximately \$1200.00 for the League. Len Jenks recognized the exceptional effort by Chantal and extended his thanks on behalf of all members;</p> <p>b. QII Financial Report: The second quarter financial report was reviewed.</p> <p>MOTION: Moved/seconded by Jim Ash/Max Goldack that the second quarter financial report be approved as distributed. Carried</p> <p>c. CHAP for League Members: Jean Mignault reported that an information program for League personnel is being developed. Jean Mignault shall draft a letter for the President seeking clarification;</p>	<p>National Fund Raising Committee</p> <p>Information</p> <p>Executive Director</p>	<p>On-going</p> <p>Closed</p> <p>Pending</p>

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	<p>d. Resignation - Mike Bailey: Due to a promotion within his firm resulting in increased travel requirements, Mike Bailey has submitted his resignation from the League. The President has sent a letter of acknowledgement and regret.</p> <p>MOTION: Moved/seconded by Jim Ash/Max Goldack that Lionel Bourgeois be appointed as Governor for the remainder of the 1999-2000 year. Carried</p> <p>This motion will be presented to the Board of Governors at the 1999 Semi-Annual Meeting for approval;</p>	<p>Information</p> <p>Board of Governors</p>	<p>Pending</p>
	<p>e. Approval - NB Provincial Committee By-laws: The amended version was not received in time for approval. This item shall be deferred to the 1999 Semi-Annual Meeting.</p> <p>Discussion ensued on the requirement to approve Provincial Committee By-laws. It was decided that, following a review by League Headquarters staff to ensure conformity with National by-laws, approval by the Board of Governors would continue;</p>	<p>NB Provincial Committee</p> <p>Board of Governors</p>	<p>Pending</p> <p>Pending</p>
	<p>f. Reorganization of DCdts Structure: DCdts Branch shall be reorganized, effective 1 Apr 00. Information shall be passed on as development occurs;</p>	<p>Information</p>	<p>Closed</p>
	<p>g. 1999 Semi-Annual Meeting: Jean Mignault updated the members on the preparations for the meeting. He stressed the importance of having the committee agendas/reports submitted early;</p>	<p>Information /Committees</p>	<p>Pending</p>
	<p>h. Volunteer Screening: Ron Ilko relayed the concerns of the Alberta Provincial Committee with the confidentiality and security of the forms. Len Jenks responded that, in accordance with information received previously, the form meets Human Rights standards, although some modification may be appropriate. It was further suggested that completed forms from all provinces could be stored at League Headquarters, which would facilitate the establishment of a national database, similar to that being instituted by the other two Leagues. These issues shall be referred to the Member Registration and Screening Committee;</p>	<p>Member Registration and Screening Committee</p>	<p>Pending</p>

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	<p>i. By-Law Amendments: Len Jenks reiterated that he wishes League members to fully understand the rationale behind the Nominating Committee's recommendations that, if approved, will lead to a change in the number of members/directors and, hence, the requirement to amend the By-Laws of the League. He also noted that the proposed figure of 65 members is a stated maximum in order to meet Industry Canada rules. There would be no requirement to name that many members/directors unless the formula so provided.</p> <p>An opportunity for full discussion will be offered at the forthcoming Semi-Annual Meeting, after which a mail vote will be sought. The goal is to have By-Law amendments in place for the Nominating Committee to use before the 59th Annual General Meeting in Saskatoon.</p> <p>j. Jim Ash previously distributed a status report on delinquent squadrons. Provincial Committees are to investigate and report back in writing. Jean Mignault shall draft a letter for the President regarding direction in this regard;</p> <p>k. A review of cadets, focusing on controls, management and Human Resources practices has been called for by Admiral Jarvis (NDHQ/DGFinance) with the purpose of ensuring that the Cadet Program is being managed properly. It shall commence in Oct/Nov and be of three months duration. It must be stressed that this is not being conducted to reduce budgets. The League shall be kept up-to-date.</p>	<p>Information</p> <p>Executive Director/ Provincial Committees</p> <p>Information</p>	<p>Pending</p> <p>Pending</p> <p>Ongoing</p>
7.	<p>VICE-PRESIDENTS' REPORTS</p> <p>YK/NT/Nunavut: Ron Ilko advised that prohibitive travel costs have prevented him from attending this Provincial Committee meeting A letter has been sent to the Chairperson by the President.</p> <p>QC: Gilles Cuerrier reported that Laurent Levesque has resigned as Chairperson of the Provincial Board.</p>	<p>Information</p> <p>Information</p>	<p>Closed</p> <p>N/A</p>

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8.	GOOD AND WELFARE OF THE AIR CADET LEAGUE Bob Mortimer reported that the DCdts website has not been updated to reflect our new email address or Executive Director. Steven Clark relayed that this information had been provided on numerous occasions. He shall make another request for updating their site.		
9.	DATE AND TIME OF NEXT MEETING The next conference call of the Executive Committee shall be held Wednesday, 17 Nov 99 at 1030 hours Eastern.	Executive Committee	N/A
10.	ADJOURNMENT There being no further business, the Chairperson adjourned the meeting.	N/A	N/A