

NATIONAL EXECUTIVE COMMITTEE

RECORD OF PROCEEDINGS

Wednesday, February 7, 2018

1900-2200 hrs EDT



IN ATTENDANCE

President	Don Berrill
1 st Vice President	Merv Ozirny
Treasurer	Ernie Weisner
Vice President	Jim Hunter
Vice President	Hille Vilta
Past President	Don Doern
ED/Secretary	Pierre Forgues
Consultant	Scott Lawson

1. ADMINISTRATION

- 1.1 **Opening Remarks:** The Chair set the stage by indicating that important decisions needed to be made at this meeting of the NEC.
- 1.2 **Additions to the Agenda:** There were no additions proposed to the agenda.
- 1.3 **Approval of the Agenda:** The chair asked for a motion to approve the agenda.
Moved by: Ernie
Seconded by: Jim
Carried.

Note: The meeting then discussed Items 3.1 & 5.4 of the agenda before returning to Item 1.4

- 1.4 **Approval of the 13 December 2017 ROPs:** The Chair asked for a motion to accept the 13 Dec NEC ROPs.
Moved by: Merv
Seconded by: Ernie
Carried.

2. INFORMATION

- 2.1 **President's Report** – Don Berrill
Nothing significant to report.
- 2.2 **Executive Director Report** – Pierre Forgues
Pete provided a written report. He added that a net revenue of \$1200 from the Esprit de Corps hockey game. It was proposed that AGM 2020 be scheduled a week earlier in June to avoid conflict with Father's Day – the proposal was supported by the Committee. AGM 2018 invitation to RCAF commander will be delayed until the new commander is announced. Don indicated that the US CAP commander will also be invited. Pete pointed out that travel entitlements in the PPM were dated 2011 – Don indicated that a proposal to update the entitlements should be staffed to the Finance Committee.

The Chair asked for a motion that the Executive Director report be approved:

Moved by: Ernie

Seconded by: Hille

Carried.

2.3 **Treasurer's Report** – Ernie Weisner

Ernie provided a written report. No significant change to the report provided to the BOG in January.

The Chair asked for a motion that the Treasurer's report be approved:

Moved by: Ernie

Seconded by: Merv

Carried.

3. **SPECIAL BUSINESS**

3.1 **Outreach Priorities:** Ron Ilko presented a progress report on the Cadet Renewal Growth & Sustainability WG. The WG is wrapping up by end of March following a meeting in Quebec City 11-23 Mar. The WG is comprised of three sub-groups that are all working many issues of importance to the ACLC. As the ACLC lead on the WG, Ron asked for guidance on the following: volunteer hours, outreach priorities, alternate delivery methods, and squadron startup/shut down procedures.

- a. **Volunteer hours:** One sub-group is tasked to develop a methodology/tool for tracking volunteer hours. Ernie suggested that all volunteer time needs to be captured, including the volunteer hours provided by paid staff. Ron recommended that the NEC accept in principle that the collection of volunteer hours would be in the best interest of the program, and request the external and sustainability sub groups, at the upcoming WG, recommend a collection methodology to be approved by DND and the Leagues. The NEC supported the initiative with the caveat that "volunteer hours" must be defined up front, and that DND and league volunteer hours (Cis and CVs) must be differentiated.
- b. **Outreach Priorities:** DND is asking what the outreach priorities should be. Ron provided a power point presentation that outlines 6 goals and priorities. Don cautioned that DND should not duplicate the League function of building strategic partnerships. Ron explained that DND wants to ensure that outreach efforts are synchronized. NEC agreed to reconvene to specifically discuss this item and provide an input by 11 Mar 18.
- c. **Alternate Delivery Methods:** Ron provided a power point presentation that outlined a spectrum of options to be considered including: Twinning; Full Day Training; and Hybrid Model. Ron requested an ACL position as to the validity of this alternate delivery methods and cautioned that this was a significant change to the current delivery method. Discussion ensued on whether efforts to sustain small units were advisable. NEC is prepared to study this but considers the item to be a lower priority and requires more clarity on the problem statement.
- d. **Procedure startup/shut down of a squadron:** As a member of the WG, ACL is tasked to develop a draft procedure for startup/shut down of a squadron. NEC agreed that ACL would provide the OPC and BCPC documents to assist the WG in creating the procedures.

The NEC thanked Ron for all of his hard work on this file.

3.2 **IACE Update:** We have one more cadet (from the Netherlands). No decision from DND yet on international cadet family hosting, a key feature of the program that is at risk of being cancelled. Pete provided an update on DND staffing of the issue and discussion ensued. It was concluded that, in order to ensure that the Comd makes an informed decision, Pete would draft a BN to the DComd with the help of input from Don and Hille. Pete will also ensure DND understands that Don will want to speak with the Comd before a decision to cancel is made.

4. CRITICAL PATH UPDATES

4.1 **Screening & Registration.** Nothing new to report.

4.2 **CRA Charities Registration.** Ernie indicated recent discussion with CRA/Marc Smith indicated that we can just provide a list of PCs that need their own BN numbers rather than having to provide individual applications.

4.3 **Affiliation Agreements.** Everything proceeding well. Current draft was reviewed. Next step is to present a final draft at the BOG meeting on 7 Mar 18.

4.4 **Strategic Planning.** Not all action plans have been received. Scott will coordinate budget requirements with Ernie.

4.5 **DND Cadet Renewal.** Nothing new to report. Concern was expressed that the governance model was not being used to manage the work of the working groups.

5. NEW BUSINESS

5.1 **DND League Costing WG:** The need to identify ACLC representatives in this WG was discussed. Tom and Scott agreed to participate pending the release of the terms of reference.

5.2 **Elemental Champion.** Army League has raised the issue that the DND continental J-staff system is not addressing the need to have environmental SMEs. Consequently issues are not being addressed efficiently and effectively. All three leagues support the idea of having a senior environmental SME.

5.3 **AGM Schedule.** Item already addressed at Item 2.2 above.

5.4 **Growth & Sustainability – User Pay Model:** Tom provided a briefing (attached) on User Pay Initiative for the ACLC. The option of cadet fees as a means of relieving league funding pressures was recommended. Tom underscored the fact that this option is only one option amongst many fundraising options. Don asked members for comments on the briefing. Jim underscored the need for accountability and transparency to ensure the fees are understood and supported down to the grass roots level. The NEC endorsed the briefing to go forward for presentation at the BOG meeting and provided guidance on the way ahead.

6. COMMITTEE REPORTS

- 6.1 **PC Chairs, Air Cadet, Music:** Merv indicated that MBPC suggested that each PCs send one representative to SAMs with proxies in order to save costs. All PCs endorsed the idea. But it was pointed out that if the SAM was a voting meeting, all members would be expected to attend. It was also observed that the BOG and the PC Chairs were the accountable governance nodes of the ACLC. The Advisory Council and Provincial Proxies are in a supportive role. This fact should determine who needs to attend a voting meeting. The Chair directed that the PC Chairs and AC attendance at SAMs be added to the agenda of the 7 Mar 18 BOG meeting for an in camera discussion.

The Chair asked for a motion that the report be approved:

Moved by: Merv

Seconded by: Jim

Carried.

- 6.2 **Finance, NRG, LIP:** Nothing significant to report.

The Chair asked for a motion that the report be approved:

Moved by: Ernie

Seconded by: Jim

Carried.

- 6.3 **Aviation, IACE, National Selections:** Nothing significant to report. Ernie enquired as to the status of the purchase of a JIG. Jim will confirm status.
- 6.4 **Members, Communications, Effective Speaking, Screening:** Effective speaking committee met in January. The idea of adding debating to the competition was discussed at this meeting.
- 6.5 **Advisory Council, Nominations, Awards, Scholarships:** The option of having the Nominating Committee as a sub-committee of the BOG was discussed. Don asked that the New Member Orientation initiative be discussed, in camera, at the BOG on 7 Mar.
- 6.6 **Staff Management Committee:** Don reported that the SMC met to discuss staff salaries. Fred Hopkinson provided excellent support. Pete will be taking action regarding staff salaries and supporting contracts.

7. CONCLUSION

- 7.1 **Closing Remarks:** Scott provided an update on Career Expo.
- 7.2 **Good and welfare of the ACLC:** Don D. provided an update on Keith Mann & Ron Reak.
- 7.3 **Date and time of next meeting:** Next meeting is on 7 Mar 18.
- 7.4 **Adjournment:** Meeting was adjourned at 22:17 hrs.