



NATIONAL EXECUTIVE COMMITTEE MEETING

RECORD OF PROCEEDINGS

Wednesday 13 February 2019

1900 EST

IN ATTENDANCE

President	Merv Ozirny
Past President	Don Berrill
1st Vice President	Jim Hunter
Vice President	Hille Viita
Vice President	Tom Taborowski
Treasurer	Ernie Wiesner
Secretary/ED	Pierre Forgues
Consultant	Scott Lawson

I. ADMINISTRATION

1.1 President's Opening Remarks: The Chair welcomed everyone to the meeting. He noted that he will have to leave the meeting at some point and Jim will take over as Chair.

1.2 New Items for Agenda: Nothing to add.

1.3 Approval of Agenda

Motion to approve the agenda:

Moved by: Jim Hunter

Seconded by: Don Berrill

Carried.

1.4 Approval of previous NEC meeting ROPs (12 Dec & 30 Jan)

Motion to approve the 12 Dec 2018 NEC meeting ROPs:

Moved by: Ernie

Seconded by: Tom

Carried.

Motion to approve the 30 Jan 2019 NEC meeting ROPs:

Moved by: Tom

Seconded by: Hille

Carried.

1.5 Receive draft ROP of previous BOG meeting 16 January

Motion to receive the 12 Jan 2019 ROP:

Moved by: Ernie

Seconded by: Hille

Carried.

II. INFORMATION

2.1 President's Report

Motion to approve the report:

Moved by: Merv

Seconded by: Hille

Carried.

2.2 Treasurer's Report

Ernie highlighted salient points of his written report which is based on Jan 31 month end financials. The Alex Venables Trust Fund has been created at CIBC to manage the funds. 50 K was donated in April 2017 and was mistakenly thought to belong to the Birchall Fund. Andrews & CO purchased a GIC in that amount. Corrective action is being taken and they will be transferring the 50K from the Birchall Fund to the Alex Venables Fund.

Motion to approve the report:

Moved by: Ernie

Seconded by: Hunter

Carried.

2.3 Executive Director's Report

Motion to approve the report:

Moved by: Ernie

Seconded by: Don

Carried.

III. BUSINESS ARISING

3.1 Selections – Telecon with Comd

Merv referred to the summary in his written report and informed the committee of his discussion with the Commander on IACE and the selection process.

IACE: Merv relayed the General's position who is strongly rooted in his concerns for the unchaperoned and unescorted cadets. He does not want personal liability should something go wrong and wants to cut 2 host countries. Hille stressed that any formal correspondence with IACE must come from ACL and Merv assured that DND understands that.

Don suggested we counter their argument saying we will still send cadets to those countries, but we will have parents sign a waiver absolving the League and DND of responsibility and send the cadets as individuals. Tom recommended we go to our insurer and inquire about liability insurance for cadets going out of country.

Action Item: Pierre will ask AON again about insuring cadets when they leave the country.

Action Item: Merv will wait for the letter from the Commander before responding.

Motion authorizing Brent Wolfe to attend a meeting with the General along with Hille Viita to discuss IACE and National Selections:

Moved by: Hunter

Seconded by: Tom

Carried.

Selections Process: Pierre assured everyone he clearly understands the League's position and has been doing his best to articulate it back to DND through Col Fleury, but he does not get an opportunity to do that with Gen Cochrane. Pierre explained the Commander's position on the selections process. The DND view is that the current process is too costly and the benefit doesn't justify the cost. In addition, all five of the Commander's Cos have reportedly said that they don't support it and think it should be abandoned. They complain about the hours lost because they must do some processing of files to be reviewed by selections boards. Our goal, is to clearly outline how we justify this additional effort.

Don discussed the justification for our selections process. The selection process is necessary because statistics from exams can't provide adequate information for selecting cadets to travel and represent Canada. Marks don't speak to personality. Secondly, for Air Traffic and Air Operations, there are fewer positions. The rigorous selection process gets the best candidates from the largest portion of the cadet program with the highest subscription rate for how many kids there are for the positions. Don suggested we compare how many apply vs how many are selected across the Leagues.

Action Items: Merv will wait until we get the letter from the General. He will then respond accordingly based off the discussion the NEC has had this evening. Pierre will take the lead trying to arrange a meeting for Hille and Brent with the General.

3.2 IACE 2019: See Section 3.1.

3.3 Review/approval of Risk Management Recommendations

Jim read the 2 recommendations on page 57 of the meeting package.

Motion to approve the 2 risk management recommendations:

Moved by: Don

Seconded by: Hunter

Carried.

IV. CRITICAL PATH UPDATE

4.1 CRA Charities Registration

Ernie reminded the NEC that in his last report he advised that our file was on pause because the file manager had moved to another department. They now have a replacement in place at CRA named Jenna Police and they are in the process of preparing a letter outlining the way forward.

4.2 MOU Working Group

Don referred to his summary of initial analysis of feedback on MOU changes on page 60 of the package. He suggested the best way to get these items resolved is for the Leagues to come up with a combined position on these issues and then work with DND for resolution.

Don went over a few points with the NEC from page 62/63 where Pierre summarized our position on volunteer screening and management. Everyone agreed we are on the same page and this is the position Don shall push with the other Leagues.

Don drew attention to item 3, "Funding," on page 63. There are several items that are not yet resolved, and the MOU still needs to clarify them. Don stressed that we need a decision from them that they will support the fee structure whatever it will be. He commented that we need to dispel the myth that DND will have significant effect on whether fees are charged or not.

4.3 League Costing Working Group (LCWG)

Don reported that the LCWG has not reported anything. He commented that they need to get the supervision and fees issues resolved and need confirmation that DND will provide equal opportunities for the senior cadets of all three elements.

Motion to approve Don's reports for the MOU Working Group and the LCWG:

Moved by: Don

Seconded by: Hille

Carried.

4.4 Affiliation Agreements

Scott reported that they had meeting on Monday, and everyone was in attendance except OPC. Everyone agreed to the additions and revisions with a few minor corrections. The goal is to have a sign off at or before the AGM.

Action Item: Once Scott has the final version he will send to Merv and Jim who will decide if they want to circulate to the NEC before sending out to PCs.

Motion to approve report:

Moved by: Hunter

Seconded by: Tom

Carried.

4.5 Strategic Planning

Scott reported that they just set a date for the next Strategic Planning meeting. They are preparing final products for the Strategic Planning meeting March 4th, after that they will be close to getting stuff out to members.

Motion to approve report:

Moved by: Don

Seconded by: Ernie

Carried.

V. NEW BUSINESS

5.1 Review of Budget FY 19/20 – FY 21/22

Ernie reviewed the budget, explained the new format and went over the figures and the assumptions. If

was noted that the NEC approval of the draft budget implies approval of the Staff Management recommendations for staff salary increases as of 1 April 2019.

NOTE: Merv had to leave the meeting and Jim assumed role as Chair.

Motion to approve the Budget FY 19/20 – FY 21/22 for acceptance by the BOG

Moved by: Ernie

Seconded by: Don

Carried.

5.2 Accountable Advances

Pierre reported that the receipt of an expense claim from a Board Member for their airfare to NL for the AGM in June caused a conversation with the accountant as to whether she could issue an accountable advance in accordance with our policy. Currently there is no policy on this. Pierre recommended that we develop a policy on accountable advances and continue to issue advances on claims as has been practiced in the meantime.

Motion to continue current practice of prepaying expense authorizations as has been practiced, pending a policy development:

Moved by: Ernie

Seconded by: Tom

Carried.

5.3 Renewal of agreement with Andrews

Pierre reported that our current agreement with Andrews & Co expires 31 March. They have put forward a new agreement where they will continue to serve us at the same rate with no increase in cost for another year, see page 64 of the package. Pierre requested that the NEC endorse the renewal because it has taken 2 or 3 months to establish and find processes that work well, the fee is reasonable and because we have had exception service receiving financial statements and briefings on a monthly basis which has improved our financial management and provided factual data to base decisions on.

Motion to renew agreement with Andrews & Co for another year:

Moved by: Tom

Seconded by: Ernie

Carried.

5.4 Air Cadet Alumni Association

Don referred to Section 5.4 on page 77 of the package regarding the proposed Air Cadet Alumni Association. Don reported on the call Tom and himself had with OPC regarding this opportunity and that Tom, Don and Scott have discussed it extensively. He referred to page 86-87 of the package which outlines what they are asking for. Don asked that the NEC simply receive this tonight and acknowledge that Tom and Don support it in principle and support moving forward with the OPC forming a National Air Cadet Alumni Association pending further discussion. Jim added that the relationship between the ACL and the Foundation would need to be flushed out moving forward.

They NEC received the report. Consensus from the NEC was to encourage further development of this issue.

Action Item: Don asked Jim to ask PC Chairs if they are aware of existing alumni organizations within their provinces so that there can be coordination.

VI. COMMITTEE REPORTS

6.1 PC Chairs, Air Cadet, Aviation

Jim reported on the PC Chairs Committee, the Aviation Committee and the Air Cadet Committee reports. There is no written report for the PC Chairs Committee because they have not had a meeting, but they intend to have one. Jim noted that Gen Cochrane recently said he was hopeful we would get more than the 190 we did last year but did not think we would reach 245. Jim briefly went over Gerry Pratt's Air Cadet report which he will distribute to the NEC Feb 14th.

Pierre elaborated on DND's lack of progress with the stem kit initiative. DND staff is reportedly saturated and unable to find the time. Notwithstanding, there is great support at all levels for this initiative which will eventually move to the top of the priority list for DND.

Motion to move Jim's verbal PC Chairs report, the Air Cadet report (which he will send tomorrow) and the Aviation report that Jerry submitted.

Moved by: Jim

Seconded by: Ernie

Carried.

6.2 Finance, NRGCLIP

Ernie had nothing further to report.

Motion to move the report:

Moved by: Ernie

Seconded by: Hille

Carried.

6.3 Music, IACE, Selections

Tom had nothing outside of what has been reported for NRGCLIP to report. He hasn't heard anything from Howard except for his request for money which has gone to the President.

Motion to move the report:

Moved by: Tom

Seconded by: Hille

Carried.

6.4 Members, Communication, Effective Speaking, Screening

Hille reported that the Members Committee met recently. They are looking for some changes on the website which she will pass on to Pierre. Nothing new to report for Communications or Screening. The Effective Speaking Committee is preparing cadets for the competitions.

Motion to move the report:

Moved by: Hille

Seconded by: Tom
Carried.

6.5 Advisory Council, Awards, Nominations, Scholarships

Don reported 3 key points. The Nominations Committee are at the process of looking at individual nominations to fill the 4 vacancies we will have coming up at the AGM. Craig said he has a handful of people he thinks could fill the positions well but is still looking for other nominations. With the Educations and Scholarships groups, 4/6 cadets who have received scholarships have responded with all the information they gave. Regarding Honours and Awards, he has talked with Don Doern, only issue he has is querying whether all the PCs do have their own Honors and Awards Committees because they have several requests for awards such as the medal of honor which are PC related. They are preparing a query to send out to PC Chairs regarding that.

Action Item: Jim requested he have Don Doern CC him when he send out this request to PCs.

Motion to move the verbal report:
Moved by: Hille
Seconded by: Ernie
Carried.

VII. CONCLUSION

7.1 Closing Remarks: Nothing further.

7.2 Good and Welfare of the ACL

Don commented that if this is how DND will administer the program, we will have to take the League to the next level. He thinks it is important that Jim and Merv point out to the General that they keep referring to the Army and Navy programs, but they need to recognize that the Army and Navy programs have been declining while ours has not.

7.3 Date and Time for next meeting – 13 March 2019 (BOG)

7.4 Adjournment

Motion to adjourn:
Moved by: Hille
Seconded by: Ernie
Carried.