



**HEADQUARTERS  
CIVIL AIR PATROL VIRGINIA WING  
UNITED STATES AIR FORCE AUXILIARY**  
7401 Airfield Drive  
Richmond, Virginia 23237-2250



Number 10-03

OCTOBER 2003

**TO: ALL VIRGINIA WING SENIOR MEMBERS AND CADETS  
COMMANDERS PLEASE POST**

**FROM: HQ, VIRGINIA WING, Administrative Assistant, Terry Picha**

**UNIT NEWSLETTER:** It is very important that you share this Newsletter with all Members of your Unit. Please review this material at your unit meeting and post a copy on your Bulletin Board so that it will be available to ALL members. (Members can't participate if you do not tell them about coming events). This Bulletin is posted on the Virginia Wing Website as a PDF document.

**Oct 2003**

**Begin FED/CAP FY04**

- 18 National Check Pilot Standardization Course
- 24-26 MER Conference

**REPORTS DUE: (Required by NHQ &/or Wing CC)**

- 5 - Corp. Vehicle Daily Inspection Reports
- 10 - VA Wg A/C Utilization Reports due (Including Checks)
- 3<sup>rd</sup> Qtr. Safety Report
- 3<sup>rd</sup> Qtr. Public Affairs Report and Monthly Report
- 3<sup>rd</sup> Qtr. Aerospace Education Report
- FY 03 Finance Reports due to Wing Hqrts.

**Nov 2003**

- 1 Monthly Wing Staff Meeting, all members welcome
- 14-15 NEC Meeting, Montgomery, Alabama

**REPORTS DUE: (Required by NHQ &/or Wing CC)**

- 5 - Corp. Vehicle Daily Inspection Reports
- 10 - VA Wg A/C Utilization Reports due (Including Checks)
- Public Affairs Report

**1. WING COMMANDER COMMENTS - VA Form 3 on the Paperless Wing.** Any squadron that **does not** complete its VA Form 3 on the Paperless Wing by 1 November will render that unit and the corresponding Group ineligible for any funded flying activity. Units that do not have an ES capability will list the Group Commander's name as the only name on the alert roster and in the remarks block indicate "This Unit has no Emergency Services Capability." All other units should comply with the instructions found in the Emergency Services section on the Paperless Wing.

- Thanks for your great participation at the 2003 VAWG Conference held this month near Washington. We had over 100 members and guests spend the weekend with us. Many of our members received awards, including Capt. Charlene Shidisky as Senior Member of the Year; Cadet Colonel Stewart Sibert as Cadet Member of the Year; Danville Comp Squadron as Squadron of the Year; Coastal (Norfolk) Squadron as Squadron of Merit, and a host of others. Congratulations on doing a fine job and to all award winners, you deserve the recognition!
- Four members of VAWG received promotions at the Conference: Chaplain (Capt) Rob Edwards promoted to Major; Major Ron Sharpe, promoted to LtCol, Captain Fletcher Earles promoted to Major, and SM Frank Kalupa promoted to Captain. Congratulations on your promotions!

- During the Wing Conference, New Hampshire Wing gave a special plaque recognizing the assistance of our VAWG Glider Operation for being instrumental in helping them to establish a program of their own. LtCol Ray Lyon, a former VAWG member, presented the award to the Commander.
- Thanks to all VAWG ES mission personnel who stood by waiting for assignment after Hurricane Isabel struck our Wing a damaging blow. The Wing HQ still had commercial power by some miracle, and opened as the Mission Base early Friday morning, 19 September. I had expected widespread damage assessment missions, but in two days, VAWG received tasking for just three sorties, each calling for aerial reconnaissance and photography over specific counties. At the end of Saturday, 20 September, our tasking from the EOC was complete. The stand-down order was sent to the field that evening. I appreciate all who remained on alert, and hope that you will continue to do so as requested in the future. Although we did not have a lot of tasking this time, the next may be different. Let's be vigilant and stay sharp by attending training exercises and working directly with agencies in your area.
- We found out how valuable our radio net was during the Hurricane. Half of the people in the state had no commercial power for an extended period of time, and many had no phone or cell service as well. Radio was the only reliable service for communications throughout the wing. Thanks to our great cadre of communicators for handling traffic, staying up on the emergency nets and for passing emergency instructions to remote areas of the state while we were hard hit by a widespread disaster. I urge our communicators to install some backup power for your radio station if at all practical.

**2. CHIEF-of-STAFF-** The third Monday of each month has been set aside for a Wing Staff Meeting. It will be held at 7:30 p.m. unless otherwise specified.

I am pleased to announce that Lt. Col. Warren Vest will be taking on the duties of Counter Drug Officer and Home Land Security Officer within Virginia Wing, effective 10-1-03. He will be working with Operations and Emergency Services to place an emphasis on training observers and scanners to use the digital photography and video graphic equipment, as well as making sure we get the results of our efforts to the end customer in a timely manner. You will be able to hear more about this during the CD and HLS breakout session at the wing conference. He has also been tasked with increasing the visibility of the CD and Homeland Security Missions within Virginia Wing. He will continue to assist Mark Kunkowski with Information Technology issues that affect the wing data systems.

We would like to thank Lt. Col. Vest for taking on this important assignment and ask that all members of the Virginia Wing provide him with your cooperation as he assumes these duties.

Please help me congratulate 1<sup>st</sup> Lt Marco Soave on his recent appointment as the 2004 Virginia Wing Summer Encampment Commander. Lt Soave brings over 22 years experience in CAP, including 6 encampments to the Virginia Wing Encampment program. Currently, Lt Soave serves as the Burke Composite Squadron Commander and the Group 3 Cadet Program Officer. Lt Soave holds the specialty training rank of Cadet Programs Senior, and has focused most of his CAP tenure in the Cadet Programs. Lt Soave also brings to the table an extensive military background as a Navy Chief Petty Officer, where his duties include professional development/training and Drug Reduction program officer.

Along with Lt Soave, I am proud to announce the appointment of 1<sup>st</sup> Lt Mark Evans as the Encampment Deputy Commander. Lt Evans currently serves as the Deputy Commander of the Danville Composite Squadron and held the positions of TAC and Chief TAC Officer at the last two VAWG Encampments.

Roanoke Composite Squadron has had a change of command. Please welcome 1<sup>st</sup> Lt John Powers as Commander. Capt Lisa deVries has stepped down, but will continue to be an important part of the squadron.

**3. WING NEWS-** The Wing has some new items for sale. They were given out at the Conference as part of the registration package and there are some left for you to buy! There is a 14 X 14 tote bag with handles (\$2.50), a 5 X 8 blue folder with pad of paper (\$3.00) and a blue lanyard with VAWG CAP on it (\$2.50). The tote bag and folder have the Virginia Wing logo stenciled on them. (See conference attendee to get a look at them) They can be bought individually, or squadrons can put in an order. Just send your monies to Wing HQ they will be sent out the next day.

There will be a **UDF training** session on October 24-26 in Blacksburg Virginia. This course will be limited to 25 participants and first priority will be given to members of Group 1. If you are interested, please contact Captain Kirk, [vawgsar@adelphia.net](mailto:vawgsar@adelphia.net). Only cost will be for materials from NHQ and your personal gear. Deadline is 16 October 2003.

Virginia Wing CAP will be conducting **Squadron Leadership School (SLS)** the weekend of 8-9 November 2003. The hosts for this event will be the Danville Composite Squadron, Maj. Eugene Jackson, Commander. SLS is an introduction to the functions and workings of CAP at the squadron level, and an excellent primer for those aspiring to leadership or staff positions in a squadron. It is also an excellent opportunity for those working towards level 2 certification to 'fill a square' with a required course, however all CAP senior members may attend. Preference will be given to those individuals pursuing level 2 certification if space becomes an issue. Currently we have room for 30-35 students, with a maximum of 50 students.

The venue for the course will be the large conference room at the Danville Regional Airport (KDAN). The address is 424 Airport Dr. Danville VA 24540. Sign-in will be from 0730 to 0800, and the class will commence promptly at 0800. You must attend the entire course to be given attendance credit. Use of CAP aircraft has been approved by the Wing Commander under code B12 for transportation to/from the course. There will be ample POV parking at the CAP building lot adjacent to the main terminal.

Those wishing to attend will need to submit a current CAPF 17 (Mar03), have completed Level I and CPPT and be enrolled in a CAP specialty training track per CAPR 50-17. Completed forms may be mailed to Maj Eugene Jackson, CAP, 829 Corn Tassel Rd, Danville VA 24540. E-mailed forms may be submitted to [gjackson@gamewood.net](mailto:gjackson@gamewood.net) as an attachment. Forms are due NLT 24 Oct 03 to allow processing by Wing.

Beverages and snacks will be provided. Lunch will be the responsibility of the student. Our hosts are planning something special for dinner Saturday evening at the airport.

Our hosts have negotiated special rates on hotel rooms for this event. Specifics covering locations, rates, and transportation will be provided in a forth-coming message. Also, camping will be available at the airport for those wishing to do so.

The MER Conference will be held at Sheraton Park South, Richmond, VA 24-26 October 2003. Room rates for CAP are \$70.00 per night. Book early! For more information regarding this conference, contact [BonnieB67@aol.com](mailto:BonnieB67@aol.com)

The next time you are online at home, log in the National HQ. Pull up your personal record and check all the information. Don't forget to check your area code, phone number, home and email address. Wing Admin cannot change this information for you-you must do it yourself. The information in your record at National is used by the VAWG Paperless website. If it is not correct, you may be missing out.

The Civil Air Patrol Bookstore is now online. You can view it at [www.capmart.org](http://www.capmart.org). Check it out!

**4. PERSONNEL:** Please note: even though the current edition of CAPR 39-2 requires you send membership application and money to Wing, it has been superceded. **ALL MEMBERSHIP APPLICATIONS AND ALL DUES, NATIONAL AND WING, SHOULD BE SENT TO NATIONAL HEADQUARTERS.**

**5. EMERGENCY SERVICES - MIMS Database.** There continue to be inquiries concerning inaccurate or missing data on the National Headquarters web site for emergency services ratings. **The database is for test purposes only.** The only accurate data is that contained on the Virginia Wing Paperless Wing. If your ES credentials there do not accurately reflect what you think you have earned, you should contact Maj Jim Scuffham, the Wing Licensing Officer for Emergency Services. Each member is again reminded to retain a copy of what you send Jim Scuffham for your personal records and one copy in your unit personnel file.

**VA Form 3 on the Paperless Wing.** Any squadron that does not complete its VA Form 3 on the Paperless Wing by 1 November will render that unit and the corresponding Group ineligible for any funded flying activity. Units that do not have an ES capability will list the Group Commander's name as the only name on the alert roster and in the remarks block indicate "This Unit has no Emergency Services Capability." All other units should comply with the instructions found in the Emergency Services section on the Paperless Wing.

**Table-Top Exercise.** On 15 November, Virginia Wing will host a table-top search and rescue planning exercise at Wing Headquarters. The ES Officer has prepared an operations order that will be distributed the first week of October. Each member who would like to attend is asked to contact the Director of Emergency Services via e-mail to sign up for the exercise. This will be a funded training exercise.

**ES Specialty Rating Renewals.** There are still problems with requests for ES rating renewals. Each renewal must meet the requirements of CAPR 60-3, para 2-4. Of specific interest is subparagraph b. 2, requiring participation in at least one mission (actual or training) within the previous two years. Proof of satisfactory mission participation should include a mission log, CAPF 104 for aircrew, or CAPF 109 for ground, or other supporting documentation attesting to the member's proficiency. As an Air Force inspectable item, expect no latitude in this requirement. Incident Commanders and evaluators are especially susceptible to having their records inspected.

**Mission Forms.** Ground Team Leaders and PICs are again reminded that CAPF 109 and 104 are *REQUIRED* to be submitted for each mission, regardless of whether reimbursement is being claimed. Please take the time to fill out the appropriate form completely and correctly, and send them to Wing Headquarters immediately following a mission.

**Wing Pagers.** Beginning in October, the Wing will transition to text pagers. Incident Commanders will be issued pagers and begin using them by 31 October. This should eliminate all pages codes 950 and 801 that cause most of you to turn off

your pagers at night anyway. Additional information will be published on the Paperless Wing as it becomes available. Pagers will probably be available at the Commander's Call on 1 November.

**6. OPERATIONS**-Effective 1 October 2003 (the start of the next Fiscal Year) Virginia Wing will use the Hour Meter or Hobbs Meter to determine the maintenance cost for flying Wing Aircraft. Cost for the 172 will remain the same. Costs for the 182, 182RG and the Maule will be determined at a later date.

A new Wing Form 13, Monthly Aircraft Utilization is being developed and must be used for the October 2003 report and subsequent. Units will have to list all the types of flying by mission type. Tachometer times will be used for maintenance times only. This is a major change and with advance notice should be completed with few if any problems.

The Monthly Aircraft Utilization Report, VAF-13, the CAPF 99, Flight Logs and any monies due Wing must be in Wing Headquarters by the 10<sup>th</sup> of each month. A FAX will not be accepted unless specifically directed by the Director of Operations.

Cases of aircraft engine oil are being stored at Wing Headquarters for use by the Squadrons with aircraft. Aircraft custodians can arrange to pick up cases of oil to be used for maintenance of planes. A check out sheet is posted in the shed to be filled out when you pick up oil. Give to Admin Assistant so oil can be ordered when needed.

**7. TRANSPORTATION** The responsibility for processing CAP Headquarters funded vehicle repairs is now the responsibility of the Wing LGT office. Effective immediately all requests for CAP funded repairs, as outlined in CAPR 77-1, will be forwarded to Capt. Chuck Cranford at Wing Headquarters using Fax 804-743-2223. If you have any questions regarding funding or status of your request, contact Capt. Cranford at 804-519-2531. **DO NOT** send any requests to the Director, CAP Liaison for Virginia Wing.

Message from Capt Charles Cranford: October 1st marks the beginning of a new fiscal year for Civil Air Patrol and the Virginia Wing. I wanted to take this opportunity to comment on the past year from the Transportation viewpoint.

I was holding my breath for the last week as the first of October approached. I want to congratulate each operator, custodial squadron, and member of the Virginia Wing who participated in activities using our wing vehicle assets. There were no reportable vehicle mishaps or accidents involving a wing owned vehicle asset during FY03.

Last year, then Wing Commander, Colonel Joseph Vazquez ordered the wing to stand down for a day to focus and reflect on safety in our operations. A product of that safety down day was the Vehicle Operations Safety Briefs that are published over the Virginia Wing List Server on a weekly basis. Since last October I've written eighty-nine safety briefs covering topics from tire care and road hazards to the dangers of ingesting anti-freeze by children. These briefings have been picked up and distributed not only through the Middle East Region but through some Air Force and commercial email servers across the country.

Compared to last year our vehicle maintenance costs have been substantially lower based upon reviews of the maintenance reports we have. While our vehicle fleet continues to age, it is testimony to the work of the Vehicle Custodial Squadrons. Working with Wing LGT and National LGT they have worked hard to keep these vehicles running and mission ready. Your continued focus on maintaining these assets is greatly appreciated. FY03 saw the disposal of one of our older vehicles that had served the Wing since the mid-80's. The vehicle based out in Roanoke had already had several major overhauls and it was not cost effective to continue to sink funds into it. With the approval of National LGT the vehicle was donated to a non-profit organization in the Roanoke area.

We gained three vehicles however. The Silverado in Winchester and a new 03 GMC 15 passenger van which is in the Tidewater area. The third vehicle was a 95 Astro van that was transferred to us from Middle East Region. With that good fortune to gain three vehicles, next year we will not be on the list to replace any of our older vehicles. We have however identified several vehicles for replacement when the opportunity arises.

The Virginia Wing Vehicle Fleet actively supported several major activities within Virginia Wing and the Middle East Region during FY03; testimony to our activities and the activity of Virginia Wing. In support of two Air Force Evaluations our vehicle fleet passed with very high marks from the inspectors. This again is reflective of the work of our vehicle custodians.

I can not begin to thank each person who has conveyed their thoughts and comments to me (both positive and negative) about the vehicle fleet and vehicle safety. Every problem has turned out to be an opportunity to correct and enhance our mission capabilities. As for FY04, our goal is to continue to build on our success while not resting on our accomplishments. Drive Safe.

**8. SAFETY**- Your third quarterly safety report, CAPF 16, is due at Wing HQ by 10 October 03. The Wing Supplement also requires that a copy of this report be sent to your Group Commander. Please refer to CAPF 62-1 1c(1). Do not send both copies to Wing. Thank you for bring all your reports and annual surveys up to date before our inspection.

During our inspection, the question came up regarding the use of the VAF 4 for the appointment of Safety Officers. We have received instructions from our Inspector General that we must use the CAPF 2a for all appointments. The Wing Commander has been informed and we must set a suspense date for all Group and Units to comply. Please send a CAPF 2a for your appointed Safety Officer no later than 15 October 03. Thanks you for your support in SAFETY.

Wing Conference Recap: The Safety Program presentation at the recent conference concentrated on the development of the use of the Operational Risk Management (ORM) process as a framework to enhance the level of safety of all Virginia Wing activities. Presentations included a background of the ORM process and initial ORM tools for Search and Rescue flight activities and for the glider activities of the Wing. The tool discussed for the glider program will be provided soon for use as the safety briefing at the beginning of each glider operation day. The development of tools for each CAP activity continues.

The outline of a Safety Program Website was presented at the conference. The Website should be operational before the end of October and will be accessed through the Virginia Wing Website. The content of the Website will include: CAP regulations and forms; ORM process material; contact information for all Wing safety officers; a calendar; and links to other appropriate sites.

The October safety meeting is a good time to provide briefings for the cold weather and winter operations soon to come. Please be sure to thoroughly emphasize and discuss those operations for both air and ground activities.

**9. FINANCE:** There is a new Unit Finance Committee Guide posted on the Virginia Wing Paperless Wing Web Site. This information was developed to assist unit finance committees below wing level. It provides some basic accounting information, clarification of CAPR 173-1, and a checklist of important policies and deadlines. Unit commanders, finance officers and administrative officers should find this guide helpful in administering their unit finance program.

The document may be found under Document Display, General Information, and Unit Finance Committee Guide. Any questions may be directed to me at [fm.va@vawg.cap.gov](mailto:fm.va@vawg.cap.gov).

**10. STANDARD/EVALUATION-** As noted on the Wing Calendar, the next National Check Pilot Standardization Course is scheduled to take place at VA Wing Headquarters on October 18. This course is required for those pilots who serve as Check Pilots or Mission Pilot Examiners. Check Pilots must take the course every four years and mission pilot examiners are required to attend the course prior to initial appointment. Any instructor or pilot who wants to be considered for appointment as a check pilot should sign up immediately. Taking the course does not automatically assure your appointment. You will need to meet all requirements specified in CAPR 60-1 and VA Supple to CAPR 60-1. You will also need the recommendation of your group commander.

The NCPSC has two parts: The classroom training that will be offered and completed on October 18, and a check ride that must be taken after the classroom training is completed and must be completed within 60 days.

The cost to each participant will be \$15.00 registration fee for materials plus \$6.50 for your lunch, including a soft drink. Each individual will be responsible for his/her travel and/or lodging. Sign-in begins at 0830 and class begins at 0900 with a target completion time of 1630. Check rides will be funded. Since the course is now only required once every four years we do not offer this training often. Please register immediately if you plan to attend.

You do not need to submit a Form 17 or Form 31. Simply send me an email with the following information.

**Full Name: CAPID** (the six-digit number on you CAP ID card: **Email address: Pilot Certificate(s) and ratings held: Instructor Certificate(s) and ratings held: Approximate total hours PIC: Approximate number of hours of instruction given (CFI's): Currently under orders** as (circle all that apply): CAP Check Pilot CAP Instructor Mission Pilot Examiner **Lunch? YES NO**

Your address and contact information will be taken from the current National CAPWatch Database. **PLEASE BE SURE THAT INFO IS CURRENT.** You should arrive at VA Wing HQ located on Airfield Drive on the main road into Chesterfield County Airport (KFCI). For those flying in you will taxi to the Southeastern end of the ramp and park just east of the CAP Hangar. Please bring your registration fee and lunch money in cash or check--Check preferred!

**11. DRUG DEMAND REDUCTION -** Squadron Commanders -In the mail, with this bulletin, you will find 25 red ribbons in honor of Red Ribbon Week, Oct. 19 to 25. These red ribbons honor a DEA agent who was killed in the line of duty in Mexico by the drug cartel. They are used to re-enforce the Drug Demand Reduction or DDR message that the CAP, schools, and other civic groups put forward on this week. If you need more ribbons contact Wing HQ and we will try to get them to you. I have a few left (approximately 100).

As a reminder, Oct 25 is the deadline for cadets to sign up for the Middle East Region Color Guard Training & DDR Weekend. The school is December 5-7 at Fort Pickett near Blackstone and the cost is only \$25.00. Contact [pgriffin2@cms.hhs.gov](mailto:pgriffin2@cms.hhs.gov) or call 410-484-9578 for more information.

### **Newsbreak**

**Hampton Roads Composite Squadron-** Our new squadron is up to thirty plus members in the three months since we began. As you can see, we are now a Squadron! Congratulations to C2nd Lt Deven Benkowitz on obtaining his Mitchell Achievement. The Cadets enjoyed a visit from the local WAVY 10 News Chopper with equipment and maneuver demonstrations. We continue to hold ES related classes including land navigation and practice searches to bring all new members to mission ready status. Many thanks to the pilots who have been flying Cadet O-Rides, just prior to our meetings. It keeps our cadets interested!

**Holston Composite Squadron-**The months of August and September have been busy for the Holston Valley Composite Squadron. Cadets and Seniors spent a day flying like the birds at the Winchester VA Glider Orientation Flights in August and our Squadron hosted a Exchange Student for a Month from France. Alex Muary joined CAP for the month he was here and was promoted to the rank of Cadet Airman First Class. The Squadron has also been working on receiving its fourth Aerospace Education Excellence Award after receiving its third award earlier this year. Cadets and Seniors are working on becoming mission qualified with 16 members General ES 101 Qualified, 1 member Mission Radio Operator Qualified, and 1 Mission Scanner with 28 Mission Radio Operator Trainees, 5 Mission Scanner Trainee's, 2 UDF Trainee's and an EMT. We would like to welcome Cadets Tara Davenport and Justen Justice to our Squadron, In September our cadets got to take to the skies again in N9507L for Powered Orientation flights 4 cadets flew that day with wonderful weather, Members present where 1st Lt. Curtis Humphreys who was the Pilot in Command, TFO Justin Adkinson working as the Officer In Command, C/CMSgt Justin Yurong, C/SrA John Witcher, C/Amn Stephen Henninger and C/AB Justen Justice, Members not present but playing a big role was Squadron Commander Maj Robert L. Dorton who was the Flight Release Officer. Also in September 4 seniors started their training as Mission Scanners thanks to Capt Betty Shoenhardt from Kingsport Composite Squadron in Tennessee Wing. Promotion Congratulations go to C/SSgt John Witcher on being Awarded the Wright Brothers Award, C/Amn Stephen Henninger, C/Amn Alex Muary, C/Amn Tara Davenport and 1st Lt. Francis C. Tate, Lt Tate also was awarded the CAP Certificate of Proficiency for completion of Senior Level 2 and the Aerospace Education Technical Rating Badge. The Squadron also had 9 members on Alert to respond to the Disaster Relief Missions after Hurricane Isabel.

**Langley Composite Squadron-** Capt Charlene Shidisky was awarded the Meritorious Service Award and was named Virginia Wing Senior Member of the Year. Cadet 2Lt Anthony Mascaro was awarded his Mitchell Award and placed First in the Impromptu Speech category. Cadet Charles Brock (along with 4 other cadets who were not in attendance) received a Commanders Commendation. Lt Col Monica Richardson won the raffle for the glider flight.

In the wake of Hurricane Isabel, members of the Langley Squadron formed a team on September 25 to assist as needed with emergency services. After reporting to the Red Cross HQ on Mercury Blvd. we proceeded to the massive Red Cross feeding station on Warwick Blvd., screened arriving traffic, directed vehicles to and from the feeding station, facilitated the arrival of delivery trucks and directed individuals arriving for food distribution to parking places for the disabled or infirm. Short range radios were brought from the squadron and added greatly to the organization effort. The team worked from 1100 until 1900 and included Capt. Shidisky and Cadets Tyler Crockett, Ryan Douglas, Lucas Smith, and Mat Streams.

**Leesburg Composite Squadron-** After a very spirited campaign, Cadet 1Lt Chris White was elected to the position of Vice-Chairman of the VAWG CAC.

We have increased the number of mission pilots from one to five. We also took possession of N99559 and are very excited.

**Martinsville Composite Squadron-**held its Proper Uniform Wear training using the Wing PowerPoint presentation with all but three members in attendance on Sept 29th. Those three members that were not in attendance were emailed copies of the presentation for review and will be quizzed later. The Martinsville Squadron would like to welcome its newest members cadet Norman J Biersbach, and cadet Matthew S Stallings. Congratulations to the following on their promotions: C/1st Lt Megan Dillon, C/MSgt Ryan Galinaitis, C/SSgt Lauren Penn, C/SrA Ben Hensley, and C/AIC Zane Morris.

**Newport News Composite Squadron-** Hurricane Isabel shaped and dominated the activities of Newport News Composite Squadron (NNCS) in September. With the good forecasting of the National Weather Service, NNCS was able to prepare for the storm with plenty of advanced notice. NNCS members jumped into action, repairing the roof of our mission base and securing the Group Five com cache and the many other CAP assets at our facility which might prove invaluable after the pending storm. Four One Lima, with his auxiliary antenna, critical for slow scan and airborne repeater use, was safely secured in a strong hanger at Wing Headquarters for quick retrieval after the storm. An emergency communications plan was also developed to assemble to unit emergency services personnel immediately following the storm. NNCS personnel

also assisted the U.S. Marine Corp in their hurricane preparations by helping them secure a radio that was transmitting on 121.5 MHz from one of their ships that was being towed into harbor to wait out the storm.

Despite the massive damage to Group Five which included numerous impassable roads and a major loss of telephone communication, numerous members of NNCS reported for duty at Newport News CAP base immediately following the storm. While our unit was not tasked with mission assignments following the storm, numerous NNCS members and parents volunteered their time to assist in disaster relief efforts at the Peninsula Chapter of the American Red Cross in Hampton Virginia.

These members and parents provided 90 person-hours of disaster relief service. The staff at the Peninsula Red Cross facility was appreciative of our voluntary presence and indicated this many times. It was clear that the remaining volunteers and paid staff were exhausted and NNCS members arrived at a critical time to continue the push to relieve the hunger of suffering residents on the southeast Virginia peninsula.

NNCS also lent a helping hand to the U.S. Marine Corp following the storm. The Marine Medium Helicopter Squadron #266 from Camp Lejeune, North Carolina was flooded out of their training facilities at nearby Fort Eustis. A base of operations close to the Dead Fleet, in the James River, where the marines were practicing anti-terrorism drills, was critical to their operation. Upon hearing this, NNCS immediately offered the use of its mission base which included a fridge, microwave, shower, classrooms, cots, and parking for their 5 helicopters. Sixty-eight marines, including 6 sentries who spent the night, used the NNCS base for a successful week of training.

In return for their hospitality, NNCS cadets were treated to a tour of Marine CH-46 and Cobra attack helicopters at Newport News-Williamsburg International Airport. The Marine crewmembers kindly discussed career opportunities within the armed services with the cadets and how the specific helicopters are used in military operations.

**Roanoke Composite Squadron-** These cadets were promoted to their present grades: C/A2C Dominique Litchford, Hunter Guilliams, Wolfgang Chenault, C/A1C John Woodard and Paul Connell and C/SrA Mitchell Ress. In August these cadets were promoted: C/A2C Robertson and Williams; C/A1C Bailey, Litchford and Cox; C/TSgt Bessette; C/1<sup>st</sup> Lt King and Bennett. Good job all.

Roanoke Squadron members participated in an ELT mission at Smith Mountain Lake. The ELT was found in a seaplane in a cove on the Franklin County side of the lake. Good training!

Major Earles, Group 1 Commander, conducted a change of command ceremony. Capt Lisa deVries relinquished command to 1<sup>st</sup> Lt John Powers. Let us all welcome Lt Powers and help him in every way we can.

**Southside Composite Squadron-** On June 19, three senior members and eleven cadets visited the Hampton Roads Naval Museum and the C-21 squadron at Langley Air Force Base. Despite rain throughout the day which prevented the group from visiting the Battleship Wisconsin, they were still able to have a good time. The cadets all had the opportunity to sit inside a C-21, just not in the pilot seat.

Congratulations to those earning promotions in July: C/Amn Nicholas Walls, C/Amn Nandan Shah, C/SMSgt John Carter, and C/CMSgt Nicholas Skaperdas.

Eight senior members and nine cadets served as support staff for the Virginia Wing SAREVAL held on Saturday, July 19 at Virginia Wing Headquarters. They assisted directing vehicle traffic, directing aircraft to parking on the flight line, serving lunch at the canteen, registering participants when they arrived, acting as security at gates and doors, and relaying messages in the communications room. Members arrived as early as 0530 to set up for the day. It was a great success and the squadron raised almost \$130.

Congratulations to those earning promotions in August: C/Amn Joshua McClure, C/A1C Aaron Broughear, and C/A1C Aemon Broughear. Congratulations also to C/CMSgt Lydia Downey for completing the Armstrong Achievement.

On Saturday August 16, 2003, two cadets and three senior members served lunch to the Cadet Advisory Council. Five Southside cadets attended the meeting. C/2d Lt Adam Goins was selected as Group 4 CAC Chair, C/2d Lt Laura Thiem was selected as Group 4 Recorder, C/A1C Guy Butts III was selected to serve as Southside's CAC representative, and C/A1C Russell Edmonds will act as the squadron's assistant representative.

Congratulations to those earning promotions in September: C/CMSgt John Carter and C/2d Lt Lydia Downey for earning her Mitchell award.

On Friday, September 12, 2003, over 70 people gathered at the Defense Supply Center Richmond Community Center for the second annual Southside Composite Squadron Awards Banquet. Special guests were the Wing Commander, Col. Timothy Cramer, and his wife, Lt. Col. Marsha Cramer, and Group 4 Commander Maj. Randall Hardy, and his wife, Mrs. Rita Hardy. Also present was Capt. Matthew Ritchie of Echo Battery, of the Sandston Army National Guard unit where the squadron provided childcare for family support meetings. After a wonderful buffet dinner catered by the Bellwood Club and a slide presentation of the past year's highlights, numerous awards were presented to those cadets who had been involved in the various activities. Three cadets also received their Mitchell awards, C/2d Lt Laura Thiem, C/2d Lt Adam Goins, and C/2d Lt Lydia Downey. C/Col Stewart Sibert was also recognized for his achievement of the Spaatz award which will be presented at VA Wing Conference. The evening closed with dancing.

On Saturday, September 27, 2003, seven cadets visited the Virginia Aviation Museum to attend a book signing and presentation by Col Robert Morgan, commander of the Memphis Belle. The cadets also assisted with setting up,

directing traffic for parking, and checking tickets. The cadets were praised by museum staff for their good questions and for helping out.

Three cadets and four senior members attended the Virginia Wing Conference at the Dulles Hyatt. They participated in various seminars. C/2d Lt Adam Goins received a Life-Saving Award for his quick action at Virginia Wing Encampment in June.

Cadets continue to receive powered flight orientation rides. Upcoming events include the Color Guard performing in Monroe Park on Friday, October 17. The cadets will also be using CAP Flight 2000 space shuttle simulator in November. Both cadets and senior members will be attending the MER Conference, including C/2d Lt Thiem who will be performing with the Maryland Wing Honor Guard.

## **MEMORANDUM FOR ALL VIRGINIA WING MEMBERS**

### **SUBJ: SAFETY**

This memo establishes Virginia Wing's safety policy in all aspects of Civil Air Patrol activities conducted within the Wing by Units and/or members, regardless of their location

- 1. Goal.** Our ultimate goal is to accomplish all CAP activities, both mission and non-mission related with zero accidents and mishaps. Accidents and mishaps cause a loss of personnel and assets which we cannot afford if we are to effectively accomplish our Missions for America and the State of Virginia.
- 2. The Safety Attitude.** All CAP personnel assigned to Virginia Wing, both senior and cadet, must recognize and accept their individual responsibility in preventing accidents and mishaps. Each member must continually take an in-depth look at their daily activities, assess potential risks, and determine the safest method of mission or task accomplishment. We must remember that "safety is an attitude," and we must make safety part of our daily lives in order to protect our most precious resources-our members.
- 3. Leadership.** Instilling safety is an essential element of leadership that requires continuous commitment to safety in all that we do. As leaders, we are obliged to make safety an indispensable part of all our activities. We must always look for opportunities to create and foster safe environments as well as develop the "safety attitude" in all subordinates. By intelligently managing risks, we can safely accomplish our assigned missions.
- 4. Responsibility.** Although the ultimate responsibility for safety within the wing lies with the Wing Commander, each subordinate unit commander is tasked, by regulation with the responsibility of insuring that each activity, regardless of the scope or complexity, is completed safely. Operational Risk Management (ORM) techniques must be continually reviewed and applied to all situations. For activities with potentially higher risks, commanders should thoroughly assess the situation before conducting the activity. In the case of routine activities that are conducted under other than routine conditions (inclement weather, or unfamiliar surrounding, etc.) commanders should ensure that appropriate risk management assessments are performed to identify specific risks and develop ways to reduce those risks. This may mean finding an alternate way or alternate environment to complete that task or activity. Safety must be an integral part of the planning and execution of all Civil Air Patrol activities. In addition, commanders should emphasize the importance of safety in all that we do, including non CAP activities.

#### **Commanders Must:**

Know the members under their command, as well as their capabilities and limitations of each of these members.

Monitor the environment for hazards; immediately correct and then report all hazardous condition.

Enforce compliance with all applicable safety and health standards, technical data and procedures; enforce proper use of all equipment.

By adhering to these policy guidelines, I am confident we can achieve our goal of zero-mishaps.

COLONEL REED VAUGHAN  
VAWG/DOS