MINUTES OF THE COAST GUARD MUTUAL ASSISTANCE QUARTERLY MEETING CONVENE蒲 AUGUST 21, 2019, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

MEMBERS PRESENT: 18 (12 in person, 6 by phone)

Officers of the Corporation:
- RADM Joanna M. Nunan, President
- CWO (Ret.) John C. Baker, Vice President
- RADM (Ret) Cari B. Thomas, Secretary

Members of the Board of Control:
- MCPOCG Jason Vanderhaden
- CDR Morgan Holden
- SCPO Christopher Mullins
- Mr. Steven Apicella
- Mr. Michael Little
- LCDR Daniel McQuate
- CWO3 Anthony Giaccone
- CPO Darien Moya
- PO1 Jerry Engelman
- Mrs. Lisa Johnson
- LT Ariana Mohnke
- PO1 Carey Jones
- Mrs. Erin Wirth
- Mr. Bruce White
- PO2 Clarissa McIntyre

Additional Attendees: Mr. Sean Fennell, Mrs. Sara Martin and Mrs. Alena Howard.

Call to Order: RADM Nunan called the meeting to order at 1330 and Mr. Fennell called the roll. A quorum was established.

Previous Minutes: It was noted for the record that the minutes of the May 15, 2019 Quarterly Board of Control (BOC) meeting were approved by electronic vote on May 20, 2019.

Point of Order: Mr. Fennell noted for the record that the Committee Rosters has been completed and that all members had been emailed a copy. Mr. Fennell reminded all members that votes in Committee were distinct from votes during a Board meeting, and that members were free to vote differently in subsequent activity. He also reminded members that per the board’s choice, Board meetings were conducted under Roberts Rules of Order. He briefly explained the process of motions and votes.

Treasurer’s Report: Mrs. Martin provided an overview of the June and July financials.

Committee Reports:

Executive Committee

RADM Nunan welcomed the new Board members. She outlined her expectations for the Board and exhorted the members to be involved and engaged. RADM Nunan thanked the CGMA HQ staff for providing such a well planned and executed offsite on 11 July. And finally, she noted for the record that the CEO exceeded her limit authority in one case, but for good reason and kept the Executive Committee apprised.
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Management Committee

LT Mohnke presented a proposal to alter the approval limits at various levels within the CGMA structure. LT Mohnke made a motion to approve the proposal and LCDR McQuate seconded the motion. After extensive discussion of the current limits and possible changes, the motion was tabled for future consideration. (Addendum: In a subsequent electronic vote which concluded on 17 September 2019, the Board Members voted to approve a modified proposal prepared by the CEO. Under the approved proposal the Mutual Assistance Committee now has the authority to approve loans of up to $12,000 without further action by the BOC.)

Mutual Assistance Committee

LCDR McQuate noted for the record that there were four cases processed by the MAC and the board since the last quarterly meeting. Summaries as follows:

- AD E5 requested a loan of $8400 for rental assistance. CEO recommended approval. MAC recommended approval. BOC concurred.
- RET W4 requested a loan of $7200 for repair to A/C. CEO recommended approval of $7047 (actual cost). MAC recommended approval of $7047. BOC concurred.
- RET E7 requested a grant of $10,200 for roof repairs. CEO recommended partial grant of $2000 and loan of $8,2000. MAC concurred with CEO. BOC approved a loan of $10,200. Applicant declined the loan.
- GS13 requested a loan of $5000 to replace their A/C. CEO recommended approval of $4558 which was the actual amount listed in the written estimate. BOC approved a loan of $4558.
- AD E4 requested a loan of $7500 to replace their A/C. CEO recommended approval of $7500. MAC concurred with CEO. BOC approved a loan of $7500.

Audit Committee

LT Mohnke reported that the audit has been concluded. The 990 has been finalized and submitted. The formal report will be distributed to board members once the printing is done.

Finance Committee

CPO Moya and Mrs. Martin reviewed the budget process. Reminded all members of the importance of reviewing all budget emails prior to the November meeting to ensure a successful meeting. Mrs. Martin updated the board on the status of the recovery of the lapse assistance provided in January. To date, 99% of all funds have been recovered.

CGMAHQ Update: RADM Thomas reported on CGMA’s recent engagement with CG-1, DOL and D17 in assisting members affected by the Alaska Marine Highway System strike which left 56 Coast Guard families stranded while en route to the new PDS.

RADM Thomas reported on a case involving a PO1 members in Florida. CGMA provided a grant in the amount of $3806 to fill the gap left by TRICARE for expenses related to the care and treatment of his terminally ill spouse.
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OLD Business: None to report. Agenda was modified by Board President in the interest of time.

New Business:

Rose Aviation Introductory Support Educational (RAISE) Grant: RADM Thomas reported on the development of the RAISE Grant program designed to increase awareness of and interest in the aviation field. The program offers grants to commands that wish to host or operate events that expose the aviation world to young people. Chief Moya made a motion to undertake the RAISE program as fully outlined in the proposal. The motion was seconded by Mrs. Wirth. The motion was carried unanimously.

Good of the Order: RADM Thomas reported the following:

Breast Milk Shipment (BMS) Reimbursement Program: RADM Thomas provided a briefing on the launch of the BMS Program. She outlined the program, and reported that the initiation of the program was a great success. The positive effect on CGMA’s visibility exceeded expectations.

CPO to CWO Moya. RADM Thomas congratulated Chief Moya on his selection for appointment to Chief Warrant Officer. Chief Moya will remain on the board for the remaining of the election year (30 June 2020).

Next Regular Meeting: Next meeting scheduled for 20 November, 2019. The deadline for proposal for electronic voting prior to the next meeting is 1 October, 2019.

Adjournment: RADM Nunan adjourned the meeting at 1430.