Board of Control
ADM Robert J. Papp
Chairman
RADM Daniel A. Neptun
President
CWO4 John C. Baker (Ret.)
Retired Military Member
Vice President
Ms. Shay Cook
Work-Life Specialist
Treasurer
Mr. Barry Boisverne
Secretary
CDR Beth A. Naff
Commissioned Officer
LCDR Brandy N. Parker
Commissioned Officer
Vacant
Commissioned Officer
NCPOCG Michael P. Leavitt
Master Chief Petty Officer of the Coast Guard
CWO2 Shawn Wicheln
Chief Warrant Officer
MCPO Debbie Jo Silso
MCPOCG Alternate
MCPO Julie A. Gunderson
Enlisted E-7 or Above Alternate
SCPO Douglas G. Glimer
E-7 or Above Alternate
PO1 Jeffrey L. Bueche
Enlisted Member
PO1 David Vega
Enlisted Member
PO1 Brent Ruggles
Enlisted Alternate
AUX Bruce A. White
Auxiliary Member
Mr. Frank Tatui
Civilian
LT Mark M. Sanchez
Reserve Member
CWO2 Pamela L. Robles
Medical/OCCARE Specialist
Mrs. Bethany Klein
Commissioned Officer’s Spouse
Mrs. Debbie Brandt
Enlisted Member’s Spouse

COAST GUARD ANNUAL MEETING HELD ON APRIL 15, 2014, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

BOARD MEMBERS PRESENT: (11)

Officers of the Corporation:
ADM Robert J. Papp, Chairman
RADM Daniel A. Neptun, President
CWO4 (Ret.) John C. Baker, Vice President
Ms. Shay Cook, Treasurer
Mr. Barry M. Boisverne, Secretary

Members of the Board of Control:
Mrs. Debbie Brandt
PO1 Jeffrey L. Bueche
Mrs. Bethany Klein

LCDR Brandy N. Parker
PO1 Brent Ruggles
Mr. Frank Tatui
AUX Bruce A. White

Call to Order:

RADM Neptun called the Meeting to order at 0905.

Introductions:

RADM Neptun introduced the officers of the Board and recognizing the other Board members. He then introduced the Commandant of the Coast Guard and CGMA Chairman, ADM Papp.

Chairman’s Remarks:

ADM Papp spoke of his personal association over the years with Coast Guard Welfare, as it was named when he entered the Academy, and Coast Guard Mutual Assistance, as it is now known. Noting that the Navy Memorial Foundation has designated this the “Year of the Coast Guard,” he related the history of the Coast Guard, which started small and became the greatest coast guard in the world, to that of CGMA, which also started small and became something very special as it honors and supports Coast Guard people. He remarked that a number of his favorite former Coast Guard Commandants were serving at important stages in the history of the CGMA. RADM Frederick C. Billard was Commandant in 1924 when the organization began as the League of Coast Guard Women; and, he spoke at its first annual meeting. VADM Russell R. Waesche was Commandant in 1941 when Coast Guard Welfare was formally established and assumed the League’s mission. And ADM John B. Hayes was Commandant in 1978, the year the organization’s name was changed to Coast Guard Mutual Assistance. ADM Papp thanked the members of the CGMA Board of Control for their service, remarking that they have a legacy, they are part of something to be proud of and that by their voluntary service they honor those who came before.
COAST GUARD ANNUAL MEETING HELD ON APRIL 15, 2014, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

President’s Remarks:

RADM Neptun gave a brief overview of CGMA activities. He noted that for 90 years, CGMA has been there to help the men and women of the Coast Guard in time of need. On an average workday, CGMA provides more than $16,000 in assistance to 23 recipients. One in 9 active duty members, 1 in 18 civilian employees and 1 in 33 Reserve members received some type of loan or grant from CGMA in 2013. Approximately 73% of all assistance went to individuals in pay grades E-6/GS-7 and below. He pointed out that CGMA offers timely assistance to a broad range of individuals associated with the Coast Guard, whose numbers run well over 100,000 people. He made reference to a number of large bequests to CGMA that had been made recently and that help meet the needs that arise, whether related to a natural disaster like Hurricane Sandy or separate instances where individuals and families fall on hard times. He also observed that, thanks to the diligent day-in and day-out efforts of hundreds of dedicated volunteer representatives at field units, members of the Board of Control and the CGMA staff, CGMA is an effective and efficiently run organization, with careful attention being given to the assistance provided. In closing, RADM Neptun noted that the Board was seeking new members and encouraged anyone interested to give serious consideration to running for the Board.

Committee Reports:

Management Committee

LCDR Brandy Parker gave the Management Committee Report. The committee developed a Strategic Action Plan, based on the 2013 Strategic Plan, and met a number of strategic goals. It conducted a routine review of the CGMA Bylaws and determined there were no changes to recommend. It reviewed the eligibility statements in the CGMA Manual to insure inclusion of eligible same sex spouses, and, again, had no changes to recommend. A new CGMA Facebook page was created to replace the older “group” page. The Management Committee continues to work with the other Committees and CGMA Staff to develop new initiatives and ways to improve and create programs. It will remain actively involved with the Strategic Planning Committee to help reach 2014 Strategic Goals.

Mutual Assistance Committee

Mr. Frank Tatu gave the Mutual Assistance Committee Report. During 2013, the Committee reviewed and made decisions or recommendations to the Board on four loan and grant requests. Assistance was provided in three of the four cases. Mr. Tatu commended the committee members for their insightful and timely review of the requests received and for actively participating in the, often difficult, decision-making process.

Finance Committee

Ms Shay Cook gave the Finance Committee Report. She noted that, during 2013, CGMA received $2.52 million in contributions, allowing it to provide $3.86 million in assistance as loans and grants to 5,100 clients.
COAST GUARD ANNUAL MEETING HELD ON APRIL 15, 2014, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

Through CGMA’s Supplemental Education Grant and the Education loan, over $720K was provided to the men and women of the Coast Guard striving to achieve college degrees.

CGMA supplied over $30,000 in baby supplies and educational parenting material to 450 Coast Guard families—30% more layettes than in 2012.

CGMA began a new program in 2013 that paid for the financial planning seminar portion of the Transition Assistance Program (TAP) for Coast Guard members approaching retirement. Several units took advantage of this program in its inaugural year, and CGMA anticipates supporting over 25 such seminars in 2014.

CGMA also inaugurated an Adoption Grant program in 2013, offering $1000 per client for the home study expense directly related to the legal adoption of a child. Twenty-eight clients took advantage of this program last year, receiving $26,400 in grant funds.

The CGMA investment portfolio reflected $22.7M at the end of 2013. These investment funds remain in place to help those in need when demand exceeds what is in the operating account.

CGMA is in an excellent financial position to address the future needs of our clients and expand programs to accommodate the ever changing lives of the Coast Guard family.

Audit Committee

Mrs Bethany Klein gave the Audit Committee report. In January the firm of Murray, Jonson, White & Associates conducted an audit at CGMA-HQ. The final report was issued and presented to the Audit Committee, and the Audit Committee presented the following findings to the Board of Control.

It was the opinion of the firm that the financial statements presented fairly, in all material respects, the financial position of Coast Guard Mutual Assistance, as of December 31, 2013 and 2012.

The auditors were very pleased with the responsiveness and professionalism of CGMA staff during the audit. The audit team encountered no difficulties with the records or staff, and there were no required corrections or further testing. The risk for CGMA’s reserves is low, as the company portfolio is diversified and held in high quality instruments, all in compliance with CGMA’s current investment policy. The auditors were able to complete the audit and all corresponding reports in February, a fast turnaround due to Coast Guard Mutual Assistance’s organized management.

Excerpts from the audited financial reports have been published in the 2013 Annual Report and anyone wishing to obtain the complete audit report may do so by requesting so from the CGMA Director of Finance.

Education Committee

Petty Officer Jeff Bueche gave the Education Committee Report.
COAST GUARD ANNUAL MEETING HELD ON APRIL 15, 2014, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

The Education Committee reviews the CGMA Education Assistance Programs and recommends changes when appropriate.

The Supplemental Education Grant (or SEG) offers up to $250 a year in reimbursement for textbooks, fees and school supplies. Last year, CGMA provided over 2,700 SEG’s totaling more than $470,000.

The CGMA Education Loan Program offers loans of up to $2,000 for tuition or other educational expenses not covered by funds from other sources. CGMA issued 173 education loans in 2013 totaling over $240,000.

CGMA offers to reimburse the amount of the loan origination fee on Stafford federal student loans and the Federal Parent Loan for Undergraduate Students. CGMA provided more than $18,000 in such reimbursements in 2013.

The Education Committee continues to investigate ways to adjust CGMA’s education assistance programs to best meet the financial needs of Coast Guard families, and welcomes suggestions.

Executive Director’s Report:

Mr. Barry Boisvire introduced the CGMA Headquarters staff and presented the Executive Director’s Report:

CGMA Staff:

Nicky Sciortino  Director of Finance
Tanya Mathis     Financial Assistant
Ron Wolf         Director of Administration
Gwendolyn Fouch  Administrative Assistant
Erica Chapman    Client Services Specialist
Carl Mursch      Web Master, First Executive Director (1996-2001)

He commended the Board for its efforts to create new programs and enhance existing ones.

He noted that during 2013, CGMA Representatives received over 5,000 assistance requests and disapproved only 12. CGMA-HQ received 239 requests and disapproved 42. The Board of Control received only four requests and disapproved one.

CGMA Outreach Initiatives:

- Erica Chapman spoke at Yellow Ribbon Pre-Deployment workshops in Boston, MA, and San Francisco, CA.
COAST GUARD ANNUAL MEETING HELD ON APRIL 15, 2014, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

- “Navigating CGMA,” a semi-monthly e-newsletter sent to CGMA Representatives helps to educate and alert to new or changing programs.

Financial Workshops/NFCC:

CGMA has an ongoing cooperative arrangement with the National Foundation for Credit Counseling (NFCC). NFCC has been approved by the Coast Guard for its member agencies to conduct financial training at CG units. Member agencies conduct personal financial workshops at CG units where requested and provide the financial portion of the Coast Guard TAP training. An annual financial teleconference was held for NFCC member agencies, CG Work-Life personnel and CGMA Representatives to discuss their respective roles in supporting financial needs of Coastguardsmen.

Annual Campaign:

April is CGMA month, and the Annual Campaign is underway. CGMA is celebrating its 90th year. Last year the Campaign brought in cash and allotment/payroll deduction pledges totaling just over $2 million.

Military allotments and civilian payroll deductions are the Life Blood of CGMA! Allotments from the active duty and retired military community, along with civilian payroll deductions, account for over $1.6 million annually.

Closing Remarks:

RADM Neptun thanked those attending and invited questions and comments.

Adjournment: The meeting adjourned at 1002.

Submitted by: R. C. WOLF
Director of Administration

B. M. Boisver
Secretary