



August 24, 2021

MINUTES OF THE COAST GUARD MUTUAL ASSISTANCE QUARTERLY MEETING CONVENED AUGUST 18, 2021, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

Board of Control

ADM Karl L. Schultz
Chairman

RADM Eric C. Jones
President

CWO John C. Baker (Ret)
Retired Military Member
Vice President

AUX Michael Philipps
Auxiliary Treasurer

RADM (Ret) Cari B. Thomas
Secretary

MCPOCG Jason M.
Vanderhaden
Master Chief Petty Officer of
the Coast Guard

CMC Charles R. Bushey
MCPOCG Alternate

CDR Morgan T. Holden
Commissioned Officer

LCDR Daniel J. McQuate
Commissioned Officer

LCDR John-Andrew Minniti
Commissioned Officer

CWO Anthony F. Giaccone
Chief Warrant Officer

MCPO Eric Silvoy
E-7 or Above

PO1 Benjamin Lind
Enlisted Member

PO1 Lindsey Cole
Enlisted Member

CPO Jerry Engelman
E7 or Above Alternate

PO1 Andrew Stoddard
Enlisted Alternate

Mr. Christopher Mack
Civilian

LT Patrick Pannella
Reserve Member

Mrs. Kristen Vlaun
Commissioned Officer
Spouse

Mrs. Amanda Morales
Enlisted Person Spouse

CPO Megan Long
Medical/TRICARE Specialist

Mr. Kenneth Weber
Work-Life Specialist

MEMBERS PRESENT: 18 (3 electronically)

Officers of the Corporation:

RADM Joanna Nunan, President
CWO (Ret) John Baker, Vice President
RADM (Ret) Cari Thomas, Secretary
AUX Michael Philipps, Treasurer

Members of the Board of Control:

MCPOCG Jason Vanderhaden
PO1 Benjamin Lind
CWO4 Anthony Giaccone
Mr. Christopher Mack
Mrs. Kristen Vlaun

CMC Charles Bushey
LCDR Daniel McQuate
CPO Jerry Engelman
LCDR John-Andrew Minniti
LT Patrick Pennella

CDR Morgan Holden
MCPO Eric Silvoy
PO1 Lindsey Cole
Mrs. Amanda Morales
PO1 Andrew Stoddard

Additional Attendees: RADM Eric Jones, Mr. Sean Fennell, Mrs. Martin and Mrs. Alena Howard.

Call to Order: The Board President called the meeting to order at 1330 and Mr. Fennell called the roll. A quorum was established.

Previous Minutes: The minutes of the 20 May 2021 Quarterly Board of Control (BOC) meeting were approved by electronic vote on 26 May 2021.

Point of Order: Mr. Fennell informed the members about the process for implementing policy changes and submitting proposals for new programs. He advised them on the role in the process as members of the Board.

MCPOCG Remarks: MCPOCG Vanderhaden expressed his pride in the accomplishments of CGMA. He noted the significant transformation that CGMA has undergone in the past two years. He noted that it has become a vibrant and important tool throughout the Coast Guard. He commended the creativity and innovative thinking of the Board. He noted that CGMA is now an excellent retention tool. He cited the recent additions of the Assistive Reproductive Services (ARS) Loan program and the POV Shipment program as representative of the power of CGMA. He expressed his gratitude to the CGMA HQ staff for their compelling work and dedication.

Treasurer's Report: Mr. Philipps reviewed the July 2021 Financials. He reported that CGMA was still well positioned in the markets, which are still up overall. He noted that most analysts believe that the second half of the year will not be as strong as the first half. He reviewed certain specific numbers from the July financials highlighting the most significant changes.

Committee Reports:

Executive Committee: The Board President:

- Introduced her replacement as CG-1 and therefore the new President of the Board of Control. RADM Eric Jones will assume the duties of President immediately after the end of the meeting.
- Reported that RADM Thomas' contract has been renewed. Her tenure has been extended from 2023 to 2024.

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- Welcomed the new members of the Board of Control. She reflected on their qualifications, creativity and willingness to serve. She encouraged them to be active and engaged in the business of CGMA.
- Noted the recent hard work by both the Management and Mutual Assistance Committees. She commended them for their diligence and dedication.

Management Committee: PO1 Lind:

- Reported that the Management Committee had recommended approval of a proposal to increase the CEO's limit for housing assistance loans. The proposal was subsequently approved in a vote by the Board. The limit was increased from \$9000 to \$9000 or three times the local BAH rate, whichever is higher, via electronic vote on 28 June 2021.
- Reported that the Management Committee had recommended approval of a proposal to allow loans of up to \$3000 for the shipment of POVs in conjunction with PCS orders. The proposal was subsequently approved in a vote by the Board in an electronic vote on 6 July 2021.
- Reported that the Management Committee had recommended approval of a proposal to allow loans of up to \$6000 for fertility treatments. The proposal was subsequently approved in a vote by the Board in an electronic vote on 6 July 2021.
- Reported that the Management Committee had considered and rejected two related proposals regarding personal weight management. One was a proposal for a pilot program about the use of Noom by CG military personnel. The other was a proposal for providing grants to military personnel needing additional support to return to body composition standards. In a subsequent review by the Finance Committee, they concurred with the Management Committee. The proposals were tabled with no further action at the time of the meeting.

Mutual Assistance Committee: LCDR McQuate reported that the Mutual Assistance Committee:

- Recommended approval of a \$4000 grant and \$9,795 loan for an AD W4 (now retired). The case was forwarded to the Board of Control on 2 June 2021. The assistance for dental work was approved by the Board via electronic vote on 3 June 2021.
- Considered an application for a \$9500 loan from an AD E7. The assistance for HHG Shipment costs was approved by the Committee via electronic vote on 24 June 2021.
- Recommended approval a \$15,000 loan for an AD E7. The case was forwarded to the Board of Control on 19 July 2021. The loan for debt management was approved by the Board via electronic vote on 20 July 2021.
- Received an application from an AUX member on 19 July 2021. The Committee voted on 20 July 2021 to approve the \$7,484 loan for funeral expenses. Being within their approval limit, the committee's approval was final.
- Received an application from an AD W2 on 27 July 2021. The Committee voted on 28 July 2021 to approve the \$9,000 loan for roof repairs. Being within their approval limit, the committee's approval was final.
- Received an application from an AD E5 on 28 July 2021. The Committee voted on 28 July 2021 to approve the \$10,000 loan for roof repairs. Being within their approval limits, the committee's approval was final.
- Received an application from a RES E6 on 29 July 2021. The Committee voted on 29 July 2021 to approve the \$6,000 loan for closing costs. Being within their approval limits, the committee's approval was final.

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- Received an application from an AD E4 on 16 August 2021. The Committee voted on 16 August 2021 to approve the \$7,000 loan for closing costs. Being within their approval limits, the committee's approval was final.
- Received record number of cases for review this quarter. These cases resulted in a total of \$67,984 in assistance being provided.
- LCDR McQuate expressed his gratitude to the members of the Committee for their dedication and responsiveness.

Audit Committee: LT Pennella responded nothing to report.

Education Committee: CDR Holden reported that they will be convening a meeting next week to start on an aggressive agenda. The three areas of focus will be credentialing for spouses, improvements to the SEG program and possible support for home schooling efforts. She encouraged all board members, on the committee or not, to provide and suggestions or ideas they have to her.

Strategic Planning Committee: MCPO Silvoy reported that the committee had met recently (addendum: 21 July 2021). They had discussions on CGMA's long term plans. He reported that they will be meeting again later this year to examine 12-to-18-month operational objectives. He reported that they hope to have a more thorough report for the Board before the end of the year.

Finance Committee: LCDR Minniti reported on the Committee's efforts to validate or change the corporation's current portfolio management team. He reported that working with the CFO they downselected the original applications to a smaller subset. The committee will be meeting with representatives from the finalists. He reported that this should be completed by the next Board meeting.

Development Report: Mrs. Howard reported on the results from the 2021 Fundraising Campaign. She provided an analysis of where things had changed or improved. She noted that although average giving by Active Duty personnel has increased, the overall number of donors in this category had decreased. She reported briefly on the strategic changes they had made for the 2021 Annual Fundraising Campaign and noted how this will help foster growth in the long term. Copies of in-depth report and analysis was provided to the board members.

Technology Report: Mrs. Martin reported that effort to produce a security manual for CGMA HQ is nearly completed. She outlined the ongoing efforts to ensure security of both property and data. She noted that the result was a new Security Manual. She further reported that the CGMA HQ staff participated in weekly training in this area. RADM Thomas raised the issue of proper oversight for the policies and procedures in this area. She recommended that the Strategic Planning Committee take on this responsibility. Given opportunity, and there being no objection raised, the assignment was made. MCPO Silvoy was instructed to take for action.

Operations Report: Mr. Fennell provided a brief overview of operations since the last board meeting. He reported that PCS assistance totaled just over \$78,000. He reported that Closing Cost cases have increased and to date has reached just over \$102,000 in assistance. He further noted that Disaster assistance had an unusual start this year with the winter storm in Texas. He reported that CGMA HQ has activated disaster assistance in preparation for the arrival of Tropical Storm FRED which has landed on the Gulf Coast earlier in the week.

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CGMAHQ Update: RADM Thomas:

- Reported on the upcoming release of the new Assisted Reproductive Services (ARS) Loan program. She noted that the Development Team is prepared to use various social media and other outreach platforms to ensure the word is disbursed as widely as possible throughout the CG community. She thanked the Board members for their support in getting this program approved.
- Noted that the CGMA HQ staff has successfully navigated a complete return to CGMA offices in Ballston. She reported that the staff were now permanently working a combination of teleworking and working in the office. She noted that she does not anticipate any changes to the current protocols in place.
- Provided a review of the Bias review that had been undertaken earlier in the year. She was gratified to report that they found no discernable practices of bias in CGMA's internal processes. She did, however, note that there was one unit that appeared to have issues that should be addressed more proactively. She indicated that she and Mr. Fennell will conduct a visit to this unit soon to see what can be done. She reported that the next step will reviews of CGMA's donor/gift acceptance policies and a review of vendor selection and vetting processes. She remarked that it would be untenable for CGMA conduct business with vendors whose policies and practices were not compatible with CGMA's.

Old Business: By-Laws Refresh: Mr. Fennell reported that the effort to bring the By-Laws up to date had commenced with the Ad Hoc Committee on 24 June. The Board should expect to receive the final document soon for a vote.

New Business:

- RADM Nunan raised the question of CGMA hosting a website dedicated to the recently formed Coast Guard Philanthropy Council. She noted that this would be an excellent way to put forward all the different avenues of support available to the members of the CG community. Having a central list of diverse and unique charities that support the Coast Guard in one way or another would be a valuable tool for Coast Guard personnel.
- MCPO Silvoy raised the issue of CGMA creating a program to support personnel in their efforts to return to compliance with the Coast Guard's weight standards. The floor was opened to discussion on the matter. After a lengthy discussion on the merits and possible pitfalls, and with not final resolution the matter was put to a procedural vote. By show of hands, it was decided that the Management Committee would take the issue for development.
- RADM Thomas thanked RADM Nunan for time as President and looked forward to working with RADM Jones. RADM Jones, effective today, is the new CGMA Board President.

Point of Order: At 1525 RADM Nunan relinquished responsibility of presiding due to other commitments. Mr. John Baker, Vice-President, presided over the remainder of the meeting.

Good of the Order: RADM Thomas reported


- That the indoctrination session held that morning was a great success. There were board members from both this year's new class as well as the class of 2020 who were denied in-person training due to the pandemic.
- On the significant increase in bequests. Combined with other financial improvements, she will be seeking strategic opportunities and plans to seek input from the Board on this.


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Next Regular Meeting: Next meeting scheduled for Wednesday, 17 November at 1300. Mr. Fennell reminded the members that the November meeting is primarily about the budget. Requested they please read the provided materials ahead of time and note that the meeting starts at 1300, vice 1330. The deadline for proposals for electronic voting is 1 October 2021.

Adjournment: There being no objections raised, Mr. Baker adjourned the meeting at 1530.

Submitted:


Sean P. Fennell
Chief Operating Officer


Cari B. Thomas
Secretary