



September 1, 2022

MINUTES OF THE COAST GUARD MUTUAL ASSISTANCE QUARTERLY MEETING CONVENED AUGUST 17, 2022, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

Board of Directors

ADM Linda L. Fagan
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 Heath B. Jones
Master Chief Petty Officer of
the Coast Guard

CMC Charlie F. Salls
MCPOCG Alternate

CAPT Eva Van Camp
Commissioned Officer

LCDR John Andrew Minniti
Commissioned Officer

LT Emily Trudeau
Commissioned Officer

CWO2 Darian Moya
Chief Warrant Officer

CMC Eric Silvoy
E-7 or Above

PO1 Benjamin Lind
Enlisted Member

PO2 Pedro GonzalezSoto
Enlisted Member

CPO Lazaro Lopez
E7 or Above Alternate

PO1 Andrew Stoddard
Enlisted Alternate

Mr. Christopher Mack
Civilian

LT Patrick Pennella
Reserve Member

Mrs. Margaret Parker
Commissioned Officer
Spouse

Mrs. Amanda Morales
Enlisted Person Spouse

LCDR Shannon P. Reck
Medical/TRICARE Specialist

Mr. Kenneth Weber
Work-Life Specialist

MEMBERS PRESENT: 18

Officers of the Corporation:

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

Members of the Board of Directors:

LCDR John-Andrew Minniti
Mrs. Amanda Morales
Mr. Christopher Mack
PO2 Pedro Gonzalez Soto
LCDR Daniel Trimble

CMC Charlie Salls
LT Emily Trudeau
CMC Eric Silvoy
PO1 Andrew Stoddard
Mr. Kenneth Weber

CAPT Eva Van Camp
CWO Darian Moya
Mrs. Margaret Parker
CPO Lazaro Lopez
LT Patrick Pennella

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

Call to Order: The Board President called the meeting to order at 1340 and Mr. Fennell called the roll. A quorum was established.

Previous Minutes: The minutes of the 25 May 2022 Quarterly Board of Control (BOC) meeting were approved by electronic vote on 31 May 2022.

Point of Order: Mr. Fennell reported that the election process for next year will commence in late September. He noted that the tenure for four of the current Board members expires in 2023. He reminded them that they are all eligible to run again.

Treasurer's Report: Mr. Philipps reviewed the financials. He noted the impact of declining markets and spending on the organization's overall financial position. He suggested we exercise care in creating our 2023 budget and look for ways to grow our portfolio.

Committee Reports:

Executive Committee: The Board President:

- **Remarked** that the newly constituted Board has striking credentials. He noted that the Board has a combined 325 years of Coast Guard service and has been assigned to over 125 different duty stations. He further noted that its member's reside in eight different geographic locations, making it more representative of the field than any other Board.
- **Reported** that in the past 24 months CGMA has processed a record setting 11,000 cases. He thanked Board member Mr. Christopher Mack for his role as a CGMA Rep. Mr. Mack is the single busiest CGMA Rep in the Coast Guard, personnel processing over 645 cases in that time period.
- **Expressed** his gratitude to the CGMA HQ staff in their efforts to assist the Coast Guard workforce with housing this summer. He noted that this issue has the highest possible level of awareness within the Coast Guard.

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- Exhorted the members to carefully review the forthcoming election precept and seek out qualified candidates for the expected vacancies.

Mutual Assistance Committee: Mrs. Morales reported that the Committee processed ten cases totaling \$128,543 since the last board meeting.

- Received an application from an E-8 on June 2, 2022 for a loan to cover a car engine replacement in the amount of \$11,500.00. MAC voted to approve the loan. Being within their approval limit, the committee's approval was final.
- Received an application from an E-5 on June 14, 2022 for a loan to cover a home repair in the amount of \$8,000.00. MAC voted to approve the loan. Being within their approval limit, the committee's approval was final.
- Received an application from a CIV GS-9 on June 14, 2022 for a loan consolidation in the amount of \$11,000.00. MAC voted to approve the loan. Being within their approval limit, the committee's approval was final.
- Received an application from an E-5 on June 14, 2022 for a Bridge Loan for HHG in the amount of \$13,200.00. MAC recommended approval. The Board of Directors granted temporary approval authority of Bridge Loans related to HHGs to the Executive Committee on June 16, 2022, negating the need for a Board vote.
- Received an application from an E-5 on July 1, 2022 for a loan to cover a home repair in the amount of \$23,611.00. MAC recommended approval. The case was forwarded to the Board of Directors on July 5, 2022. The loan was approved by the Board via electronic vote
- Received an application from a retiree on July 15, 2022 for a loan to cover a home repair in the amount of \$7,085.00. MAC voted to approve the loan. Being within their approval limit, the committee's approval was final.
- Received an application from an E-7 on July 27, 2022 for a loan to cover moving expenses due to a HUMS transfer in the amount of \$10,000.00. MAC voted to approve the loan. Being within their approval limit, the committee's approval was final.
- Received an application from a W-2 on July 29, 2022 for a loan to cover a home repair in the amount of \$9,997.00. MAC voted to approve the loan. Being within their approval limit, the committee's approval was final.
- Received an application from an E-8 on August 2, 2022 for a loan to cover a roof repair/replacement in the amount of \$14,000.00. MAC recommended approval. The case was forwarded to the Board of Directors on August 8, 2022. The loan was approved by the Board via electronic vote.
- Received an application from an active-duty spouse on August 9, 2022 for a grant for safe relocation in the amount of \$20,150. MAC recommended approval. The case was forwarded to the Board of Directors on August 10, 2022. The loan was approved by the Board via electronic vote.

Education Committee: Mr. Mack reported on the final work on the SEG expansion approved by the Board at its last meeting. He reported that the Committee has decided to authorize reimbursement for computers and the cost for tests related to higher education. He noted that the Committee will work with the Development team at CGMA HQ on a rollout plan.

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Strategic Planning Committee: CMC Silvoy reported that the committee had completed its task of drafting new language for CGMA's Guiding Principles. He submitted a proposal for the new language for consideration. CMC Silvoy made a motion to approve the language as submitted. Mr. Mack seconded the motion. The floor was opened for discussion followed by a vote. The new language was approved as submitted. (The new Guiding Principles are attached to these minutes as enclosure (1).)

Finance Committee: LCDR Minniti reported on the timeline for the 2023 budget. He reviewed the process and strongly encouraged the members to read the advance materials provided. He noted that the deadline for questions to the Finance Committee is 19 October.

Development Report: Mrs. Howard reported on the 2022 Fundraising Campaign. She noted that the annual Campaign revenue and participation continue to remain flat. While this is not unique to CGMA, (national giving trends across nonprofit sectors indicate that returning donors are choosing to invest more deeply while acquiring new donors remains a challenge) to ensure the long-term health of the organization, new donor acquisition is essential. The Board's active engagement and support of their local unit campaigns as well as national campaign efforts is critical to this strategy. Special attention will be given to Reserve and Auxiliary outreach in the 2023 campaign. She provided a detailed written report to the Board.

Operations Report: Mr. Fennell reported on Operations for the past quarter. He noted that CGMA HQ has taken steps to ensure that CGMA is firmly embedded in the Coast Guard's post-disaster PST's. He reported on his recent participation in the Seventh District's Disaster Preparedness meeting.

CGMAHQ Update: RADM Thomas reported:

- On efforts to assist the CG workforce with housing costs this summer. She noted that the Development Team rolled out a successful campaign to educate the workforce about all the PCS and housing related assistance available to them from CGMA.
- That a new staff member has been hired to assist with technology issues.
- That she recently met with the other Mutual Aid Society (MAS) CEOs.
- CGMA has contracted Harkcon Inc to conduct a Needs Assessment survey. It was extremely helpful in identifying strategic steps needed for moving forward. CGMA HQ has already undertaken some of their recommendations.
- That CGMA has contracted with licensed clinical social worker to help us manage challenging and difficult cases. She has already been a help with some of our most demanding operational challenges.
- She also noted that 25% of CGMA HQ staff currently work remotely full time, and the other 75% of the staff work remotely part time.

Old Business: LT Trudeau reported on the results of the Ad Hoc Electronic Voting Committee. She reviewed the standards that will be used by CGMA HQ when engaging in an electronic vote.

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New Business: Mrs Morales raised the issue of a policy and process for domestic violence cases. She noted that although the Mutual Assistance Committee can handle these requests, given the urgency and importance of these cases there should be a process that includes final authority without necessarily having to go to the entire Board. Mrs. Morales made a motion that the Executive Committee be given interim authority to approve these cases until a permanent policy can be established. Chief Lopez seconded the motion. The floor was opened for discussion followed by a vote. The motion was carried.

MCPOCG Remarks: CMC Salls expressed the gratitude of his office for the extensive work completed by CGMA Reps and the CGMA HQ staff. He noted that access to CGMA is rapidly becoming an invaluable benefit to being a member of the Coast Guard. He echoed the President's and CEO's remarks on the challenges facing the workforce as regards housing.


Good of the Order: RADM Thomas:

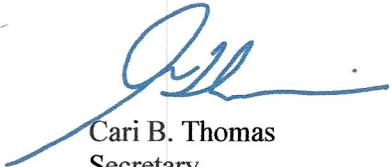
- Reported on the successful implementation of the Working Animal Grant (WAG) program. She noted that it is fully funded from an outside source for the first three years.
- Reported that she had recently participated in the Senior Leadership Spouses Conference.
- Reported that CGMA HQ staff have been successful in representing us at affinity group meetings, such as JWLS and NNOA.
- Reported that senior CGMA HQ staff had recently met with CG personnel who manage the Coast Guard's domestic violence response programs. We will be looking at ways to ensure that CGMA assistance is readily available to those affected by this issue. Noted that the hiring of the licensed clinical social worker will support this effort.
- Made a presentation to RADM Jones to thank him for his tenure as the President of the CGMA Board of Directors. (Addendum: RADM Brian Penoyer will relieve RADM Jones as Board President on 9 September 2022.)

Next Regular Meeting: Next meeting scheduled for Wednesday, 9 November 2022 at 1300.

Adjournment: There being no objections raised, RADM Jones adjourned the meeting at 1542.

Submitted:


Sean P. Fennell
Chief Operating Officer


Cari B. Thomas
Secretary

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Coast Guard Mutual Assistance Guiding Principles

As adopted by the Board of Control on 17 August 2022

Integrity: We are devoted to the highest uncompromising conduct and ethical standards to serve our community with trust and confidence.

Commitment: We are dedicated to overcoming the emergent needs of those we serve with adaptive, agile, and reliable support.

Prevention: Dedicated to early intervention and education to support, strengthen, and develop financial stability to withstand times of adversity.

Responsiveness: We are always ready to respond to challenges from our increasingly dynamic environment with flexibility and timely relief to strengthen resiliency to protect those we serve.

Continuous Improvement: Forward thinking to continuously assess risks and develop solutions to mitigate future challenges.

Stewardship: We are committed stewards of our donors and accountable in earning confidence from our clients. We will manage resources and make decisions that preserve long-term solvency and permanence of the organization.

ENCLOSURE (1)