



November 14, 2023

Board of Directors

ADM Linda Fagan  
Chairman

RADM Joe Raymond  
President

CWO (Ret) John Baker  
Retired Military Member  
Vice President

AUX Michael Philipps  
Auxiliary Treasurer

RADM (Ret) Cari Thomas  
Secretary

MCPOCG Heath Jones  
Master Chief Petty Officer  
of the Coast Guard

D-MCPOCG Charlie Salls  
MCPOCG Alternate

CAPT Eva Van Camp  
Commissioned Officer

CDR Dan Trimble  
IT/Cyber Specialist

LCDR John-Andrew Minniti  
Commissioned Officer

LCDR Emily Trudeau  
Commissioned Officer

CWO2 Darien Moya  
Chief Warrant Officer

CMC William Kelly  
E-7 or Above

SCPO Lazaro Lopez  
CPO Alternate

PO1 Benjamin Lind  
Enlisted Member

PO1 Pedro Gonzalez-Soto  
Enlisted Member

PO1 Andrew Stoddard  
Enlisted Alternate

Mr. Christopher Mack  
Civilian Member

LCDR Patrick Pennella  
Reserve Member

Mrs. Margaret Parker  
Commissioned Officer  
Spouse

Mrs. Victoria Hale  
Enlisted Person Spouse

LCDR Shannon Reck  
Medical/TRICARE  
Specialist

Mr. Kenneth Weber  
Work-Life Specialist

Mrs. Lorraine Galvis  
Member At Large

Mrs. Angela Judge  
Member At Large

COAST GUARD MUTUAL ASSISTANCE BOARD OF DIRECTORS (BOD) QUARTERLY MEETING HELD ON NOVEMBER 8, 2023, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC.

**MEMBERS PRESENT:**

**Officers of the Corporation:**

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

**Members of the Board of Directors:**

Mrs. Angela Judge	CWO Darien Moya	CDR Dan Trimble
CMC William Kelly	Mrs. Margaret Parker	LCDR Emily Trudeau
PO1 Benjamin Lind	LCDR Patrick Pennella	CAPT Eva Van Camp
LCDR John-Andrew Minniti	PO1 Andrew Stoddard	

**Additional Attendees:** Mr. Jason Wong, Mrs. Sara Martin, Mrs. Mellissa Bell, Mrs. Alena Howard

**Call to Order:** The Board President called the meeting to order at 1300 and Mr. Wong conducted a roll call. A quorum was established.

**Previous Minutes:** The electronic vote held on August 24, 2023, resulted in the approval of the minutes from the Quarterly Board of Directors meeting that took place on August 16, 2023.

**Point of Order:** Mr. Wong outlined the 2024 Election process for the upcoming open Board positions, encompassing five positions: Active Duty Officer (O1-O4), Active Duty Alternate Enlisted (E4-E6), Reservist, Work-Life Specialist, and CG Civilian Employee. The application period for these roles will commence on November 13, 2023, and conclude on January 15, 2024.

**Treasurer's Report:** AUX Philipps reported that a poor third-quarter market performance combined with SEG spending produced a year-to-date decline in total assets, which, while not alarming, is cause for concern. He observed that management's more disciplined approach to the 2024 budget should help mitigate spending concerns and that the 2024 budget can be adopted with a high degree of confidence that it will not have any material impact on our long-term sustainability so long as spending does not exceed budget.



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### **Committee Reports:**

#### Executive Committee: RADM Raymond

- Expressed gratitude to staff for diligent preparation in anticipation of a potential lapse in appropriations back in September.
- Acknowledged the imminent expiration of the current Continuing Resolution on November 17, 2023, and assured that CGMA is well-positioned to navigate any potential lapse in appropriations.
- Attended CGMA staff offsite, networked with staff to build connections and share best practices. Presented on Coast Guard top priorities, including addressing workforce shortages and reorganization to fill gaps at units, recruiting challenges and changes to the HR/Personnel system, emphasizing the importance of offering more career flexibility.
- Commencement of our search for a new Chief Executive Officer will begin soon, with the aim of having the new CEO in place by the time of our April Annual Meeting. We are looking for a candidate with a proven track record of leadership, strategic vision, and a deep understanding of the unique challenges and opportunities facing CGMA. The ideal candidate will bring a wealth of experience in financial management, nonprofit leadership, and a commitment to our mission. A dedicated selection committee comprised of members from our Board of Directors will be overseeing the search process. Their expertise and commitment to CGMA's mission will ensure a comprehensive and thoughtful selection. Finding the right leader is paramount to our continued success, and we are confident that the next CEO will contribute significantly to CGMA's mission and impact.
- As we conclude our final Board meeting of the year, I would like to extend my heartfelt appreciation to each member for their unwavering dedication. The combined endeavors of our team have resulted in significant achievements. I am grateful to each of you for your steadfast commitment, and I look forward to another year of fruitful collaboration and accomplishments.

#### Nominating Committee: RADM Raymond

- Opening of applications for Board positions in 2024, seeking individuals with a passion for service, dedication to the Coast Guard, and a commitment to our mission.
- Seek your support in identifying candidates in your network, inviting them to apply and contribute their skills to this noble cause. Your support in spreading the word and identifying potential candidates is invaluable to our mission. As you consider individuals, reflect on the reasons that motivated you to apply, as we seek individuals with similar dedication and commitment.



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Management Committee: PO1 Lind reported the committee has initiated a review of spending costs, with a focus on identifying opportunities for increased resourcefulness. The objective is to optimize resource allocation and ensure that our financial resources are utilized effectively to meet all program needs.

Mutual Assistance Committee: LCDR Trudeau reported the committee processed one case since the last Board meeting.

- Committee and Board approved an \$8,500 loan for an active duty E6 for vehicle repairs.

Audit Committee: NTR.

Education Committee: NTR.

Strategic Planning Committee: CWO Baker informed the committee's commencement of crafting a comprehensive strategic plan. The team will commit to meticulously scrutinizing datasets, evaluating trends, identifying opportunities, and assessing potential risks. This effort aims to establish the groundwork for realizing the organization's future success through a strategic roadmap.

Finance Committee: LCDR Minniti proposed a motion for the acceptance of the 2024 Budget, which was subsequently seconded by CWO Moya. The Board's vote was unanimous in favor of approval.

Cyber/IT Committee: CDR Trimble provided a comprehensive update on the progress of the Technology Voyage Plan, encompassing both the website and CRM. The new website, set to go live in November after rigorous testing and vulnerability scans, will be accessible through the domain [www.mycgma.org](http://www.mycgma.org). Concurrently, the CRM is advancing through the discovery process, with a planned go-live in June 2024. A notable transformation will be the implementation of a centralized application system for assistance, marking a significant enhancement in functionality.

Development Report: Mrs. Howard presented the Board with an overview of the CGMA Invitational golf tournament, featuring 205 participants and securing over \$14,000 in sponsorships. Additionally, she highlighted Giving Tuesday on November 28 and discussed the upcoming CGMA Centennial event in 2024, marking CGMA's 100 years of service. Mrs. Howard outlined the early stages of the volunteer program, scheduled to launch on January 1, 2024, with the aim of broadening its reach to the Coast Guard community. In addition, she introduced the Strategic Partnership Council, emphasizing that its purpose would be to complement the work of the Board of Directors. This collaborative approach reflects the organization's commitment to enhancing its impact and fostering effective partnerships within the Coast Guard community.



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Operations Report: Mr. Wong

- CGMA provided \$2.5M in assistance services to 1,896 clients during the last quarter.
- CGMA provided \$8.2M in assistance services to 5,762 clients since 01 January 2023.
  - \$4.3M in grants
  - \$3.9M in loans
- Currently in discussions with WIN, a well-respected national organization dedicated to family building and support, with a particular focus on fertility treatments and adoptions. Our aim is to collaborate with WIN to offer this resource to our clients who are utilizing CGMA's Assisted Reproductive Services and Adoption programs.

CGMAHQ Update: RADM Thomas

- Highlighted the past offsite event for CGMA staff, which took place in October. The event focused on strategy refinement and exploring various leadership styles to enhance team dynamics through team-building activities. During the event, a gap analysis was completed, and the results were provided to the strategic planning committee. The event was a success.
- At NACON, CGMA staff and AUX volunteers established crucial connections, fostering collaboration and knowledge exchange in volunteer service.
- Staff delivered a presentation at the Annual Chief Petty Officers Association meeting, providing updates on CGMA's initiatives. They also urged the support of all Chiefs in boosting donors and donations to further enhance the organization's impact.
- CGMA has collaborated with United Through Reading (UTR) to provide support and assistance. UTR is a nonprofit organization dedicated to fostering and preserving the connection between military service members and their families through the joy of reading.

Old Business: A motion was put forward by PO1 Lind to accept the Disaster Assistance Program proposal, which was seconded by LCDR Trudeau. The Board's vote was unanimous in favor of approval.

New Business: None.



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Good of the Order: RADM Thomas

- After careful consideration, CGMA has made the decision to sunset the Tutor.com program at the end of the year. The sunsetting of the Tutor.com program is part of a strategic evaluation to ensure that CGMA continues to meet the evolving needs of our members efficiently. We are committed to providing alternative resources and support to help fill the gap left by this change.
- The staff is gearing up for its annual review of all programs scheduled to take place in February. During this review, the staff will analyze the performance metrics, financial allocations, and overall outcomes of each program, ensuring that resources are optimally utilized to meet the diverse needs of Coast Guard members and their families.
- In honor of Mrs. Judge's 50th birthday, CGMA has made a donation as a token of our warmest wishes and congratulations.

Next Regular Meeting: Next meeting is scheduled for February 21, 2024, at 1330.

Adjournment: RADM Raymond adjourned the meeting at 1405.

Submitted:

  
Jason K. Wong 11-28-2023  
Chief Operating Officer

 28 Nov 2023  
Cari B. Thomas  
Secretary