



February 22, 2024

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 FEBRUARY 21, 2024, 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. Lorraine Galvis	Mr. Christopher Mack	PO1 Andrew Stoddard
PO1 Pedro Gonzales-Soto	LCDR John-Andrew Minniti	CDR Daniel Trimble
Mrs. Angela Judge	Mrs. Margaret Parker	LCDR Emily Trudeau
CMC William Kelly	LCDR Patrick Pennella	CAPT Eva Van Camp
PO1 Benjamin Lind	LCDR Paul Reck	Mr. Kenneth Weber
SCPO Lazaro Lopez	D-MCPOCG Charlie Salls	

**Additional Attendees:** MCPO (Ret) Jason Wong, Mrs. Sara Martin, Mrs. Mellissa Bell, Mrs. Alena Howard, and Ms. Erica Chapman.

**Call to Order:** The Board President called the meeting to order at 1330 and MCPO (Ret) Wong conducted a roll call. A quorum was established.

**Previous Minutes:** Minutes from the Quarterly Board of Directors meeting held on November 8, 2023, was approved by electronic vote on November 16, 2023.

**Treasurer's Report:** AUX Philipps

AUX Philipps presented the financial overview for the calendar year 2023. He began by highlighting that, on paper, the financial performance appeared optimistic. However, he emphasized that despite the positive outlook, the organization exceeded its spending expectations primarily due to overspending on the Supplemental Education Grant. AUX Philipps then discussed the performance of investments, noting that they did not meet the projections provided by bank advisors.

To provide a comprehensive understanding, AUX Philipps covered the statement of financial position, noting that the organization began the year with \$49.7 million and ended at \$52.9 million. Notably, a significant portion of this increase was attributed to the Erickson Bequest. AUX Philipps took the opportunity to reiterate the importance of actively growing investments, stressing that it is essential to, at a minimum, keep pace with the inflation rate to ensure the financial health of the organization.



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AUX Philipps provided an overview of CGMA's financial standing. The report highlighted challenges similar to the organization's, with investments falling short of initial expectations. However, he assured the board that efforts were underway to address these concerns and emphasized the importance of prudent financial management to fulfill CGMA's mission effectively.

**Committee Reports:**

**Executive Committee:** RADM Raymond

The Board President commenced the report by announcing the upcoming centennial celebration of CGMA, scheduled for November 6, 2024. Noting the significance of this milestone, the President highlighted the planning of a centennial event later in the year to commemorate this historic occasion. Board members were urged to seize every opportunity within their respective circles of influence to raise awareness about CGMA and its achievements over the past century.

The President provided a brief update on the ongoing CEO search for CGMA. Members were informed of the progress made in the search process, emphasizing the importance of finding the right candidate to lead CGMA into its next phase of growth and success.

Details regarding the upcoming Annual Meeting on April 11, 2024, were discussed. The President announced the Commandant's attendance and highlighted the CEO change of watch ceremony scheduled for the event. Board members were encouraged to attend, with travel expenses funded by CGMA to facilitate participation.

**Nominating Committee:** RADM Raymond

The Board President announced the conclusion of the 2024 board election process with a sense of gratitude and acknowledgment. Expressing sincere appreciation, the President thanked all Board members for actively participating in the election process, recognizing their dedicated efforts and commitment. Emphasizing the pivotal role each member played in getting the word out and encouraging high-performing individuals to apply, the President underscored the significance of their collective contributions to the success of the process. The President concluded the announcement with optimism, confident that the newly elected members would contribute significantly to the organization's continued success.

CWO (Ret) Baker motioned to accept the results of the 2024 Board Election. LCDR Minniti seconded the motion. A vote was conducted, and the motion to approve the election results was carried.

**Management Committee:** PO1 Lind

NTR



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**Mutual Assistance Committee:** LCDR Trudeau

LCDR Trudeau informed the Board that three cases, surpassing the approval authority of CGMA HQ, were processed, amounting to \$18,992.14.

1. The committee approved a \$9,992.14 loan for an active duty E5 to cover PCS travel expenses.
2. The committee approved a \$3,000 loan for an active duty E5 for emergency travel. The member had an existing loan of \$6,750, resulting in a total aggregate loan amount of \$9,750.
3. The committee approved a \$6,000 loan for an active duty O2 for debt management. The member had an existing loan of \$3,221, bringing the total aggregate loan to \$9,221.

**Audit Committee:** LCDR Pennella

LCDR Pennella reported the audit is underway, and the results will be presented at the next Board meeting.

**Education Committee:** Mr. Mack

NTR

**Strategic Planning Committee:** CMC Kelly

CMC Kelly reported that the committee has decided to temporarily pause their efforts, recognizing the importance of aligning with the transitional period until CGMA's new CEO assumes their role. During this interlude, the committee eagerly anticipates incorporating the new CEO's strategic vision for CGMA into their future endeavors, acknowledging the invaluable perspective and leadership that the incoming executive will bring to the organization.

**Finance Committee:** LCDR Minniti

NTR

**Cyber/IT Committee:** CDR Trimble

CDR Trimble announced the successful completion of CGMA's new website. Expressing great satisfaction with the result, CDR Trimble notes that the overhaul represents a significant improvement and upgrade, aligning the organization's online presence with modern standards and ensuring a seamless user experience. Furthermore, progress is being made in developing the online assistance application, ensuring enhanced accessibility and support.



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CDR Trimble also highlighted the proactive steps taken for cybersecurity, with security scans scheduled for Q4 to fortify the digital infrastructure against evolving threats.

A noteworthy aspect of the Technology Voyage Plan is the emphasis on the complexity and magnitude of the ongoing CRM rollout. CDR Trimble underscores that this project is a massive undertaking that cannot be overstated, requiring meticulous planning and execution to integrate the system across operations seamlessly.

**Development Report:** Mrs. Howard

Mrs. Howard reported that the planning for CGMA's Centennial Celebration is progressing well. The celebration is scheduled for November 6, 2024, at the District Winery in Washington, D.C. In the style of the Commandant's holiday party, the event aims to honor CGMA's history. Sponsorship solicitation is ongoing, and Board Members are encouraged to provide any leads for potential sponsors. Smaller events throughout the year are being coordinated to add value to existing Coast Guard events, with tentative plans in Elizabeth City, Norfolk, New York, Memphis/Louisville/Cincinnati, and San Francisco.

The 2024 Annual Meeting is set for April 11, 2024, at Joint Base Anacostia Bolling, featuring a new luncheon program. Mrs. Howard emphasized that Board Members should actively invite community members and donor prospects to showcase CGMA's work.

Mrs. Howard also provided an update on the Volunteer Program launched on January 1, 2024. The program has succeeded with 16 committed volunteers from CONUS and OCONUS communities. Comprehensive training ensures preparedness, and Board Members are invited to attend web-based training sessions. Collaboration with the Coast Guard Auxiliary is in early development to expand the Ambassador program.

The 2024 CGMA Fundraising Campaign is scheduled for April 1-30, aiming for 100% unit participation. The theme "100 for 100" commemorates 100 years of support, challenging members to contribute at least \$1.00 monthly. Mrs. Howard stressed the importance of Campaign Coordinators in running the campaign, emphasizing face-to-face interaction to tell CGMA's story and raise awareness of available resources.

**Operations Report:** MCPO (Ret) Wong

MCPO (Ret) Wong provided a comprehensive update on key developments. Since November 8, 2023, CGMA has distributed \$1.8 million in financial assistance to support 1,641 members and their families. In 2023, \$9.9 million was disbursed for financial aid, benefiting 6,825 members.



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Tutor.com services were discontinued on December 31, 2023, with individual inquiries addressed. Revised guidelines for the SEG program were implemented on January 1, 2024, including a \$750 grant amount, an updated computer reimbursement policy, and a \$1.5 million budget cap for the year. A significant partnership with WIN Fertility was announced to enhance support for Assisted Reproductive and Adoption programs, with plans to launch on March 1, 2024.

**CGMAHQ Update:** RADM Thomas

Admiral Thomas provided a comprehensive overview of recent activities, reporting on her visit to Guam Coast Guard units, where program updates were delivered, CGMA stories related to Typhoon Mawar were gathered, and the Auxiliary Change of Watch ceremony was attended.

Admiral Thomas conveyed her involvement in both the Retired Senior Flag Officer conference and the conference for active-duty senior Flag Officers, Senior Executive Service members, and Command Master Chiefs.

Admiral Thomas also mentioned that CGMA sponsored and supported an Alumni Association Healing Event focused on military sexual trauma, held last November. She will also be attending another similar event in Norfolk in March.

She also expressed excitement about filming former Commandant Admiral Allen's CGMA story, highlighting the importance of preserving and showcasing experiences within the Coast Guard community.

Admiral Thomas shared enthusiasm for new field Representative training resources to enhance skills to serve the Coast Guard community better.

**Old Business:**

MCPO (Ret) Wong reported that the annual program review would be carried out by CGMA staff in March. The review will examine the allocated amounts for each program, assess program relevancy, and brainstorm ideas for new programs. The results of this comprehensive review will be presented to the Board at the next meeting.



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**New Business:** MCPOCG Office & Open Floor

Deputy MCPOCG Salls delivered insightful remarks regarding the newly elected board members, highlighting their exceptional caliber and dedication to the Coast Guard's mission. Emphasizing the importance of effective leadership, Master Chief Salls outlined plans for the upcoming Senior Leadership Conference scheduled for April. He expressed a desire to enhance the conference by involving Coast Guard Mutual Assistance. Master Chief Salls also discussed incorporating CGMA's century theme of "100 for 100," exploring innovative ways to celebrate and showcase the organization's impactful century of service.

Mr. Weber presented a compelling idea to commemorate CGMA's Centennial 100-year celebration. His proposal involves organizing a unique event: a collective walk of 100 miles. This ambitious initiative symbolizes the centenary milestone and is a remarkable way to foster team spirit and engage the entire organization. Mr. Weber suggested leveraging the Ombudsman network to disseminate information and encourage involvement. Mrs. Howard enthusiastically welcomed the idea.

**Good of the Order:** RADM Thomas

In her address to the Board, Admiral Thomas, reflecting on her tenure as the Chief Executive Officer of CGMA, outlined her strategic goals to shape the organization's future impact within the Coast Guard community. She identified crucial objectives from the outset, emphasizing the need to elevate CGMA's visibility and establish key relationships to ensure effective service. Recognizing the interconnected nature of CGMA's mission, Admiral Thomas prioritized cultivating solid connections with stakeholders, partners, and supporters. Additionally, she emphasized the imperative to professionalize fundraising efforts, considering strategic approaches for securing a stable financial foundation and expanding CGMA's reach. Stabilizing CGMA's finances for the future has been a paramount goal for Admiral Thomas throughout her tenure as CEO. As she approaches retirement, she expressed satisfaction in the progress toward these goals and conveyed confidence in the Board's continued leadership.

Admiral Thomas conveyed deep gratitude to each esteemed member of the Board, both past and present, acknowledging their unwavering support and collaborative spirit that played a pivotal role in CGMA's celebrated achievements. Additionally, Admiral Thomas extended heartfelt thanks to the dedicated and hardworking CGMA staff members. Their unwavering commitment, tireless efforts, and invaluable contributions have been instrumental in CGMA's achievements.

Looking ahead, Admiral Thomas eagerly anticipates her new chapter, returning to school to focus on social work. Despite her transition, she intends to stay engaged as a CGMA Ambassador, ensuring continued involvement in the organization's mission.



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The Board President extended heartfelt thanks to Admiral Thomas for her unwavering dedication to enhancing CGMA during her tenure as CEO. Her exemplary leadership proved invaluable, guiding the organization through various challenges, including disasters, historic storms, fires, government shutdown, and the global pandemic. In the face of these unprecedented events, Admiral Thomas's strategic vision and steadfast leadership were instrumental in steering CGMA to support the Coast Guard community.

Expressing gratitude for Admiral Thomas's resilience and foresight during these challenging times, the Board President emphasized her invaluable role in steering CGMA through adversity. The President conveyed deep appreciation for her dedication, commitment, and tireless efforts, recognizing that her leadership significantly contributed to CGMA's ability to thrive and fulfill its mission.

Next Regular Meeting: Next meeting is CGMA's Annual Meeting scheduled for April 11, 2024, at Joint Base Anacostia Bolling.

Adjournment: Absent any objection, RADM Raymond adjourned the meeting at 1420.

Submitted: Jason K. Wong  
Chief Operating Officer

Cari B. Thomas  
Secretary