



The *Transmitter*

The Official Newsletter of the Civil Air Patrol Chaplain Corps
National Conference Edition Fall 2015

Civil Air Patrol Chaplain Corps Advisory Council Minutes

CAP National Conference, Orlando, FL 26 August 2015

*Editor's Note: Minutes provided by CCAC and CCEC Secretary Chaplain, Lt Col James Sickmeyer
Look for photos and news of other conference events on pp 12-16*

PRELIMINARY REMARKS: Ch. Hughes formally called the CCAC to order at 0900hrs.

OPENING PRAYER: Chaplain Williams opened the meeting with the pledge of allegiance to the U.S. flag, followed by prayer.

The following personnel were Present: Ch. Hughes, Ch. Murdoch, Ch. Ward, Ch. Taylor, Ch. Williams, Ch. Minor, Ch. Ross, Ch. Ellis, Ch. Sickmeyer, Ch. Sattgast, Ch. Miles, Ch. Hill, Ch. Thomas, Ch. Tottingham, Ch. Nelson, Ch. Howell, Ch. Pugsley, Ch. Pope, Ch. Packer, Ch. Cope, Ch. Whitt, Col. Cooper, Chaplain Corps National Administrator Kenya Bogans. Absent: Ch. Boyd

INTRODUCTION: Chaplain Hughes asked the members of the CCAC to introduce themselves for the guests in attendance. The new Council and Committee was accepted unanimously and without reservation by the CCAC.

CHAPLAIN CORPS STAFF COLLEGE CHAPLAIN DV VISIT: Using a handout the Chief provided the CCAC, Ch. Hughes highlighted Distinguished Visitor (DV) Responsibilities and College Responsibilities for visits to the Colleges by National Chaplain Corps Executive Committee members.

MINUTES: Minutes from previous CCAC 5/19/15 meeting were reviewed by Chaplain Sickmeyer. There was no discussion, and the minutes were accepted as presented.

FORM 34: Ch. Sickmeyer updated the CCAC on the current status of Form 34 reports. He gave a brief overview of concerns identified on the last national consolidated report. Discussion ensued concerning the recent overall 30% decline in Chaplain Corps activity. This is an obvious concern to the CCAC, and the CCAC will be monitoring this closely to see if this decline was just an anomaly or an indicator of a more serious trend.

REGION REPORTS: Each Region Chaplain gave a summary of their Region Chaplain Corps status.

CHAPLAIN DOCUMENTS:

- a. CAPR 265-1: Ch. Hughes opened discussion concerning the revised CAPR 265-1. There is one change for the Letter of Recommendation for the CDI. The Letter of Recommendation may come from a CAP senior member or member of his/her local community attesting to the moral and emotional character of the nominee.
- b. CAPP 225 CHARACTER DEVELOPMENT INSTRUCTOR GUIDE: Ch. Hughes highlighted the new CAPP 225 draft. There were no questions from the CCAC regarding this pamphlet draft. Ch. Hughes said that the pamphlet would soon become official.
- c. CAPP 221 A & B CHAPLAIN TRAINING COURSE DRAFT: Ch. Hughes stated that the course texts were revised to be more inclusive of other faith groups. Ch. Murdoch requested removing God from paragraph 3.3 and substituting "the Holy". The CCAC is looking for a term that is inclusive and not exclusive. Ch. Hughes asked that any thoughts or suggestions to be emailed to him.

IT UPDATE:

- a. WEBINAR: Ch. Minor recognized those listening into the CCAC meeting by the web. He stated that we had members listening in from all over the world.

2015 Civil Air Patrol Chaplain Corps Advisory Council Minutes continues on page 2

2015 Civil Air Patrol Chaplain Corps Advisory Council Minutes (continued from page 1)

b. IT Synopsis: Ch. Minor gave a synopsis of the following:

1. Google Platform
2. The HC e-mail address is now considered the business card to the world.
3. Common Digital Signatures and e-mail system
4. CAP is now officially the fourth part of the Total Force Concept of the USAF.
5. 65th Anniversary Chaplain Coin
6. Social Media
7. Discussion ensued concerning putting CD lessons on the website. Ch. Sattgast asked if the web portal would have the ability to see what has already been taught in a given unit.

CHAPLAIN CORPS PROGRAM MANAGEMENT: Ch. Hughes stated he wishes to bring clarity to the Chaplain Corps Program Management and the paradigm shifts in the Chaplain Corps. The first change the Chaplain Corps must effect is to maintain the culture of core values at the Wing level. Integrity, Volunteerism, Excellence, and Respect are needed to effect this cultural commitment within CAP. The work of the Wing Chaplain is to build a culture of focus and trust between the Chaplain Corps and the Wing. To do so, said Ch. Hughes, the Wing Chaplain can employ the following skills:

- Willingness to Listen, and to intentionally create opportunities to listen.

Ch. Hughes then asked the CCAC to give examples of how to implement or intentionally create a listening opportunity.

Other skills are: Character, Competency, Clarity, and Follow-Through

Ch. Hughes then highlighted certain principles that have proven themselves effective in building a culture of excellence and respect. These include:

- Never say "No" when you can say "Yes."
- Don't be insecure.
- Authority decreases with use, influence increases with use.
- Be micro-informed, but avoid micro-managing.
- Volunteers need appreciation, recognition, and meaningful work.

NOTE: Ch. Hughes referenced having a similar version based upon these principles for the Region Chaplain.

2015 Civil Air Patrol Chaplain Corps Advisory Council Minutes continues on page 16

CAP National Commander
Chief Executive Officer
Maj Gen Joseph Vazquez

Chief Operating Officer
Don Rowland

CAP-USAF Commander
Col Michael Tynismaa

National Chief of CAP Chaplain Corps
Ch, Col James "Jay" W. Hughes

Chaplain Corps Administrator
Kenya Bogans, kbogans@capnhq.gov

Editor, The Transmitter
Ch, Lt Col Adma Ross, aross@hc.cap.gov

CIVIL AIR PATROL CHAPLAIN CORPS

OUR VISION....

The CAP Chaplain Corps will become the model of excellence and effectiveness for the rest of Civil Air Patrol.

OUR MISSION....

The CAP Chaplain Corps will promote the role of CAP core values in all CAP activities through education, presence and advice.

OUR CORE VALUES....

- Integrity
- Volunteer Service
- Excellence
- Respect



The Transmitter is the official presentation of the CAP Chaplain Corps office, NHQ. Published quarterly, it provides a forum for Chaplain Corps leadership to share matters of current interest. Opinions expressed herein do not necessarily represent those of the USAF or the Civil Air Patrol Corporation.

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IN THIS ISSUE

1



Minutes of the
 2015 CCAC
 Session

3



Contacting Us
 Table of Contents

4



Chaplain Corps
 Social Media

6



Upcoming Events
 Interfaith Calendar

7



Did You Know?
 (Admin)

9



Welcome to
 New Chaplains
 & CDIs

10



Protocol for
 Chaplains &
 CDIs

11



Professional
 Development

12



2015
 National
 Conference

17



Chaplain Corps
 Toolbox

CIVIL AIR PATROL CHAPLAIN CORPS' MEDIA MINISTRY and LEARNING LABORATORY

Chaplain Tim Miner, tminer@hc.cap.gov



This article is the fourth in a series of articles covering the use of social media by Chaplain Tim Miner, Chaplain Corps Media Administrator

The Google Calendar APP

Now that you have your official chaplain corps “hc.cap.gov” email address up and working, let’s talk about one of the many APPs or functions that you have at you fingertips. In this article, we will look at the calendar function. This APP gives us the ability to create and share schedules and calendars of events that pertain to the entire corps, to our regions, to our wings or even to our “working groups” as we collaborate on the administration of our community.

Click on the “9 box” icon at the top right of your Google browser. Figure 1 shows the list of APPs we now have available to everyone in our domain. In the middle of the second row is the APP titled as “Calendar.” Click on that APP icon and you will see a calendar fill your browser.

Usually, the current week is displayed initially on the computer screen. Figure 2 shows you that weekly display. You can change the display by the settings located at the top of the calendar. From left to right, you change the specific week displayed or expand the calendar

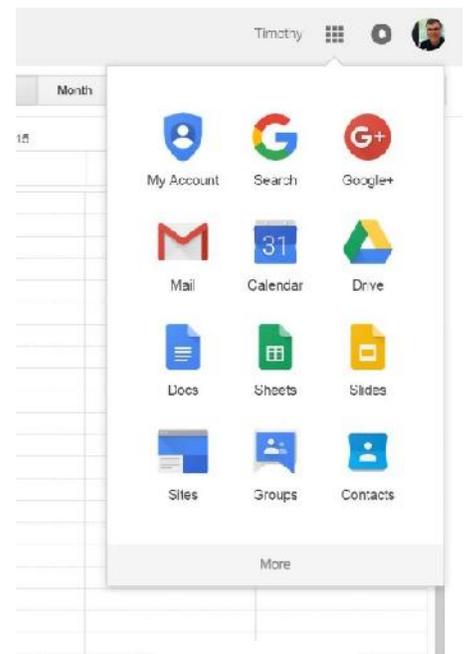


Figure 1

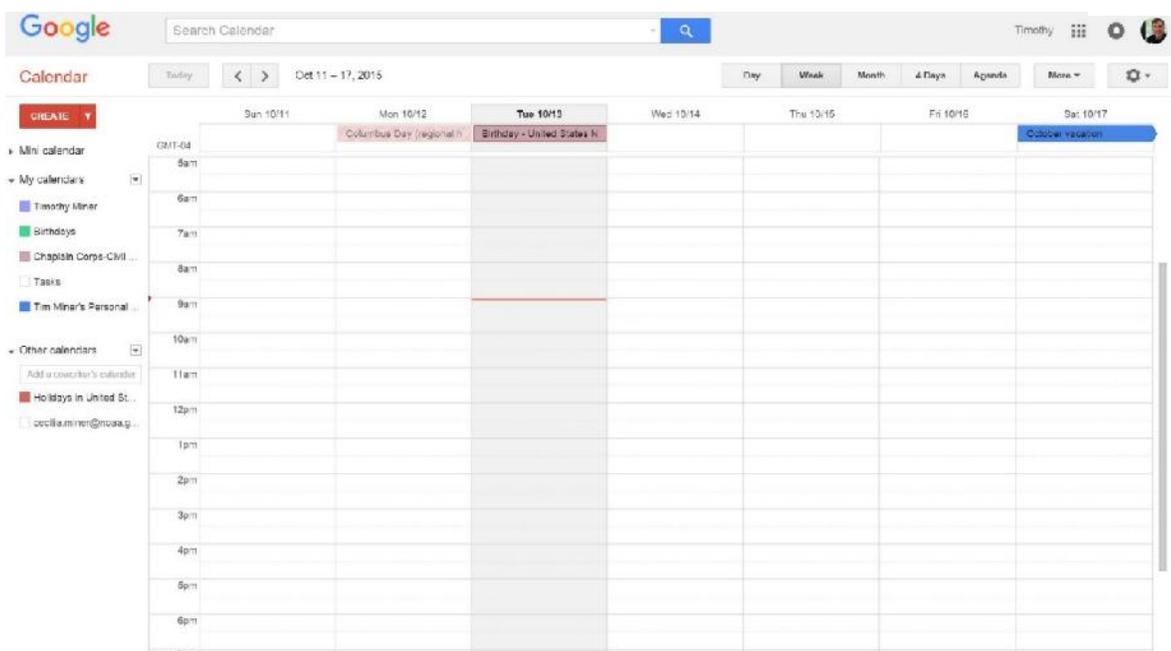


Figure 2

to a month-long display. Regardless of whether you display by day, week or by month the current day is always highlighted.

On the left side of the calendar is the list of “calendars” that you have displayed. You should automatically have a personal calendar created and one called “Chaplain Corps – Civil Air Patrol.” This corps calendar will show you the dates of the military holidays, regional staff colleges and the national conferences. You can display or turn off each of these calendars by clicking in the colored box to the left of the name. The box color turns on if the calendar is visible or turns white if that particular calendar is not selected for display at this time. If you click on the little “arrow” icon to the right of the calendar name, you see a list of actions you can perform if you want including “adding events” to your calendar.

After selecting the “Add event” menu item another page is displayed that allows you to fill in the details of that event or day to add to the calendar. Editing the details allows you to really control how and what you see. Figure 3 shows that detail menu. You can repeat the day/activity regularly on your calendar. An example would be a weekly squadron meeting. You can repeat a holiday annually. You can control the color your event/date will show on your calendar. The most important thing is to make sure you are putting this event/date on the correct calendar if you have access to more than one.

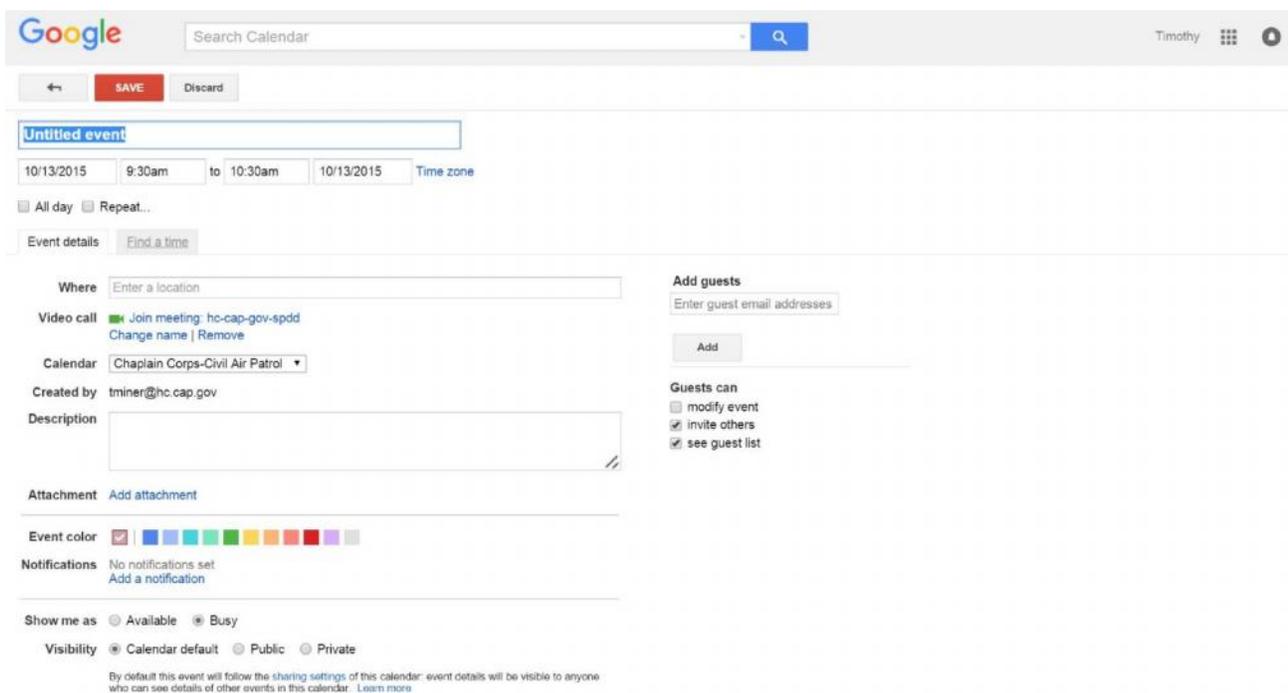


Figure 3:

The big red box labelled “CREATE” lets you create a new calendar. Here is where our organization gives us the ability to create and share entire calendars with each other. You can import in other Google calendars if you wing or unit has its own and they are available for public sharing. You can share by specific email address including addresses that aren’t in our hc.cap.gov domain.

If you have any questions on this function and APP, please be sure to email me at administrator@hc.cap.gov.

CHAPLAIN CORPS 2016 UPCOMING EVENTS

2016 CHAPLAIN CORPS STAFF COLLEGES

PACIFIC COAST REGION
April 4-7, 2016, Camp Pendleton, CA

NORTHCENTRAL REGION
ROCKY MOUNTAIN REGION
April 9-13, 2016

MIDDLE EAST REGION
April 18-21, 2016

SOUTHEAST REGION
May 9-12, 2016

GREAT LAKES REGION
May 18-21, 2016, Camp Atterbury, IN

NORTHEAST REGION
June 6-10, 2016
McGuire-Dix-Lakehurst Joint Base, NJ

SOUTHWEST REGION TBA

2016 NATIONAL CONFERENCE



Plan on Attending the
2016 National Conference
August 11-13
Gaylord Opryland Resort & Convention Center
NASHVILLE, TN

INTERFAITH CALENDAR/HOLIDAYS

November 2015

- 1 All Saints' Day -- Christian
- 2 All Souls' Day -- Christian
- 11 Veterans Day
- 11 Diwali – Hindu, Jain and Sikh*
- 12 Birth of Baha'u'llah -- Baha'i
Goverdhan Puja – Hindu
- 15 Nativity Fast Begins -- Eastern Orthodox Christian
- 21 Presentation of the Theotokos to the Temple
-- Eastern Orthodox Christian
- 23 Christ the King -- Christian
- 24 Guru Tegh Bahadur Martyrdom – Sikh
Guru Nanak Dev Sahib Birthday -- Sikh
- 26 Thanksgiving Day -- Interfaith
- 26 Day of Covenant -- Baha'i
- 28 Ascension of the Abdu'l Baha -- Baha'i
- 30 St Andrews Day – Christian
Advent begins – Christian

December 2015

- 1 Civil Air Patrol Birthday
- 3 (and 23) Mawid an Nabi – Islam*
- 5/6 CAP Sabbath/Sunday
- 6 St Nicholas Day – Christian
- 7-14 Hanukkah - Jewish
- 8 Bodhi Day – Buddhist
Immaculate Conception – Catholic Christian

* Approximate date based on lunar calendar

December 2015 (continued)

- 12 Feast of Our Lady of Guadalupe -- Catholic Christian
- 16-25 Posades Navidenas Christian
- 21 Solstice/Yule
- 24 Christmas Eve – Christian
- 25 Christmas - Christian
- 26 Zarathosht Diso- Zoroastrian
- 27 Feast of the Holy Family – Catholic Christian
- 28 Holy Innocents – Christian
- 31 Watch Night – Christian

January 2016

- 1 Mary, Mother of God – Catholic Christian
Feast of St Basil/Holy Name of Jesus – Orth Christian
Gantan-sai (New Years) – Shinto
- 6 Feast of The Epiphany – Christian
Feast of the Theophany – E Orthodox Christian
- 7 Nativity of Christ – E Orthodox Christian
- 10 Baptism of the Lord Jesus – Christian (date may vary)
- 13 Maghi – Sikh
- 14 Makar Sankranti and Pongal – Hindu*
- 17 Blessing of the Animals – Hispanic Catholic Christian
- 17 World Religion Day – Baha'i
- 17-24 Week of Prayer for Christian Unity
- 18 Martin Luther King Day
- 19 Timkat – Ethiopian Orthodox Christian
- 25 Yu B'shvat – Jewish

DID YOU KNOW . . . ?

ENTERING CHARACTER DEVELOPMENT SESSIONS INTO THE CADET PROMOTION DATABASE

Contributed by CDI, Major Ian Schermann, NER Assistant Director of Personnel and Administration

This article is the second in a series of articles on Chaplain Corps administrative paper work by CDI, Major Ian Schermann



In this article I will address the Cadet Promotion Database now available for you in e-Services. I will provide instructions for entering character development sessions into the cadet promotion database, outline multi- and single- cadet data entry, and list the steps to generate reports to identify cadets who need character development sessions to promote to the next level. In addition, I will cover issues that may arise for chaplains and CDIs serving multiple units.

Taking an Active Role in Cadet Promotions

When we are assigned as CDIs or Chaplains to a unit, life seems simple. We teach a session, attend meetings, and update our Form 34, and life is good. However, we now have an additional privilege at our disposal. We can now enter CD session data for cadet promotions in e-Services. Many of us who serve in other capacities in our squadrons are already familiar with the importance of this section of e-Services. Cadets are always anxious to get promoted, as they should be. As Seniors it's our job to help them do that. Up until now, approval and data entry for our CDI sessions has fallen to others in our unit. In my squadron, as I was fortunate enough to be the Deputy Commander of Cadets and the CDI, I always did both the session and the data entry for the cadet promotions. As the DCC, I knew the data was always there and updated. As the CDI, I felt better knowing that as soon as the session was over, I could enter the data into the promotion module and not worry. This ensured that the cadets received the credit they earned. Some of them were promoted literally right after the session was over and I had entered the information into e-Services.

Now that the Cadet Promotion Entry comes automatically with the duty position of CDI or Chaplain, it is our responsibility to enter this information. It may appear daunting, but once the process is learned, it will make our jobs and those of the commanders easier. We will be taking a more active part in the accomplishments of the cadets we mentor

Entering Cadet Promotion Data

To enter cadet promotion data is easy. First, from your e-Services menu hover your mouse over the Cadet Programs link on the upper left-hand of the screen. From there, select the Cadet Promotions link, where you may have three options: Data Entry, Multi Entry and Reports. For now, we are not going worry about reports. Once you are done with your CD Session, you will usually select Multi Entry. From here there is a drop down to select Character Development. On the next screen you can paste the CAPID's of the cadets, or just enter the data below on the form. Next, fill in the date, and the form will automatically populate the date for all eligible cadets.

If cadets' names are greyed out, that means they are not eligible to receive credit for the session. There are a number of possible reasons for this: they may need CPPT, they have had a session since their last promotion, or they are at an achievement not requiring the session. Since they cannot bank the session (get credit for more than one per cycle) you will not be able to enter it. You will then need to select your name and the type of session you did for each cadet who attended. Also, remember to select the check box next to each of their names as well. Once that is done, you just hit "Submit" at the bottom and that's it!

Multi and Single Cadet Data Entry

What if you need to enter only one cadet, or fix a previous entry? To do that, you will select Data Entry instead of Multi Entry from the Cadet Programs Menu in e-Services. From there, enter the name of the cadet or CAPID. Once you have the cadet's record up you will see an option for Character Development. In that but you can enter or alter the information for the cadets CD session and hit "Submit" at the bottom of the page. It is important to be aware that you are not promoting the cadet; you are only entering the information. Once their file is complete and submitted, the DCC or Commander will need to approve the promotion before anything happens. So don't worry about making an error, since it can always be fixed before the promotion is processed.

Generating Reports

Unfortunately, even as Chaplains and CDI's we cannot escape the report driven world we live in. We can and should know how our cadets are doing and who may need a CD Session.

From the Reports option in the Cadet Programs Menu, select Reports (if you don't have access to it hang on, I'll get to that). From there you will see options to select Reports, and the one you want is called "Cadet Tracking Report (with scores)." This report will show you the date each cadet had a CD session for each achievement. This can be very helpful when trying to assist the DCC and Cadet Staff determine who needs a session. Cadets are busy and may not realize they have not fulfilled their requirements. Reports can give you time to remind them of their requirements . . . a good tool to avoid a disappointed cadet.

For Those Serving Multiple Units

The final issue I want to cover is geared toward those of us who are serving in multiple units, HQ's or ADY (additional duty; i.e., at another unit). You may find it difficult to be as effective as you would like if you are serving in more than one unit or are stationed at Group/Wing or Region HQ. For example, let's say you are a CDI in unit ABC-015 and are also helping out in ABC-020 for the next few months since they do not have a CDI or Chaplain. In your home unit you can do all the marvelous things we discussed earlier and hold your head high as you walk out the door knowing your cadets are taken care of. But what about the other unit? You go in and do a session but do not have access to enter the CD session or the cadet promotions. As the CDI or Chaplain this responsibility falls on us, but what can we do when we aren't able to do it?

There are a couple of options. Firstly, for a one off visit, you can always ask a member of the command staff at the unit to help you. However, if you are going to be at this unit for a while you may want to be given access to do this yourself. Depending on where you are stationed, the unit commander or WSA (Web Security Admin) can grant you access to the promotion data entry and reporting module. If they cannot find you in e-Services you will need to ask the WSA at the next level up to assist.

Before asking above the unit, you may also want to ask the Wing Chaplain or Wing Chaplain Corps Admin, as they may already have a process in place to address this. WSA can grant you temporary or permanent access to the cadet promotion module in any unit where you work. Be sure you have Squadron Commander approval for this prior to asking for WSA. Form 34 access is a little more difficult, since only NHQ can change or add those permissions. If you work across the Group or Wing it may be appropriate for you to have access to the Form 34 in other units. This can be achieved by opening a ticket with the CAP Help Desk (link is found at the bottom of e-Services once you login under "Contact us"). You will then be able to record your Form 34 data for any unit in the scope of access they grant. Again, please consult your Wing Chaplain before doing this; they may have another process in place, such as having the admin take care of this, etc. Also, we don't want to flood NHQ IT with unnecessary work.

You can contact me for assistance at ischermann@ner.cap.gov

WELCOME ABOARD!!!!

Chaplain and CDI Appointments

September-October 2015

CDI APPOINTMENTS

Capt Gary Allen SER/FLWG
2nd Lt Martin G Brazier PCR/WAWG
Capt Paul Carmean MER/WVWG
Lt Col Leslie Fife SWR/LAWG
Maj Paul Hanley PCR/CAWG
Maj Althea Levell PCR/NVWG
Capt Ronald Long MER/NCWG
Kevin Massey GLR/ILWG
2nd Lt John Oakes MER/NCWG
Capt Rita O'Brien GLR/MIWG
Lt Col Ramon Palacio SER/FLWG
Lt Col Michael Provencher NCR/MOWG
Lt Col Kevin Sands NER/NJWG
1st Lt Michael Sterling NCR/NEWG
1st Lt Sally Williams RMR/COWG

CHAPLAIN APPOINTMENTS

Capt Donald W. Ehrke MER/DCWG
Capt Kevin Massey GLR/ILWG

CAP fields the largest volunteer chaplain corps in the world, numbering close to 850 chaplains and CDIs.

"Don't worry when you are not recognized,
But strive to be worthy of recognition."
Abraham Lincoln

OUR CAP CHAPLAIN CORPS CULTURE *

Identity

We are representatives of America's religious community

We are CAP senior members

We are committed to the well-being of people within the missions of CAP

Vision

The CAP Chaplain Corps will become a paradigm of excellence and effectiveness within the three missions of Civil Air Patrol.

Mission

The CAP Chaplain Corps will promote the role of CAP core values in all CAP activities through education, presence and advice.

CAP Chaplain Corps Creed

1. **Integrity** – I will speak, act and think with truthfulness and honor.
2. **Excellence** – I will always do my best and strive to improve.
3. **Volunteer Service** – I will serve enthusiastically and joyfully.
4. **Respect** – I will respect all people regardless of their gender, race, or religion and encourage others to do the same.
5. **Spiritual Vitality** – I will represent the Holy with my words, actions, and presence.

**Taken from presentations to the 2015 Chaplain Corps Staff Colleges by Chief of Chaplains Col James Hughes*

PROTOCOL FOR CHAPLAINS AND CDIs

*Chaplain, Lt Col Debra Prosser
Nevada Wing Chaplain*



*This article is the third in a series of articles
on CAP protocol by Chaplain Prosser*

CAP WEIGHT STANDARDS

I feel led to postpone the continuation of saluting for this issue and focus on the personal issue of weight standards. Now to be honest with you, for most of my life I have struggled with my weight. Now, I know what my weight limit is for Civil Air Patrol, and for many years I have been over it and below it many times. Sometimes I am able to wear the Air Force style Uniform and other times I am able to wear the CAP Corporate uniform. But, here's the question: are we as chaplains being honest about our weight and whether or not we should wear the uniform? Have you ever justified wearing it by saying, "I love the uniform so much and what it represents. What's a few pounds, right? It's only a couple pounds, or 3, 5, 10, 15, or 20? Have you ever thought, "Unless they bring a scale, will anyone ever notice? It's just a few pounds."

We, as chaplains, are held to a higher standard. It is what it is. If we want to wear the uniform, we need to lose some weight. End of story. Remember, it is a privilege to wear the uniform, not a right.

I said all of the above because I am faced with my own dilemma. Wing Conference is next week, and I just have a few pounds to lose. Am I going to be able to lose it or not? That is the question.

CAP grooming and weight standards are listed in Attachments 2 and 3 of [CAPM 39-1 CAP Uniform Manual](#) 26 June 2014.

The following notes accompany Attachment 2:

NOTES:

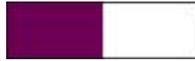
1. Members who are aged 18 and older must meet CAP weight standards in order to wear the USAF-style uniform.
2. A weight allowance of up to 3 pounds for clothing (excluding footwear) is authorized.
3. Height measurements do not include footwear.
4. Round up to the nearest inch.

I hope you hear my heart,
Blessings,
Chaplain Deb

PROFESSIONAL DEVELOPMENT AWARDS



These members of the CAP Chaplain Service attained the following awards in the Senior Member Professional Development Program. We are proud of their accomplishments.



Level 2 – Benjamin O. Davis

Ch, Capt Jeffrey Adkins – NCWG
CDI, Lt Col William Blanchette – TXWG
Ch, Capt John Ellis – IDWG
CDI, 1st Lt Patrick Miles -- WAWG
CDI, 2nd Lt Christina Posca – CTWG
CDI, Maj Robin Sides – NCWG
CDI, Capt Troy Young – MOWG



Level 3 – Grover Loening

Ch, Capt Eric Cooter – FLWG
CDI, Capt AnnMarie Kozloski – FLWG
Ch, Maj James Moser -- VAWG
CDI, Capt Marybeth Ottesen – AKWG
Ch, Capt Le'on Willis – ILWG



Level 4 – Paul Garber

CDI, Maj David Fish – WIWG
CDI, Maj Paul Hanley – CAWG
CDI, Maj Jaimie Henson – KYWG
Ch, Maj Perry Polk – PCR



Level 5 – Gill Robb Wilson

CDI, Lt Col Brenda Phillips – INWG

New Assignments



Congratulations
on the following recent appointments

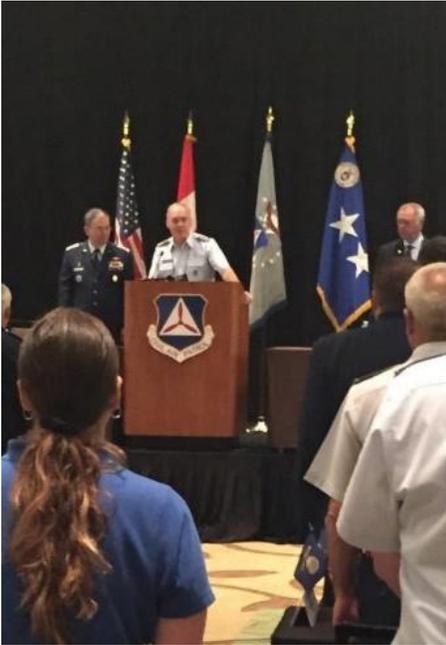
Chaplain, Lt Col Charlie Sattgast
Deputy Chief of Chaplains NHQ

Chaplain, Lt Col Marcus Taylor
Secretary, Chaplain Corps Executive Council

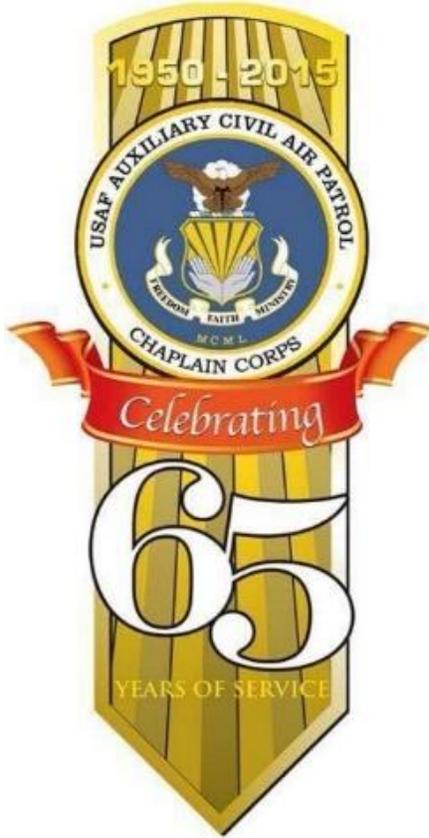
Chaplain, Lt Col Richard Nelson
Pacific Coast Region Chaplain

**EDITOR'S NOTE: If there are any omissions or corrections, please send them to aross@hc.cap.gov
Please do not contact the Chaplain Corps or Professional Development Offices.
They are not responsible for publishing this information.**

CAP CHAPLAIN CORP CELEBRATES 65 YEARS AT NATIONAL CONFERENCE IN ORLANDO, AUGUST 26-29, 2015



Invocation at General Assembly



Designed by Chaplain Eric Kogan (TNWG) for the 65th anniversary of the CAP Chaplain Corps



Opening Reception



Chaplain's Banquet Table

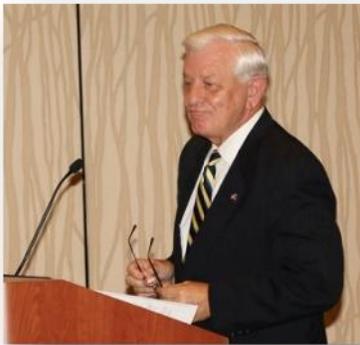


Among those attending the conference (l to r): Ch, Lt Col Richard Nelson; Ch, Lt Col Ronny Whitt; Ch, Lt Col Adma Ross, Ch, Lt Col Barbara Williams; Ch, Lt Col Greg Hill; Ch, Capt Tim Miner; Ch, Lt Col Charles Sattgast; Ch, Lt Col Van Don Williams, Ch, Col James Murdoch, Ch, Col James Hughes; Ch, Lt Col Paul Ward; Ch, Lt Col James Sickmeyer; Ch, Lt Col Ron Tottingham; Ch, Lt Col Gene Packer; Ch Lt Col Dan Miles; Ch, Lt Col Steve Thomas; Kenya Bogans; CDI, Col Bryan Cooper.

2015 NATIONAL CONFERENCE COMMANDER'S CALL TO PRAYER

Welcoming Words

Major General Joseph Vasquez
CAP Commander,
with Lt Col Leslie Vasquez,
Brigadier General Larry Myrick
CAP Vice Commander,
and Lt Col Peggy Myrick



Featured Speaker

Chaplain, Colonel Robert Hicks, USAFR
Former Director of CAP Chaplain Service (2000-2005)

Col Hicks delivered a message based on Prov 29:18:
Without a revelation of God there is no moral code,
resulting in a people who live without restraint.



Song Leaders

Chaplains Captain Tim Miner & Colonel John Murdoch

Others Participating in the Service

Chaplains Col James Hughes, Lt Col Van Don Williams,
Lt Col Oscar Cope, Lt Col Marcus Taylor,
Lt Col Linda Pugsley, Lt Col Greg Hill, Lt Col Dan Miles



Friday and Saturday Prayer Services

A Jewish Service was led by Lt Col Andrew Feldman,
a Catholic Service by Ch, Capt Eric Cooter and
an Interdenominational Service by
Ch, Lt Col Linda Pugsley (shown on left)

AWARD WINNERS 2015 NATIONAL CONFERENCE

(all photos on this page were submitted by Susan Schneider, NHO)



Ch, Lt Col Jeffrey Johnson, Senior Chaplain of the Year
with National Commander, Gen Joseph Vazquez and
Chief of Chaplains, Col James Hughes

2015 NATIONAL OF THE YEAR AWARD WINNERS

Chaplain, Lt Col Jeffrey Johnson (RMR/WYWG)
Senior Chaplain of the Year

Chaplain, **Maj Bret Lorie (RMR/ILWG)**
Squadron Chaplain of the Year

Major Michael Hoover (PCR/CAWG)
Character Development Instructor of the Year

2015 NATIONAL MERITORIOUS SERVICE AWARDS



Chaplain, Lt Col Paul Ward



Chaplain, Capt Timothy Miner



Chaplain, Lt Col Kenneth Colton (SER/SCWG)
CDI Major Jaimie Henson (GLR/KYWG)
Chaplain, Captain Timothy Miner (MER/VAWG)
Chaplain, Lt Col James Sickmeyer (NHQ)
Chaplain, Lt Col Paul Ward (NHQ)
Chaplain, Lt Col Jeffrey Williams (RMR/WYWG)



CDI, Maj Jaimie Henson

2015 NATIONAL COMMANDER COMMENDATION AWARDS



Chaplain, Col J. Delano Ellis



Chaplain, Lt Col Linda Pugsley



Ch, Lt Col Van Don Williams



Chaplain, Lt Col Stuart Boyd (RMR/UTWG)
Chaplain, Lt Col Oscar Cope (SER/GAWG)
Chaplain, Colonel J. Delano Ellis (NHQ)
Chaplain, Colonel John Murdoch (GLR/INWG)
Chaplain, Lt Col Linda Pugsley (SER/FLWG)
Chaplain, Lt Col Adma Ross (NER/CTWG)
Chaplain, Lt Col Marcus Taylor (NHQ)
Chaplain, Lt Col Ken Van Loon (NCR)
Chaplain, Lt Col Van Don Williams (SER)



Chaplain, Lt Col Marcus Taylor



Chaplain, Col John Murdoch



Chaplain, Lt Col Adma Ross

2015 NATIONAL CONFERENCE CHAPLAIN CORPS WEBNARS

1. Chaplain Forum with Chiefs and Senior Staff
2. Information for CDIs
3. Introduction to the New CAPR 265-1
4. CAP-USAF Chaplain Issues
5. Chaplain IT Issues



Chief of Chaplains James Hughes leading the Chaplain Forum

CHAPLAIN CORPS ADVISORY COUNCIL

EXECUTIVE COUNCIL



left to right

- Ch, Lt Col Jim Sickmeyer (Secretary 2015)
- Ch, Lt Col Paul Ward (Deputy Chief of Chaplains)
- Ch, Col Jay Hughes (Chief of Chaplains)
- Ch, Lt Col Van Don Williams (Deputy Chief of Chaplains 2015)
- Ch, Lt Col Marcus Taylor (Secretary 2016)
- Ch, Lt Col Charlie Sattgast (Deputy Chief of Chaplains, 2016)



(from left): Ch, Lt Col Jim Howell (SER); Ch, Lt Col Ronny Whitt (SWR); Ch, Lt Col Charlie Sattgast (PCR); Ch, Lt Col Gene Packer (RMR); Ch, Lt Col Greg Hill (MER); Kenya Bogans (NHQ Chaplain Corp Program Administrator); Ch, Lt Col Van Don Williams (Deputy Chief of Chaplains); Ch, Lt Col Jim Sickmeyer (Secretary); Ch, Col Jay Hughes (Chief of Chaplains); Ch, Lt Col Paul Ward (Deputy Chief of Chaplains); Ch, Col John Murdoch (Senior Advisor to the Chief); Ch, Lt Col Dan Miles (NER); Ch, Lt Col Steve Thomas (GLR); and Ch, Lt Col Richard Nelson (PCR). Not included in the photo: Ch, Lt Col Oscar Cope; CDI, Col Bryan Cooper; Ch, Col Delano Ellis (Chief Emeritus); Ch, Capt Tim Miner; Ch, Lt Col Linda Pugsley; Ch, Lt Col Adma Ross; and Ch, Lt Col Marcus Taylor.

2015 Civil Air Patrol Chaplain Corps Advisory Council Minutes *(continued from page 2)*

CHAPLAIN CORPS PROGRAM RESPONSIBILITIES

Two significant programs in CAP are the Character Development Program and the Mission Chaplain Program. The responsibilities for the Character Development Program are as follows: Mentoring; Organizing; Monitoring. The responsibilities for the Mission Chaplain Program are: Recruitment and Training; Organization; Deployment.

CCAC AFTER LUNCH DISCUSSION

FORM 34 REPORTING COMPLIANCE: Discussion concerned the level of chaplain compliance with Form 34 reporting: how to increase this compliance and the need to inform commanders as to the amount of Chaplain Corps activity in their unit. Ch. Murdoch stated that we need to keep the Wing Commander informed if, in the absence of a Wing chaplain, the Region Chaplain is taking on Wing Chaplain responsibilities.

CONCERNS OF UNITS NEEDING CHAPLAINS AND WINGS NEEDING WING CHAPLAINS. There is a shortage of Wing Chaplains and Unit Chaplains, thereby jeopardizing our moral influence in these units. Discussion followed concerning assigning a CDI, if needed, to assist with Chaplain Corps administration.

APPOINTMENT OF AIR FORCE OR RESERVE CHAPLAINS: Ch. Hughes stated that active duty and reserve Chaplains only need proof that they have completed level one in CAP to be appointed as CAP Chaplains.

TASK FORCE REPORTS

- a. CDI: Col. Cooper, reporting for Maj Henson, stated that two guides are being developed to assist the CDI: a pocket sized guide on being a CDI and a non-denominational prayer guide.
- b. Mission Chaplain: Ch. Pugsley stated that she and Ch. Taylor have completely revamped the Mission Chaplain Program. A three level training module is being prepared for the Mission Chaplain. It will be accompanied by a program for Mission Support Specialists, in which a CDI can be involved.
- c. 221 Series: Previously discussed
- d. Core Values for Seniors: Ch. Ward stated that there is a lesson on Core Values taught at each level of CAP progression (Levels 1 through 5) in Professional Development. The task force is proposing a pamphlet of case studies to be used as an additional resource to assist members in interacting with the Core Values on a more frequent basis. "The P-L-U-S model" (used in NSC curriculum) would be the model used for discussions (similar to the F-A-C-S for cadets in "Flight Time"). The CCAC will develop passive, active, and dynamic approaches for core values training for seniors.
- e. Chaplain Awards: This task force was chaired by Ch. Van Loon. Ch. Hughes remarked that there is always a need to recognize good performance in our Chaplain Corps. There were 23 submissions for Chaplain Awards this year, and all awardees will receive a Chief's coin. Ch. Murdock suggested that those who write recommendations for awards go beyond listing community involvement; being sure to highlight what the member did in the Civil Air Patrol to warrant the particular award.
- f. Character Development CAPP 265-2: Chaplains and CDIs may now submit their own Character Development lessons for approval to use in their sessions. Ch. Hughes asked for volunteers to serve on a committee to review these lessons.
- g. Staff Colleges: Ch. Williams reported that this is the second year in a row the Chief visited all of the Chaplain Corps Region Staff Colleges. All of the colleges were funded, and no money was returned to NHQ. He complimented the college directors for implementing many of the directives for the colleges requested by the Chief.
- h. Staff College Funding Concerns were raised regarding National funding for Chaplain Region Staff Colleges. Some Region Chaplains are given corporate credit cards from their respective regions and others were not. Ch. Hughes requested some uniformity be established by using these Region Chaplains' budgets as models.
- i. 2016 Chaplain Corps Region Staff College Calendar: GLR May, 16—22?; MER May 9—13; NCR April 18—21; NER June 6—10; PCR April 4—7; RMR April 18—21 (partnering with NCR); SER May 9—12; SWR TBD most likely July. Ch. Hughes mentioned he would like two hours at Chaplain Staff Colleges to discuss Region & Wing Chaplain issues. Ch. Hughes also asked Region Chaplains to make sure they have at least three identifiable CDI events for CDI's to participate in during their Colleges.

CLOSING REMARKS: Ch. Hughes closed the meeting with appreciatory comments for the CCAC and outgoing staff, Ch. Williams and Ch. Sickmeyer. He welcomed the new CCEC members, Ch. Sattgast and Ch. Taylor. Ch. Ward pointed to the need for National Staff to rotate out, allowing others to move into those positions and better prepare themselves for leadership.

CLOSING PRAYER: Ch. Hughes closed the meeting with prayer.

SOME USEFUL ITEMS FOR THE CHAPLAIN CORPS PERSONNEL "TOOL BOX"

Air University (AU) Press - a division of the Air Force Research Institute Maxwell AFB, Alabama, publishes school-selected student papers, faculty research efforts, textbooks, and curriculum-related materials, as well as the Air University Catalog and other administrative documents that directly support AU's program of professional military education (PME). Check out the book sections on Leadership and Military Communications. <http://aupress.maxwell.af.mil/index.asp>



Chaplain Hughes' Twitter Page

<https://twitter.com/CAPChapChief>

Chaplain Corps Internal Facebook Page

<https://www.facebook.com/groups/16639568303/>

Chaplain Corps Shared Folder on Google Drive

<https://drive.google.com/drive/u/1/#shared-with-me>

Contains many valuable and up-to-date resources.

Chaplain Corps Library Database

<http://www.caphclib.org/>

A database of 350 character development lessons from Flight Time and the archives searchable by keyword and more!

Revised CAPR 265-1 The Civil Air Patrol Chaplain Corps 5 April 2015

http://capmembers.com/media/cms/R265_001_538BD6B239386.pdf

Look for the revised CAPP 225

The long-awaited update to the Character Development Specialty Track

CAPF 120 Awards Application Release October 2015

<https://www.capnhq.gov/news/news13Oct15.htm>

Announcing online awards submission; awards and decorations will be entered in e-Services

CAPR 50-17 Cap Senior Member Professional Development Program 4 June 2015

http://capmembers.com/media/cms/R050_017_AAC4BB3089BE0.pdf

Provides new standards for attaining levels for promotion

CAPP 52-23 Cadet Protection Policy Implementation Guide 20 Feb 2015

http://capmembers.com/media/cms/P052_023_7B9F3810999BF.pdf

A useful guide, including best practices for supervising cadet activities and conducting military-style training

CAPR 52-10 Cadet Protection Policy Update 19 Feb 2015

http://capmembers.com/media/cms/R052_010_C5B73B2B78712.pdf

Includes additions to the 2014 revised Cadet Protection Policy

[hc.cap.gov email system alias address book:](#)

Source: Ch Tim Miner, email system administrator, on Chaplain Corps Facebook Page

Chief of Chaplains: chief@hc.cap.gov or caphc@hc.cap.gov

Deputy chief admin: caphcda@hc.cap.gov

Deputy chief ops: caphcdo@hc.cap.gov

CCEC Secretary: secretary@hc.cap.gov

Region chaplains: XXXhc@hc.cap.gov, where XXX is the region abbrev.

All region chaplains group: regions@hc.cap.gov

Wing chaplain: XXwghc@hc.cap.gov, where XX is the wing abbrev.

All wing chaplains group: wings@hc.cap.gov

All wing chaplains in a region group: XXXwghc@hc.cap.gov

Chaplains in a wing group: XXwgch@hc.cap.gov

CDIs in a wing group: XXwgcdi@hc.cap.gov

Administrator of the email system: administrator@hc.cap.gov

Caution: if you use a GROUPED address PLEASE put it in the
Blind Copy lines so that replies are not sent to everyone