

Civil Air Patrol Bakersfield Composite Squadron 121
 Senior Member Program Survey
 Responses with Analysis
 September 2006

1. What type of training are you most interested in receiving between now and year end?		
Mission Scanner	18.8%	3
Mission Observer	31.2%	5
Urban Direction Finding (UDF)	12.5%	2
Ground Team	12.5%	2
Leadership	25%	4
Cadet Program Familiarization	12.5%	2
Aerospace Education	12.5%	2
CAP Computer Systems	37.5%	6
CAP Professional Development	31.2%	5
Other (please specify) IC-1, IC-2, Mission Base, Mission Pilot, Ground Team Leader, Mission Radio Operator	37.5%	6
Total Respondents-16 (skipped this question-1)		

Analysis – The highest single type of training of interest to our senior members is CAP Computer Systems.

Next Steps – We will plan a half-day training session which will include instruction on the most frequently utilized CAP computer systems. My plan is to use the computer training room at Aera Energy LLC so everybody can have their own computer. Additionally, we are working on SOP's for the most commonly used CAP computer systems, the first one should be ready to roll-out by the end of September and will be posted on our web-site.

2. With what aspect of the Senior Member program have you had the most difficulty, and how can we help you in that area?
Other than the "tasks" I've taken on, I find it really confusing on what is expected of me as I mature in CAP. I know there's a list of expectations, but I don't have a clue as to finding it. Also, the new faces in the group...what the heck are these people's names? The picture board was/is a great assistance with this. Let's up date that if possible.
Understanding the specialty track process and promotion process. Having one educated person to ask about these issues would be a big help.
Just misguided information but I think it can't be helped other than to support those that try to implement order and processes as well as having patience for mistakes along the way. We are all learning. I am very thankful for those that have patience and are willing to let me learn with them.
Training, both within mission specialty and around the squadron in general. It takes a long time to get trained. However, I don't see any easy fix, as we are all volunteers; all have lives outside the squadron, and pretty much have to be allowed to go at our own paces. Perhaps we need more personnel.
I would appreciate it if all senior members would address each other by rank instead

of by first names. Last week when we were in class room our cadets noticed a Lt. Addressing a Lt. Col. by their first name. If we as adults are going to set/or be an example to the Cadets we must also abide by the Customs and Courtesies required of a military auxiliary organization.
Dedicating enough time to get the job done
Need for more direction in the specialty track venture
Members begin program without a roadmap, it was (is) difficult to know what was necessary to become a fully functioning member. More structure would be welcoming for new members and the squadron may benefit from higher retention. Perhaps assigning someone who has been in the program for a while to the newbies would help as well.
The Regulations. They're massive, they're confusing. I have no knowledge of any experiments that the military is doing in the area of brain transplantation at this time so I have no idea how you could help me.
Doing the paperwork for awards
Initially getting into the groove of how CAP works. See "member orientation" remarks in question 5.
It's difficult to know what to do next in order to progress through the various ratings and promotions. I need to understand the professional development program better.
Total Respondents-12 (skipped this question-5)

Analysis – There are two themes here; 1. Improving the process for getting new members oriented to CAP and getting them to a level to which they can contribute to the program more quickly and efficiently, and 2. Members need to have a better understanding of how to progress in their CAP career (specialty tracks, promotions, awards, training, etc.,)

Next Steps – I will work with the Professional Development Officer (Lt. Tim Schaubsluger) to develop a plan to address these issues. If anybody has any interest in helping with this please talk to Lt. Schaubsluger.

3. Would you be interested in participating in a study group to prepare for the AFIADL 00013 "Senior Officer Course"?		
Yes	50%	8
No	50%	8
Total Respondents-16 (skipped this question-1)		

Analysis – There appears to be sufficient interest in forming a study group to prepare for AFIADL 00013 (Senior Officer Training Course).

Next Steps – I will send out a note requesting names of those interested and I will work with the Professional Development Officer to make the necessary plans. My thought is that we first need to get all interested members enrolled in AFIADL 00013 and wait for them to get the materials in hand, and then schedule 60-minutes (8:30PM-9:30PM) for six consecutive weeks to review the materials. Each member would be required to review the materials prior to each meeting and come prepared with questions and comments. The whole study group would test together at the end of the 6-week period and then have a celebration!

4. Are the Tuesday evening meetings a valuable use of your time?		
Yes	94%	16
No	6%	1
Total Respondents-17 (skipped this question-0)		

5. How would you improve the Tuesday evening meetings?		
An "Agenda Board" with scheduled events for Tuesday's meeting. This way I could schedule my evening. It could be a simple white board with that erasable highlighter.		
I think that safety meeting nights should be a class B or better night, that the and customs courtesies should be emphasized on those nights. While this should not be a requirement to attend I think we have strayed from our roots.		
More structure - a weekly schedule		
Limit the amount of work we try to get done. Come up with a schedule for each meeting and then stick to it. Come up with an "appointment" system, e.g., for people that need to see Samantha about personnel problems, have them make an appointment. Same with each staff position, at least those which have high demand. That would eliminate the chaotic nature of some meetings where certain staff officers are descended upon by hordes out of the blue.		
Plan ahead! There are many times that I have planned my time to get our cadets files and my files in order and I am called away for other functions. I sometimes do not have the time to go to the Squadron during the week. I do not mind helping other senior members with their projects but I have priorities as well.		
Trying to answer this one myself, I think the problem here is really mine. I need to set a goal to achieve each Tuesday and get it done. Currently that has to be inspection preparedness. Getting closer.		
Have a very short heads-up meeting at the first of the evening. Without letting anyone get long-winded but with important information for the evening, i.e.: who won't be there that night, any schedule info. Maximum of 10 minutes or so.		
More jobs and busy work for those who show up. There is a lot of idle time		
Meetings are very loose. I use these meetings to gain info about the comings/goings. However, unless you happen to be in the right place at the right time, you may miss out. Not sure how to improve that.		
Everyone should do their best to not spring requests for assistance on others at the meeting. Most of the time when someone needs assistance, they knew they needed assistance for some time. Please, make a call or send an email. On those occasions when something does come up at the meeting DO NOT HESITATE to ask for assistance but when you can please give a heads-up.		
Have structured mentoring by volunteers for specific task write-offs (can have multiple sessions in various parts of HQ). Also new member orientation sessions — or review for existing members of how to get involved in new areas of CAP activities, such as HLS, CD, etc.		
Structured meeting for all personnel: 1. brief with all personnel: upcoming events, other issues, promos, swear ins, etc 2. slot of 1 hr time for "class training" varied agenda. 3. appointment structure for individuals to face to face with key personnel (Personnel, Prof Dev, ES officer, etc.) 4. Debrief: meeting close		
Total Respondents-12 (skipped this question-5)		

Analysis – There are two very clear themes in these responses; 1. Our meeting nights need more structure, and 2. Staff members are being bombarded with requests for assistance without any forewarning, making it very difficult to get their own staff work accomplished.

Next Steps – I will have to give some more thought to the “structure” issue. Some inherent complications are that since we are all very busy in our other careers we do not all arrive at the same time and we can’t all stay for the full duration of the meeting. Also, we have to coordinate our activities with the Cadet program so the Senior Members supporting the Cadet Program can attend the important activities in both programs.

Having said that, there are some things we can do to make our meeting nights more effective and less frustrating; first, I will publish a high-level schedule for meeting nights (topic & uniform of the day) similar to the one used by the Cadets. Secondly, we all need to plan ahead as to what we will need from staff members on meeting night and give them a heads-up prior to the meeting (via a phone call or e-mail).

For example, if I would like assistance from Lt. Samantha Lack with the paperwork to apply for ribbons, I should send an e-mail to her a few days in advance telling her what I need – she could tell me where to get the appropriate form and how to complete it. She can check it on Tuesday night at the meeting to see that it is done correctly and submit it for approval. If we all show more consideration for everybody’s time and handle as much as we can via e-mail and phone calls outside the meeting I think we could be much more efficient and effective.

6. Have you recruited anybody into CAP in 2006?		
Yes	25%	4
No	75%	12
Total Respondents-17 (skipped this question-0)		

Analysis – We need to do more recruiting.

Next Steps – My personal view is that we need to focus on “targeted” recruiting. For example, right now we need more pilots. We also need more administrative support (Assistant Admin/Personnel Officers). Think about who you know that would fit either one of those specialties and actively recruit them into our program. I hope to assign a Recruiting/Retention Officer as soon as possible to help in this area, if you are interested please let me know.

7. If we committed to organizing a quarterly social function for SQ 121 Senior Members, what would be the best format for the function (homes, HQ, restaurant, pot-luck, etc.)
Homes with a pot-luck (7)
Headquarters (3)
Restaurant (3)
I would say probably anything but the Squadron just so we could socialize without pressure of things that need to be done.
Even a biannual event would be good. As the schedule is already pretty full. Maybe an outing to a lake side camp ground. However maybe some fun with practice ELT's for Cadets to find, with prizes for those who locate them. A fun time for the Cadets and seniors as well.
Picnic/pot luck in park (next door to base or elsewhere).
Varied to keep it interesting.
Total Respondents-17 (skipped this question-0)

Analysis – The majority of members prefer the idea of occasional pot-luck gatherings at members' homes.

Next Steps – If you are willing to coordinate this activity, or if you are willing to have a pot-luck gathering at your home, please let me know. We will try to get something coordinated in the near future.

Finally, I have offered my analysis of the responses along with my thoughts for addressing the issues. However, I am open to all of your ideas and suggestions. I really appreciate your participation in this survey and I intend to address the issues and implement effective solutions. It is going to take all of us working together to implement effective and sustainable solutions – and I thank you in advance for your help!

1Lt Greg L. Williams, Commander
Bakersfield Composite Squadron 121