



MISSISSIPPI WING CIVIL AIR PATROL



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DDR in Action



Civil Air Patrol Cadet Taylor Grover of MS100 provides anti-drug materials to prospective new member Jeffery Ford of Carthage. Over 500 anti-drug posters, brochures and Drug Free Candy bags were distributed at the Commemorative Air Force's Veteran's Day Celebration. Our goal is to provide DDR materials and information at every community event where CAP is represented. The display and anti-drug materials are available for Wing Hq. Please contact Capt Lynn Stuart if you would like assistance.

Wing Conference 2-4 April

Columbus AFB MS

Commander's Corner

By Col John Wilkes, Mississippi Wing Commander

I am hoping to see as many of you as possible at the Christmas Party on December 13. We will have a meeting before the social event, but it will mainly be a group forum on some items of interest such as the glider program, the new Cessna 182, plans for the Conference, and a few other surprises. We have some well-deserved awards to present.

I know everyone cannot be there, so I want to take this opportunity to thank everyone

for the great effort and progress that we have made this year. Our unit commanders and our staff have been doing an excellent job of leadership. Your dedication and volunteerism vicariously makes me look good, and I appreciate it more than I can tell you. I have a feeling that next year will be better than this one. It will be the year of our big inspection. Our Inspector General has put us in a great position to get ready for it with an SUI

program second to none. Our Emergency Services capabilities have increased about three times by my calculations. I was once afraid that HLS missions would start coming fast and furious before we were ready to handle them. No more, let them come. This Wing can handle anything that anyone might reasonably ask us to do.

Merry Christmas, Happy New Year, and may the wind always be from your "6."

News From the Chief of Staff. . .

by Lt Col David Williams

Please note that a NEW Wing Compliance Inspection Guide will become effective 1 Feb 04, and will be used for our Staff Assistance Visit (SAV) 27-29 Feb 04 and for the Compliance Inspection on 18-20 Sep 04.

Wing staff members please put both the above dates on your calendars! You will need to be at Wing HQ to "sell" to the inspectors the work that is going on in your section.

It is critically important for each Wing Staff member to get a copy of the new

Compliance Guide and complete your section(s) as soon as is possible and certainly prior to February 27.

LTC Tim Carroll sent out an excellent email to Staff and Commanders on 3 Dec 03, explaining as good as it can be done how to download and complete your section. PLEASE READ AND HEED HIS WORDS!

It is VERY IMPORTANT for the Wing to do well on the SAV AND the Compliance Inspection!

Let's take the position that we want to do extremely well on the SAV in February and that will prepare us for the Inspection in September!

Remember that LTC Carroll has asked each of us to email him our completed portion of the "book" for his review. He will help us! Please get these books to his in early February so he'll have time to review.

I wish for you and your family a happy, safe and blessed Christmas Season!

National Aerospace Education Awards

By Lt Col Clarence Hauck

The month of December is the time to submit your nominations for the National Aerospace Education Mission Awards. Any Civil Air Patrol Member can make nominations for these prestigious awards. Nomination criteria, nomination procedures, nomination forms and nominations package requirements are outlined in Civil Air Patrol Pamphlet 15, Aerospace Education Officers' Handbook and CAP Regulation 280-2 Civil Air Patrol Aerospace Education Mission.

AEROSPACE EDUCATION AWARDS

1. Frank G. Brewer- Civil Air Patrol Memorial Aerospace Awards:

An annual recognition given at both region and national levels to recognize individuals and organizations that have made outstanding contributions to the advancement of youth in aerospace activities. Nomination forms and nomination procedures are found in CAPP 15, pages 40-43.

Award Categories

Category I—CAP Cadet: Nominee must have earned the Billy Mitchell Award and must be a current Civil Air Patrol Member. (See CAPP 15 pages 42 & 43 for nomination criteria.)

Category II—CAP Senior Member: Nominee must have earned the Yeager Award and must be a current CAP Member. (See CAPP 15 pages 42 & 43 for nomination criteria.)

Category III—Individual: Nominees may include educators, state aviation officials, fixed base operators, superintendents of public instruction, members of the armed forces, members of congress who have made noteworthy aerospace significant to the for period of up to ten years. (See CAPP 15 pages 42& 43 for nomination criteria.)

Category IV—Organization: Nominees can be any organization involved in aerospace activities for a period of up to ten years. (See CAPP 15 pages 42 & 43 for nomination criteria.)

2. The A. Scott Crossfield Aerospace Education Teacher of the Year Award.

This is a world-class annual award to recognize classroom teachers for outstanding accomplishments in aerospace education. The award consists of: 1) a \$1000 cash stipend; 2) membership in National Congress Crown Circle for Aerospace Education Leadership; and 3) free room and registration at all future National Congress on Aviation and Space Education. (See CAPP 15 pages 47-50 for nomination package criteria.)

3. Crown Circle for Aerospace Education Leadership.

This award recognizes demonstrated performance of outstanding leadership in Aerospace education; it is one of the highest awards in aerospace education world- wide. (See CAPP 15, pages 44- 46 for nomination package criteria.)

Col Berta A. Edge Composite Squadron

By 1Lt Marie Haberstroh

Yes, the Ocean Springs-Keesler Composite Squadron has a new name. Effective 1 Dec, we changed our name to honor the late Col Berta A. Edge. She made so many contributions to the squadron and touched so many that we felt it was a way that she would remain a permanent part of the squadron. When the vote was taken, it was a unanimous decision.

The squadron had a busy month – we visited the Gulfport FAA Control Tower, took a WC-130 Hurricane Hunter Flight, had numerous cadet orientation flights and one Saturday had an Aerospace Education Study Day. A schedule of activities for next year is being prepared.



Cadet Wesley Quirk listens intently to Lt Col Val Hendry, a meteorologist with the Hurricane Hunters on a recent familiarization flight.

Mississippi Wing Emergency Services

by Lt Col Mike Hainsey

The Mississippi Wing this year once again demonstrated the skill and professionalism of our members through outstanding performance in real and exercise scenarios. Known for our responsiveness, the Wing responded to the "routine" ELT missions with enthusiasm and accuracy, providing crucial support in the search and rescue arena.

One of the highlights this year was an overall rating of "Excellent" from the Air Force on the SAR/DR Evaluation. A lot of hard work and several days of preparation showed that our Wing was up to the tasks we're asked to do. Way to go!

This past year also brought some new ways of doing business. With the advent of the "mini" SAREX, squadrons are able to practice and train in a more realistic scenario. The truth is, most of our actual search and rescue efforts involve two or three aircraft and one or two ground teams. Sometimes we're at locations that don't have all the fancy communication equipment and we have to learn to make do. That's one of the advantages of the mini SAREX—you can set it up to train the way we will actually operate in many cases. The squadrons from Tupelo and Golden Triangle even took it a step farther—they deployed to Monroe County Airport in Aberdeen, MS, to see if they could operate out of a location neither had been to. It was some great training. This next year, most squadrons can plan on hosting a major and a mini SAREX near their location. As you plan these exercises look at ways to increase the realism while maintaining a safe operation.

Recently, the members of the Oxford Squadron distinguished themselves as true professionals as they participated in a missing person

search. An 85 year-old woman with Alzheimer's had roamed away from her house in a rural part of northwestern Mississippi. When the members of the squadron heard about it, they worked with the local sheriff and let him know what CAP could offer in the way of assistance. The sheriff called AFRCC requesting help, and we immediately had a mission. No kidding—five minutes after the sheriff called AFRCC called me and Capt Eric Hudzinski had a team forming. The search lasted a week, with CAP members participating several of those days. We had air teams from Tupelo and ground teams from Oxford involved. They did so well that a week later we received another call from AFRCC, since one of the local sheriffs asked for our assistance locating a 39 year-old man with bipolar disorder who had left his house. As the air team from Ripley formed we didn't even have a chance to start with a ground team before we received a call that the man had been found. Once again, our responsiveness was tested and we came through with flying colors!

One new area to us is Homeland Security. We all have heard the briefings about CAP after 9/11 and the Olympics, but how does that apply here in Mississippi. We've had squadrons training their members on patrolling key dams on the Tombigbee waterway and the Air Force bases in our area. In September, we received a request from Mississippi State University to patrol the Temporary Flight Restriction that surrounds all major NCAA football games. Last year they had two people in powered Han gliders fly over the stadium. So we worked with MSU, the FAA, the TSA, the Air Force, the CAP National Operations Center, Southeast Area Air Defense Sector, NORAD, and

NORTHCOM to build an operations plan and make this happen. We patrolled three of the home games and learned a lot about how to accomplish a mission like this. We hope to grow this operation to include the other major universities in the state next year.

Finally, I must make a few comments about MIMS, the computerized system for entering our ES and Ops qualifications. This one normally earns a big GROAN. Thanks to all who labored through the trials of getting the qualifications in the system. Now we have to get the rest of our data in and keep it up to date. Actually, MIMS has a lot of potential, once the bugs are worked out. The days of squadron commanders having to put in a CAPF 100 with a 101T every time you need a new 101 card are gone. Now, the items accomplished are put into MIMS, the squadron commander validates it online, then the ES director approves it online. That will allow the member or squadron commander to print a 101 card from his home PC. You can even upload a picture! The new CAP Regulation 60-3 that will come out soon will require us to use MIMS, so we're working hard at learning the system. As most of you know, the Wing will no longer issue paper 101 cards—all data will be stored in MIMS with the paper backups kept in the squadron. This really is a good deal, and I will address it more in the future.

It's been a busy year, but one where the Mississippi Wing has achieved a level of accomplishment that hasn't been reached in a long time. Now the challenge is keeping our edge and operating safely, especially in the winter months. We have the talent, the equipment and the training. And we do make a difference. Semper Vigilans...

Netiquette – Email Etiquette

By Capt Lynn Stuart, CAP

How often have you sent an email requesting information only to receive no reply? More to the point, how often have you received an email requesting information from YOU and you didn't reply.

I have discovered that several others in the Wing have experiences as me in not, I wondered why people didn't reply to emails. Of course, I don't know actually why people don't respond but some of my thoughts are listed below:

- The email was poorly worded and the request was not understood.
- The answer requires a commitment that someone didn't want to make.
- People didn't have an answer for the request.
- People don't think the request is important – if it is someone will send a second (or even third request) request.
- People think if the email is ignored, maybe the issue will go away.
- Some people don't consider email as a viable communication channel and would rather talk to someone in person or via telephone.

Whatever the reason, email is still a great way to disseminate information and resolve questions quickly.

Some of us have been using email for years, for others it is a new way of communicating. There are some basic principles that can make email communication more effective.

Be concise and to the point. Do not make an e-mail longer than it needs to be. Remember that reading an e-mail is harder than reading printed

communications and a long e-mail can be very discouraging to read.

Answer all questions, and pre-empt further questions.

An email reply must answer all questions, and pre-empt further questions – If you do not answer all the questions in the original email, you will receive further e-mails regarding the unanswered questions, which will not only waste time but also cause considerable frustration.

Use proper spelling, grammar & punctuation.

This is not only important because improper spelling, grammar and punctuation give a bad impression of your company, it is also important for conveying the message properly. E-mails with no full stops or commas are difficult to read and can sometimes even change the meaning of the text. And, if your program has a spell checking option, why not use it?

Answer swiftly. When someone requests information in an email, it is usually because they wish to receive a quick response. Even if you do not have the information requested, it is just plain common courtesy to reply. An answer of "I don't know" or "I will get you the information by (date)" is enough for the sender to realize that you have received the request and that you are not ignoring them

Do not attach unnecessary files.

By sending large attachments you can annoy customers and even bring down their e-mail system. Wherever possible try to compress attachments and only send attachments when they are productive. Moreover, you need to have a good virus scanner in place since people will not be very happy if you send them documents full of viruses!

Use simple structure & layout.

Since reading from a screen is more difficult than reading from paper, the structure and lay out is very important for e-mail messages. Use short paragraphs and blank lines between each paragraph. When making points, number them or mark each point as separate to keep the overview.

Do not overuse the high priority option.

We all know the story of the boy who cried wolf. If you overuse the high priority option, it will lose its function when you really need it. Moreover, even if a mail has high priority, your message will come across as slightly aggressive if you flag it as 'high priority'.

Read the email before you send it.

A lot of people don't bother to read an email before they send it out, as can be seen from the many spelling and grammar mistakes contained in emails. If you are sending an attachment, don't forget to attach it. Apart from this, reading your email through the eyes of the recipient will help you send a more effective message and avoid misunderstandings and inappropriate comments.

Do not overuse Reply to All.

Only use Reply to All if you really need your message to be seen by each person who received the original message.

Use a meaningful subject. Try to use a subject that is meaningful to the recipient as well as yourself.

With all this said, I look forward to receiving your emails.

FLIGHT OPS

By Lt Col Wes Bennett

Flight Perspective

As the calendar year 2003 draws to a close, the Mississippi Wing has had no aircraft accidents or reportable incidents... and no injuries! This is a tribute to the skilled airmanship, proper judgment, and professionalism of our pilots, observers, and scanners... the operators. However, these attributes must be continually emphasized and applied every time we fly and are preparing to fly. While doing so, please remember 2 things:

1. There are NO "Combat Essential" flight missions in CAP... i.e.: CAP does not have any missions that **MUST** fly regardless of risks or conditions. Don't takeoff or continue flight under conditions of increased risk or hazard (this does include pilot fatigue); the CAP mission does not justify or require it.
2. **WE WANT TO PERFORM A MISSION, NOT BE A (SAR) MISSION!!**

M.I.M.S.

As most wing members are aware, CAP National Headquarters has developed the "Member Information

Management System" (MIMS) and has installed it on the National Web Site under the title "e-Services". This system will track by individual CAPID, that member's qualifications, dates, and data in the areas of personnel information, Emergency Services data, and PILOT DATA. The upsides of MIMS are: ease of accessibility (no more lost pieces paper... it's on-line), ease of assembling data (how many qualified mission pilots and mission observers are in a unit, etc), flow-through of data (enter a date in one place and it flows throughout MIMS to other areas that need it), and MIMS doesn't forget. I'm sure that there are additional positive advantages to MIMS... and more will be developed as time passes.

Unfortunately, there are also, in my opinion, downsides to MIMS: MIMS doesn't forget, the system is continually being upgraded (what was yesterday is not necessarily the way it is now), required individual data must be ENTERED into MIMS, and required individual data must be UPDATED in MIMS. These last 2 "downsides" will be OUR (Commanders, staff at all levels, and individual members) continuing challenge. Another way of saying this is "the administrative monster has been created; now it must be fed". Ways to handle this data flow (input by individuals or specifically authorized persons at the local level, validation by commanders or specifically authorized persons, and

approval by Wing/CC) have been developed, and are always open to improvement. There are, and will continue to be, growing pains and just plain pains with MIMS. In the Flight Ops area for example; even though the dates are entered into MIMS, completed copies of all CAPF 5 and CAPF 91 Flight Evaluations/Check rides are still needed at Wing Headquarters. Individuals and/or commanders please continue to mail or fax these completed Evaluation/Check ride forms to HQ.

Information Flow

In an effort to enhance the flow of information in the area of Flight Ops, I want to make more use of the Flight Ops Directorate page on the MS Wing Web Site. By the posting of written guidance and procedures there:

1. they will be accessible and provide the same information to everyone
2. they will be available 24/7 for reference
3. they will enable new members to get up to speed more quickly and accurately
4. they will be clearer just by the fact they are written

they will supplement and (hopefully) reduce MBE [Management By Email (usually not readily accessible and then just by the addressees)] and MBR [Management By Rumor (may not be traceable or accurate for those that hear it)].

Rename the Newsletter Contest – Could Be Worth \$50 To You

By 1Lt Marie Haberstroh

We are soliciting suggestions to rename the newsletter from the “*The Miss-Print*” to something different.

If you have a suggestions or questions, email them to me at MarieHaberstroh@cs.com.

The deadline is 31 Dec 2003.

Winner will receive a check for \$50.

You may turn in more than one name.

“Cadets and Seniors - How You Can Show Support For Your Local Military Families”

By 1Lt Marie Haberstroh

The holidays are fast approaching and many of our local families will be celebrating them with their military members serving abroad. It is a lonely and difficult time of the year. To make matters worse, most military families do not have family members in the area that they can depend upon. But we have the opportunity to show their support for those military families who are making the sacrifice through volunteering their time in a variety of ways

First, volunteer to baby sit for a couple of hours while the parent goes Christmas shopping or running errands. Just having a couple of hours of time to themselves can be a big help for a parent. And if babysitting doesn't interest you, how about offering to assemble that bicycle or toy that their child is receiving for Christmas? As mother, one of my worse nightmares was those toys claiming to be “easy to assemble.” Easy to assemble-- for who? I always felt that

statement should read “easy to assemble but only if you have an engineering degree.”

Many military families will be traveling to visit with family. How about offering to care for their pet while they are gone? Maybe you could pick up their mail and paper or check on their home.

It's the time of giving – a simple gesture can mean a lot to someone.

Status of the Glider? What Glider?!?!?!?!?

By Al Fernandez and 1Lt Marie Haberstroh

Oh, THAT glider. . .Here is the latest info we have.

The glider required an annual and that is being worked. It came without seat cushions and in exchange for two glider rides, I was able to have two sets made. It will probably be January before we get the glider instructors' Form 5's completed. The only remaining item will be the procedures for paying for the tow and that issued is being worked by Cecil Austin. We will probably publish a letter that will summarize CAPR 60-

1 for glider operations, the paper work to be filed and the procedure for using the gliders at Greenwood Airport. Many thanks to Cecil Austin and Dr Hey who will be providing much of this information, since they are at Greenwood and are familiar with the airport and tow plane. Although the cadet program will be the main priority, senior members will have the opportunity to get their glider rating with Col Wilkes permission. With a limited number of glider

pilots and glider CFGs in the Wing, guidelines will have to be established for senior members. Cadets will be eligible for glider ratings with priority over the senior members. Most details should be worked out by the end of January and the program should be “good to go.” More info as it becomes available. . .