

# Yolo County Sheriff's Aero Squadron

## General Members Meeting: GM-04-2011

**Date:** April 27, 2011

### Guests:

- Zachary Wendell (3<sup>rd</sup> Meeting)
- James Tysinger (2<sup>nd</sup> Meeting)

### Officers Reports:

- **Commander: Ken Chan**
  - Called Meeting to Order: 1930 Hours
- **Executive Officer: Shannon Newbold**
  - Current Membership 24 With no Applications in Process
    - As of February General Members Meeting
- **Treasurer: Ken Hook**
  - General Funds: \$6,472.97
  - Special Ops Fund: \$10,638.04
- **Ops Officer: Don Johnston**
  - Month of: March
  - Flight Participation: 14
  - Missions Flown: 11
  - Hours Flown: 24.9
  - Year Total: 58.3
  - Fuel Used: 169.2
  - Fuel avg: (GPH): 6.8
  - Fuel Cost: \$795.05
  - Fuel Cost (YTD): \$1802.59
- **Secretary: Keith Bakula**
  - February Minutes not read due to length of Training (Dispatch)
  - There were no March Minutes (Meeting held at Nor-Cal Approach Control)
  - One Correction to January Minutes:
    - Officers Reports:
      - ~~Ops Officer Don Johnson (Ops Officer Elect)~~
      - Ops Officer Don Johnston (Ops Officer Elect)
  - One Correction to February Minutes:
    - Officers Reports:
      - ~~Ops Officer: Mike Johnson~~
      - Ops Officer: Don Johnston
- **ISO: Shannon Newbold**
  - No Report
- **Department Liaison: Sgt. Louis Pires. / Absent**
  - No Report

### **Old Business:**

- Duly Elected Officers 2011
  - As of February 19<sup>th</sup> 2011 The following were sworn in as 2011 Aero Squadron Executive Board Members
    - Ken Chan (Commander)
    - Shannon Newbold (Executive Officer)
    - Ken Hook (Treasurer)
    - Don Johnston (Ops Officer)
    - Keith Bakula (Secretary)
- Nor-Cal Visit
  - Good showing for the tour & training
  - Nor-Cal reminds us to use our Call Sign I-87 on all responses.
- Schedule Masters
  - Remember to keep your information current
  - If you make a change, let a Board Member Know
- Hanger Duty
  - Sign up and avoid being appointed

### **New Business:**

- Training Y.E.C.A. (Yolo Emergency Communications Agency)
  - Administrative Supervisor and Training Coordinator Teri Lynn Caughie
  - Discussed history and operations of Y.E.C.A. and had:
  - Discussion with members on dispatch and radio procedures.
  - Offered applications for Sit In visits.
- Accidents / Incidents
  - Commander Chen discussed relevant procedures in the event of an incident involving the Aircraft:
    - Crew and Civilian Safety should be considered 1<sup>st</sup>.
    - Prevent further Injury and damage
    - Notifications:
      - Dispatch
      - Commander / Board
      - Document Scene / Photos
      - Document in writing / Take Notes
        - You may have to write a report
          - Note damage, injuries,
          - Witness statements.
            - Be specific.

### **Next Scheduled General Members Meeting:**

- May 24<sup>th</sup>, 2011

**Minutes prepared by Keith Bakula**