

This email is being sent on behalf of Maj Gen Mark E. Smith.

Fellow Command Council Members –

There is one item to share with you before its pushed to the field. Attached you will find a checklist to be used in case of a vehicle mishap while we are under COVID-19 restrictions. Otherwise there are no other pending waivers, memos, or directives. We're in a steady state situation based on the guidance we have already put in place.

Let me share a few notes with you:

- We had a situation recently where some CAP members self-deployed in an attempt to support local COVID operations. I know that people are motivated to help, but please stress in your organizations that, like always, we need to work mission requests through normal channels.
- There is a LOT going on, all across the US, when it comes to CAP support to COVID-19. Do what you can to promote local stories. Encourage all PAOs and PIOs to promote activities via media releases and social media posts. Remember that Air Force assigned mission content must be approved by 1AF prior to distribution. Also, please don't hesitate to forward photos, videos, newsworthy events, etc. to NHQ Marketing and Strategic Communications so we can help spread the word on your good work. POC – Randy Bolinger, [rbolinger@capnhq.gov](mailto:rbolinger@capnhq.gov).
- To illustrate the goodness that can come from capturing photos of our support activities, please consider this. Our daily SITREPs are folded into a Commander's Update Briefing, which provides 1AF/CC, AFNORTH staff, and LNOs to NORAD, ARNORTH and USNORTHCOM an opportunity to collaborate and share best practices needed to defeat the Coronavirus. Photos provided by the members performing the mission often make their way to that briefing, showcasing the critical role being played by Civil Air Patrol as the Air Force Auxiliary.

- The work of CAP continues. We will have a virtual meeting of the CAP Foundation on Wednesday, and a virtual meeting of the Board of Governors (BOG) on Thursday. Very busy times, indeed.
- One of the topics to be discussed with the BOG is the latest external financial audit performed on CAP. I am pleased to inform you that CAP is receiving its 12<sup>th</sup> “unmodified” audit. “Unmodified” is the highest rating we can receive, and to achieve this for 12 years in a row is a truly wonderful accomplishment. Much credit goes to Stacy Jackson and her Finance team. However, you receive some of the credit, too, in how you followed financial processes at the wing and region levels. Thank you!

A final note – thank you for what you are doing in leading your organizations during this very challenging period of time. Please lead with compassion. Keep working on engagement, ensuring those under your purview are doing well.

Thank you. ms



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