



Commander's Corner

By Col Frank A. Buethe, NMWGCC

“Completed Staff Work” To quote AFH 33-337 “The Tongue and Quill,” *Remember the final test for completed staff work: If you were the boss, would you be willing to stake your professional reputation on this problem-solution report? If the answer is “no,” go back to Go. Do not collect \$200.” It’s time to start over.*

It’s true that paperwork is the bane of our existence in CAP. But it doesn’t have to be onerous, especially if we:

1. Follow the procedures described in the CAP Regulations
2. Pay attention to detail when preparing the paperwork
3. Do it right the first time!

By following these three easy steps the process becomes quite efficient, particularly because superiors don’t have to check and double-check to see if the paperwork is done correctly, and we don’t have to do it over again because it was not done correctly the first time. Think about the old adage, “I didn’t have enough time to do it correctly the first time, but I had enough time to do it over again.” That doesn’t make sense does it?

I’ve noticed that in the preparation of required paperwork (reports, CAP Form 10s, operation plans, risk management analysis, etc.) we tend to rush at the last minute to gather all the necessary data to make a timely submission. In the process things are inadvertently left out or not in the proper format. If that information must be passed to higher headquarters it is at the very least an embarrassment, at the worst inaccurate.

Let’s take the time to do our paperwork right the first time. Pay appropriate attention to regulations and detail. Don’t wait

until the last minute to submit what is required. Plan ahead to do it right the first time. If you do this squadrons look professional and the wing looks professional to our boss, the Southwest Region Commander and his counter-part the CAP-USAF Region Commander. Not that we want to “look good” for the sake of looking good to those folks, but we ought to take enough professional pride in our own work that we look good to ourselves, that is, we can be proud of our own *completed staff work.*



SLS AND CLC TRAINING TO BE HELD IN FEBRUARY

A Squadron Leadership School & Corporate Learning Course professional development weekend is scheduled for 7-8 Feb 2004 at NM Wing headquarters. EVERYONE is highly encouraged to attend these training opportunities.

The Squadron Leadership School (SLS) demonstrates how a squadron is run. It is the core of Civil Air Patrol "how to". The course contains the most basic, and interestingly, the most important mechanics of how a squadron operates. At the very least, attending this class will fill in the blanks for new members and bring more seasoned members up to date on squadron management.

The Corporate Learning Course is the expansion of squadron management and demonstrates how a Wing functions. Many NM Wing staff officers will be instructors and will bring expertise in their particular area to light. For those working toward their senior awards, these two classes meet those requirements.

NM Wing Commander Col Frank Buethe said, " It is important for your professional and personal development as a CAP member to further your CAP professional education. These courses will help you in your ability to participate and manage your squadrons because they cover important CAP information. Members will gain a better understanding of CAP, its missions and organization, which will help them become better contributing squadron members."

To attend either of these classes send your signed CAPF 17 (senior activity form) to Col Dennis Manzanares, Director of Professional Development, P.O. Box 1628, Taos, NM 87571-1628 OR fax to him at 505-751-3066. Please write your email address on the top of the form. If you have questions, email Col Manzanares at taosatty@quixnet.net or call him at 505-758-8660. There is a small fee for these two-day classes which will be payable at the door.



SW REGION STAFF COLLEGE

Valuable training to be offered this summer

Senior members - do yourself a favor. Put the dates 10-17 July 2004 on your calendar and plan to attend the SW Region Staff College to be held at Kirtland Air Force Base!

Two of the requirements can be met by attending the Squadron Leadership School and Corporate Learning Course in February. With that in place, you can send your completed CAPF 17 to Col Dennis Manzanares, P.O. Box 1628, Taos, NM 87571-1628 **AND** send a courtesy copy to SWRSC 2004 Director Maj Mike Swanson, 7625 Brook Haven Way, Shreveport, LA 71105-5706 along with a \$25 deposit. Maj

Swanson will then send you college information and the homework (yeh, paperwork is in order--sigh) you need to complete before coming to the college in July.

The SWRSC is renowned for its thoroughness and well-thought out curriculum. The majority of the classes are taught by the professional instructors at the NCO Academy at KAFB and simply seeing these folks in action is worth the price of admission. Want to better your best? Be there!



Farmington Has New Squadron Commander!

A squadron holiday party and Change of Command was held in Farmington on 14 December with Wing Commander Col Frank Buethe in attendance. Capt Mike Arnold accepted the command of the squadron from Lt Col Sharon Lane.

Capt Arnold has been a member of Civil Air Patrol since February of 1999. He works as a pilot with the Colorado Air National Guard and was deployed in 2003 to the Middle East. When he returned he not only had a lovely fiancée Stacey, who became his bride in August 2003, he was also wearing a Distinguished Flying Cross for bravery. He will not discuss the DFC because of the nature of his missions abroad (*we hope he will someday--Ed.*). Capt Arnold and his wife have made their home in Aztec, New Mexico where he has also started a business.

Lt Col Lane was the squadron commander for three years and her plans include continuing as the NM Wing PAO and NM Wing Legislative Liaison. She will also take on a new wing position that will be announced by the Wing Commander in January.

WRIGHT FLYER 'flies' on December anniversary

December 17, 2003 marked 100 years of flight! Capt Joe Baker, Aerospace Officer of Farmington Composite Squadron wasn't going to let an opportunity like that simply go quietly into the night!

Capt Baker teaches Aviation History at San Juan College in Farmington and is an avid aerospace enthusiast. Knowing the important date was nearing, he invited the local CAP unit in conjunction with the scholastic fraternity Alpha Eta Rho at the college to build a full-sized cockpit of the Wright Flyer and "power" it with Microsoft's Flight Simulator 2004. The cockpit was set up in front of a giant screen where the original flyer's field of flight was projected onto a large screen. Maj Jim Green, also of Farmington Composite Squadron and teacher at the college, assisted Capt Baker in building and putting together the project.

On December 16, CAP cadets and local school students were invited to a short presentation on the Wright Brothers and then were allowed to attempt to "fly" the Wright Flyer. On December 17 the entire community was invited to attend the presentation and have a try at the inventive machine. Capt Baker claimed it was, "The next best thing to time travel!" He challenged anyone in the community to, "Come see if YOU have the 'Wright Stuff'. Many local pilots and wanna-be pilots gave the contraption a whirl. Most crashed but some successfully took off, flew and landed the awkward simulated aircraft.

The event was covered before, during and after by local media.



You haven't seen a tree until you've seen its shadow from the sky

Amelia Earhart

Safety Bulletin

By Col Larry Harrah, NMWGSO

This month's bulletin comes at a time when we have been experiencing low temperature record breaking days in New Mexico. Shortly after Christmas day the temperatures in our state lowered to break records set more than 15 years ago and we can probably expect that behavior to continue for some time.

Unfortunately, that thermal behavior was not accompanied by any substantial increase in precipitation! This period of uncommonly low temperatures does produce hazards we may not have experienced. Among the phenomena associated with these low temperatures is that of supercooling of liquids substantially below their normal freezing points. This can produce some very unusual hazards with perhaps disastrous results.

A couple of years ago I treated the hazard associated with superheated water such as can occur with microwaved water in a clean cup. Supercooling also results from a clean liquid in a clean container. The crystallization process requires that the crystals have a microscopic imperfection on which to begin the crystal formation. If all such imperfections are of extremely small size, the temperature must be well below the melting point for the process to start. Once it does start however, it will proceed very rapidly with the temperature rising to the melting point almost instantaneously!

Water in fuel systems in our aircraft generally results from vapor condensation on the walls of the tank or lines. Such water can be very pure and may well supercool. As we carry our pre-operational inspections, we move that water around and hence can

initiate the crystallization. The result; many isolated water droplets frozen in place. Some of these may be in the fuel lines; some may be on the tank walls and some in the sumps. If we're lucky, there will be enough in the sumps to clog the sump to the point where we cannot drain them! A call to caution and a warning that we must thaw the whole vehicle before a proper inspection can be done.

If the collected water had not drained into the sump, we may not observe any water in our fuel but still have a significant and dangerous quantity in the system! The fuel drainage may look normal. This can cause several operational problems. First, those frozen droplets in the fuel lines may obstruct them sufficiently to reduce the available power from the engine. If the engine operates normally when cold, it may falter when the compartment warms and the water is ingested into the engine (on takeoff of course). Unfrozen but supercooled liquid can enter the fuel lines and cause sudden stoppage. Fuel system water is an extreme hazard in the cold months and may not be readily recognized.

What can be done to minimize these hazards? First, it is probably best to drain our tanks after refueling during the winter. Wait for several minutes after the refueling operation is complete; let the water settle then drain a substantial amount of fuel if any moisture is observed. Of course, some prior wing shaking will help enormously to collect that water in the sumps. The best solution is to hangar the aircraft (or vehicle) above freezing and avoid all these problems. Where possible, the aircraft or vehicle could be placed in a hangar and allowed to thaw before the inspection and fuel system drain.

There are personnel hazards as well, think about it!

CAP had two accidents in November resulting in the loss of two lives and two aircraft. The Sentinel for December discusses these and they should be reviewed! It also has an article on carburetor ice that will prove helpful.

I remind the unit Safety Officers that the last quarterly safety reports are due by 10 January; the annual Safety Survey is due from each unit by 31 January of each year and new supplements to CAPR 62-1 and NMWS 62-1 must be executed since our Wing Supplement has been revised (Nov. '03). We have a new NW form 17 for the quarterly reports which should make reporting easier. That has been circulated by email.

Help, help, HELP! Where are the slogans?



Military Etiquette

By Del Rubi, SMSgt, USAF (Retired)

Col Tom Todd, SWR Commander, sent this article to Col Buethe suggesting "widest distribution".

"Etiquette is defined as common everyday courtesy. The military world, like the civilian (or CAP) world, functions more smoothly and pleasantly when members practice good manners. Because your actions are part of everyday life, you need to make a conscious effort to analyze your behavior. This is true not only around your superiors but with people you deal with day today. There is no excuse for rude behavior."

Manners are of the utmost importance, especially in a "volunteer organization" such as CAP. Since you deal with human feelings during a "short bit of time" during your monthly

meetings or activities, it's imperative you treat your CAP volunteers the same way you would want them to treat you. Dignity and human respect must be in the forefront when you communicate with your CAP volunteer--be it the senior member or your cadet! Why? Because both seniors and cadets pay their annual dues to be part of this United States Air Force Auxiliary and both are "equally" involved in making your Wing the best in the Nation!

Professional, effective and basic "Military (CAP) Etiquette" just makes good sense!

Reference: AFPAM 36-2241.



PROTECT YOUR CREDIT CARD NUMBER

From *Hints from Heloise*

When you are writing checks to pay your credit card accounts, DO NOT put the complete account number on the "For" line. Instead, just put the last four numbers. The credit card company knows the rest of the number, and anyone who might be handling your check as it passes through all the check-processing channels won't have access to it.



FILL OUT THE FORMS CORRECTLY!

The good Col Bueth passed this along. Hmmmm, seems Texas is having the same problem we are - apparently, incorrect-form-fillers are everywhere!

SUBJECT: TXWGHQ-108 REIMBURSEMENTS

To: all Texas Wing Pilots and Ground Team Members.

COMMON ERRORS ON CAPF 108

Wrong CAP Form date (use MAR 03)
No unit name or number
Not signed by member

Copies of receipts instead of originals
No CAP Form 104 or 109 attached
Using corporate vehicle license plate number instead of assigned TXWG vehicle number. (42xxx)

COMMON ERRORS ON CAP Form 7

Wrong CAP Form date (use JAN 03)
Aircraft Type Wrong (Type 2 is C172) (Type 3 is C182)
Left off Cadet CAPID number
Left off Cadet Syl#
Duplicated Cadet Syl# (NHQ will post but will not pay if duplicate)
Not totaling each CAP Form 7 separately, matching Cadet Flight Time to Total
Flight Time and carrying over to the back page.
Too much ferry time. (See TXWG Supplement CAP Pamphlet 52-7)

Sandy Ellis, Texas Wing Finance Officer



USAF, DHS WRITING MOU TO DEFINE AIR PATROL'S ROLE IN HOMELAND DEFENSE **Document may be signed next spring**

By Cynthia Di Pasquale
Inside the Air Force

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*Sent in by Frederick J Harsany, State Director
AF Liaison Office, NM Civil Air Patrol Wing*

December 12, 2003

A working group of Air Force and Department of Homeland Security officials will begin meeting next month to formalize the Civil Air Patrol's role in homeland defense through a memorandum of understanding.

The document will "define DHS roles and missions performed by the AF Auxiliary; capitalize on [the] AF Auxiliary's unique capabilities to perform selected missions; specify the notification and tasking process; and provide [a] funding vehicle between DHS and the Auxiliary," Air Force Col. Glenn Whicker said Nov. 8 in a written response to questions

from *Inside the Air Force*. Whicker is chief of plans, integration and transformation in the service's homeland security directorate. The MOU will likely take three to four months to finalize for signature, he added.

Although the air patrol's domestic mission will not change, planning and tasking for the auxiliary will be in line with the principals written into an Air Force policy directive for homeland security published Oct. 1, he said. That directive provides guidance for all of the service's domestic missions to all commands, including Headquarters Air Force, field operating agencies, major commands and the Air National Guard.

It outlines what responsibilities the service's agencies have for domestic threat prevention; protection of overseas and domestic installations and assets while providing assistance to civil authorities; and responding to both natural and man-made threats as they emerge. Each base or command must issue its own policy, which is expected to be consistent with the directive and "supportive of the budgetary focus of the capabilities review and risk assessment (CRR) process," Whicker said. CRR criteria could change to comply with Office of the Secretary of Defense policy shifts or to reflect lessons learned from previous years.

Homeland security is one of six Air Force concepts of operations identified by the service for future funding. Whicker said it is the service's goal to maximize the domestic benefits of existing programs and assets. He referred to an October 2002 statement by Air Force director for homeland security, Brig. Gen. David Clary, that nearly 70

percent of service assets can be used for domestic defense. "It is the job of XO [homeland security directorate] to identify synergies from existing capabilities and add its voice in advocacy for the most critical capability shortfalls," Whicker said. "The CRRRA process advocates for enterprise solutions to any missing links through the Air Force corporate process."

Because the service's 10 Aerospace Expeditionary Forces have a 90-day rotation schedule, intended to maintain a high level of readiness, those forces can assist with domestic missions if necessary when they are not overseas. Whicker said the new mission has not affected rotation-training schedules so far, but should that change, "it is the flexibility the AEF provides that will allow the Air Force to meet its homeland requirements and still maintain its overseas obligations."

The planned Civil Air Patrol MOU directly affects the Air Force, but the service itself will not enter into interagency agreements, Whicker said. Rather, the memorandum requests that OSD sponsor such agreements. The Office of the Assistant Secretary of Defense for Homeland Defense is coordinating the air patrol agreement between the Defense Department and DHS. The service will also work through OSD and U.S. Northern Command to develop an interagency CONOPS, he said. Because the Air Force is NORTHCOM's executive agent, no MOUs are necessary to formalize missions, tasking and funding procedures.

Still unresolved is the "distinction between installation protection, for which the services are statutorily responsible, and defense of national assets, which is a combatant commander responsibility," Whicker said.



New AF Policy on the use of FRS Radios

*By John A. Salvador-
NHQ Director of Operations*

Great results from a CAP mission have generated new policy from the AF on our use of the Family Radio Service (FRS). On 27 June 2003, Colorado Wing's Cortez Squadron was called to assist the Dolores County Sheriff in a search for 12 day-hikers lost for 20 hours. One team of hikers had come out of the woods on schedule but the other team, consisting of 10 young girls and two adult leaders, was lost. Two air sorties failed to turn up the lost hikers until mission personnel learned that the hikers had FRS capability. On the third sortie, CAP began calling on a borrowed FRS radio. There was an immediate reply and within a few minutes they had located the hikers trapped in a deep canyon. By 1000 the next morning the lost hikers were rescued and Colorado Wing was awarded 12 "saves" by AFRC.

This mission success prompted the AF to revisit the policy on FRS. CAP's position was that current restrictions are intended to prevent federal activities from using FRS to satisfy their internal communications needs. We felt the policy was *not* intended to prevent use of FRS to contact a victim in order to expedite a rescue. The appropriate AF office in Washington studied the issue and agreed with us that this use of FRS was justifiable and could be repeated when necessary to save lives.

This is a significant step forward but we must be clear that this does not mean FRS is now legal for other uses. We still can not use FRS to talk CAP-to-CAP on Emergency Services (ES) missions. Intra Squad Radios

(ISR) and VHF-FM radios are designed for those functions. However, this new policy does allow us to use FRS to talk to victims. Also, FRS continues to be allowable for non-ES activities. If you have any questions regarding the FRS or NM Wing Communications in general, please contact Lt Col Larry Zentner at Frank.Zentner@kirtland.af.mil or call him at 505-298-2933.



JUST SO YOU'LL KNOW

Author Unknown

Sent in by Chaplain Tom Jackson

There's an Aerospace lesson in this. Just keep readin'.....

Does the expression, "We've always done it that way!" ring any bells?

The US standard railroad gauge (distance between the rails) is 4 feet, 8.5 inches. That is an exceedingly odd number. Why was that gauge used? Because that is the way they built them in England, and English expatriates built the US railroads. Why did the English build them like that? Because the first rail lines were built by the same people who built the pre-railroad tramways, and that is the gauge they used. Why did "they" use that gauge then? Because the people who built the tramways used the same jigs and tools that they used for building wagons, which used the same wheel spacing.

Okay! So why did the wagons have that particular odd wheel spacing? Well, if they tried to use any other spacing, the wagon wheels would break on some of the old, long distance roads in England, because that's the spacing of the wheel ruts.

So who built those old rutted roads? Imperial Rome built the first long distance roads in Europe (and England) for their

legions. The roads have been used ever since. And the ruts in the roads? Roman war chariots formed the initial ruts, which everyone else had to match for fear of destroying their wagon wheels. Since the chariots were made for (or by) Imperial Rome, they all had the same wheel spacing. Thus, the United States standard railroad gauge of 4 feet, 8.5 inches is derived from the original specification for an Imperial Roman war chariot. The Imperial Roman war chariots were made just wide enough to accommodate the back ends of two war-horses.

Specifications and bureaucracies live forever.

Now, the twist to the story...

There is an interesting extension to the story about railroad gauges and horses' behinds. When we see a Space Shuttle sitting on its launch pad, there are two big booster rockets attached to the sides of the main tank. These are solid rocket boosters, or SRBs. Thiokol makes the SRBs at their factory in Utah. The engineers who designed the SRBs might have preferred to make them a bit fatter, but the SRBs had to be shipped by train from the factory to the launch site. The railroad line from the factory happens to run through a tunnel in the mountains. The SRBs had to fit through that tunnel. The tunnel is slightly wider than the railroad track, and the railroad track is about as wide as two horses' behinds. So, a major design feature of what is arguably the world's most advanced transportation system was determined over two thousand years ago by the width of a war horse's rear end.

And now you know the rest of the story!

TO MAKE YOU SMILE

-A December joke in January -

A blond goes to the post office to buy stamps for her Christmas cards. She says to the clerk, "May I have 50 Christmas stamps?" The clerk says, "What denomination?" The woman says, "Well good grief, has it come to this? Give me 6 Catholic, 12 Presbyterian, 10 Lutheran and 22 Baptists." (Yes, David --it equals 50!)

WHAT'S DUE IN JANUARY

- 05 Chaplains Report
- 05 Monthly Vehicle Report
- 10 Aircraft Financial & Maintenance Reports
- 15 PAO Report
- 15 Sq. Safety Meetings Report
- 31 Safety Officer of the Year Nominations
- 31 Sq. Annual Safety Survey
- 31 Cadet of the Year Nominations
- 31 Paul W. Turner Safety Award Nominations

NM WING CALENDAR

- Always subject to change -

January

- 10** NMWg Staff Mtg & CC Call - Wing HQ-10:00AM
- 17-18** National Check Pilot Standardization Course - Santa Fe
- 23-1Feb** -SAR/DR/HLS Exercise - Alamogordo

February

- 7-8 Squadron Leadership School & Corporate Learning Course - Wing HQ
- 14 NMWg Staff Mtg & CC Call - Wing HQ
- 20-23 SAR/DR/HLS Exercise - Roswell

March

- CD Online during March & April to renew
- 13 NMWg Staff Mtg & CC Call - Wing HQ
- 20 NMWg IC Conference -Wing HQ
- 27-28 SAR/DR/HLS Exercise -Clovis



※ *In this New Year* ※

- Mend a quarrel.*
- Seek out a forgotten friend.*
- Write a love letter.*
- Share some treasure.*
- Give a soft answer.*
- Encourage youth.*
- Keep a promise.*
- Find the time.*
- Forgive an enemy.*
- Listen.*
- Apologize if you were wrong.*
- Think first of someone else.*
- Be kind and gentle.*
- Laugh a little.*
- Laugh a little more.*
- Express your gratitude.*
- Gladden the heart of a child.*
- Take pleasure in the beauty and wonder of the earth.*
- Speak your love.*
- Speak it again.*
- Speak it still once again.*

Anonymous

G'Day