



Hampton Roads CPOA  
 4000 Coast Guard Blvd  
 Portsmouth, VA 23703

**GMCS James Proctor, President**  
**YNC Jessica Barbay, Vice President**  
**YNC Caitlin Fleming, Treasurer**  
**HSC Susan Carson, Secretary**



**CHAIRS:** Budget/Finance Chair (YNC Caitlin Fleming)  
 Membership Chair (ITC Joshua Borden)  
 Fundraising Chair (ETCM Cordell)  
 Public Affairs Chair (AETCM Shawn Burns)

Call to order: A CPOA meeting of the Hampton Roads Chapter was held at Rip Rap Brewery on **19 March 2019**. The meeting convened at **0900**, President James Proctor presiding, Vice President Jessica Barbay, and Treasurer Caitlin Fleming present.  
 (Monthly)

**Attendees:**

Name	Unit	Name	Unit
Missing Roster			

\* = New personnel (PCS and/or advancement)  
 + = Non-Chapter members

**Treasurers Report:**

BB&T report:

Current Balance: \$119,040.63  
 Tidewater Consolidated Chiefs Mess: \$8807.28  
 Chesapeake Regional Chiefs Mess: \$2103.41  
 Cash Box: \$503.13  
 Purple Heart Initiative: \$14399.36

**Old Business**

- Aaron Cordell purchased a grill for \$769. The grill would be for CPOA use for events and fundraisers. Motioned and voted to reimburse Aaron, motion passed. A second grill was donated for CPOA use. Grills will be stored at The Deckplate on Base Portsmouth. A cover will need to be purchased to protect the grill.

- Norfolk Emergency Shelter Team (NEST) volunteer dates are from January 18<sup>th</sup> through January 21 at the Church of Indian River Road. Volunteers are needed to help cook and feed homeless members of the community. Aaron Cordell will be sending out a link for sign-up Genius for volunteers to sign-up.
- Next year's CPOA Officer slate is accepting nominations through December 5<sup>th</sup>. Positions available are: President, Vice President, Secretary and Treasurer. Once nominations have been submitted and accepted, voting will be open to all voting members. Aaron Cordell has agreed to advertise and collect votes. More details to follow.
- Aaron Cordell requested sponsorship of the Tidewater Beard and Mustache Competition, not to exceed \$100. Chapter members declined due to lack of information.
- CPOA will be hosting a Holiday Potluck for all Chiefs on Thursday, December 20<sup>th</sup> at 1100 at The Deckplate. Senior Chief Green will donate a smoked turkey, CPOA will purchase the ham. Link for food sign-ups will be sent out via Sign-Up Genius.
- Shawn Burns nominated the CPOA and Tidewater Mess for Recruit Company Mentors in 2020. It was requested that the same mentoring opportunity be afforded to CGEA local chapter Presidents as long as they were accompanied by a Chief.
- Main Street Towers CGEA will be sponsoring an angel tree again this year. More info to follow.

### **New Business**

- Need to form a small sub-committee to send out "Thank You's" to all those that provided support during the government shutdown. Master Chief Shawn Burns volunteered to lead and needs 3-4. The following volunteered to assist: Dave Fedison, Kat Layman, George Roquemore and Jessica Barbay. The sub-committee will look at planning a community event to thank our supporters.
- Voted via email to sponsor \$460 for food at the CPOA sponsored volleyball tournament. Motioned and voted to increase the amount to \$500. Rick Ott will purchase items and submit receipts for reimbursement.
- HR CPOA will be sponsoring President, James Proctor, to attend the 2019 CPOA Convention – estimated \$898. Motioned and seconded, voted to sponsoring one CGEA member from each local chapter.
- Donations are needed to help supply snack and beverages items in the hospitality room for the CPOA convention. Motioned and seconded, voted to contribute \$250 towards the hospitality room.
- The HR CPOA By Laws requires a yearly review. Sub-committee was formed: Caitlin Fleming, Kalynd Doss and Joshua Borden. Sub-committee will review and the proposed By Laws will sent out to the chapter for a 30-day review.
- Congratulations to our chapter members that volunteered to fill vacant chair positions: Joshua Borden for Membership Chair and Shawn Burns for Public Affairs Chair.
- Our chapter is looking for community service opportunities. If you have any ideas, please email CPOA leadership. Some ideas provided: Volunteering at the Southeastern Virginia Foo Bank, Habitat for Humanity, and possibly cleaning up graffiti in Portsmouth.
- **PURPLE HEART UPDATE**: Dedication is set for Friday, May 24<sup>th</sup> at CG Headquarters. The list of Purple Heart Recipients have been finalized. AJ Pulkinen

- proposed to sponsor Bob Penelton for his travel expenses. He was a major contributor and champion of the Purple Heart Initiative. Motion and seconded, voted to sponsor \$500 towards Mr. Penelton travel expenses to attend the dedication ceremony.
- Kalyn Doss was contacted by a widow regarding assistance with obtaining a shadowbox of her deceased husband, CWO David Alexander who passed away in 2015. He never received a shadowbox when he retired. It was proposed that the CPOA sponsor by purchasing and assembling a shadowbox for his widow. Recommended that this discussion be tabled for next meeting once an estimated cost is received. Also proposed that the CWOA fund half, James Proctor will discuss.
  - A Farewell Luncheon was proposed for either late April or May. After May 10<sup>th</sup> agreed with most chapter members in attendance. Aaron Cordell will take the lead and gather cost estimates to present at the next meeting in April.
  - **CCTI UPDATE**: Chesapeake Regional Consolidated Mess CCTI kicked off on March 15<sup>th</sup>, sponsorship letter pending. Tidewater Consolidated Mess CCIT kicking off on March 22<sup>nd</sup>, sponsorship letter complete.
  - Looking to order HR CPOA polo shirts. Will be working on getting a quote and cost will be discussed at next meeting.
  - Baby Locker is currently in the multi-purpose room. A more permanent location is being looked into, CDR Roe from Base Portsmouth is exploring the use of the back of the UPH.
  - July 8-12<sup>th</sup> is the Cub Scout Day Camp on Base Twilight Camp from 3-7pm. They will be learning and practicing skills regarding archery and BB gun.
  - Aaron Cordell proposed distributing funds to other CPOAs in the area – approximately \$10,000 to three different CPOAs. This proposal has been placed on hold since the Elizabeth City Chapter requested the chapter to donate money towards their \$20K renovation of the Chiefs Hut. Also proposed to donate \$5000 to each CGEA in the area. Motion and seconded. Each CGEA will be asked to submit a spending plan within three months to the HR CPOA. Each chapter can determine how they want to use the money but will need to communicate with the CPOA.
  - Brandon Bove discussed the haunted house for the Base Halloween Carnival. He wants to get a head start on the project and plans to incorporate the Fed's Feeds Families into the initiative. Plans on scaling back due to the construction involved and wants to move it closer to the gym with smaller rooms under the awning of The Deckplate. There will be a single theme versus ten different themes. Brandon asked for \$2000. There was a motion to form a committee – Brandon Bove and Aaron Cordell. Committee will review cost and propose at the next meeting for vote.

### **Voting:**

- Voted via email to sponsor \$460 for food at the CPOA sponsored volleyball tournament. Motioned and voted to increase the amount to \$500.
- Motioned and seconded, voted to sponsoring one CGEA member from each local chapter.
- Motioned and seconded, voted to contribute \$250 towards the hospitality room at the CPOA Convention.
- Motion and seconded, voted to sponsor \$500 towards Mr. Penelton travel expenses to attend the dedication ceremony.
- Motion and seconded, voted to donate \$5000 towards the two CGEAs in the area.

Meeting adjourned at: 1000

**Next meeting: Wednesday, April 24th @ 0900 @ Base  
Portsmouth “The Deckplate”**