



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 the offices of Operation Blessing in conjunction with a community service volunteer event in Chesapeake, VA on **23 October 2019**. The meeting convened at **1200**, President James Proctor presiding and Vice President Jessica Barbay and Treasurer Caitlin Fleming.

(Monthly)

Attendees:

Name	Unit	Name	Unit
Jessica Barbay	DOL	Joseph Belger	Base Portsmouth
Kathryn Layman	JTF-E/LANTAREA	Brett Lively	SFLC Norfolk
Jim Proctor	SFLC	Donna Petty	DOL-41
Stacy Reid	LANTAREA	Jon Trude	DOL-41
Jenna Coffey	LANTAREA	Brandon Goodwin	C3CEN
Rachel Chirico	FORCECOM	Mike Newmarker	ATO Portsmouth
Jennifer Rowe	LANTAREA	Jonathan Bible	LEGARE
Chris Green	C4IT	Aaron Dolak	Base Portsmouth
Valerie McDevitt	Base Portsmouth	Marek Wayment	Base Portsmouth/WAT
Jennifer Smith-Carlson	DOL	Wayne Lawrence	TAMPA
Josh French	SEC HR	Josh Brown	HSWL SC

Treasurers Report:

BB&T report:

Current Balance: \$63,420.26 (w/ monies ear marked and pending \$1411.14 PayPal)

Tidewater Consolidated Chiefs Mess: \$9,908.09

Chesapeake Regional Chiefs Mess: \$6,403.41

Cash Box: \$720.00

Purple Heart Initiative: *\$4,110.06 (transfer to DC chapter for maintenance of memorial)

**Note: Amount for PHI remained unchanged*

Old Business

- Donation made to the Pasquotank High School in Elizabeth City, NC on behalf of the Hampton Roads Chapter CPOA to honor the memory of the son of a CWO from Sector Hampton Roads. His son attended that school and recently passed away; service was held on 8/17 in Elizabeth City.
- Discussed distribution of remaining grocery and commissary gift cards within the local area units around Thanksgiving to junior enlisted families in need. Motion was passed. More info to follow. **Update: COTM and Chiefs are asked to identify folks and submit that info to CPOA.**
- “Chiefsgiving” event to be held @ Portside (date/time TBD). YNCS McDevitt will chair the event. Plan for next meeting to vote on funds. **Update: Event will be held on Tuesday 11/19 (set up on 11/18). Deep fryers will be available for turkeys. Motion was voted and passed to sponsor event w/ proposed budget of \$1000.**
- Plan to establish scholarship committee from CPOA. Earmark \$25K for next ten years. GMCS Proctor will chair this committee. Build into bylaws and bring to vote. Motion voted and passed. **Update: Chapter bylaws still under review. Additional info may be available by next meeting.**
- Discussed publishing/sharing of information for the 44th Annual Hampton Roads Leadership Prayer Breakfast to be held @ Founders Inn VA Beach on November 19th (VADM Lee Retired is guest speaker) on the HR CPOA FB Page. Information regarding the event will be shared for personnel who are interested in attending.
- CG to participate in Girl Scouts Pride Day. CPOA will sponsor event coordinate by SE Women’s Leadership Initiative chapter (POC: YNCS Smith-Carlson). Requesting funds to cover cost of badges earned (\$3 each/\$300), \$100 for goodie bags and \$200 for snacks (\$600 total). Each participating group will facilitate an activity so girls can earn their badges. Motion voted and passed. **Update: Event was successful; over 100 girls scouts attended along with their parents and troop leaders. Female members of Hampton Roads and Elizabeth City Chapters of CPOA taught the girls Semper Paratus in sign language. Looking to make this an annual event.**
- Community service event @ Operation Blessing on 8/21 was successful and attended by 12 Chiefs as well as some family members. Lunch was catered by Chic Fil A (sponsored by the CPOA). Meeting was held after volunteer activities were concluded. **Update: Event was held again on 10/23 @ Operation Blessing with PCPOs participating in Fall 2019 CCTI.**
- Male and Female Lego Coastie coins were presented by Kyle Pulk. He has volunteered to be the POC on this fundraising opportunity. There was discussion to purchase 200 pairs (400 coins total) and selling in sets for \$25. Update: Cost per set for CPOA is \$7.50; shipping estimated costs \$150-\$200. Total estimated costs \$1500 (expected final costs \$1280.01). **Update: Coin sets received and currently being sold by POCs at MST, PFB, and Base Portsmouth. Final total of sales/funds raised pending once all sets have been sold.**

- Discussed having a beer tent for the Fall Carnival and CPOA would serve – Aaron Cordell will look into this. **Update: This didn't end up happening; no info provided at last meeting.**
- Nominations for leadership positions due by October 23rd. Will announce at next meeting. **Update: GMCS Proctor will remain as President; YNC Barbay will remain at Vice President; BMC Rachel Chirico will be the new Treasurer and YNCS Layman will be the new Secretary. Installation of HR CPOA officers will be coordinated by YNC Fleming (current chapter treasurer).**
- Personnel Readiness event – looking for donations and booth. Will discuss with membership. **Update: Event will be held on 11/13 @ Base Portsmouth. Motion was voted and passed to sponsor event with budget of \$500 to purchase snacks.**
- Discussed getting group tickets for a Norfolk Admirals hockey game. **Update: Email will be sent by GMCS Proctor to chapter members to follow up.**
- By Laws review: Caitlin Fleming conducting review of bylaws with Jessica Barbay, Aaron Cordell, and Sue Carson. **Update: 30 day review period pending.**

New Business

- Rip Rap Brewery limited run beer fundraising event proposed by YNCS McDevitt. Costs would be \$1 per beer. Motion voted and passed for fundraising partnership. More info to follow.
- Went to purchase couches for Deckplate (Chiefs Hut @ Base Portsmouth). Originally budget for \$1200; final costs for purchase coming out to \$1800. Motion voted and passed to increase CPOA sponsored amount to \$1250 (including tax and shipping costs).
- Haunted House for Base Portsmouth Fall Carnival originally sponsored budget at \$1200. Costs were higher than expected; request to offset costs by an additional \$500 dollars (w/ receipts from Brandon Bove). Motion voted and passed.
- HR CPOA chapter plans to rehab locker space to add dehumidifier and make repairs to store equipment. Proposed budget \$500. Motion voted and passed.
- Next community service event will be in January 2020 w/ NEST. SignUpGenius will be generated sometime between Nov-Dec for signups (needing about 10-12 volunteers).

Voting:

- Motioned and seconded, budget of \$1000 for “Chiefsgiving” event on 11/19.
- Motioned and seconded, budget of \$500 towards purchasing snacks for the Personnel Readiness event @ Base Portsmouth on 11/13.
- Motioned and seconded, fundraising partnership with Rip Rap Brewery to produce a limited run beer. More info to follow at next meeting.
- Motioned and seconded, increase budget for purchase of couches for the Deckplate (up to \$1250).
- Motioned and seconded, increase budget for Haunted House @ Base Portsmouth Fall Carnival for an additional \$500 (with receipts for reimbursement of expenses).

Meeting adjourned at: 1245

**Next meeting: Wednesday, Nov 20th @ Deckplate
(Base Portsmouth)**