



Flight Line

The Official Quarterly Newsletter of
New Mexico Wing



Vol. 10, No. 4 – October, 2020

NEW MEXICO WING STAFF

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FLIGHT LINE is published quarterly, on the first month of every quarter. Deadlines for submission are as follows:

1Q – 20 December
2Q – 20 March
3Q – 20 June
4Q – 20 October

Text may be submitted in the body of an e-mail (preferred), or as a document attached to an e-mail

Images must be in JPG format, unretouched, un-cropped and at least 1200 by 900 pixels.

Credits: In all cases, please give full name, grade and unit assignment of:

1. The article's author;
2. Photographer, and
3. Anybody mentioned in the article.

Send submissions to the Editor at:

jaytourtel@comcast.net

Message size limit: 15 MB

New Mexico Wing Commander's Corner

ALBUQUERQUE, N.M. – Hello, members of New Mexico Wing. I hope that you, and those you hold near and dear to you, are doing well.

First of all, I want to begin by saying thank you to each of you for what you are doing to help our members of New Mexico Wing and our organization as a whole. I appreciate all that you are doing to stay engaged with the members in your squadrons and our New Mexico Wing staff, as we make sure that everyone is doing all right, despite all of the challenges that have affected each of us during this pandemic.

I know that it has been difficult for everyone, and that it is a challenge to conduct our virtual meetings, both at the squadron level as well as at the Wing level. I long for the time that we will be able to conduct in-person meetings, without the current restrictions of 10 people per meeting. I long to be able to sit around the conference table at Wing Headquarters with all of my staff and all of our squadron commanders. I look forward to the time that I will be able to make in-person visits to each of your squadrons once again.

I understand that it's been a long and narrow road, not to mention all the while we are being supportive of our families, as we meet the needs and well-being of those dear to us. What I need all of our members in New Mexico Wing to understand is that we are being very cautious with the well-being of our members and their families, as we meet the guidelines of CAP National Headquarters, as well as following the restrictions under the public health order for our state and our communities.

On a brighter note, Lt. Col. Klassy and I had a very successful and productive Town Hall meeting with our squadron commanders and their deputies recently, to discuss the process for moving into Phase I of our Remobilization Plan. Several of our commanders asked very important questions, which in turn helped other commanders as they are planning for their face-to-face meetings for their



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squadrons. There are several things that our commanders must have in place and submitted to our Remobilization Team and Safety Officer, in order to be approved to have limited face-to-face meetings. I commend each of the squadron commanders for their devotion and dedication to their squadrons, as they diligently work towards providing these in-person meetings, along with providing virtual meetings for their members.

Our Wing continues to support the COVID-19 mission, and I couldn't be prouder of all of our members that have given so much of their time and energy to this ongoing mission. As of the time that I wrote this article, this is the information that I have concerning what our Wing has accomplished.

- 13,659 samples transported by ground and air.
- 324.3 hours flown.
- 3,335 miles driven in our corporate vehicles.

Our volunteers have selflessly donated 8634.6 man-hours to working the mission.

We have an incredible Wing with so many amazing volunteers that continue give to our communities and state. 🇺🇸

Col. Annette Peters, CAP
New Mexico Wing Commander

“New Mexico Wing – Working Together as a Team, in All of Our Missions for Our Community, State and Nation”

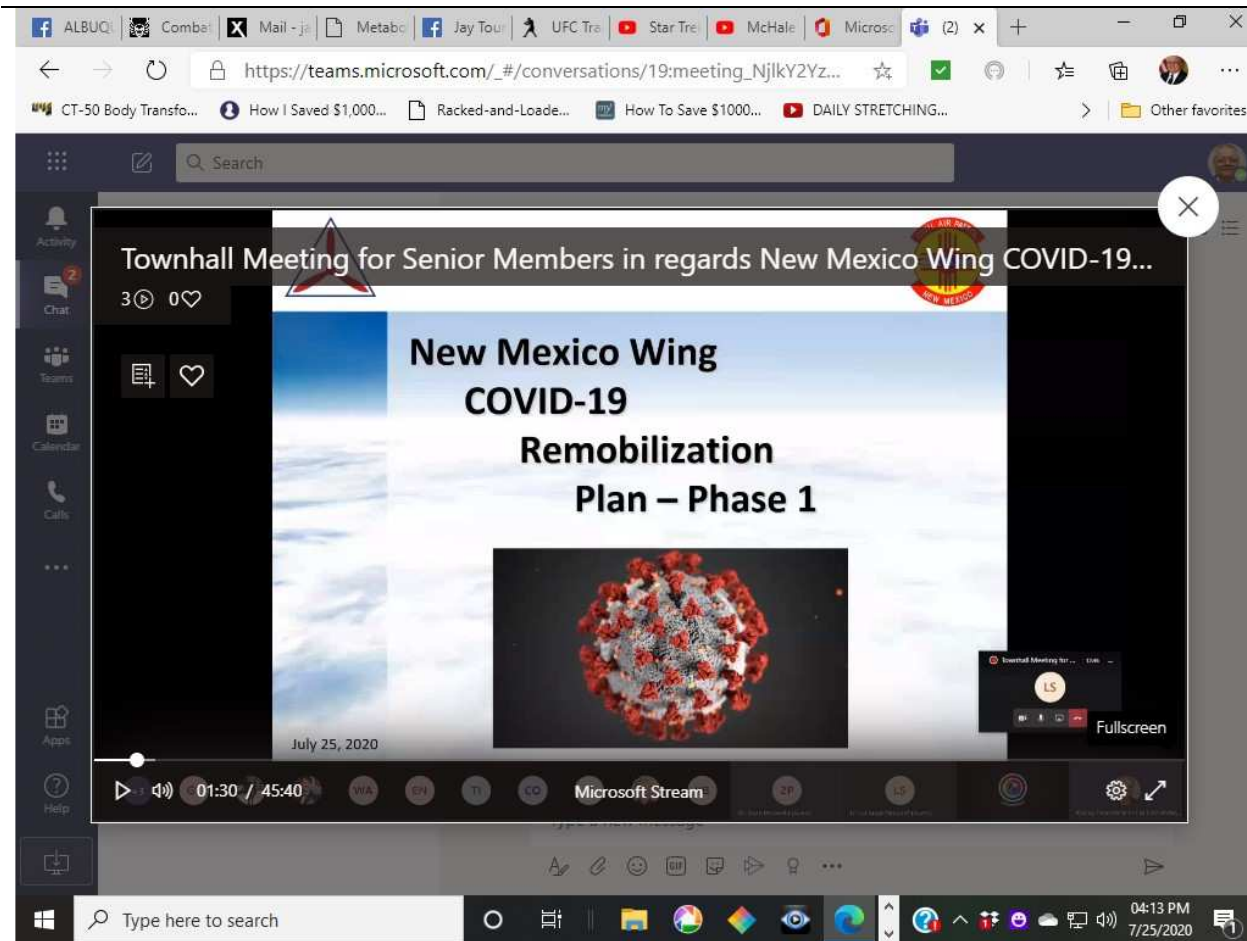
How to Submit Articles for this Newsletter

What should I write?

- Any article of general interest to the Wing. The most common articles are about cadet and senior promotions, milestone awards, field trips and guest speakers. Typically, an article should have the following four qualities:
 - **Brevity.** Neither too short nor too long. One to one-and-a-half printed pages (approximately 750-1000 words) is ideal.
 - **Timeliness.** Anything that happened within the 90 days prior to publication.
 - **Newsworthiness.** Articles should be about what the members of the Wing are doing, when they are doing it, where they are doing it and how well they are doing it.
 - **Relevance.** Does the article have a direct bearing on CAP, the Wing, or its missions?
- Articles written by cadets, especially if they are assigned as the cadet PAO, are welcome.

How do I submit articles and photos?

- **Do not format the article.** Articles should be sent in the body of the e-mail, which is the preferred method of submitting them.
- **Please include photos.** Articles without photos are less likely to be published. Make sure all participants are in the proper uniform. Please include the grade, first and last name, and duty position of each participant in the photo, as well as the name of whoever took the picture.
- **Do not embed photos in the Word document.** Please send in the original, unretouched, full-size photo as an attachment, in JPG format. **Have any ideas, suggestions or questions about articles?** Feel free to contact the newsletter editor at jaytourtel@comcast.net. 🇺🇸



Above: The intro slide to the New Mexico Wing Remobilization Briefing. (Photos: Lt. Col. Jay T. Tourtel, CAP)

New Mexico Wing Works Toward Remobilization

*By Lt. Col. Jay T. Tourtel, CAP
New Mexico Wing Public Affairs Officer*

ALBUQUERQUE, N.M. – On July 18, 2020, New Mexico Wing Vice Commander Lt. Col. Dean M. Klassy, Sr., at a virtual meeting for all CAP senior members, unveiled the Wing’s plan to remobilize its mission and training activities, after being on virtual lockdown from the COVID-19 Coronavirus, since all in-person meetings and training were suspended on March 13, 2020.

Klassy, the leader of the remobilization team, announced the completion of a plan that will allow New Mexico Wing to reopen in a phased approach. Klassy will submit the plan to New Mexico Wing Commander Col. Annette Peters for her approval on July 21, 2020, with the final version of the plan being submitted to National Headquarters by July 27.

The remobilization plan, required of all CAP units, calls for a gradual phasing-in of in-person activities, As of this meeting, the Wing was at Phase Zero, which meant Essential Missions Only, such as the transport of COVID-19 test kits to Albuquerque from outlying locations such as Farmington, Las Cruces, Deming and Truth or Consequences, as well as the transportation of personal protective equipment to the Farmington Fire Department.

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Phase I – which the Wing was just recently approved for – means that all units in the Wing can participate in activities with 10 or fewer low-risk members, while higher-risk members are still required to stay at home. High-risk members include any member in the following categories: members over age 65, members with a history of chronic lung disease or asthma, members with heart conditions or compromised immune systems, the morbidly obese (those with a Body Mass Index of greater than 40%), members with diabetes, members with kidney disease and on dialysis, and members with liver disease.

In Phase II, 50 or fewer low-risk members may participate in meetings, with self-identified high-risk members continuing to work from home. Phase III allows for high-risk members to gradually return to intermittent unit, activity and mission duties; however, they should continue to practice social distancing.

Klassy stressed the importance of safety throughout the briefing. “We want to make sure that no one comes to a meeting with the virus, or with other issues, and then we leave the meeting and take it home to our families.” He added, “We need to make sure that we have everything in place to minimize the risk factors that could cause some problems for our members.”

In response to a question about when aircrew training would resume, Col. Peters noted that she had received a memo from CAP National Commander Maj. Gen. Mark E. Smith, stating that Wing Commanders, at their discretion, could permit Form 5 and Form 91 check rides between now and September 30, 2020. Peters stressed that these check rides are strictly voluntary, and the health and safety of both the pilot and the check pilot are of prime importance.

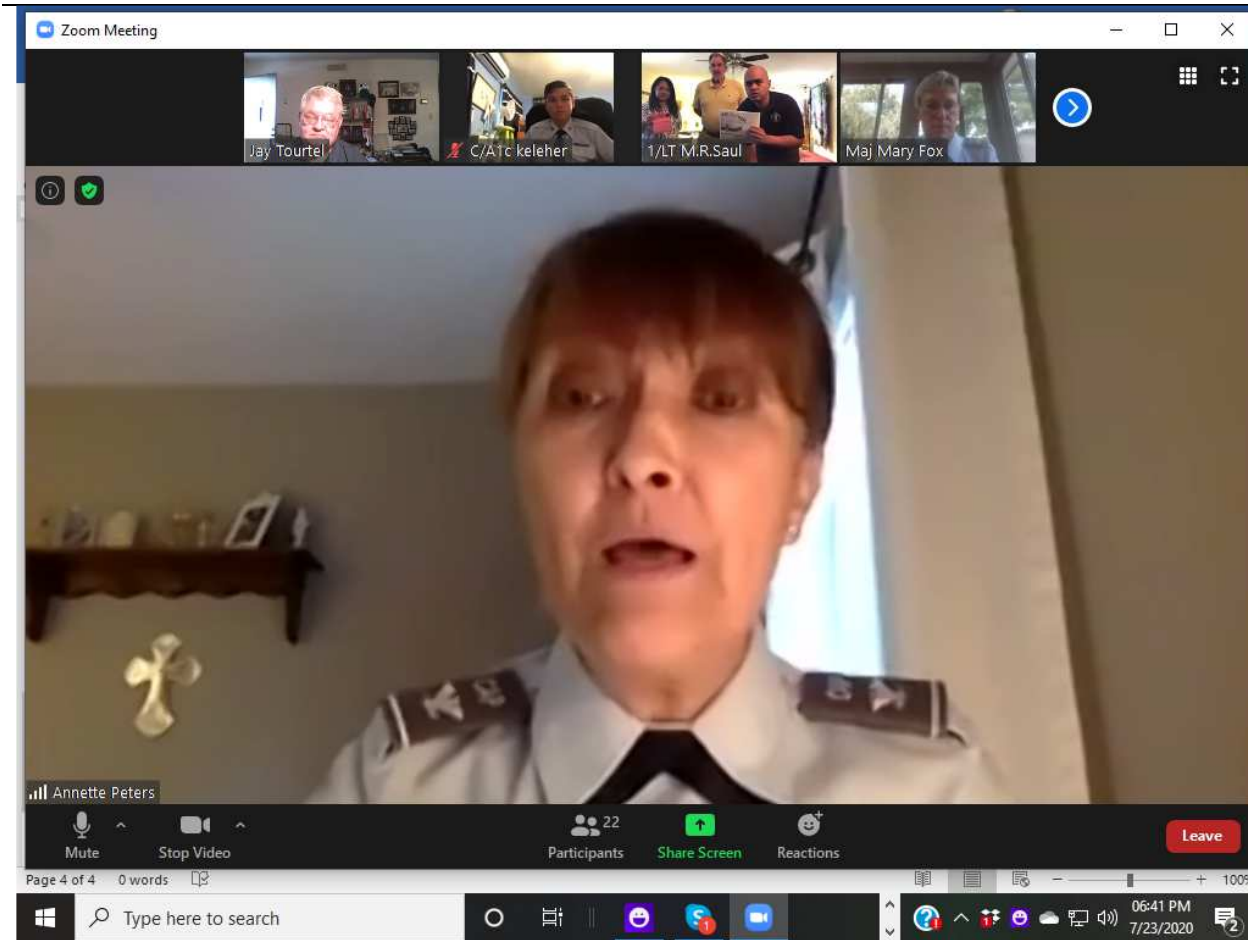
“We don’t want anyone to feel uncomfortable with the training if you are in a high-risk category,” Peters said. “Stay home and take care of yourselves,” she concluded. 🇪🇸

Below: The list of phases required for the Wing to reopen. New Mexico Wing is currently at Phase i.

The screenshot shows a Microsoft Teams meeting interface. The title bar reads "Townhall Meeting for Senior Members in regards New Mexico Wing COVID-19...". The presenter is identified as "Lt Col Dean Klassy". The slide content is as follows:

- Introduction
 - Phase 0: Where we are at now
 - Phase 1: First step to open up CAP as we move forward
 - Phase 2: More openings
 - Phase 3: The new "normal" CAP
- Resources available for COVID 19 and CAP
- What we have to look at to start Phase 1
- Steps – Phase 1
 - Checklist
 - What needs to be done
 - Where we need your help
- We will use our discussion today to finalize our Phase 1 Plan.

The meeting is dated July 25, 2020, and is being streamed on Microsoft Stream. The video player shows a progress bar at 06:17 / 45:40. The Windows taskbar at the bottom shows the time as 04:46 PM on 7/25/2020.



Above: New Mexico Wing Commander Col. Annette Peters congratulates 1st Lt Michael R. Saul (second inset photo from right) on both of his achievements. (Photo: Lt. Col. Jay T. Tourtel, CAP)

Spirit Squadron Member Receives Wing Certificate of Appreciation, Civil Air Patrol’s Achievement Award

*By Lt. Col. Jay T. Tourtel, CAP
New Mexico Wing Public Affairs Officer*

ALBUQUERQUE, N.M. – On July 23, 2020, 1st Lt. Michael R. Saul of Albuquerque Heights “Spirit” Composite Squadron was doubly honored, receiving not only a New Mexico Wing Certificate of Appreciation for his many contributions to the New Mexico Wing newsletter, FLIGHT LINE, but also an Achievement Award for his swift and decisive action in saving his neighbors from potential property damage and possible harm from the Glenwood Hills fire, which occurred within one mile of Saul’s residence.

The Certificate of Appreciation is based on a public affairs incentive program that began in January 2020. Any member of the Wing who submits articles to three different issues of the newsletter receives a Wing Certificate of Appreciation. Submissions need not be consecutive, and multiple articles that run in the same issue count as one submission. Saul is the first member of New Mexico Wing to receive this recognition.

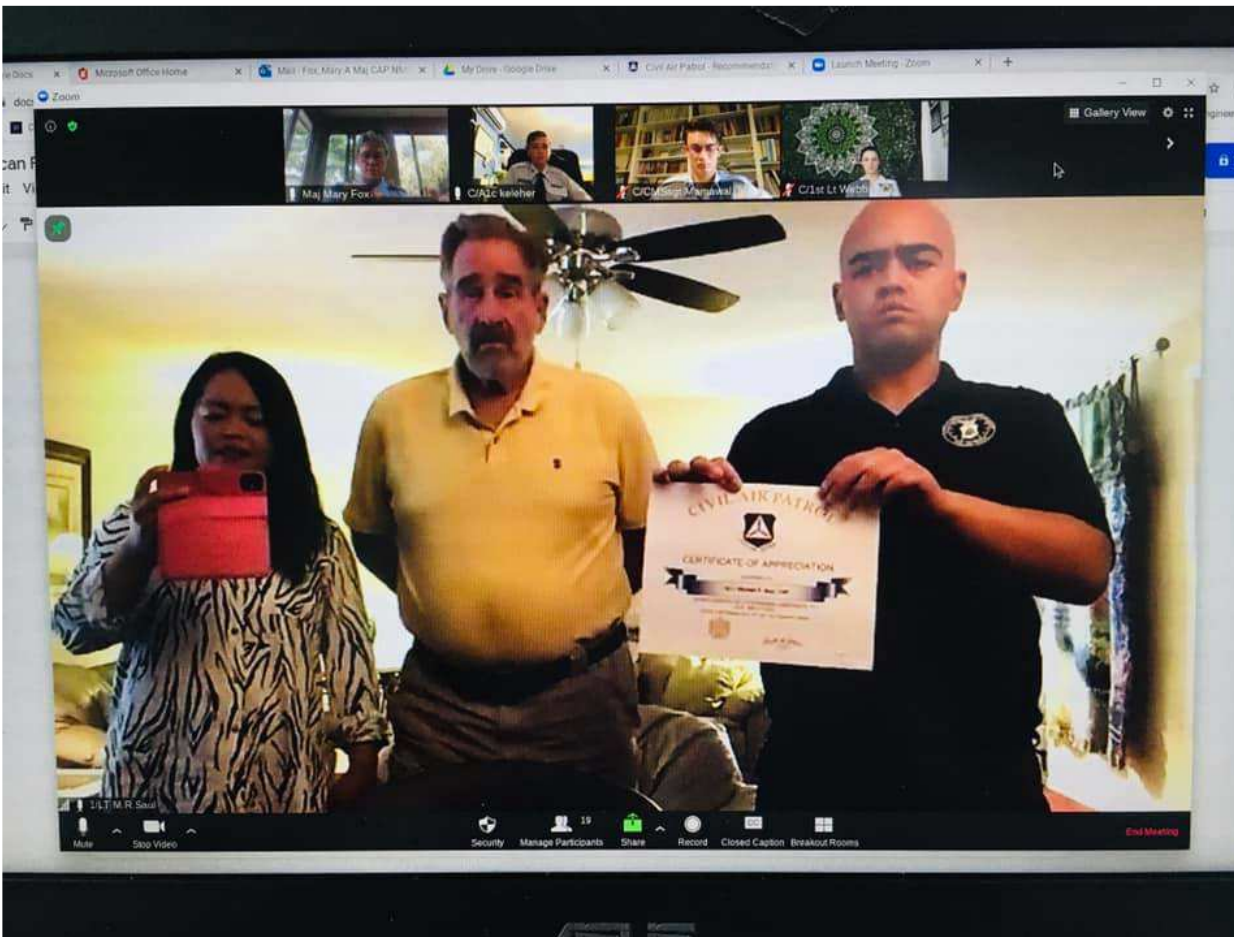
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The Achievement Award was in recognition of Saul's actions the night of June 25, 2020. Shortly after his virtual squadron meeting, Saul noticed that a fire was raging in the foothills near his home, and he alerted his neighbors to the impending danger. Although none of the neighbors' lives were directly at risk, Saul's quick thinking kept a bad situation from becoming worse.

New Mexico Wing Commander Col. Annette Peters was on hand for the presentation of both certificates. "Your actions for both of these awards reflect great credit upon CAP," she said to Saul, "and I am proud to have you as a member of the Wing."

Saul has been a member of CAP and the squadron since June 2010, when he joined as a cadet. He aged out of the cadet program in May 2015, and has been assigned as the squadron's public affairs officer since July 2016. 🇺🇸

Below (L-R): Alma and Roger Saul, Lt. Saul's parents, look on as their son receives New Mexico Wing's Certificate of Appreciation for his many contributions to the Wing newsletter. (Photo: Maj. Mary A. Fox, CAP)



New Mexico Wing's COVID-19 Mission Reaches New Milestones

By Lt. Col. Dave Finley, CAP
Mission Public Information Officer
Socorro Composite Squadron

ALBUQUERQUE, N.M. -- In its longest-running mission since World War II, New Mexico Wing has so far flown more than 10,400 COVID-19 test samples from cities across the state to laboratories in Albuquerque for processing.

"Working with our partners to help the people of New Mexico during this pandemic is a privilege and an honor," said Brig. Gen. William Betts, vice commander, First Air Force, Air Forces Northern. "We depend on CAP's auxiliary transportation capabilities and are proud of their service to our nation."

Funded by the Federal Emergency Management Agency, the wing's mission is to assist the New Mexico National Guard, which is supporting the state Department of Health. Since the mission began in April, CAP aircrews have flown more than 200 flight hours and ground teams have driven nearly 2,500 miles, mostly transporting samples to and from airports. The effort has provided nearly three years' worth of volunteer labor.

"COVID-19 testing requires prompt results, and New Mexico's Civil Air Patrol has made that possible for thousands in our state," said Department of Health Cabinet Secretary Kathy Kunkel. "The emergency services they've provided have been significant in our state's efforts to test for slowing the spread of this virus."

The wing "continues to do incredible work on behalf of New Mexicans during this COVID-19 public health crisis," said Maj. Gen. Ken Nava, the Adjutant General of New Mexico. "Their rapid response in transporting test kits throughout the state and specimens back to the lab is critical to the success of our testing efforts as we work to defeat the coronavirus."

The CAP flights have transported samples from Carlsbad, Clovis, Deming, Farmington, Las Cruces, Lordsburg, Ruidoso, and Truth or Consequences to the Department of Health's Scientific Laboratory Division or to TriCore Reference Laboratories, both in Albuquerque. In addition to transporting test samples for laboratory processing, some flights have carried new test kits or personal protective equipment from the Department of Health to cities where they were needed.

"Many of our members have worked long and hard on this mission and continue to do so. Some of the tasks have come up on short notice, and our crews responded quickly. It's been gratifying to see the dedication to volunteer service that our members have demonstrated," said Lt. Col. John Grassham, the wing's Director of Emergency Services.

In addition to the aircrews and ground teams, an incident management team -- often holding daily videoconferences -- has provided planning, communications, and logistical support for the New Mexico Wing mission. More than 100 members have participated, serving in a variety of roles.

"We are accustomed to missions, such as search and rescue, that last no longer than a couple of weeks. A mission this long is completely new to us, and I'm very proud of how resourceful and resilient our members have been in adapting to this challenging new reality," said Col. Annette Peters, New Mexico Wing Commander.

The mission currently is expected to continue through at least September 20.

Acting as a Total Force partner and official U.S. Air Force auxiliary, Civil Air Patrol is aligned with First Air Force to rapidly respond to non-military threats domestically when tasked in a Defense Support of Civil Authorities capacity to save lives, relieve suffering, prevent property damage and provide humanitarian assistance. 🇺🇸



Above (L-R): Maj. Stanley Nelson of Roswell Composite Squadron hands a package of COVID-19 test samples to Wing NCO Advisor Master Sgt. Jeffrey Barlow, at the Albuquerque International Sunport. (Photo: Lt. Col. Beverly Vito, CAP)

New Mexico Wing sUAS Program Qualifies its First Members

By 1st Lt. Mark K. Chappell, CAP
New Mexico Wing Director of sUAS

ALBUQUERQUE, N.M. – On September 6, 2020, Civil Air Patrol's New Mexico Wing Small Unmanned Aerial Systems (sUAS) team held its first in-person class since COVID-19 began. The class was a single-day intensive field exercise, which covered CAP's sUAS Technician and Mission Pilot in-person requirements. The class started with a flight evaluation with all members earning CAP sUAS flight ratings, and ended with simulated missions for soil erosion, missing persons, and preliminary damage assessment flights.

Cadet Senior Master Sgt. Alexander Williams was among the first cadets in New Mexico Wing to earn his UAS Technician qualification. He will be working on completing his UAS Mission Pilot rating when he earns his FAA (Federal Aviation Administration) Commercial sUAS License.

Lt. Col. David Gottheimer, Lt. Col. John Grassham and 1st Lt. Keith Dirsa also completed requirements for their sUAS Technician and sUAS Mission Pilot. They only need FEMA (Federal Emergency Management Agency) courses and one last flight check to be fully certified.

Civil Air Patrol has seen the importance of sUAS, and has already taken the lead in the industry – owning the largest privately-owned fleet of sUAS in the United States. Additionally, CAP is one of the only agencies with backing from the FAA, FEMA and the Department of Defense (DoD) to create task guides and qualifications for the use of UAS in search and rescue, disaster relief and other humanitarian aid programs. 🇺🇸



Above: 1st Lt. Keith Dirsa performs an sUAS preflight check. (Photo: 1st Lt. Mark K. Chappell, CAP)

Former New Mexico Wing Legal Officer Posthumously Honored by New Mexico State Bar

By Lt. Col. Jay T. Tourtel, CAP
New Mexico Wing Public Affairs Officer

ALBUQUERQUE, N.M. – On September 25, 2020, Former New Mexico Wing Legal Officer Maj. Alvin F. Jones was posthumously honored by the New Mexico State Bar Association, at their annual awards dinner. Jones, a retired judge, was honored with the Justice Seth D. Montgomery Distinguished Judicial Service Award, which recognizes judges who have distinguished themselves through long and exemplary service on the bench. It is generally presented to judges who have retired, or who will soon be retiring.

Born in Albuquerque in 1944, Jones relocated to Roswell with his family, who believed that the hot, dry air would help him with his asthma. He earned his Bachelor's degree from the New Mexico School of Mines and his *juris doctor* from the University of New Mexico. He began in private practice, and later was appointed as a judge to New Mexico's Fifth Judicial District in Roswell, where he served for 19 years, many of them as Chief Judge. After retiring from the bench, he returned to private practice, but also did pro bono work for many clients and community organizations.

Outside of the legal profession, Jones' interests were many and varied. He was a lover of books, an avid sailor, a cautious skier, and an occasional racecar driver and participant in triathlons. As a private pilot, he often flew his Beech Bonanza aircraft for business and pleasure all over the state. His love of aviation led him to join Civil Air Patrol, where he served as New Mexico Wing's Legal Officer from June 2002 until May 28, 2019, when he was killed riding his bicycle while training for a triathlon. Jones' untimely death

occurred a month before the New Mexico Wing change of command ceremony on June 24, 2019, when command of the Wing passed from Col. Mike Lee to Col. Annette Peters.

Col. Lee, a personal friend of Jones, was impressed with the tribute. "It is wonderful for the New Mexico State Bar to honor Alvin," he said. "I found his knowledge of all things legal invaluable during my tenure as commander. Alvin always had a bit different slant on opinions that I found refreshing. He was also a great help to the Roswell squadron and community." 🍷



Above: Former New Mexico Wing Legal Officer Maj. Alvin F. Jones prepares to take off in his Beech Bonanza aircraft at the Roswell Industrial Air Center, May 18, 2018. (Photo: Maj. Stanley Nelson, CAP)

(EDITOR'S NOTE: Some background material was provided by the Roswell Daily Record.)

Editorial

Choosing the Harder Right for the Greater Good

By Lt. Col. Jay T. Tourtel, CAP
New Mexico Wing Public Affairs Officer

ALBUQUERQUE, N.M. – Our nation is replete with having to make hard choices. The Cadet Prayer at West Point exhorts cadets to “choose the harder right instead of the easier wrong, and never to be content with a half-truth when the whole can be won.” On September 12, 1962, at Rice University in Houston, Texas, President John F. Kennedy delivered his iconic “We Choose to Go to the Moon” speech, where he laid out exactly why we committed ourselves to this task:

We choose to go to the moon in this decade and do the other things, not because they are easy, but because they are hard, because that goal will serve to organize and measure the best of our energies and skills, because that challenge is one that we are willing to accept, one we are unwilling to postpone, and one which we intend to win, and the others, too.

Think about it: when was the last time you accomplished anything meaningful? When you were pushed to the limits of your physical, mental and emotional endurance. Earning a cadet milestone award, completing professional development training, earning a specialty track rating or learning a new mission skill – those things all came at great expense and sacrifice, and nothing can match the glow of satisfaction that comes when those objectives are finally met.

In the face of remobilization, Civil Air Patrol is faced with a number of hard choices, the hardest one being, how soon to reopen the Wing for normal activities? Fortunately, National Headquarters has provided a Remobilization Plan, which guides each Wing through the phasing-in of in-person activities, starting at Phase Zero (Essential Missions Only), all the way to Phase III, where in-person overnight activities, such as bivouacs, conferences and encampments can resume, effectively signaling a return to full in-person participation. For the wing commander, as well as the members of the remobilization team, the choices to make and when to make them are daunting.

Even during this crisis, the Incident Management Team (IMT), which meets almost daily, has pushed themselves beyond the limits of what they thought they could endure. While most missions last for several weeks, this one has now lasted for almost six months. With the exception of those who are retired, members of the IMT also hold down full-time jobs, and must be able to balance paid employment with their volunteer contributions to CAP.

It would be easy for these members to choose the easier wrong and not do anything, but they have chosen the harder right: to do these things – not because they are easy, but because they are hard. When this crisis is over, those who have given that extra measure of devotion can look back and take satisfaction in the choices they have made. 🇺🇸



Above: President John F. Kennedy delivers his famous “We choose to go to the Moon” speech at Rice University, September 12, 1962. (Photo: Businessinsider.com)

Command NCO's Corner

Professional Development and the NCO



ALBUQUERQUE, N.M – Squadron Leadership School, Corporate Learning Course, Region Staff College and National Staff College are now in the history books. In their place you will see Level Modules. Same subject matter, just a better (hopefully) way to administer the education process. New designations for the levels are:

- Level 1 – **Onboarding**: Member basic skills to safely participate.
- Level 2 – **Learning Phase**: Becoming an Active CAP Member
- Level 3 – **Leadership Phase**: Squadron Leadership, Squadron Command.
- Level 4 – **Senior Leadership Phase**: Group and Wing Level Staff, Group Command.
- Level 5 – **Executive Leadership Phase**: Region and National Staff, Wing Command.

Three significant changes have occurred within the Professional Development Program:

1. The **Charles E. Yeager Award** is now a required component for Level 2. (It used to be required for Level 3.) Additionally, being assigned a duty position and achieving a Technician Rating in the appropriate specialty track are also required elements for the Level 2 completion.

2. Mentoring a new member through Level 1 completion is now a required element for Level 3 (new requirement).

3. Level 5 officers must hold a command/staff assignment at the *Group or Higher level*.

For the NCO Corps, promotable positions and time-in-grade requirements have not changed.

A new process was implemented on August 4, 2020. All previous training credits (SLS, CLC, RSC & NSC) that were completed by July 31, 2020 are grandfathered for completion. If legacy requirements are not met in the allotted timeframe, completion of the new process must be done to achieve a level progression. This is for leadership courses only; all other aspects of level progression will be grandfathered as appropriate. If you have mentored an individual and held an appropriate command/staff position, those elements will still count.

Remember, with completion of a level in the Professional Development program, you become *eligible* for consideration for a promotion; the promotion is neither automatic nor mandatory with level progression. You should be ready, willing and able to serve at a higher level within the organization and take on a higher level of responsibility. That's what promotions are about, taking on increased responsibility.

Next time, **Officer to NCO Conversions**.

Semper Vigilans,

Chief

CMSgt Charles Grosvenor, CAP
New Mexico Wing Command NCO

"The New Mexico Wing NCO Program – A Personal Choice"

Safety Corner

Take it Easy

ALBUQUERQUE, N.M. – My wife and I have had the good fortune to travel all over the world. One trip was a 6-month around-the-world circuit with stops in 11 countries. Each time I come home and drive a car for the first time in weeks or months, it takes some getting used to. Even if I drove while away, the rules are different, and sometimes I was driving on the left side of the road.



The point of this? As we gradually come back to “normal” CAP activities like meeting in person, cadet PT or drill, or flying powered aircraft, gliders, sUAS (drones), and the balloon, it’s going to feel different for a number of reasons. We’ll be out of practice, maybe out of shape physically, and not on top of our game. On top of that, we’ll be wearing masks, paying attention to social distancing, and trying to focus on the task at hand.

So, take it easy—take it a step at a time. Keep an eye out for each other, and make sure everyone is ready, in shape, and knows the plan for your activity. In the words of Brig. Gen. Edward Phelka, National Vice Commander, “Remobilization has been designed and implemented to be cautious, meticulous, and deliberate.”

Follow your squadron’s risk assessment for remobilization. Your squadron commander or safety officer should brief you on the hazard controls and how they’ll be carried out. Something new, different or missing? Update the risk assessment (CAPF 160) and brief the changes.

Finally, the pandemic and economic environment have created a stressful situation for many. As we come back together, be there to support your fellow CAP members, and if things get to be “too much,” consider your sources of support and inspiration—family, friends, clergy, counselors, or maybe just a walk in nature. Our Wing chaplain, Maj. John Tober is available, at john.tober@nmcap.us 🇺🇸

Maj. C. John Graham, CAP
Director of Safety

New Mexico Wing Safety – “Think Before You Do”

Public Affairs Corner

The Importance of Having Mentors



ALBUQUERQUE, N.M. – On July 28, 2020, I earned my Master Rating in Civil Air Patrol's Public Affairs specialty track – a journey which would have been much longer and much more difficult if I had not had a mentor.

I write this not to impress other people with my achievement, but to impress *upon* them the importance of having a mentor: someone to guide them, to point out potential pitfalls and to show them more and better ways of doing things. Mentorship can significantly reduce the time it takes to accomplish an objective, and can significantly increase one's chances of success – a fact I did not realize until the second time I joined CAP.

I am, in military parlance, a retrainee: I first joined CAP in October 1971 as a cadet, and transitioned into the senior program in June 1978. Since I like to write, I chose Public Affairs for my specialty, but there was no formal public affairs training at the time – at least none offered by Colorado Wing – and no one at Wing (at least to my knowledge) who was willing to mentor me. Most of what I learned was self-taught. I let my membership lapse, for various reasons, in February 1997, and did not rejoin CAP until October 2005, after I had relocated to Albuquerque.

My first assignment as a squadron public affairs officer was in October 2006. Two years later, I met my mentor at the Southwest Region Conference in Oklahoma City. He took me under his wing, and I truly began to understand the nuances of the public affairs program. From the time I met my mentor, it took 12 years to achieve the Master Rating: four years to attain the Technician Rating, another four to get to Senior and the final four to make it to Master. It was a long, hard, challenging process, where many times I questioned if it was even worth the effort. My mentor was there to reassure me that the benefit was well worth the cost, and he was right. I learned more from him in the past 12 years than my first 25 in CAP.

Ironically, in the process of *being* mentored, I found myself *becoming* a mentor. Shortly after earning my Senior Rating, I was assigned as New Mexico Wing PAO, where I was expected to mentor the 22 squadron PAOs within the Wing. I felt as though I had been thrown into the deep end of the pool. The best way to learn is by doing, I told myself, so I drew upon what I had learned from my own mentor, and applied his methods to mentor my fellow PAOs. I am proud to say that I have successfully mentored two of them to their Public Affairs Technician Rating, and am working on mentoring more. The satisfaction that comes from seeing others succeed is beyond compare.

You can have a mentor and be a mentor at the same time, regardless of grade. In September 2017, CAP's newly appointed National Commander, Maj. Gen. Mark E. Smith, gave credit to *his* mentors, without whom he may never have risen to command an organization that now boasts a strength of 66,000 members. "We all have mentors over the course of time, and it is important to have them and to be them," he said.

Or, in the words of mail-order entrepreneur Dean F.V. DuVall, "In climbing the ladder of success, it is important to grasp the next rung firmly with one hand, whilst extending the other to the fellow below."

That's an attitude well worth taking. 🙌

**Lt. Col. Jay T. Tourtel, CAP
Public Affairs Officer**

New Mexico Wing Public Affairs – "Telling the CAP Story"

OPSEC WARNING! Be Careful What You Post!

WHAT IS OPSEC?

OPSEC (Operational Security) is the protection of sensitive information, that the loss or compromise thereof will pose a threat to Civil Air Patrol's operations or missions. All CAP members must complete OPSEC training and sign a Non-Disclosure Agreement to become emergency services qualified. If you have not done so, please speak to your commander.

HOW DO I PRACTICE OPSEC?

- **Identify and Control Critical Information.** Critical Information is information which can potentially provide an adversary with knowledge of our intentions, capabilities or limitations. It can also cost us our technological edge, or jeopardize our people, resources and credibility. Critical Information should not be released to anyone without a valid "need to know."
- **Examples of Critical Information:** Documents or photos that include the following:
 - Deployments – Chaplain or other support of CAP
 - Technology – Capabilities of CAP equipment
 - Exercises – CAP participation in DoD exercises
 - Missions:
 - Planned intercept missions
 - Law Enforcement Support missions
 - Major event support like the Super Bowl or Olympics
 - Communications – Radio Frequencies and Access Tones
 - Documents marked FOUO (For Official Use Only)
 - Ops Plans, tail numbers of aircraft and Victor Airways
 - Location of Resources – airplanes, vehicles, repeater sites, etc.
- **Watch what you say or post.** Foreign and domestic terrorists are constantly monitoring our communications, looking for weaknesses. Don't try to impress others with your knowledge.
Loose Lips Sink Ships!
- **Publicly accessible websites will NOT include:**
 - For Official Use Only (FOUO) Information, such as radio frequencies
 - Sensitive Information, such as any of the examples listed above.
 - Planned Deployments, such as movement of aircraft to or from mission base.
 - Personal Information – Social Security Numbers, Phone Numbers, etc.
 - Pictures of aircraft crashes, military aircraft (depending on technology), pictures of comm equipment with frequencies, counterdrug flights, ground targets, or any photo not cleared by the incident commander (IC) or Public Information Officer (PIO).

OPSEC IS EVERYONE'S RESPONSIBILITY.

- The purpose of OPSEC is to protect against unauthorized disclosure of official information. Keep your information secure at all times
- OPSEC is mostly common sense. If we take the time to learn what information needs protecting, and how we can protect it, we can continue to execute our missions effectively. 🇺🇸

Members of New Mexico Wing! Get Recognized for Your Writing!

Beginning with the January 2020 issue of FLIGHT LINE, New Mexico Wing will recognize members who contribute articles to the newsletter as follows:

A New Mexico Wing **CAP Certificate of Appreciation** will be awarded to members who contribute articles to three different issues of FLIGHT LINE. (Issues need not be consecutive.) Multiple articles run in the same issue will count as one submission.

A New Mexico Wing **CAP Achievement Award** will be awarded to members who contribute articles to another six issues of FLIGHT LINE. (Issues need not be consecutive.) Multiple articles run in the same issue will count as one submission.

Wing will present the award certificate at the earliest opportunity. If no member is present to accept the certificate, it will be sent to the member's unit at the first available opportunity.

How to Submit Articles Suitable for Publication

All articles will be written in AP Style. For more information, go to www.ap.org, or see our supplement, "Associated Press Style in a Nutshell."

"Article" is defined as a narrative that:

- Is written in AP Style;
- Answers the questions Who, What, When, Where, and Why, and preferably also How;
- Has one or more quotes from participants, with attribution;
- Has two or more digital photos attached (not embedded in the text), with appropriate cutlines (photo captions). An article submitted without digital photos that is selected for publication will count as a half-credit. For full credit, it must have accompanying photos.

General advice on writing a good article:

- Get all the facts right, stick to the facts, and do not use hearsay or express opinion.
- **Take good digital photos.**
 - Do not use digital zoom, or else your photos will lack good focus and definition;
 - Take "action shots" of people doing something interesting that is material to the article; for each photo, identify the people on it by grade, name, and unit.
 - Make sure everyone is in the correct uniform and you identify all, as per above.
 - **Note: Good photos are essential to add immediacy and flavor to the story.**
 - **Get good quotes.**
 - Ask participants for their opinion.
 - Get full grade, name, position title and unit of assignment for each quote.
 - Get the individual's consent to publish the quote as recorded (read it back).
 - **Note: Getting quotes is how you get to express opinion, and get your readers to share the experience that you are writing about.**
- **Write in good, idiomatic, unadorned English**
 - Do not "pad" your sentences, such as saying "due to the fact that" when "because" will do;
 - Avoid trite expressions, such as "it goes without saying" – if it does, don't say it;
 - Avoid colloquial expressions.
 - Do not write in acronyms – always define the first instance, such as "Federal Aviation Administration" before you use FAA;
 - No nicknames – unless famous, such as "Ike" for Pres. Dwight D. Eisenhower. 🇺🇸

Associated Press Style in a Nutshell

Below are the most important rules to keep in mind when writing in AP Style

- Write the title in normal English-language capitalization. Never all in caps.
- Add your byline below the article title
- Do not format the text in the article (only exceptions are: bullet comments and numbered paragraphs in a section that details a process or sequence).
- Do not indent the first line of a paragraph.
- Use AP Style rules for punctuation.
- Single space the article. At the end of each paragraph, execute two end-of lines (Enter key).
- Do not introduce artificial paragraphing by hitting the Enter key at the end of each line in your article. Instead, let the text wrap naturally and tap two Enter keys at the end of the paragraph.
- Use only a single space after a period.
- Insert a dateline at the beginning of the article, following AP Style rules.
- Answer the 5Ws: Who, What, Where, When, Why + the honorary W: How. In writing a CAP article, you will always know the 5Ws.
- Write all dates in AP style.
- Do not use postal codes instead of state abbreviations (not OK but Okla., not NM but N.M.) but some states have no abbreviation, such as Texas.
- Write all military grades in AP Style.
- Write the article in the third person singular.
- Express no opinion. To express opinion, use one or more quotes of qualified sources – always get the quoted person’s permission to include the quote, unless it is a matter of record (printed article or recorded audio-visual). Get the quoted person’s grade, name, job title and organization.
- Never self-quote.
- Identify all persons by grade or title, name, job title if material, and organization.
- Never refer to a young person as “kid.”
- When a young person is a CAP cadet, never use “boy,” “girl” or “child” but identify each one by grade, full name (or last name only – never first name only), and unit of assignment.
- Never use “their” for the possessive of a singular subject, such as, “the cadet took their meal.”
- Avoid the abbreviations i.e. and e.g. You may know what each one means, and the Latin words they represent, but most people confuse the two. Be clear. Write in English and leave Latin and non-English to scholars.
- Refer to CAP members by grade, name, duty position and unit of assignment. Never by first name.
- On second or subsequent references, use only the last name, except when there are two persons with the same last name, in which case the use of both first and last name is preferred (never just the first names).
- In the case of CAP or military commanders or higher-ranking senior members, on second reference use the grade and last name.
- Do not use Lt. as a grade. Lt. is a mode of address. The correct grade may be 2nd Lt. or 1st Lt., but never Lt. The Navy is the only service that has the grade of Lt.
- Do not use exclamation marks, as doing so expresses opinion.
- Use simple declarative sentences.
- Avoid the passive voice.
- Remember the good rules of English grammar and syntax, and follow them.
- *For best results*, buy the latest copy of the Associated Press Stylebook, available at a modest cost at www.ap.org – read it, study it, know it, and use it. 📖

Uniform and Photo Guidelines

- All personnel must be in the proper uniform.
- Face-to-waist is the best composition for most photos.
- Uniforms should be clean, neat, pressed and in good repair.
- T-shirts should not be visible on any of the open-collar service uniforms (USAF-Style and Corporate).
- Only regulation headgear is allowed with all uniforms (USAF-style and Corporate).
- Hair must be clean, well-groomed and neat.
- Members must meet weight and grooming standards to wear USAF-style uniforms.



BDUs/ABUs: For group photos, either all sleeves up or all sleeves down, to present a uniform appearance.

Tie (or collar tab) must be worn with all long-sleeved service shirts (both USAF-style and Corporate), Class A uniforms and CAP blazer combinations.

SUNGLASSES AND EYGLASSES

- Sunglasses are not allowed in military formations.
- Sunglasses and eyeglasses will not be worn around the neck, on top/back of the head or worn hanging exposed on the uniform.
- Pens, pencils, wallets, watch chains, fobs, pins, jewelry, combs, cigars, cigarettes, pipes and sunglass cases will not be worn or carried exposed on the uniform.

