



Executive Committee Meeting

**ROA Minuteman Memorial Building
Washington, DC**

March 12, 2022

Minutes

The following members of the Executive Committee were present: President, Capt. Robert H. Carmack; Immediate Past President, Col. Judi A. Davenport; Army Vice President, Lt. Col. Vincent A. Cummings; Army Executive Committee Members, Col. Anthony K. Atlas Sr., and Lt. Col. McKinley Williams; Air Force Vice President, Lt. Col. Layne Wroblewski; Air Force Executive Committee Members, Lt. Col. Susan E. Lukas, and Col. Richard E. Nelson III; Naval Services Vice President, Capt. Henry E. Plimack (attending virtually); Naval Services Junior Vice President, Lt. Cmdr. Bill Kozlowski (attending virtually); Naval Services Executive Committee Members, Cmdr. John Leonard (attending virtually), Col. Scott Willis, and Capt. Samuel Wright; and Executive Director, Mr. Jeffrey E. Phillips.

Appointed national officers present were: Chaplain, Brig. Gen. Robert Pleczkowski; Health Services Officer, Maj. Gen. Peggy Wilmoth; Historian, Lt. Col. William B. Pentecost Jr.; International Programs Officer, Lt. Col. Beverley A. Houghton; Judge Advocate, Col. James R. Sweeney; Public Relations Officer, Capt. Henry E. Plimack; Sergeant-at-Arms, Lt. Col. Joseph Snel; and Treasurer, Lt. Col. Layne R. Wroblewski.

Also, in attendance were: Budget and Finance Committee Chair, Lt. Col. Hazel Robinson; Board of Trustees Chair, Col. Tom Hueg; national staff, Ms. Lani Burnett, Ms. Diane Markham, and Mr. Jonathan Sih; and Military Non-Profit Consulting representative, Mr. Brad Carlson. Observing members were Cmdr Ed Brock, Lt. Col. Bill Grieve, Col. Ann Campbell, and Col. Michael Clark.

Elected and appointed officers absent were: Army Executive Committee Member, Lt. Col. Peter Powell; Air Force Executive Committee Member, Col. Paul L. Bailey; and International Programs Officer, Capt. David M. Epstein.

Ms. Diane Markham, recording secretary, took roll. With a quorum in attendance, President Carmack called the meeting to order at 9:05 a.m.

Call to Order and Opening Remarks

President Carmack opened the meeting by asking Chaplain Pleczkowski to provide an invocation. After the prayer, Lt. Col. Robinson led the group in the pledge of allegiance. Executive Director Phillips provided brief comments on ROA's history.

Budget and Finance

Lt. Col. Robinson reported the Budget and Finance Committee and staff met to establish the FY23 budget for approval by the Executive Committee. She further reported that SmithBucklin is

behind in providing monthly financial reports, and therefore ROA has been unable to complete the FY2021 audit. The B&F Committee recommended not renewing SmithBucklin's contract.

Upon a properly made motion by the Budget and Finance Committee, and upon a unanimous vote, it was resolved to approve the FY2023 budget as presented.

Upon a properly made motion by the Budget and Finance Committee, and upon a unanimous vote, it was resolved to not renew the current financial management and accounting services contract with SmithBucklin.

Upon a properly made motion by the Budget and Finance Committee, and upon a unanimous vote, it was resolved to authorize the executive director to hire a temporary bookkeeper during the transition between financial management companies.

Upon a properly made motion by the Budget and Finance Committee, and upon a unanimous vote, it was resolved to send out a request for proposal for financial management and accounting services.

Awards Committee Presentation

Capt. Ortiz presented a report of the Ad Hoc Awards Review Committee's findings and recommendations.

Upon a properly made motion by Lt. Col. Lukas, seconded by Lt. Col. Wroblewski, and upon a unanimous vote, it was resolved to delay approving the proposed changes until a future ExCom meeting, to provide the service sections an opportunity to review the proposed changes.

Arizona Department Name Change

Ms. Markham reported headquarters received a request by the Department of Arizona to change their name to the Department of Southwest, as they have merged with the Department of New Mexico.

Upon a properly made motion by Capt. Wright, seconded by Col. Davenport, and upon a unanimous vote, it was resolved to change the Department of Arizona's name to Department of Southwest.

2022 Convention Awardees

Mr. Phillips discussed possible award nominations for presentation during the 2022 national convention. He reminded everyone the ExCom has already approved Gen. Pershing to be posthumously inducted into the Minuteman Hall of Fame. Mr. Phillips requested nominations from the ExCom.

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Capt. Wright, and upon a unanimous vote, it was resolved to name Senator Roy Blunt the 2022 Minuteman of the Year.

National Conventions

President Carmack discussed future locations and rotation for the national convention and leaders conference. A motion was made by Capt. Plimack to appoint an ad hoc committee to review the mission/objective of ROA's meetings. The motion failed.

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Capt. Wright, and upon a majority vote, it was resolved to hold the 2023 national convention in the Washington, DC, area.

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Col. Davenport, and upon a majority vote, it was resolved to hold the October 2024 national convention in San Antonio, Texas.

Upon a properly made motion by Col. Davenport, seconded by Lt. Col. Wroblewski, and upon a unanimous vote, it was resolved to hold future conventions in the Washington, DC, area in odd years, and rotate around the country in even years.

Upon a properly made motion by Col. Nelson, seconded by Lt. Col. Wroblewski, and upon a majority vote, it was resolved to continue holding the leaders conference annually in person in the Washington, DC, area.

National Committee Appointments

President Carmack presented a slate of committee appointments for ratification by the ExCom. He said he will send the Membership Committee and Talent Development Committee soon for approval.

Upon a properly made motion by Col. Davenport, seconded by Lt. Col. Wroblewski, and upon a unanimous vote, it was resolved to ratify the committee appointments as presented and amended. (See attachment.)

Letter to Reserve Component Leadership

Lt. Col. Cummings expressed his concern that reserve component leaders are not members of ROA.

Upon a properly made motion by Lt. Col. Cummings, seconded by Capt. Wright, and upon a majority vote, it was resolved to direct the CEO to write a letter to the top three positions in the RC to lay out the argument of why they should join ROA, using the Torres decision and Planet Fitness as examples.

Executive Session and Adjournment

President Carmack called an executive session and dismissed all attendees except voting members and the judge advocate.

The meeting was adjourned.

Minutes submitted by Jeffrey E. Phillips, Executive Director.
JEP/dm

Committee Appointments as Approved by ExCom March 12, 2022

Board of Trustees		
Chair	Col. Thomas H. Hueg, USAF (Ret.)	10/31/2023
Vice Chair	BG Bowman T. Bowles, USAR	10/31/2024
Committee Member	CAPT Harold E. Old, Jr., USN (Ret.)	10/31/2022
Ex-Officio - Treasurer (with vote)	Lt. Col. Layne R. Wroblewski, USAFR	10/31/2023
Committee Member - Special Appointee/Term of President	Col. W. Robin Pfeil, USAF (Ret.)	10/31/2023
Trustee Emeritus	Brig. Gen. Walter G. Vartan, USAF (Ret.)	10/31/2024
Department National Council Member Liaison	Col. Barry J. Bodily, USAF (Ret.)	10/31/2023
Staff Liaison	MG Jeffrey E. Phillips, USA (Ret.)	10/31/2024
Budget and Finance Committee		
Chair	LTC Hazel L. Robinson, USA (Ret.)	10/31/2022
Vice Chair	Col. Scott S. Russell, USAFR	10/31/2023
Committee Member	BMC Clint Cortright, USCGR	10/31/2022
Committee Member	Ms. Barbara Stoddard	10/31/2023
Committee Member	COL Marco A. Marin, USA (Ret.)	10/31/2023
Committee Member	LTC Carmen D. Gentile, USA (Ret.)	10/31/2022
Committee Member - Special Appointee/Term of President	Capt. Rafael Ortiz, USCG (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	Lt. Col. Susan E. Lukas, USAF (Ret.)	10/31/2023
Ex-Officio - Treasurer (with vote)	Lt. Col. Layne R. Wroblewski, USAFR	10/31/2023
ExCom Liaison (w/o vote)	COL Judi A. Davenport, USA (Ret.)	10/31/2023
Department National Council Member Liaison		
Staff Liaison	Lani M. Burnett	10/31/2024
Communications Committee		
Chair	CAPT Henry E. Plimack, USCG (Ret.)	10/31/2022
Vice Chair	LTC Peter Powell, USAR	10/31/2022
Committee Member	2LT April Hill, USAFR	10/31/2022
Committee Member	MSgt Sean Osmond, USMCR	10/31/2022
Committee Member	CWO4 Dale J. Andersen, USN (Ret.)	10/31/2023
Committee Member	LTC Charles M. Moose, USA (Ret.)	10/31/2023
Committee Member	CAPT George F. Williams, USN (Ret.)	10/31/2023
Committee Member	CPT Kalen Arreola, USA (Ret.)	10/31/2023
Committee Member	LCDR Jennifer Franco, USN	10/31/2022
Committee Member	LTC William G. Grieve, Jr., USA (Ret.)	10/31/2023
Committee Member	LTC McKinley Williams, Jr., USA (Ret.)	10/31/2023
Committee Member	Lt. Col. Richard B. Stephens Jr., USAF (Ret.)	10/31/2022
ExCom Liaison (w/o vote)	Lt. Cmdr. William Kozlowski, USNR	10/31/2023
Department National Council Member Liaison	LTC Charles M. Moose, USA (Ret.)	10/31/2023
Staff Liaison	MG Jeffrey E. Phillips, USA (Ret.)	10/31/2023
Constitution and Bylaws Committee		
Chair	COL Anthony K. Atlas Sr., USA (Ret.)	10/31/2023
Vice Chair	Lt. Col. Darren L. Venters, USAF (Ret.)	10/31/2022
Committee Member	LTC Richard K. Spencer, USA (Ret.)	10/31/2022
Committee Member	Col. Charles L. Holsworth, USAF (Ret.)	10/31/2022
Committee Member	CAPT Rickey D. Thomas, USCG (Ret.)	10/31/2023
Committee Member	LTC Bill Pentecost (filling unexpired term of George Boguslawski)	10/31/2023
Ex-Officio - JAG (w/o vote)	COL James R. Sweeney II, USMC (Ret.)	10/31/2023

ExCom Liaison (w/o vote)	Lt. Col. Vincent A. Cummings, USAR	10/31/2023
Department National Council Member Liaison	COL Phillip K. Reiss, USA (Ret.)	10/31/2023
Staff Liaison	Diane Markham	10/31/2023
Family Readiness Support Committee		
Chair	Mrs. Anne M. Groskreutz	10/31/2022
Vice Chair	Mrs. Dorothy Z. Williams	10/31/2022
Committee Member	CDR James M. Semerad, USN (Ret.)	10/31/2022
Committee Member	COL Paul J. Hettich, USA (Ret.)	10/31/2023
Committee Member	PO3 Andrew G. Chumney, USN (Ret.)	10/31/2023
Committee Member	Col. Margaret A. Cope, USAF (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	Ms. Kimberley A. Babin	10/31/2023
Committee Member - Special Appointee/Term of President	Ms. Barbara Stoddard	10/31/2023
Committee Member - Special Appointee/Term of President	CMSgt Shane Smith, USAFR	10/31/2023
Committee Member - Special Appointee/Term of President	CMSgt Ericka Kelly, USAF (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	Ms. Barbara Stoddard	10/31/2023
Committee Member - Special Appointee/Term of President	Ms. Mollie Stewart	10/31/2023
ExCom Liaison (w/o vote)	CAPT Henry E. Plimack, USCGR (Ret.)	10/31/2022
Department National Council Member Liaison	CAPT George F. Williams, USN (Ret.)	10/31/2023
STARs Foundation Liaison	Ms. Catherine Luke	10/31/2023
Health Affairs Committee		
Chair	MG Margaret C. Wilmoth, USA (Ret.)	10/31/2022
Vice Chair	COL Melissa L. Mitrovich, USAR	10/31/2023
Committee Member	CDR Ellen K. Duvall, USN (Ret.)	10/31/2022
Committee Member	RADM Paul T. Kayye, USN (Ret.)	10/31/2022
Committee Member	BG Lisa Doumont, USAR (Ret.)	10/31/2023
Committee Member	LTC Beverley A. Houghton, USA (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	COL Mauhee W. Edmondson, USA (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	Col. Jan L. Rhoads, USAF (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	COL Judi Davenport, USA (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	COL Ann M. Campbell, USA (Ret.)	10/31/2023
ExCom Liaison (w/o vote)	Lt. Col. Susan E. Lukas, USAF (Ret.)	10/31/2022
Department National Council Member Liaison	Lt. Col. Karen J. Aravich, USAF (Ret.)	10/31/2023
Insurance and Financial Services Committee		
Chair	Lt. Col. Darren L. Venters, USAF (Ret.)	10/31/2023
Vice Chair	Col Walker M. Williams, III, USAF (Ret.)	10/31/2023
Committee Member	MAJ Larissa G. Coon, USA (Ret.)	10/31/2022
Committee Member	Col. W. Robin Pfeil, USAF (Ret.)	10/31/2022
Committee Member	CAPT Rafael A. Ortiz, USCG (Ret.)	10/31/2023
Committee Member	Col. Rick Neiman (filling unexpired term)	10/31/2022
Ex-Officio - Treasurer (with vote)	Lt. Col. Layne R. Wroblewski, USAFR	10/31/2023
ExCom Liaison (w/o vote)	Col. Paul L. Bailey, USAF (Retired)	10/31/2023
Department National Council Member Liaison	TBD	
Staff Liaison	Lani M. Burnett	10/31/2024
Resolutions and Legislation Committee		
Chair	CDR Edward B. Brock, USN (Ret.)	10/31/2022
Vice Chair	COL John R. O'Shea, USA (Ret.)	10/31/2022
Committee Member	CMSgt. Megan Parrott, USAFR	10/31/2022
Committee Member	LTC Larry L. Searle, USA (Ret.)	10/31/2023
Committee Member	CAPT Rafael A. Ortiz, USCG (Ret.)	10/31/2023
Committee Member	Lt. Col. Leonard J. Sobieski III, USAFR	10/31/2023

Committee Member - Special Appointee/Term of President	Col. Margaret A. Cope, USAF (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	CPL Theresa Fairbairn, USAR	10/31/2023
Committee Member - Special Appointee/Term of President	COL Stanley G. Remer, USA (Ret.)	10/31/2023
Committee Member - Special Appointee/Term of President	COL Camerone L. Trent, USAR	10/31/2023
Committee Member - Special Appointee/Term of President	COL William G. Willis, USA (Ret.)	10/31/2023
ExCom Liaison (w/o vote)	Lt. Col. Susan E. Lukas, USAF (Ret.)	10/31/2023
Department National Council Member Liaison	COL Robert W. Case, USA (Ret.)	10/31/2023
Strategic Planning Committee		
Chairman	LTC Milton D. Houghton, USA (Ret.)	10/31/2022
Vice Chairman	COL Kevin R. Riedler, USA (Ret.)	10/31/2023
Committee Member	Col. Margaret A. Cope, USAF (Ret.)	10/31/2022
Committee Member	COL Kent Lightner, USAR	10/31/2024
Committee Member	Col John R. Mahoney, USMC	10/31/2024
Committee Member	COL Stanley G. Remer, USA (Ret.)	10/31/2022
Committee Member	Col. Scott S. Russell, USAFR	10/31/2023
Committee Member	Lt. Col. James E. Starr, USAF (Ret.)	10/31/2023
Committee Member	CAPT Rickey D. Thomas, USCG (Ret.)	10/31/2024
ExCom Liaison (w/o vote)	Cmdr. John N. Leonard, USCG (Ret.)	10/31/2023
Department National Council Member Liaison	CAPT Rick Neiman, USCG (Ret.)	10/31/2023
Staff Liaison	MG Jeffrey E. Phillips, USA (Ret.)	10/31/2023