



Communications Qualification Review Board

TUESDAY, FEBRUARY 06, 2024 – 1:00 PM

Meeting Minutes

1. Meeting was called to order by SWIC Erik Viel at 1:01 PM.
 - Quorum met with 8 of 11 members present via teleconference.
 - Present: Jamie Formea, Carl Guse, Paul Hughes, Brian Jansen, Todd Lindert, Jim Stromberg, Erik Viel, Margaret Zieke.
 - Members absent: Troy Klemstein, Bill Tyler, Jim Westover.
 - Others present: Haley Nichols – IA SWIC, Molly Boss-OEC, Allison Hudack-OEC.
2. Meeting minutes from October 18, 2023 reviewed and considered for approval.
Motion to approve by Lindert. Unanimous consent.
3. Public Comment – there was no public comment.
4. Position Task Book extension requests discussed.
 - COMT PTB – Ryan Blank
Motion by Formea to confirm the position task book has not been initiated and deny the extension request. Unanimous consent.
 - AUXC PTB – Joseph Senulis
Motion by Zieke to approve the request to start a position task book with the condition that it is submitted for approval by September 2025, based on the course completion date. Unanimous consent.
5. Completed Position Task Books reviewed and considered for approval.
 - AUXC PTB – Michele Dorshorst
Motion by Formea to approve Dorshorst's AUXC PTB. Unanimous consent.
6. Reviewed upcoming planned events and exercises.
 - No new events or exercises submitted prior to the meeting.
7. Next Meeting: April 2024.
8. Meeting adjourned at 2:33 PM.
Motion to adjourn by Lindert. Unanimous consent.

Respectfully submitted,
Allison Hudack
DMA/OEC