Communications Qualification Review Board (CQRB) Meeting

TUESDAY, JANUARY 31, 2023 – 3:00 PM

<u>Meeting Minutes</u>

1. Meeting was called to order by the SWIC.

   Members present: Jamie Formea, Carl Guse, Paul Hughes, Brian Jansen, Troy Klemstein, Rick Lange, Todd Lindert, Bill Tyler, Erik Viel, Jim Westover, Margaret Zieke.
   Members absent: Jim Stromberg.

2. Meeting Minutes
   A. Reviewed meeting minutes from COMU Workgroup meeting on October 27, 2022, however no action was taken as the workgroup was dissolved.

3. Public Comment – there was no public comment.

4. Proposed Name Change
   A. Received name suggestions
      - Communications Qualification Review Board submitted.
      - No other submissions.
   B. SWIC approved the name change to Communications Qualification Review Board (CQRB)

5. AUXCOMM Integration
   A. Discussed the idea of including a recognized AUXCOMM on the CQRB
      - Open to further discussion at future meetings

6. ITSL Evaluators
   A. Discussion occurred on the ITSL process and recognizing evaluators throughout the state
   B. Upcoming ITSL course announced; August 7 – 10, 2023.

7. Position Task Books Reviewed
   A. Aaron Diers – COML
   Without objection, recommendation to approve Type 4 / Type 5 COML PTB for Aaron Diers was unanimously approved.
   B. Aaron Diers – COMT
   Without objection, recommendation to approve Type 4 / Type 5 COMT PTB for Aaron Diers was unanimously approved.
   C. Myron Oestreich – AUXC
      - Discussed PTB and overall recommendation to return to trainee for completion and resubmission.

8. Reviewed Planned Events and Exercises
   A. American Birkebeiner – type 4 and 5 only
   B. National level exercise – type 3; Tyler will follow with more information.
   C. SIMCOM

9. Next Meeting: TBD – last week in April 2023
   A. Proposal for quarterly meetings accepted; likely to align with QRB meetings
      - January, April, July, October 2023
      - In-person preferred with virtual option

10. Meeting Adjourned

Respectfully submitted,
Allison Hudack
DMA/OEC
Final