

- I. **Emergency CPOA Board:** During the Government Shutdown in 2018-2019, there was a massive influx of donations to support the Coast Guard through the Chief Petty Officer's Association. In the event of another government shutdown our chapter will stand up an Emergency CPOA Board. The purpose of the Emergency CPOA Board will be responsible for tracking incoming donations, tracking the disbursement of donations to members in need, and will vote on any disbursement of funds to members greater than \$500.

(1) **Designation:** The Chapter President will be responsible for establishing the membership of the Emergency CPOA Board. At a minimum, the following members shall sit on the board:

(2) The Sun Coast CPOA President, Vice President, Secretary, and Treasurer.

(3) At least one CPOA member from each unit in the Chapters AOR. Unit's include:

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|-----------------------------|------------------------|
| (a) Sector St. Petersburg | (i) CGC Crocodile |
| (b) AIRSTA Clearwater | (j) CGC Pablo Valant |
| (c) Station Yankeetown | (k) CGC Vise |
| (d) Station Sand Key | (l) CGC Joshua Appleby |
| (e) Station St. Petersburg | (m)CGC Venturous |
| (f) Station Cortez | (n) CGC Resolute |
| (g) Station Ft. Myers Beach | (o) MAT St. Petersburg |
| (h) RUITOFF Tampa Bay | |

(4) **Functions:**

- (a) At the start of a government shutdown there will be an immediate availability of \$5,000 or 50% of the available budget (Shutdown Funds) for the Emergency CPOA Board to use for disbursement to members in need. All disbursements will count towards the available shutdown funds established at the beginning of the fund period. Once the available shutdown funds has been disbursed, the Emergency CPOA board will need a Sun Coast CPOA Chapter general membership majority vote to re-establish funds for the Emergency CPOA Board. Extenuating circumstances dictate a duration of at least 3 business days (72 Hours) for majority voting procedural prior to execution of issuance of additional Shutdown Funds.
- (b) Members of the emergency board will be authorized to grant \$350 or less to members without an emergency board vote. Such transaction shall be reported to the Sun Coast CPOA Treasurer and/or Emergency CPOA Board Treasurer (if established).

- (c) For members in need of more than \$350, the Emergency CPOA Board will vote, and the vote will be considered passed with a more than 51% vote. The President of the Sun Coast CPOA will not vote in the event of a tie. In the event of a tie, the President will have the deciding vote. Extenuating circumstances dictate a duration of at least 1 business day (24 Hours) for majority voting procedural prior to execution of issuance of funds.
- (d) To track funds during the government shutdown, the Chapter Treasurer will create Emergency Fund budget Excel Spreadsheet in the Sun Coast CPOA Teams page (Enclosure (1): Budget Report) that will be used to track the donations received and any funds disbursed from each unit in the AOR. Each individual unit's Emergency CPOA Board member will be responsible for tracking members within their perspective Personnel Allowance List (PAL) funds allocation.
- (e) To ensure full communications during a government shutdown, the Emergency CPOA Board members will activate a group text/messaging chain dedicated to constant resources for members.