



**HEADQUARTERS KENTUCKY WING
CIVIL AIR PATROL**
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From the Desk of:
Colonel Robert J. Koob, CAP
Commander

21 May 2009

MEMORANDUM FOR KENTUCKY WING STAFF AND UNIT COMMANDERS

FROM: KYWG/CC

SUBJECT: New Kentucky Wing Promotions Board Established

CAPR 35-5 Paragraph 1-10 allows commanders at each echelon to appoint a promotion board to consider all promotion and demotion actions and make recommendations to the promoting authority.

I have created a Kentucky Wing Promotion Board. It is chaired by Lt Col Paul Osborne and has two members, Maj Joe Brickman and Capt Phillips Meador.

The board will be responsible for considering all pertinent information pertaining to promotion actions which require wing, region, or national commander approval and will ensure that the member being considered for promotion meets the minimum eligibility requirements.

The board will meet frequently enough to assure timely consideration of recommendations received.

The action by the promotion board will be in the form of a recommendation to the Kentucky Wing Commander as to whether the promotion or demotion should be approved or disapproved.

Please submit all wing promotion recommendation documents to the promotion board. The preferred method of communication is via e-mail attachments with original MS-Word files whenever possible.

Robert J. Koob
ROBERT J. KOOB, CAP
Commander

cc:
GLLR/CC