



DIABLO COMPOSITE SQUADRON 44  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
101 John Glenn Dr.  
Concord, CA 94520



10 April 2023

MEMORANDUM FOR DIABLO COMPOSITE SQUADRON 44

FROM: SQ44/C/CC

SUBJECT: Agenda for In-person Meeting on April 10<sup>th</sup>.

1. The Uniform of the Day (UOD) will be the Airman Battle Uniform (ABU).
2. The meeting will be held at 200 Buchanan Field Road, Concord, CA.
3. Agenda:
  - a) 1800: Staff arrive
  - b) 1800 - 1830: Meeting Preparation
  - c) 1830: Cadets arrive and are screened
  - d) 1840 - 1850: Opening Formation
  - e) 1850 - 1930: Leadership Opportunities in CAP (C/2d Lt. Raeder)
  - f) 1930 - 1935: Break
  - g) 1935 - 2015: AE, Airports/Aeronautical Charts (C/A1C Grossman and C/SrA Li)
  - h) 2015 - 2050: Drill and Ceremonies
  - i) 2040 - 2050: Facility Clean-Up
  - j) 2050 - 2100: Closing Formation, Dismissal
  - k) 2100 - 2115: Line Staff Meeting
  - l) 2115 - 2130: Exec Staff Meeting
  - m) 2130: Exec Staff departure

A handwritten signature in black ink, appearing to read "Logan Williams", written over a light-colored background.

Logan Williams, C/2<sup>nd</sup> Lt., CAP  
Cadet Commander