



REPLY TO
ATTENTION OF

**STATE OF CALIFORNIA - MILITARY DEPARTMENT
HEADQUARTERS, CALIFORNIA CADET CORPS**

Camp San Luis Obispo
10 Sonoma Ave, Bldg 1301
San Luis Obispo, CA 95655-4125

CACC-HQ

28 March 2017

CIRCULAR 010-1617-011

**COMMANDANT / PRINCIPAL / CADET LEADERSHIP /
MILITARY DEPARTMENT PARTNER UNITS
LEADERSHIP CONFERENCE**

1. GENERAL: The California Cadet Corps will host a Leadership Conference for adults and cadet leaders at Camp San Luis Obispo on 26-27 August 2017. The conference will commence at 0800 on the 26th and conclude after lunch on the 27th. This conference, formerly known as the "Professional Development Conference", is intended to provide an update on the state-level cadet corps, solicit input from stakeholders on strategic direction, provide opportunities for sharing of "best practices", educational sessions, and to provide a networking opportunity for adults who have active roles in supporting the CACC as well as cadet leaders from throughout the state.

2. CONTENT: Participants will have the opportunity to attend general sessions as well as select breakout groups which are relevant or of particular interest to them. Suggestions for content are welcome, and should be addressed to the POC. Planned content includes:

- a. Update and discussion forums on CACC issues.
- b. Breakout sessions for:
 - i. CACC XO and Brigade Advisors
 - ii. 10th Corps Commander and Brigade Commanders
- c. Update on the CACC Curriculum project.
- d. Update and discussion on revisions of Cadet Corps Regulations.
- e. Session on the CACC Youth Protection Policy.
- f. Session on the Annual General Inspection (AGI) results from 2017 and discussion of plan for 2018
- g. Session on CACC use of social media strategies, and challenges using social media in the context of youth programs.
- h. Future of the Cadet Uniform specifications and inventory/availability.
- i. 10th Corps Cadet Commander & staff appointments, and time for the 10th corps staff to plan mission and objectives for SY 2017-18.
- j. Practicum for those CACC adult personnel pursuing qualification as a Military Emergency Management Specialist (MEMS).
- k. A Dining-In social event.

2. ATTENDEES: The following are encouraged to attend:

All Commandant personnel (including assistant commandants, special project officers, and HQCACC staff).

School Principals and Administrators

10th Corps Commander and Staff

Cadet Brigade Commander, CSM, and Staff

Cadet Battalion Commander and CSM

A representative from CA ARNG and ANG Units that Sponsor a CACC Unit

3. TRANSPORTATION: For Commandant personnel transporting Cadets, rental vans may be available upon request in specific geographical centers. It is up to the Commandants to travel to where the vans are and carpool. School administrators are responsible for their own transportation. The transportation schedule for this event will be circulated as soon as possible.

4. BILLETING: Participants will be provided with open bay barracks at no cost. Barracks provided for the night of the 25th and 26th. For adults that would like private billeting you will need to contact the Billeting Office at 805-594-6500 or a local hotel. NOTE: Private billeting/hotel is at the expense of the participants. If you arrange lodging for the adults on your own (providing billeting, or local hotel), please email the undersigned so that we have an accurate count of those who require lodging in barracks.

5. FOOD SERVICE: Participants will be provided contract meals at no cost beginning with breakfast on 26 August 2017 and ending with breakfast on 27 August 2017. Additionally, Units can have box/sack lunches for pick up at the conclusion of the conference for lunch on 27 August, but those MUST BE ORDERED IN ADVANCE at the time of registration if requesting. NOTE: Participants should plan to eat all meals in the Camp SLO Dining Facility due to the short timeframe allocated for meals and the time required to travel to off-post establishments. There is a limited-hours PX and vending machines available as well.

6. UNIFORMS: Uniform for adult CACC personnel, National Guardsman, or SMR is Class B or CMU. Cadets are to be in their Class B uniform. Civilian personnel are asked to be in business casual attire. The uniform for the Dining In is Class A for adults, and Class B with necktie for cadets. Adults who do not possess a Class A uniform, can alternatively wear business attire (slacks, sport coat, and tie) to this event.

7. CADET STORE: The cadet store will be open during the event and will have snacks, drinks, and CACC logo items available for sale.

8. REGISTRATION: Individuals must pre-register NLT 01 August 2017 by sending an email to michael.chatman@cadet.org with the following information:

- a) LAST NAME, FIRST NAME, MI
- b) Category of participant:
 - _____ Commandant (or other enlisted/commissioned adult)
 - _____ School Administrator
 - _____ Cadet Leader
 - _____ National Guard Liaison
- c) Rank: (If military affiliation)
- d) School or CNG Unit:
- e) CACC Brigade: _____
- f) Email:
- g) Phone Number: (best number to reach you in case of emergency the day of the conference)
- h) Any Dietary Restrictions:
- i) Arriving
 - _____ Morning of 26 August 2017
 - _____ Evening of 25 August 2017
- j) List of Cadets traveling with you along with their names, ranks, positions, and genders:
- k) Note if you are requesting a rental car/van and if you are requesting sack lunches on Sunday.

9. CONFIRMATION OF REGISTRATION: All attendees will receive a confirmation of registration along with final details NLT 14 August 2017. If you do not receive that confirmation, please contact the undersigned at Michael.chatman@cadet.org or 760-885-0378.

10. Commandants are reminded to act early to get necessary school and/or district approval for the participation of their cadet leaders for this event occurring in August. In many cases, such requests need to be initiated before the end of SY 2016-17 in order to be processed in time for the cadets to have approval to participate.

FOR THE EXECUTIVE OFFICER:

/s/ signed electronically
MICHAEL E. CHATMAN
CPT, CACC
HQCACC State SPO