

7331-1-2 (EFC)

23 September 2020

Distribution List

RECORD OF DECISIONS-EUROPEAN FUND COMMITTEE  
MEETING BY ZOOM/PHONE 02 SEPTEMBER 2020

In Attendance:

|             |  |   |
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| Chair:      | Commander Formation Europe   | BGen D.O. Quinn   |
| Members:    | CO Germany<br>CO NATO IMS Brussels<br>CO Casteau/South-West<br>CO CFSU(E)<br>SCO CDLS(L)<br>CO Netherlands/North-East<br><br>NUF Rep<br>FCWO | Col R.A. Pamplin<br>Col Y. Poirier<br>LCol S.N.M. Harding<br>LCol H.L. Staal<br>Col A.J. Lussier<br>LCol A. Taylor rep by<br>LCol M. Connolly<br>LCol P. Mackenzie<br>CWO R. Viel |
| Ex-Officio: | EFWG Chair<br>COS FE<br>SCO Brussels (CANMILREP)<br><br>CO UK<br>A/D NATEX<br>Sr Manager PSP (E)<br>NPF Acct Mgr<br>Secretary                | Maj J.R. Murdock<br>Cdr E. Kerr<br>Col M. Stalker rep by<br>LCol K. Leblond<br>Col D.C.D. Hilton<br>Mr. Sajid Butt<br>Mr. Mike Taylor<br>Mrs. Michelle Joly<br>Mrs. Tamara Clarke |
| Absent:     | CO Italy   | Col D.A. Russel   |

| ITEM | DISCUSSION  | ACTION |
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| I    | <b>OPENING REMARKS</b>  |        |
|      | 1. The Chair called the meeting to order at 1105 hrs. The attendees were welcomed and called one by one to identify themselves. BGen Quinn indicated the meeting is regarding the winter chalet program 2020-21 and whether to carry on with it or to revisit some of the decisions made in the meeting 25 June 2020. At the time of the last meeting, the numbers of COVID cases appeared to be going down and borders were opening up. Currently zones are changing and quarantine requirements are going up and down. This resulted in some of our CAF mbrs and families being unable to utilize their chalets. As | Info   |

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|            | mentioned in the email from 21 Aug, we reimbursed some of our members in that situation in the latter half of the summer program. The constitution allowed for the decision to be made by the Chair, and you were advised for full transparency. Reminder that at last meeting, it was overwhelming in favour of continuing the winter chalet program.   |      |
| <b>II</b>  | <b>SUMMER CHALET WRAP-UP</b>   |      |
|            | 1. The impact of summer chalet cancellations have been some out of pocket expenses for members and cancellation of members' travel plans causing stress to families. The cost of cancellations thus far to EF are €2,005.  |      |
| <b>III</b> | <b>WINTER CHALET 2020-2021 – REVISITING OUR OPTIONS</b>  |      |
|            | <p>1. The Sr Mgr PSP (E) presented the current winter chalet program. From previous meetings, it was acknowledged that COVID would affect the budget but that an effort should be made to end the year with no less than €60,000 in unencumbered cash. Overall the NPF budget is in flux; we have wage subsidies from Canada, stores are reopening. There will have to be budget adjustments in the next few months. BGen Quinn suggested regular updates on the budget and to monitor closely for unforecast changes.</p> <p>2. A review of the current restriction status of the countries hosting winter season chalets was presented. Most chalets are impacted. Travel restrictions will continue to fluctuate. Winter chalet contracts have been sent out to owners (4/8 returned so far), but none signed by Sr Mgr PSP (E).</p> <p>3. Sr Mgr PSP (E) noted language has been added to the contracts that EF would not be held liable for costs if travel to that area were prohibited by the HN government due to the pandemic.</p> <p>4. EF has been credited weeks from last winter's end season cancellations as follows:</p> <ul style="list-style-type: none"> <li>a. Austria: 1 week worth €1100;</li> <li>b. Crete: 6 weeks worth €5040;</li> <li>c. Madeira: 3 weeks worth €1320; and</li> <li>d. Canary Islands: 2 weeks worth €2500.</li> </ul> <p>5. Chalet Coord advised that the above winter chalets would also be good summer chalets. EF finished FY 2019-2020 in a healthy financial position with €141K.</p> | Info |

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|                  | <p>6. Given the uncertainty around travel restrictions during the winter chalet season, two courses of action were considered:</p> <p><b>COA 1 – Retain the Winter Chalet Program.</b></p> <p>7. Financial Impact:</p> <ul style="list-style-type: none"> <li>a. Total contract cost = €43,365 (if all signed);</li> <li>b. Total revenue = €32,020 (includes credits); and</li> <li>c. Cost to EF = €11,345 (if all weeks sell and members travel to their chalet as expected).</li> </ul> <p>8. Should there be last minute cancellations, revenues would be decreased accordingly. For example; assuming pandemic clause was not applicable (worst case):</p> <ul style="list-style-type: none"> <li>a. 100% cancellation = €32,020 extra cost to the EF (total program cost €11,345+ €32,020 = €43,365);</li> <li>b. 75% cancellation = €24,015 extra cost to the EF (total program cost €11,345 + €24,015 = €35,360 );</li> <li>c. 50% cancellation = €16,010 extra cost to the EF (total program cost €11,345+ €16,010 = €27,355); and</li> <li>d. 25% cancellation = €8,005 extra cost to the EF (total program cost €11,345 + €8,005 = €19,350).</li> </ul> <p><b>COA 2 – Cancel Winter Chalet contracts for 2020-21</b></p> <p>9. Financial Impact:</p> <ul style="list-style-type: none"> <li>a. May lose €10K in credits for this season; however</li> <li>b. Will not spend between €11K – €43K on the program, depending on amount of cancellations or reimbursements that could be requested.</li> </ul> |  |
| <p><b>IV</b></p> | <p><b>DISCUSSION AND MOTIONS</b></p>   |  |
|                  | <p>1. Program’s intention is to give members and their families R&amp;R in places already vetted. It is currently causing stress with the borders closing and risk is increasing, thus the intention is not being met. A number of members have had to cancel, some at the last minute.</p> <p>2. Offering full flex passes in lieu of chalets will still allow for rest and relaxation at a time and location of the recipient’s choice. Strong support was expressed by some EFC reps to go to a full flex program</p>   |  |

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| <p>for this year while working on retaining a chalet program for the future. We may end up losing some chalet contracts but we have an obligation to manage the program right now in the COVID reality. Consensus to move to full flex for this winter chalet season.</p> <p>3. <b>Motion #1:</b> NUF Mbr Rep proposed the motion to EFC to cancel the chalet portion of the winter chalet 2020-21 program. Seconded by CO NATO IMS. Motion carried unanimously (9 for, 0 against).</p> <p>4. The discussion moved to what to do with the chalet funds, specifically whether to offer additional full flex and how many full flex passes would be offered. It was suggested to double the amount of passes currently being offered if there are the funds, i.e. go from 50 to 100. The 50 extra full flex passes would mean 10 less prizes this year but would be in line with our proposed budget. It was further suggested that EFC should maximize the funding available, and thus whether the number of full flex passes be higher. Sr Mgr PSP (E) reminded members that the budget is in flux and it is difficult to predict the amount available for full flex. Lottery will not occur until some budget adjustments have been finalized. Lastly it was noted that additional passes could be offered once the budget is clearer.</p> <p>5. <b>Motion #2:</b> CO NATO IMS motioned to double the full flex from 50 passes approved previously to a total of 100 for the winter chalet 2020-21 program. Seconded by CO Casteau/South-West. Motion carried unanimously (9 for, 0 against).</p> <p>6. Discussion was raised regarding those whose chalets were cancelled during the second half of the summer chalet program. Of the 1 Aug to 19 Sept 2020 summer chalet winners, a max of 12 could or have cancelled due to COVID circumstances. They are currently without a prize unlike the earlier summer cancellations, who were offered a full flex pass in lieu of the chalets.</p> <p>7. <b>Motion #3:</b> CO CFSU(E) motioned for those 1 Aug to 19 Sept 2020 summer chalet program winners to be offered full flex passes in lieu of chalets when unable to travel due to restrictions. Motion seconded by SCO CDLS(L). Motion carried unanimously (9 for, 0 against).</p> <p>8. With respect to future eligibility, prize winners who used their summer chalets or got a full flex pass in the 2020-21 program are not eligible to participate in the first draw of the winter 2020-21 program. This is consistent with past practice where winning a prize precluded entry in the draw immediately following.</p> | <p>Carried</p> <p>Carried</p> <p>Carried</p> |
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| <b>V</b>  | <b>OPEN DISCUSSION</b>   |   |
|           | <p>1. BGen Quinn thanked all for being in touch with their communities and understanding what they want from the program and the anxieties brought on from the pandemic. It is clear we still see value in the chalet program for the future and will look forward to reinvigorating it when the health conditions stabilize.</p> <p>2. A member suggested a review of the constitution considering the voting and non-voting members and the weighting of votes for current members. This will be considered for a future agenda.</p> |   |
| <b>VI</b> | <b>ADJOURNMENT</b>   |   |
|           | <p>1. A motion to adjourn the meeting was made by CO CFSU(E) at 1223 hrs, seconded by CO Germany. All in favour, motion carried.</p> <p>2. The next EFC meeting to be considered for alignment with the Oct FECC.</p>  | <p>Motion carried</p> <p>Sr Mgr PSP</p> |

REVIEWED BY

*M. Taylor*

M. Taylor  
Sr Mgr PSP (E)

18 Sep 2020

Date

RECOMMENDED

MURDOCK, JAMES 639  
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Date: 2020.09.23 10:07:18  
Hash: sha256

J.R. Murdock, Maj  
EFCG Chair

Date

APPROVED/NOT APPROVED

*D.O. Quinn*  
EFC Chair

23 Sep 20

Date

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