

Adverse Membership Actions

When disciplinary actions become necessary, it is critical that you understand how to correctly apply “Adverse Membership Actions”.

Adverse Membership Actions

Overview

- “Adverse membership actions” defined
- Common disciplinary problems
- Resources
- Adverse membership actions options and the progressive approach
- Nondiscrimination
- Documentation

Adverse Membership Actions

Definition

Adverse Membership Actions: Measures that encompass disciplinary actions to members for improper conduct and include counseling, suspensions, demotions, and membership termination. Adverse membership actions are designed to be *progressive tools* for the commander in handling problem CAP members.

Adverse Membership Actions

Common disciplinary problems

- Repeated uniform violations
- Short-cutting training requirements
- Consistently late on deadlines & substandard work quality
- Argumentative, insubordinate, or disruptive behavior
- Fraudulent information on application
- Jumping the chain of command inappropriately
- Bad checks/financial irresponsibility
- Cadet Protection violations
- **Defective skills (safety hazard)**
- **Illegal behavior (reported or actual)**

Adverse Membership Actions

Commander resources

- CAP Directives
- CAP Chaplain
- Wing Commander
- Wing Legal Officer
- Wing Director of Personnel

Adverse Membership Actions

Application

- Progressive discipline
- Consistent utilization

Adverse Membership Actions

Progressive discipline

- Use a progressive system to correct & motivate
- Membership termination is a last resort

Adverse Membership Actions

Progressive discipline

- Counseling
- Written reprimands
- Suspension of membership
- Demotion
- Suspension of flying privileges
- Membership termination

Adverse Membership Actions

Counseling & reprimands

- May be oral or written
- Can help an individual member and the unit.
- Reprimand is more harsh

Adverse Membership Actions

Suspension

- CAPR 35-1, *Assignment and Duty Status*
- Duration should be tailored to fit the offense

Adverse Membership Actions

Demotion (Senior Member)

- CAPR 35-5, *CAP Officer & NCO Appointments & Promotions*
- This method of corrective action has great impact
- May be used along with suspensions under CAPR 35-1

Demotion (Cadet)

- CAPR 52-10, *CAP Cadet Protection Policy*, provides guidance

Adverse Membership Actions

Membership termination

Used if progressive discipline steps do not work, or if the offense is serious enough.

Adverse Membership Actions

EXCEPTION

- Serious misconduct cases, including cadet sexual abuse cases, call for immediate membership termination without using the progressive system.
- If in doubt, get advice from the Wing Legal Officer

Adverse Membership Actions

About discrimination

- Avoid it at all times
- Avoid the perception of discrimination as well

Adverse Membership Actions

◉ Whistleblowers

- Are a good thing, they tell you things you really need to know
- They are not to be disciplined, chastised or ostracized
- They are protected by CAP regulation

Adverse Membership Actions

It's important to always.....

Adverse Membership Actions

DOCUMENT EVERYTHING!!!

Adverse Membership Actions

Membership Action Review Board

- Is the final appeal
- Independent from the CAP chain of command
- Requires credible evidence and documentation

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Closing

“Leadership is the art of getting someone else to do something you want done because he wants to do it.”

- Dwight D. Eisenhower

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Questions & Answers