



# NCOA<sup>®</sup>

## Non Commissioned Officers Association of the United States of America

---

Central Valley Chapter #1551 • P. O. Box 642 • North Highlands, CA 95660 • Tel (916) 362-9746  
See us online at: <http://www.ncoa1551.org> email: [info@ncoa1551.org](mailto:info@ncoa1551.org)

3 Sept 2025

**MEMORANDUM FOR:** Central Valley Chapter # 1551  
*Spirit of Sacramento* Auxiliary Chapter # 0270

**SUBJECT:** NCOA/Auxiliary General Membership Meeting Minutes (Sep 2025)

1. **Meeting called to order at 1900 hours in person.**  
Pledge of Allegiance led by CMSgt (Ret) Jim Sullivan  
NCOA Creed read by MSgt (Ret) Michael Grabow  
Moment of silence observed.
2. **Executive Committee Members:**  
CMSgt (Ret) Jim Sullivan, Chairman, Present  
MSgt (Ret) Michael Grabow, Vice-Chairman, Present  
CMSgt (Ret) Jim Kearns, Treasurer, Absent  
MSgt (Ret) Liz Lynn, Secretary, Present  
MSgt (Ret) Gary Chase, Trustee, Absent
3. **Auxiliary Executive Committee Members:**  
Ellie Witt, Vice Chairman, Present  
Melissa Carnahan, Trustee, Present  
Tammy Sullivan, Chairman, Present  
Scott Rodowick, Treasurer, Present
4. **Members Present:**  
TSgt (Ret) Orin K. Taylor      Tony Bricchetti, Auxiliary      Donna Master, Auxiliary
5. **Guests Present:** None.
6. **Chairman's Comments:**  
**Regular:** Rancho Cordova Chamber Golf Tournament 26 Sept. Women's Business Roundtable, first Wednesdays of the month-12noon to1:15pm. Veteran's Day Planning: Flags on Folsom Blvd; Blood Drive to Honor Veterans. A 2026 planning for Semiquincentennial (250th year); Memorial Day, July 4th and 9/11 Tribute.  
**Auxiliary:** Tammy Sullivan, President, International Auxiliary NCOA. Discussed the importance of membership.  
**HQ Chairman's Comments:** Sir Joe Terry - None.
7. **Membership Coordinator:** Regular: 158    Auxiliary: 164
8. **Treasurer's Reports:** MSgt (Ret) Liz M. Lynn and Mr. Scott Rodowick gave their treasurers' reports.  
Balance: \$8,883.44                      JROTC: \$2,370.56                      Auxiliary: \$2,762.61

9. **Legislative: None.**

10. **Unfinished Business:**

- a. JROTC Update – (Jim S.) Need to review five scholarship applications post marked by 30 June and determine how funding will be appropriated (Open).
- b. 2025 Calendar of Events (Tammy). The updated 2025 calendar was handed out. (Open).
- c. Korean War and Vietnam Medallion Program (Jim S). Two new medals ordered and received: Cold War Medallion and the Persian Gulf War Medallion (Open).
- d. Jessup University Update (Liz). Ocean/Therapy Aug 2025 was a success in San Diego. Plans for 9/11 Ruck Walk in the works. Honor week 7-14 Nov 2025 with upcoming schedule (Open).
- e. VFW Breakfast – (Jim S.) 31 Aug – Planned on 45 meals, served 38. Thanks to everyone who volunteered. (Closed).
- f. SIRS (Son's in Retirement Service) -Salute to Service Luncheon (Scott). On 9 Sept 2025-Tues. Chief Jim Sullivan and Michael Grabow to give presentation. (Open)

11. **New Business:**

- a. Nov 2025 - possible special election. We may assist, more to follow.

The meeting adjourned at 1935 hours. The next meeting is scheduled for 1 Oct 2025 at 1900 hours and will be in person at the VFW Post.

*//signed//*

JAMES N. SULLIVAN, CMSgt, USAF (Ret)  
Chapter Chairman

*//signed//*

DR. LIZ M. LYNN, Ed.D, MSGT, USAF (Ret)  
Chapter Secretary