

## Hudson Valley Council (HVC)



## Westchester-Putnam Council (WPC)



## Project 31 Unit Service/Program Sub-Committee

# Findings Report

August 31, 2020

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## Unit Service/Program Sub-Committee Conclusion

After the review and deliberation of the Project 31 Unit Service/Program (USP) Sub-Committee we agree that a merger of Hudson Valley Council (HVC) and Westchester Putnam Council (WPC) will be beneficial for the councils and our constituents. The combination of our efforts, specific to these topics, is seen as a growth potential. Also, we agree that a merger of HVC and WPC will not negatively impact the topics within our focus.

The USP Sub-Committee does want to mention in this conclusion statement there are items it feels the Project 31 Steering Committee needs to be mindful of. We refer you to the “**General Comments**” in the *Unit Service/Program Sub-Committee Topics Comparison* section of this findings report for these items.

## Unit Service/Program Sub-Committee Methodology

### Unit Service/Program Sub-Committee Purpose

The Project 31 - Unit Service/Program Sub-Committee was assembled and tasked by the Project 31 Steering Committee to review Hudson Valley and Westchester Putnam Councils data related to specific topics, see *Unit Service/Program Sub-Committee Topics*. The Sub-Committee is tasked to conduct a comprehensive review, ask questions, request any new or needed data, and discuss the Pros and Cons of how a merger would affect the specific topics. At the end of the review, the Sub-Committee will then present a Findings Report to the joint Project 31 Steering Committee.

### Unit Service/Program Sub-Committee Members

#### **Hudson Valley Council Representatives**

Don Schreck (Co-Chair) (HVC)  
John Altavilla (HVC)  
Tom Florio (HVC)  
Jackie Heubach (HVC)  
David Horton – Professional Adviser (HVC)

#### **Westchester Putnam Council Representatives**

Fred Compton (Co-Chair) (WPC)  
Lenny Arcuri (WPC)  
Rich Buzzard (WPC)  
Marlene Irving (WPC)  
Dan Conniff – Professional Adviser (WPC)

## Unit Service/Program Sub-Committee Topics

- 1) Commissioner Corp
  - a) Overview of current structure
  - b) How is Recruitment/Retention handled
  - c) How is Training done for both new and established commissioners
  - d) How are units serviced, does each unit have a unit commissioner, etc.
  - e) Are assessments entered into Commissioner tools, are units given detailed assessments
  - f) Average number of units per commissioner, are ADCs in place
  - g) Status of latest re-charter, distressed units
  - h) Thoughts on how a merged council can leverage current strengths and improve weaknesses
  
- 2) Order of the Arrow
  - a) Size of the lodge
  - b) Are the leadership roles filled both advisors and scouts
  - c) Details on how many service weekends are done each year, and where
  - d) What lodge and/or chapter events are scheduled each year
  - e) Are the standard committees in place and active
  
- 3) Council Program events
  - a) What, if any, events are typically planned either at district or council level for both Cub Scouts and Scouts BSA
  - b) Events for venturing, sea scouting or exploring
  
- 4) Advancement Committee
  - a) Overall responsibilities handled at the council vs district level
  - b) How are elements managed (Eagle Scout Recognition, Adult Recognition, Eagle Projects, Eagle Boards of Review, etc)
  - c) Special awards – are there active committees for STEM, Hornaday, religious emblems, etc.
  
- 5) Training Committee
  - a) Overall responsibilities handled at the council vs district level
  - b) How are new leaders trained, how often and where are in person sessions held
  - c) Special opportunities – Wood Badge, Powder Horn, NYLT, YPT program, University of Scouting, Merit Badge College, Trail to Eagle, etc – how often are these scheduled, how well attended, where held, how often scheduled
  - d) How well staffed are the training committees

Note: Individual names have been redacted from this document to preserve the confidentiality of discussions. No content has been changed or redacted.

Unit Service/Program Sub-Committee Topics Comparison

	HVC	WPC	General Comments
<b>High Level Overview of Council</b>	<p>Membership:                      Cub Scouts - 3,001/77 (all below are 2019-scouts/units)                      Scouts BSA - 2,379/103                      Exploring - 151/9                      Venturing - 86/13                      Females: 260 - cubs 182/34, Scouts BSA 78/10                      Adult Volunteers - 2,154                      DEs - 3, should have 4                      Council Camps - Bullowa in Stony Point, Nooteming in Salt Point</p> <p>Districts:                      Delaware River, Dutchess, Heritage and Rockland                      Delaware River District = Sullivan County, portion of Orange County, and Pike County in PA                      Dutchess District = Dutchess County                      Heritage District = Orange County                      Rockland District = Rockland County, Tuxedo &amp; Greenwood Lake</p>	<p>Membership:                      Cub Scouts - 3,715/86                      Scouts BSA - 2,358/91                      Exploring - 198/17                      Venturing - 80/13                      Females: 282 - cubs 183/37, Scouts BSA 99/9                      Adult Volunteers - 2,013                      DEs - 0                      Council Camps - Durland (Putnam Valley), Read SR (Brant Lake)</p> <p>Districts:                      Westchester Putnam Council is made up of 4 districts, Manitoga, Muscoot, Mohican, and Algonquin. The Council covers the New York State Counties of Putnam and Westchester.</p> <p>Mohican - The SW quadrant of Westchester                      Algonquin - The SE quadrant of Westchester                      Manitoga - The NE quadrant of Westchester and W half of Putnam                      Muscoot - The NE quadrant of Westchester and E half of Putnam</p>	<p>What is the vision we see for the combined council. Should avoid leaving status quo and the "that's the way we have always done it" way of thinking. Many opportunities to leverage the strengths of both councils.</p> <p>8/25/2020 - HV team has a concern that the WPC lack of DE's could be a problem for a merged council. What would the model be for a DE's.</p> <p>8/25/2020 - [REDACTED] regarding school restricting access to their facilities due to COVID and our goals for increasing our membership, asked if a merger during the time of COVID is the right time.</p> <p>8/25/2020 - This merger will be a good opportunity for a newly created Strategic Plan for the new council</p>

Project 31 Unit Service/Program Sub-Committee Findings Report

	HVC	WPC	General Comments
<b>1. Commissioner Corp</b>			
a. Overview of current structure	<p>Total commissioners - 65 Del River-7, Dutchess-24, Heritage-11, Rockland-23 75 units w/o an assigned UC</p> <p>Per district: # Units, Units with UC, Units WO UC Delaware River - 29, 7, 22 (assignments in progress) Dutchess - 46, 31, 15 Heritage - 54, 21, 33 Rockland - 48, 43, 5</p> <p>See the <i>Council Service Area Map</i> section of this document.</p>	<p>Total commissioners - 53 Muscoot 26, Manitoga 13, Mohican 6, Algonquin 8 67 units w/o an assigned UC</p> <p>Per district: # Units, Units with UC, Units WO UC Algonquin - 49, 1, 48 Manitoga - 43, 38, 5 Mohican - 39, 31, 8 Muscoot - 42, 36, 6</p> <p>See the <i>Council Service Area Map</i> section of this document.</p>	<p>Merger will add some challenges to participation due to expanded area covered by a single council - examples: attendance at training events, location of UC vs units being assigned. Should look to adopt best practices of each council to establish guidelines for how the commissioner corps would function.</p> <p>Based upon current metrics, there would be about 140 units without a commissioner, which would need to be addressed.</p>
b. How is Recruitment/Retention handled	Typically handled by district key-3. Virtual training as well as ACC provided training has been made available.	Typically handled by district key-3. Nothing special in the works for additional commissioner recruitment currently.	
c. How is Training done for both new and established commissioners	62% have completed basic commissioner training. Training offered as needed by ACC, and courses offered at UOS. Training does need some improvement in working towards all UC complete training.	63% have completed basic commissioner training. Training offered as needed by ACC. Training does need some improvement in working towards all UC complete training.	
d. How are units serviced, does each unit have a unit commissioner, etc.	Not all units have an assigned UC, 77/180 not currently assigned. Some District chairs or district commissioners cover some units.	Not all units have an assigned UC., 106 Assigned, 67 Not Assigned. District Commissioners cover come units.	

Project 31 Unit Service/Program Sub-Committee Findings Report

e. Are assessments entered into Commissioner tools, are units given detailed assessments	Some districts do better than others but strive for all unit contacts to be reported. All District Commissioners looking to ensure a detailed assessment gets done 1 or 2 times per year.	Some districts do better than others but strive for all unit contacts to be reported. All District Commissioners looking to ensure a detailed assessment gets done 1 or 2 times per year.	
f. Average number of units per commissioner, are ADCs in place	Avg 2-3 per UC, some with up to 6. Varies by district. ADCs are mostly in place	Avg 4 per UC - some with up to 6, Not all districts have ADCs	
g. Status of latest re-charter, distressed units	3 of 4 districts completed pre COVID. One remaining, 8 units pending.	11 units pending.	
h. Thoughts on how a merged council can leverage current strengths and improve weaknesses	Initially leave districts as is until more review/discussion can take place.	The feeling is to leave districts intact. Delivery of service that is closest to the units need to remain as "unchanged" as possible	A study would need to be done to determine if the current districts should remain as is or be reorganized into different geographic groups to improve on unit service.

Project 31 Unit Service/Program Sub-Committee Findings Report

	HVC	WPC			General Comments																																																																
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a. Size of the lodge	<p>Nacha Nimat #86, approx. 400 dues pd members</p> <table border="1"> <thead> <tr> <th>Item</th> <th>2018</th> <th>2019</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>total dues pd members:</td> <td>423</td> <td>391</td> <td>250</td> </tr> <tr> <td>adult</td> <td>196</td> <td>159</td> <td>123</td> </tr> <tr> <td>youth</td> <td>130</td> <td>198</td> <td>98</td> </tr> <tr> <td>young adult (18-21)</td> <td>97</td> <td>33</td> <td>29</td> </tr> <tr> <td>Ordeal</td> <td>195</td> <td>209</td> <td>117</td> </tr> <tr> <td>Brotherhood</td> <td>125</td> <td>94</td> <td>59</td> </tr> <tr> <td>Vigil</td> <td>103</td> <td>87</td> <td>73</td> </tr> </tbody> </table>	Item	2018	2019	2020	total dues pd members:	423	391	250	adult	196	159	123	youth	130	198	98	young adult (18-21)	97	33	29	Ordeal	195	209	117	Brotherhood	125	94	59	Vigil	103	87	73	<p>Ktemaque #15, approx. 375 dues pd members</p> <table border="1"> <thead> <tr> <th>Item</th> <th>2018</th> <th>2019</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>total dues pd members:</td> <td>309</td> <td>305</td> <td>250</td> </tr> <tr> <td>adult</td> <td>160</td> <td>142</td> <td>118</td> </tr> <tr> <td>youth</td> <td>81</td> <td>110</td> <td>99</td> </tr> <tr> <td>young adult (18-21)</td> <td>68</td> <td>53</td> <td>33</td> </tr> <tr> <td>Ordeal</td> <td>116</td> <td>143</td> <td>121</td> </tr> <tr> <td>Brotherhood</td> <td>135</td> <td>106</td> <td>78</td> </tr> <tr> <td>Vigil</td> <td>54</td> <td>53</td> <td>48</td> </tr> </tbody> </table>			Item	2018	2019	2020	total dues pd members:	309	305	250	adult	160	142	118	youth	81	110	99	young adult (18-21)	68	53	33	Ordeal	116	143	121	Brotherhood	135	106	78	Vigil	54	53	48	8/25/2020 - Having a BSA Resident Camp will help develop allegiance to the Lodge. Also, we need to be mindful how to improve Unit Elections.
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b. Are the leadership roles filled both advisors and scouts	Main officer positions filled by scouts.	Main officer positions filled by scouts.																																																																			
c. Details on how many service weekends are done each year, and where	Three weekends, alternate camps, Vigil in June. To host section NE-II-A conclave in 2021.	Two weekends, one at Read one at Durland																																																																			
d. What lodge and/or chapter events are scheduled each year	<p>Winter banquet, Brotherhood Day, Haunted Harvest Fest, LLD, UOS classes, LEC. Normally participates in Pow Wows, NOAC.</p> <p>Lodge is organized into a chapter per district.</p>	<p>Lodge Banquet, Fellowship Weekend, Ski Trip, Private Movie Screening, NOAC, LLD.</p> <p>Chapters are not used.</p>			The use of chapters in a larger lodge will need further discussion																																																																
e. Are the standard committees in place and active	Important committees have chairs and adult advisers. Lacking some committees. Dance team is very active, need more adults.	Important committees have chairs and adult advisers. Lacking some committees.																																																																			

Project 31 Unit Service/Program Sub-Committee Findings Report

	HVC	WPC	General Comments
<b>3. Council Program events</b>			A larger council geographic area will have an impact on participation. New locations for these events may be needed, or opportunities for the same event to be offered multiple times at different locations. Some discussion during the meetings concerning resurrecting Pow Wow and holding Commissioner College as separate events.
a. What, if any, events are typically planned either at district or council level for both cub scouts and scouts BSA	<p>Historically, districts plan their own events - two camporees, Klondike, Eskimo Run. Lately, looking to make these available at both camps, open to all districts, make better use of adults for staff, offer more in depth program by consolidating</p> <p>Council events include Haunted Harvest Fest (cubs), Ski Day (may not continue), UOS, MB College. Have had contingents to Jamboree, Philmont and special trips (Alaska). Other events get planned from time to time.</p>	<p>Historically, districts plan their own events - two camporees, Klondike, Webelos Klondike, Pinewood Derby Run Off.</p> <p>Lately, looking to make these available as council wide events, open to all districts, make better use of adults for staff, offer more in depth program by consolidating</p> <p>Council events include Thunderbird Games (cubs), Ski Day (may not continue), UOS. Have had contingents to Jamboree, Philmont and special trips (Alaska).</p>	
b. Events for venturing, sea scouting or exploring	<p>These youth programs are invited to attend the Scouts BSA events, and normally do have some participation. Room for improvement to offer events for each specific branch of scouting for older youth.</p>	<p>Our Venturing offerings are poor at best. Room for improvement to offer events for each specific branch of scouting for older youth.</p>	

Project 31 Unit Service/Program Sub-Committee Findings Report

	HVC	WPC	General Comments
<b>4. Advancement Committee</b>			Recognition events planned at the council level will also need to look at the new geographic area created by a merger.
a. Overall responsibilities handled at the council vs district level	Council committee very active and has representation from all districts. All districts are to follow guidelines put together by this committee as far as Eagle Boards of Review, Eagle Project Approvals, Fund raising approvals, etc. MBC annual renewal is handled at the council level and has been problematic for a long time.	Council committee very active and has representation from all districts. All districts generally follow guidelines put together by this committee as far as Eagle Boards of Review, Eagle Project Approvals, Fund raising approvals, etc. MBC annual renewal is handled at the council level. Districts have point people for religious emblems.	
b. How are elements managed (Eagle Scout Recognition, Adult Recognition, Eagle Projects, Eagle Boards of Review, etc)	Eagle reunion dinners typically set in fall and include alumni. Annual council recognition dinner, districts also have recognition events, districts handle approval of projects and eagle scouts. Council handles any escalations and deals with any special needs situations or submissions for special awards.	Annual council recognition dinner, districts also have recognition events, districts handle approval of projects and eagle scouts. Council handles any escalations and deals with any special needs situations or submissions for special awards.	
c. Special awards – are there active committees for STEM, Hornaday, religious emblems, etc.	Council has active and well-staffed STEM committee, has Hornaday counselors, has point people for religious emblems mostly at the district level.	Council handles special awards like STEM, Hornaday, Heroism, etc..	

Project 31 Unit Service/Program Sub-Committee Findings Report

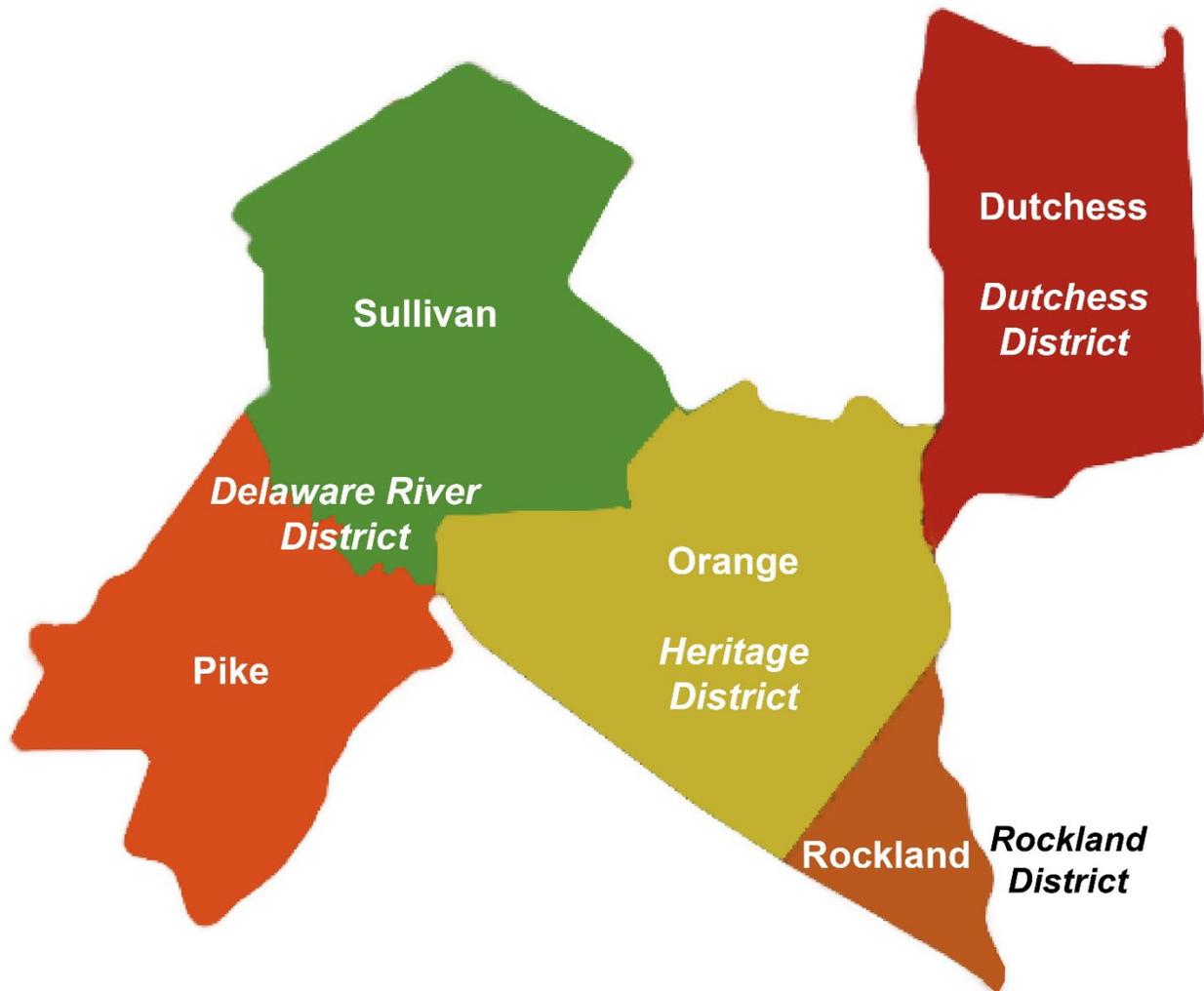
	HVC	WPC	General Comments
<b>5. Training Committee</b>			Events such as WB, Powder Horn, etc. might be able to be offered annually. Current GNYC/WP WB schedule would be impacted by a merger. An expanded geographic area may also impact training as far as participation goes.
a. Overall responsibilities handled at the council vs district level	Council committee coordinates all training activities across all districts. Training events open to all, mostly offered in the local district except to the special courses and the larger council training events.	Council committee coordinates all training activities across all districts. Training events open to all, mostly offered in the local district except to the special courses and the larger council training events. Some districts take the lead and offer Commissioner Training	
b. How are new leaders trained, how often and where are in person sessions held	Basic new leader training is provided annually at several locations around the council, in addition to the on-line modules that have been published and always available. Expanded training topics are available at UOS.	Basic new leader training is provided twice annually at Durland and Service Center. In addition to the on-line modules that have been published and always available. Expanded training topics are available at UOS.	

Project 31 Unit Service/Program Sub-Committee Findings Report

<p>c. Special opportunities – Wood Badge, Powder Horn, NYLT, YPT program, University of Scouting, Merit Badge College, Trail to Eagle, etc – how often are these scheduled, how well attended, where held, how often scheduled</p>	<p>WB run every other year, adequate staffing, typically 35-45 participants, run at one of our council camps in the two-weekend format. PH not done in many years, NYLT annually in August at Nooteeming, UOS annually in November with about 200 participants/staff, MBC started 2 years ago and run in spring with about 400 participants. Wilderness First Aid, First Aid/CPR, Trainers Edge all run annually.</p> <p>Many topics taught at UOS, some recorded and posted for anyone to view at any time (MBC training, Trail to Eagle process, others to be created.</p>	<p>WB run every other year in partnership with GNYC as a cluster course. The councils alternate taking the lead on the course, adequate staffing, typically 30-40 participants, run at one of our council camps in the two-weekend format. GNYC runs the course at Camp Alpine, WPC runs it at Durland Scout Reservation. Some years may use both locations.</p> <p>Powder Horn is held every two years, NYLT is done annually in the spring as two weekends, UOS annually in the spring, Wilderness First Aid, First Aid/CPR, Trainers Edge all run annually.</p> <p>Many topics taught at UOS, some recorded and posted for anyone to view at any time (MBC training, Trail to Eagle process, others to be created.</p>	<p>GNYC expectation regarding the current rotation of WPC and GNYC alternating responsibility for the annual course - may want to continue this partnership, however no discussions have taken place.</p> <p>8/25/2020 – This Sub-Committee recommends that a combined council’s goal for Wood Badge should be to hold the course annually and without clustering with GNYC.</p>
<p>d. How well staffed are the training committees</p>	<p>Council committee is well staffed. Districts could use more, as well as some new faces.</p>	<p>Council committee is well staffed.</p>	

## Council Service Area Map

### Hudson Valley Council – By District



**Delaware River District** = Sullivan County, a part of Orange County, and Pike County in PA

**Dutchess District** = Dutchess County

**Heritage District** = Orange County

**Rockland District** = Rockland County, Orange County units from Tuxedo, NY and Greenwood Lake, NY

Westchester Putnam Council – by District

