

23 Oct 2003

MEMORANDUM

From: CWO5 Tom Patterson Co-Chair, Ammunition Logistics Focus Team (ALFT)

To: Mr. Dennis Zarnesky

Subj: MINUTES OF ALFT MEETING, 15-16 October 2003 AT FREDERICKSBURG, VA

Encl: (1) ALFT Schedule of tasks
(2) Roster of Attendees

1. The subject meeting was conducted on 15-16 October 2003 at the Fredericksburg, VA Windgate meeting facilities. Attendees are listed in enclosure (2).

2. Following introductions of personnel for new participants, the Co-Chair deferred to Mr. Dennis Zarnesky, who shared with the team his vision and 'Set Conditions' for FY04. The IMSD FY04 Goals were reviewed with emphasis on the utilization of IT to continue the modernization efforts for the Marine Corps Supply Class V(W) conventional ground ammunition business practices. Mr. Zarnesky stressed that the opportunities for the uniquely assembled ALFT are endless and the team's focal points should consider 'One Team-One Fight', communication, synergy, and delivery in the realization of the art of the possible.

3. Mr. Jerry Mazza then addressed the team and provided direction regarding the responsibility of the team's efforts and taking the initiative to be successful. The Focus Team is advertised and should be formally chartered, which will provide for locating and assigning resources. No other forum is positioned to tackle ammunition logistics in this manner and the team needs to consider FY04 the year of opportunities.

4. Mr. David Lick, CMC, then briefed the team regarding the Logistics Enterprise Integration efforts visions, history and goals. The transformation of logistics is necessary to enhance the effectiveness of the MAGTF's war fighting capabilities.

5. Mr. Doug Hoffman with the MCCDC, Studies and Analysis Division then shared with the team, the current status, objectives and plan for execution of the Ammunition Logistics Chain Efficiency and Policy Study. The team discussed the advantages of the synergism between the ALFT's efforts and the Study.

6. CWO5 Patterson conducted a brief review of the ALFT 1st Qtr Status and the goals of this meeting. The SUIA-POA&M was briefly discussed. The TAMIS-R implementation status and near future schedule was discussed. The goals outlined for the remainder of this meeting were to produce a formal charter for the ALFT, produce a tasking schedule for the team through 2nd Qtr, and perform a group review of the MCO P4400.150E.

MEMORANDUM – continued

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7. The second day of the meeting opened with a cursory review of the AWG Charter and team input to the ALFT Charter. Prior to the conclusion of the meeting, the team reviewed the draft ALFT Charter.

8. The team then compiled the logical process necessary for the review and modification of MC publications and doctrine. All tasking necessary was then reviewed, with due dates and personnel identified. It was determined that the next ALFT meeting will occur 17-February at the Redstone Arsenal facilities. The task schedule is included in enclosure (2) and records the actions assigned.

9. The team then reviewed the MCO P4400.150E Chapter 7, producing recommended changes for the CACI team to prepare and produce a complete draft for review.

10. Additional discussion involving the SUAM requirements and the inclusion of the TAMIS-R functionality occurred with the result being assignment for Ms. Ross to pursue potential Army cooperation in the effort. Ms. Ross will share status with the group at the next ALFT meeting.

11. Mr. Zarnesky was briefed on the progress of the team efforts during these two days, and provided additional encouragement and guidance regarding actions and milestones for the team's efforts.

12. The Co Chair (CWO-5 Patterson) will address the executive ammo community concerning the ALFT charter and the team's initiative to develop an Ammunition War Fighting Publication during the Executive Offsite scheduled 18-20 Nov 2003.

13. When action items were decided and no other issues needed to be addressed, the Co-Chairs thanked the team for their efforts to date and adjourned the meeting.

T. F. Patterson
CWO-5 USMC

Task Item	Action	Task Due Date	Assigned	Detail Description and Meeting Date	
				Description	Date
SUIT-A Initiative					
POA&M Actions					
SUAM Model & Development					
	Explore Army involvement		K Ross		
Publication/Doctrine Review					
	Identify Procedure for Forward documents for Indoctrination	8-Dec	C Black		
Review and Update MCO P4400.150E Chapter 7					
	ALFT Review and forward of recommendations to CACI	17-Oct	ALFT		
	Prepare and present Draft	15-Nov	CACI		
	Draft Review (via e-mail)	1-Dec	ALFT		
	Comment consolidation/Stake-Holder Draft	8-Dec	ALFT Co-Chairs		
	Stake-Holder Draft Review	22-Dec	Stake Holders		
	Conflict Review	7-Jan	ALFT Co-Chairs		
	Forward Final Draft to Owner/Author	7-Jan	ALFT Co-Chairs		
Review and Update MCO P4400.39 War Reserve Policy Manual					
	ALFT Review and forward of recommendations to CACI	TBD			
	Prepare and present Draft	TBD			
	Draft Review (via e-mail)	TBD			
	Forward Final Draft to Owner/Author	TBD			
Review and Update MCWP 4-11 War Fighting Publication					
	ALFT Review and forward of recommendations to CACI	TBD			
	Prepare and present Draft	TBD			
	Draft Review (via e-mail)	TBD			

	Forward Final Draft to Owner/Author	TBD			
Develop Ammunition MCWP/MCCDC War Fighting and Reference Publication					
	Produce Draft Outline	17-Nov	CACI	Table of Contents, Chapter structure, Leading statements	
	Draft Outline Review (via e-mail)	24-Dec	ALFT		
	Conflict resolution and Draft Outline approval	25-Dec	ALFT Co-Chairs		
	Produce Draft Document Detail	14-Jan	CACI		
	Draft Document Review	17-Feb	ALFT	*During Qtrly meeting	
	ALFT Qtrly Meeting			Redstone Arsenal	17-Feb
	Produce Final Draft Document	24-Feb	CACI		
	Cursory Review	31-Mar	Stake Holders and ALFT		
	Face 2 Face Review	TBD	Stake Holders and ALFT	Ammo Conference	TBD
	Final Draft for Approval	TBD	CACI		
	Forward Final Draft to Owner	TBD	ALFT Co-Chairs		
TAMIS-R Business Rule Development					
	Rough Draft Development	1-Dec	B Holtzclaw-CACI		
	Draft Review	8-Dec	ALFT and Stake Holders		
	Conflict resolution and Draft approval	12-Dec	ALFT Co-Chairs		
	Release via Naval Message	12-Dec	ALFT Co-Chairs	Include in write of P4400.150E	

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ROSTER OF ATTENDEES

ATTENDEES	DSN	WORK	FAX	EMAIL	ORG
Mr. Jerry Maza	378	703-432-3159	432-3160	mazzajl@mcsc.usmc.mil	PMAM
LTCOL T. Rollins	378	703-432-3164	432-3160	rollinstr@mcsc.usmc.mil	PMAM Deputy
LTCOL N. Dachman	378	703-432-3141	432-3160	dachmanne@mcsc.usmc.mil	PMAM Plans
Mr. Dennis Zarnesky	378	703-432-3129	432-3131	zarneskydg@mcsc.usmc.mil	PMAM IMSD
MAJ K. O'Hearn	378	703-432-3114	432-3131	o'hearnkc@mcsc.usmc.mil	PMAM APBD
CWO5 T. Patterson	746	256-426-8441	842-2537	pattersonf@redstone.usmc.mil	ALFT Co-Chair
MGSgt P. Coronado	477	808-477-8348	477-8709	coronadop@mfp.usmc.mil	ALFT Co-Chair
Ms. Karen Ross	378	703-432-3119	432-3131	rosska@mcsc.usmc.mil	PMAM-IM
Mr. Steve Burrill	378	703-432-3117	432-3131	burrillsl@mcsc.usmc.mil	PMAM -SYS
CWO3 R. Emminger	378	703-432-3140	432-3160	emingerrf@mcsc.usmc.mil	PMAM Plans
Mr. Charlie Black	378	703-432-3120	432-3131	blackcd@mcsc.usmc.mil	PMAM-IA
Mr. "KJ" Kjeldahl	378	703-679-4591	432-3131	kjeldahlgd@mcsc.usmc.mil	PMAM - SYS
WO W. Weppner	378	703-432-3124	432-3131	weppnerwg@mcsc.usmc.mil	PMAM-SYS
CWO A. Frappier	278	703-784-5744	784-5266	frappieraj@quantico.usmc.mil	Quantico ASP
Contractor Support					
Mr. Tom Chandler	NA	256-830-4782 x130	837-2086	tchandler@caci.com	CACI
Mr. Dave Neumann	NA	812-337-3361	331-0641	dneumann@caci.com	CACI
Mr. Steve Banks	NA	703-679-3288	NA	sbanks@caci.com	CACI
Ms. Kathy Crouch	NA	812-330-2278	331-0641	kcrouch@caci.com	CACI
Mr. Bill Holtzclaw	NA	256-830-4782 x179	721-5948	bill@aboutcat.com	CAT