

NBCD SLAM Governance Board

04 August 2004 (Camp Lejeune, NC)

1. **When:** Wednesday, 04 AUG 2004 (convene @ 0800)
2. **Where:** Camp Lejeune, NC (2nd Marine Division Room; Officers' Club)
3. **Objectives:**
 - a. Review SLAM Governance Board purpose & function
 - b. Provide SLAM Overview & Status
 - c. Highlight reset CSF Activation schedule
 - d. Demonstrate NBCD Tracker
 - e. Tour CLNC CSF

4. Agenda:

Time	Topic
0800	Welcome & Objectives (Agenda Review)
0815	Governance Board Charter & Members
0900	SLAM Overview & Update
1015	BREAK
1030	SLAM Overview & Update (cont.)
1115	Discussion & Wrap Up
1200	LUNCH
1330	CSF Tour & Demonstrations
1600	Adjourn

5. Governance Board Members:

*	Individual	Organization	Email
Y	Col Lyle Armel	Col Lyle Armel Head, Readiness Branch PP&O (Code POR) Pentagon 41472 Washington, DC 20350	armello@hqmc.usmc.mil
Y	Mr. Doug Bryce	Mr Doug Bryce PM, NBC Defense Systems MCSC Quantico, VA	brycedw@mcsc.usmc.mil

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* Individual	Organization	Email
N Col R.M. Nixon	Col R.M. Nixon Deputy Commandant I&L (LP) FOB 2 Navy Annex Washington, DC 20380	nixonrm@hqmc.usmc.mil
Y LtCol Doug Turlip (representative)	LtCol Doug Turlip Deputy Director, Logistics Modernization (LPV-4) Headquarters Marine Corps 2 Navy Annex, Rm 2329 Washington, D.C. 20380	TurlipJD@hqmc.usmc.mil Work: (703) 695-5939 Cell: (703) 307-6632 Pager: (757) 612-4828
N Col Leonard Blasiol	Col Leonard Blasiol MCCDC	leonard.blasiol@usmc.mil
Y Keith Bradfield (representative)	3300 Russell RD Quantico, VA 22134	keith.bradfield.cntr@usmc.mil 703-784-6210
N LtCol Ronald Wallace	LtCol Ronald Wallace Marine Corps Logistics Command (Code 580) 814 Radford Boulevard Albany, GA 31704	ronald.wallace@usmc.mil
N Mr. Charles Cook	Commandant of the Marine Corps HQMC (P&R) Pentagon Washington, DC 20350	
Y LtCol Susan Swanson	LtCol Susan Swanson Marine Forces Atlantic (AC/S G-4) 1468 Ingram St. Norfolk VA 23551	susan.swanson@usmc.mil
Y Mr. Larry Johnson	Mr. Larry Johnson, Deputy Asst Chief of Staff G4 Marine Forces Pacific Camp H.M. Smith, HI 98161	johnsonla@mfp.usmc.mil
Y LtCol McGuiness	LtCol Robert McGuiness Marine Forces Reserve 4400 Dauphine St New Orleans LA 70146	m McGuinessr@mfr.usmc.mil

* Y=In attendance; N=Not in attendance

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6. Others in Attendance:

Individual	Organization	Email
Nelson, Jim	Deputy, PMNBCD	nelsonjl@mcsc.usmc.mil 703-432-3194
Bell, Wayne	SLAM	bellwc.ctr@mcsc.usmc.mil 703-432-3504
Redlich, Doug	SLAM	redlichdc@aol.com 337-616-1473
James, Bob	SLAM / LOGCOM	jamesbe@logcom.usmc.mil 229-639-6560
Clements, Cathy	SLAM	clementsc@ctcorp.com 407-342-1549
Murphy, Kelvin	SLAM	murphyk@ctcorp.com 703-445-8148
Burchell, Bernie	SLAM	burchellb@slampmo.org 703-630-2266

7. Meeting Summary

- a. Welcome & Objectives – Mr. Bryce opened the session on behalf of the NBCD SLAM Project. He introduced Mr. Jim Nelson (Deputy PM, NBCD). Mr. Nelson encouraged open discussion and invited questions. The briefing package was provided in hardcopy at the outset of the meeting. The briefing package ("SLAM Governance Board Briefing – 20040804.pdf") is available upon request.
- b. Governance Board Charter & Members
 - (1) Mr. Nelson reviewed the Governance Board purpose and its proposed operations. In addition, he introduced the Board Members' anticipated roles and responsibilities.
 - (2) Col Armel stressed the importance of continuity of appropriate representation on the Board. All felt that 06/GS15 representation was warranted. In addition, all concurred that the same individuals should make every attempt to attend each meeting.
 - (3) A proposed charter was provided in advance of the meeting. It was recommended that, in addition to revamping the charter, that the Board be sanctioned by the ACMC and report to the MROC. This reporting hierarchy may add the weight desired to Board action/involvement. The revised charter will also address Board Operations and Communications to include how the Board will be supported technically and what the longevity of the Board is anticipated to be. A description of Governance Board support to SLAM Current / SLAM Future teams will be provided. A revised charter will be prepared and distributed for chop to all Members.
 - (4) RES: What is the role of the MARFORs in acquisition planning? Does Governance Board set allocation priorities? After some discussion, the Members agreed to align Governance Board schedule with PEG / POM planning session to ensure a review of NBCD SLAM input to both. Col Armel commented that

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MARFORs have input to the PEG / POM through normal channels and that the Governance Board can vent through PP&O (via Col Armel), as required.

- (5) While RES funding is segregated, PAC/LANT funds are co-mingled and the Board may be asked to de-conflict competing priorities.
 - (6) The Members suggested, and the Co-Chairs concurred, that the Board participate on several levels in support of NBCD SLAM:
 - (a) Participate in quarterly meetings to discuss NBCD SLAM matters
 - (b) Review NBCD SLAM input to PEG & POM planning meetings
 - (c) Based on general understanding of project, be able to support NBCD SLAM initiatives with Members' Commands
 - (d) Adjudicate Command-to-Command NBCD SLAM-related issues
 - (7) Mr. Johnson asked about the proposed plan for Governance Board communication and collaboration and the planned mechanism for sharing information. Mr. Bryce described the collaborative website used in support of NBCD SLAM. He offered its use for Governance Board efforts. Review of potential Board-specific requirements will be conducted. Appropriate action will be taken by SLAM PMO to support those requirements.
 - (8) The next Governance Board will convene on 17-18 NOV 2004 (tentative) on board MCB Camp Pendleton (TBD-PAC to confirm details).
 - (a) 11 OCT: The Co-Chairs will poll Members for Agenda input
 - (b) 18 OCT: Members will provide Agenda input to Co-Chairs
 - (c) 25 OCT: The Co-Chairs will forward Coordinating Details
 - (d) 17 NOV: Convene Governance Board
 - (e) 18 NOV: Adjourn Governance Board
- c. SLAM Overview & Update – Mr. Nelson provided an overview of the NBCD SLAM effort and illustrated current project status. CW05 Norwood provided a brief summary of II MEF's positive experience with regard to current efforts at the Camp Lejeune CSF. He offered support to all present as future CSFs activate and stressed that unit preparation and coordination with G-sections was imperative. He went on to say that "NBCD SLAM is an extension of our MEF staff" and "confidence in the concept and execution continues to increase".

(1) Planned CSF Activation Schedule

IOC	Location	Bldg
16-Jun-04	Camp Lejeune	1601
30-Aug-04	MARFORRES	GSA
15-Sep-04	Yuma	530
TBD	Miramar /Camp Pendleton Regional	TBD
25-Oct-04	MCB Hawaii	B4075
25-Oct-04	Cherry Point	1702B
06-Dec-04	29 Palms	1371
06-Dec-04	Beaufort	555
17-Jan-05	Okinawa (Kinser)	300
17-Jan-05	Okinawa MIRP (Foster)	5635
17-Jan-05	Okinawa MIRP (Hansen)	2143

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Governance Board minutes w-taskers

Please communicate any revisions required to Ms. Cathy Clements (clementsc@ctcorp.com)

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IOC	Location	Bldg
17-Jan-05	Iwakuni	1400
21-Feb-05	Quantico	2011
16-May-05	New River	AS3525

- (2) Preliminary planning for each site begins approximately eight weeks in advance for affected units. NBCD SLAM LOI indicates types of data required from the MARFORs to facilitate transition.
 - (3) MCCDC: MCCDC and MCSC/PP&O to coordinate closely to ensure connectivity between fielding plans and their transition from procurement to O&M funds to prevent unsupported NBCDE.
- d. NBCDE Visibility - The PM NBCD is responsible for generating accurate data to support operations and equipment readiness initiatives within the Marine Corps.
- (1) LANT: How will NBCDE inventory visibility for units/Commands not supported by a CSF (CBIRF, MSG Bn, BIC, etc.) be addressed? NBCDE inventory accountability will remain the responsibility of the unit however the unit will provide on-hand inventory data to the SLAM PMO for incorporation with CSF Network data. More details regarding the process for that will be forthcoming in the revised LOI. NBCDE inventory visibility for units/Commands not supported by a CSF will be incorporated into the NBCD Tracker inventory visibility system in Oct 2004.
 - (2) PAC: Ensure that MPS visibility is provided.
 - (3) PAC/LANT: How is redistribution of NBCDE handled?
 - (a) Prioritizing the virtual allocation of CSF-stored NBCDE by MSC and/or MSE for SORTS reporting visibility is described in the NBCD SLAM LOI (Para 5.e.(3)):
 1. At IOC + 29 days, the Consolidated Equipment Management Team (CEMT)/Consolidated Storage Facilities (CSF) will execute a spread-load allocation of those assets housed in that CSF against those units supported by that CSF for reporting purposes.
 2. After FOC for that CSF, the MEF will provide the actual priority for those deploying units supported by that CSF.
 - (b) Physical redistribution of NBCDE will be done according to the NBCD SLAM LOI: "The SLAM PMO, after coordination with the appropriate MEF, will provide redistribution instructions to the supporting CSF via the SLAM PMO." (MCSC LOI, Encl (5))
 - (c) RES: What are the business rules (heuristics) used to do the virtual allocation of NBCDE for the spread-loading? Mr. Bryce suggested that this be a discussion topic for the next Governance Board and all concurred that it would be added to the agenda.
 - (4) NBCD Tracker Discussion & Demonstration
 - (a) The NBCD Tracker is a web-enabled on-hand NBCDE inventory visibility tool. (NBCD SLAM LOI Encl 7). This tool provides the data required to

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support Unit-level SORTS report generation. Some advantages of the NBCD Tracking Portal include:

1. Provides inventory data for NBCDE virtually *allocated* to the unit and held at the CSF
 2. Provides inventory data for NBCDE *assigned* to the unit and held by the unit
 3. Distinguishes between training allowance non-combat and combat stocks (pending change).
 4. Enables the unit to print NBCDE inventory reports or download the NBCDE inventory data in ASCII text file formats
- (b) The Members discussed the definitions of 'allocated' and 'assigned' NBCDE. All concurred that vocabulary in the NBCD Tracker needed to be in alignment with the imminent MARADMIN to ensure no unit-level confusion.
- (c) The Members provided comments regarding the NBCD Tracker data fields and associated formatting to ensure that unit operators would not be confused and misuse the information presented. NBCD SLAM will incorporate all comments into pending NBCD Tracker changes already in process.
- (d) MCCDC: How is the NBCD SLAM data reconciled for New joins/drops? How will reimbursement for lost gear be handled? Mr. Burchell suggested a check-in/check-out process education effort similar to what was implemented on the Consolidated Issue Facility (CIF) project. The Members agreed that New Joins/Drop information is only as current as the Unit's ability to update the data in existing Marine Corps personnel systems. NBCD SLAM uses these 'master databases' to pull appropriate personnel information (i.e., alpha rosters, etc.).
- (e) In general, the Members felt that there needs to be some mechanism to 'push' information to Marines when a change occurs to their inventory data that may affect equipment readiness reporting. NBCD SLAM will develop recommendation to Governance Board for chop in advance of next meeting
- (5) What types of reports are required?
- (a) Official status reports
 1. Pre/post CSF status on maintenance.
 2. NBCDE on-hand, NBCDE allocation, planned expenditures, fielding status tailored to each MARFOR by 'equity position'
 3. Equipment Buys (what, where, & when) including Joint Procurements
 - (b) Ad hoc reporting
 - (c) NBCD SLAM will develop recommendation to Governance Board for chop in advance of next meeting
- (6) MERIT Integration with NBCD Tracker. Mr. Bell identified that there are efforts in process to ensure appropriate integration with LOGCOM on this subject.

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- e. Other Items: Mr Nelson closed out the prepared remarks and invited comments from each Member on any subject.
- (1) Equipment 'recalls': SLAM NBCD needs to describe the detailed process and associated mechanisms. This may be an appropriate discussion topic for the next Governance Board.
 - (2) MOAs / ISSAs – potential obstacles: Mr. Bryce requested the Board's support in PM NBCD negotiations with Base(s) regarding electricity, etc. that should be covered by Base? Perhaps CIF approach can be used as a template/set a precedent. To support this, a copy of the current CLNC ISSA will be distributed to the Governance Board for SA.
 - (3) LOI
 - (a) Mr. Johnson suggested a revamping of the cover letter. NBCD SLAM will provide a revised draft to Governance Board for chop (incl recommended Gov Bd language) - suspense 30 days from distribution. This revision will include an update of the diagram on pg 8.
 - (b) The Members suggested that the proposed revision to the NBCD SLAM LOI be staffed through CG, MCSC.
 - (4) CSF Concept of Operations - Mr. Bryce discussed contingency blocks and associated rotation activity. NBCD SLAM will develop recommendation to Governance Board for chop in advance of next meeting. This topic may become an agenda item.
 - (5) CSF Activation Schedule Updates will be provided to the Governance Board as changes occur.
 - (6) Mr. Bell commented on plans for consolidation of aviation NBCDE and other Block II items. Mr. Bryce described that many other items are candidates for consolidation (medical, tentage, etc.) but would be handled after success with 'green gear'.
 - (7) Investigate environmentally controlled storage for consumables
 - (8) The Members requested that a virtual tour (photos/video) of future sites during start-up and activation be provided to include status on each.
 - (9) PAC: What are other Services / industry doing with inventory consolidation? NBCD SLAM will arrange 'guest speakers' for subsequent Governance Boards to familiarize Members with other efforts.
 - (10) OIF 3 unit Reserve specifics should be discussed with MFR soonest. NBCD SLAM Future will include in discussions with MFR scheduled 12-13 August 2004.
 - (11) Define / produce documentation structure for SLAM project. NBCD SLAM will develop recommendation to Governance Board in advance of next meeting
 - (12) Heighten awareness at I&L in order to glean synergies from other projects in process. NBCD SLAM Future to work with LtCol Turlip / Mr. Roy Truba.

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- f. The Members adjourned to the CSF for a facility tour. The Board Meeting adjourned following the tour.

8. Summary of Follow-up Activity

Suspense Date	Item	Responsible (Individual)
As req'd	Provide Members updated CSF Activation Schedule	SLAM (Redlich / Clements)
As scheduled	Heighten awareness at I&L in order to glean synergies from other projects in process.	SLAM (Redlich / Clements) to coordinate with I&L.
20040804	Align Governance Board schedule with PEG/POM sessions	SLAM (Redlich / Clements)
20040812	Discuss OIF 3 unit specifics with MFR	SLAM (Redlich / Clements) at Pre-IOC Meeting
20040823	Confirm Nov Mtg location availability and provide details to Ms. Clements	PAC (Johnson)
20040823	Incorporate Board suggestions into NBCD Tracker application	SLAM (Murphy)
20040823	Distribute NBCD SLAM LOI & Enclosures to Members for chop	SLAM (Clements)
20040831	Develop/deploy tool for Governance Board communication and collaboration/disseminate Survey to Members	SLAM (Bell)
20040831	Develop recommendation for desired ad hoc reporting	SLAM (Bell)
20040831	Distribute a copy of current CLNC CSF ISSA to Members for SA	SLAM (Clements)
20040915	Draft revision of Governance Board Charter	SLAM (Redlich / Clements) based on PAC (Johnson) template
20040915	Develop draft CSF 'concept of operations' for contingency blocks and associated rotation activity	SLAM (Bell)
20040920	Provide NBCD SLAM LOI & Enclosure comments to Ms. Clements	Members
20041011	Poll Members for Agenda Input	SLAM (Redlich / Clements)
20041015	Investigate environmentally controlled storage for consumables	SLAM (Bell)
20041025	Forward Coordinating Details for Nov Meeting to Members	SLAM (Redlich / Clements)
20041101	Arrange 'guest speakers' for subsequent Governance Boards to familiarize Members with other efforts.	SLAM (Redlich / Clements)
20041117	Develop a virtual tour of CSF activation progress	SLAM (Redlich / Clements)
20041117	Define recommended documentation structure for SLAM project in advance of next meeting	SLAM (Redlich / Clements)

9. Errata – Please direct any additions, revisions, or deletions to Ms. Cathy Clements (clementsc@ctcorp.com or 407-342-1549).