

SLAM MEETING, QUANTICO, VA**10/21-22/2003****1.0 DATE AND TIME.**

21-22 Oct 2003, Tuesday @ 0800

2.0 LOCATION.

Kalman's, Main C/R, Quantico, VA

3.0 ATTENDEES.**Table 1. Points of Contact**

Name		Organization	Phone	Email
Bell	Wayne	MCSC NBC	703.432.3198	bellwc@mcsc.usmc.mil
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Drennon	Andrew	DDG	703-445-1616	Adrennon@davisdefense.com
Hamner	Richard	HQMC(LFL)	703.695.8202	hamnerrt@hqmc.usmc.mil
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Redlich	Doug	Kalman	337.616.1473	redlichdc@aol.com
Saffioti	Lou	New Breed	336.232.4127	lsaffioti@newbreed.com
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* - Requires Portal Access

4.0 ADMINISTRATIVE NOTES.

None.

5.0 SCOPE OR PURPOSE.

- Develop Capstone Briefing slides
- Finalize Marine Corps Bulletin & Enclosures
- Define agenda for CWO Meeting slated for 5-6 Nov 2003
- Facility Breakout Session

6.0 AGENDA.

Same as above.

7.0 DISCUSSION.

Arranged by day, below:

7.1 October 21, 2003, Tuesday.

a. 0800 Welcome aboard/admin notes.

Mr. Zimmerman welcomed the team (please see roster at end of document). He defined the objectives of the two-day session:

- Develop Capstone Briefing slides
- Finalize Marine Corps Bulletin & Enclosures
- Define agenda for CWO Meeting slated for 5-6 Nov 2003
- Facility Breakout Session

Discussion regarding initial CSF stand-up is as follows. Two options are available for immediate facility availability; Camp Lejeune and Hawaii. PMO prefers Camp Lejeune due to proximity and the commanders' willingness to support the effort.

Discussion regarding individual issues at CSF facilities is as follows. Mr. Henningsen stated that it was New Breed's understanding from Lejeune that individual issues are required. The space designated for individual issues would also be used for small order, broken case picking (i.e. less than case size orders). Following a call by Mr. Litalien to Lejeune Mr. Zimmerman concluded that the individual issue capability needs to be available at the CSF to support operational requirements.

Discussion regarding the handling of masks is as follows. Mr. Zimmerman indicated that approximately 10% of masks would be stored in bulk at the CSF, and that the CSF would be required to sanitize and repair these masks as received from the units in bulk, prior to placement in storage.

Discussion regarding “non-CSF” locations (e.g. Blount Island) – Mr. Redlich discussed the requirement to have new gear shipped to a central location for tagging and distribution. Mr. Henningsen stated that all of the CSFs would have the capability to support that effort and it would be beneficial from a logistical standpoint to ship the gear destined for “non-CSFs” to the CSF closest in proximity to that location. PMO agreed.

During the discussion, the following action was noted:

- (1) ACTION: Research and develop funding and requisitioning processes at Quantico and Blount Island.

Mr. Zimmerman commented that “cats and dogs” efforts would take a lower priority over standing up the capability for the operating forces. Mr. Redlich replied that the requirement to take on the Quantico and Blount Island sites came from MARFORLANT.

- (2) ACTION: Obtain Quantico / Blount Island stand-up priority level from MARFORLANT.

Mr. Zimmerman established the following groundrule:

GROUNDRULE: The CEMT will be co-located with the Quantico CSF

Discussion regarding facilities – Mr. Zimmerman, Major Ward (I&L), and Mr. Hamner (I&L) discussed the potential availability of facilities at all locations. Hawaii, Yuma, Miramar, Iwakuni and Okinawa appear to have buildings available with sufficient space for a consolidated facility. Pendleton and 29 Palms have both indicated there is no space available for a consolidated facility. Camp Lejeune potentially has the existing FSSG facility. The remaining sites require further evaluation to determine availability based upon requirements. The group also discussed the potential need to seek facilities off-base if necessary, particularly for locations such as Pendleton and 29 Palms. Mr. Zimmerman indicated Barstow could be a possible alternate location to support Pendleton. Mr. Redlich referenced the MROC paper in stating the perceived requirement to locate the facilities on-base.

- (3) ACTION: Determine how rigid requirement to locate CSFs on-base only is.

Discussions regarding the advisory group – Mr. Zimmerman discussed the need to develop a charter for the Government Advisory Group. He also requested input on agency selection for the group. Mr. Davis suggested maintaining the same types of organizations as used for the initial COA selection. Discussion regarding communications requirements – the group discussed the potential requirement for the CEMT to have access to the SIPRNET. Further clarification on the requirement needed.

- (4) ACTION: determine secure communications requirement for CEMT and CSFs.

Discussion regarding incident response times – the group discussed the need to develop a tiered table of response time requirements (Level of Service Agreement) that the CSFs would need to prepare for.

- (5) ACTION: Develop info paper with incident scenarios and the time limits on equipment receipt

b. 1300 Afternoon Work Session

The group recessed for lunch and reconvened as individual IPTs to prepare and provide input for the Road Show brief.

c. 1930

Meeting adjourn.

7.2 October 22, 2003, Wednesday.

a. 0800 Refined previous day's work

The team convened to review the previous day's work and run through the Capstone Briefing slide package.

b. 1300 – Bryce Out-brief

Mr. Bryce offered several amendments to Capstone Briefing Slides that will be incorporated prior to its use at the meetings in Albany, GA, 28-29 Oct 2003.

During the review of the slides, several ground rules were established:

- CSF/CEMT will provide information required to generate a TPFDD.
- CSF/CEMT systems will interface with DLA systems (post GCSS-MC standup).
- CAMS issued for T/A will have wipe test kits included.
- Interface with shelf life management website will be required.

- CSF will provide data necessary to populate MDSSII.
- Quantico facility will store only IPE and Sanators.

CSF contractor personnel can not sign DD form 1348. Government personnel must be available to sign. Mr. James stated that the CIF contractor has found a way to allow them the sign the form.

Mr. Bryce indicated that during the turn-in process, the CSF is to make the establishment of contingency blocks a top priority.

In an effort to achieve early gains, Mr. Bryce stated the recommended implementation sequence would place priority on completing Lejeune, Pendleton, Hawaii, and Okinawa first.

“Ownership” of the NBCD Equipment was discussed in some detail. The PMO will document “Administrative Ownership” and “Operational Use” scenarios for use by the team in future discussions and briefings.

c. 1630.

Meeting adjourned.

8.0 ACTION ITEMS.

Table 2. Planned Actions

Due NLT	Task	Owner	Notes
	Define requisitioning and funding processes for MARFORRES and Blount Island	Schoolfield	Davis to support
	Ascertain rigidity of on-base requirement for CSF facilities	Brown	Clarify MROC position
	Develop charter for SLAM Advisory Group	Zimmerman	Clements to support
	Obtain Quantico / Blount Island priority level for stand-up	Redlich	MARFORLANT to support
	Develop info paper with incident scenarios and associated service standards	Redlich	Litalien/MARFORs to support
	Investigate secure communications requirement for CEMT and CSFs and provide implementation approach	Brown	Myers to support
	Investigate CIF precedent for DD Form 1348 authorization by CLS	Schoolfield	James to support
	Define “Administrative Ownership” and “Operational Ownership”	Schoolfield	Redlich to support
20031031	Mask Decision Paper	James	
20031031	Refine Marine Corps, CEMT, and CSF metrics	Schoolfield	Drennon / Henningsen to support
	Provide ACADA TI	Schoolfield	

Due NLT	Task	Owner	Notes
	Arrange TIGER access	Schoolfield	
	Arrange USMC Publications access	Schoolfield	
	Provide MIL-STD marking guide	Myers	
	Provide LOI for Unit Turn-in to Zimmerman	Schoolfield	

9.0 FUTURE PLANS.

a. PMO Status teleconference.

Teleconference planned for Thursday, 10/30 @ 1400.

(1) Objective.

Agenda in meeting notice.

b. Work session

Work session planned for 5-6 Nov Oct 2003 @ 0800 (location TBD).

(2) Objective.

CWO Work Session, Facilities IPT, IT IPT.