

RFMS STEERING COMMITTEE MEETING MINUTES

Meeting Type: Weekly **Meeting Date:** 29 January 03
Meeting Time: 1000~1200 **Meeting Place:** Kaizen No Yochi

People Present: RE, DRE, DOICC, C09, C10, C130, 10s (Recorder/ Facilitators)

Decision Made, Actions Planned, Tasks to be Done	Person Responsible
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Focus on Utilities BCA and complete it	BM/150/ UBLM
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Send E-mail to Captain Fuligni – recommend rep from PACDIV	CO
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Update the CPF Utilities BCA Executive Brief	CO
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VTC on “RE Update” to Base CO’s on 26 Feb – confirm	DRE
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Check on water purification equipment w/Guam	XO/BM
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Set up C/C with Captain Byus when ship return	10s
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1. 90 Day Task List:
 - Goal 1 – No update. Focused on CPF Utilities BCA Executive Brief
 - Goal 2 – No update. Focused on the Utilities BCA
 - Goal 3 – Working w/ PWOs. Will have a better status next week
 - Goal 6 – Goal advocate absent (no update)

2. RFMS One Day Off-site:
 - Agenda will be revised to add 45minutes for Capt(s) Hemstreet to discuss
 - * JIPL, IPL, etc.
 - Invitation to all attendees sent out by RE
 - Mr. Collins, Mr. Crecelius, Cdr Campbell accepted our invitation to be guest speakers
 - Template for BLMs Status Update will be sent out

3. FacTS Client Survey Status:
 - Ms. Bowie and Ken Hashimoto is in San Diego attending the conference

Roundtable:

Mr. Tom Blackmer –Environmental BLM has a potential conflict with TAD and RFMS Conference on 28 Feb. RE meets with Mr. Blackmer this Friday, (1/31/03). EBL still has PM issues.

Mr. Roundtree is reviewing how recapitalization of Lab Equipment would be conducted if lab were to transfer to SRF. Option to look at is to include cost of equipment as direct cost for respective commodity and maintain equipment on NWCF plant account.

PBLM - check status on recruitment.