

RFMS STEERING TEAM MEETING MINUTES

Meeting Type: Weekly Meeting Date: 19May 04
 Meeting Time: 1000-1045 Meeting Place: Kaizen No Yochi

Present: XO, BM, RPAO's (current/perspective), DOICC, C130 (Recorder/ Facilitators)

Group Calendar

Dates	Event
22 May-6 June	RPAO TAD to Philadelphia and Leave
7- 12 June	New DRE turn over
14- 30 June	XO on Leave
14-18 June	DOICC on leave and TAD
21-23 June	CDR Zucchero, Perspective PWO DG visiting Yokosuka
24- 29 June	DOICC TAD to Diego Garcia for Award fee board
25 June- 2 July	BM on leave
28 June-12 July	RPAO on leave
30 July	NAVFACFE establishment
7 Aug	RPAO detach from Japan-
13 Aug	New RPAO reports
Jan 05	PWC/OICC IG

1. Review Group Calendar.
Some addition/deletion made to calendar

2. 90-day Task list.
Provide CON OPS to Captain Ordonff for NAVFAC/NAVSUP O-6 conference.
Contacted FISC CO, possible takeover date 9/30/04.

3. Regional Personal Action Request. Mr. Koepsell.
2 positions under review in D.G. Third country nationals.
Concerns:

XO : Classification of current APWO; Proposed Gs –11 will be supervised by E-7 Engineering position. New civilian. Structured workload – 7 FTE, currently 3 FTE. See problems with D.G. packet.
 RPAO – Who and how will this position be supported financially. Doesn't have SRMD support? Tough sell due to no vacant position. .
 C400 – Positions will reduce cost with additional staff in D.G. without sending

someone TAD from Yokosuka. Need legible organization charts and RPAO endorsement before submission to CNFJ PMB.

RFMS Team: Consensus agreed RPAO will provide additional support documentation and endorsement letter before submission to CNFJ PMB.

4. Sasebo MLC Recruitment.

C700BLM proposing organization change in Sasebo. Propose F.A. overhead. Cost: 60,000 yen increase. Sup. Ration is 24:1. Highest throughout Region. BM – Recruiting in Sasebo? Recruit internally; Abolish vacant position, no backfill; Is MLC PPP affected in Sasebo? C130 – No, Yoko only. RFMS recommended approval to Skipper.

5. You Make A Difference Award.

Intranet, under Management Department.
CO, XO, BM, or DOICC signature for COUPON.
First recognition to be in internal newsletter.

6. Roundtable;

XO:

Military details;

LT Hall replace at Okinawa.

LT Lamb replacement over allowance in D.G. for 12 months.

LT Windis, LCDR Norton relief. CFAY CNI billet.

Ensuring any Host Nation Notification requirements are met prior to FEC establishment.

Zero base review group in Yokosuka

DOICC: Weather report; typhoon ready.

RPAO: Lots of data calls. Gober covering for RPAO during TAD and Leave

BM: PWBLM design meeting VTC on schedule. No delayed next week.

Working on FEC Table 30 and propose codes.

Completing Mission and Function statements for FEC. Need additional info for ROICC Org.

