

RFMS STEERING TEAM MEETING MINUTES

Meeting Type: Weekly **Meeting Date:** 2 October 02
Meeting Time: 1000~1200 **Meeting Place:** Kaizen No Yochi

People Present: RE, DOICC, C09, C10, LCDR Gersh, C130 (Recorder/ Facilitators)

Decision Made, Actions Planned, Tasks to be Done	Person Responsible
Develop a schedule for RFMS meeting for reviewing overall plan	Mr. Roundtree
Have the draft glossy ready for CO's chop	Mr. Roundtree
Have Foreword ready for the glossy	CAPT Orndoff
Distribute meeting minutes copy for designated personnel	Ms. Bowie
Create a RFMS Steering Team Meeting Minutes Repository under eKM and maintain historical meeting minutes.	Ms. Bowie
Review Utilities Business Lines concept of operation	Mr. Roundtree

1. Review Minutes:

There were no changes from the last week's minutes.

2. Group Calendar and Action Items:

(1) 90 day Action List:

Mr. Roundtree requested goal advocates to submit the finalized objectives, strategies and tactics. C130 received goal 2 and some of the input for goal 3.

LCDR Gersh will review goal 6 on behalf of CAPT(S) Hemstreet, Goal 6 Advocate.

Team members re-concurred to review finalized overall Strategic Plan on 9 Oct at 0900. Tactics for each strategy will be presented to the team. Goal advocates can bring their supporting staff.

Mr. Roundtree: Publishing plan for the SP glossy copy, tri-fold for JNE and working copy is still on the schedule.

3. Meeting Minutes Distribution:

Team member discussed on subject issue and reached agreement as follow:

- (1). Distribute meeting minutes copy to Steering Team member, BLM, PWO and Supporting Managers.
- (2). Create a folder for the steering team in eKM, and maintain historical minutes.

4. Issue: BLM's Role as Commodity Manager:

Ms. Bowie reported that according to her assessment, it is anticipated that there will be no impact on MLC grading system by taking out role of regional commodity manager from 1-10 position of Utilities and Maintenance. It has been already considered when BLM positions have been reviewed by HRO.

CAPT Orndoff wants Mr. Fukawa to take regional commodity manager's role.

Member agreed to address this issue later.

Mr. Roundtree is going to review Utilities Business Lines concept of operation to determine how is commodity management is addressed.

5. Command Staff Meeting:

Team members discussed on subject issue and agreed as follow:

- Periodicity- Every first Thursday
- Starts at 1000
- Attendees:
 - PWC Supporting Staff
 - Special Assistants
 - CNFJ RPAO
 - Mr. Blackmer

- Next Command Staff Meeting will be held on 10 Oct at 1000

4. Items of General Interests:

Mr. Roundtree

- NAVFAC is proposing changes to on USCS performance management. Propose instruction is out for review and comments by the field.
- FSC Inspection & QAEs may become forward deployed PACDIV employees.
- Realigning 'T' and 'Q' for FSC work to the EFD is being discussed at the HQ level.

LCDR Gersh- CNFJ paid the cost of moving to BLDG#1848

LCDR Quattlebaum- Selection for the Utilities BLM has been made.

CDR Poindexter- OICC completed 46 contract action with a value of 30M for the month of Sept.

CAPT Orndoff- Please recognize year end work done by employees.