

RFMS STEERING TEAM MEETING MINUTES

Meeting Type: Weekly **Meeting Date:** 19 March 03
Meeting Time: 1000~1300 **Meeting Place:** Kaizen No Yochi

Present: CO, DRE, DOICC, XO, RPAO, C130 (Recorder/ Facilitators)

Decision Made, Actions Planned, Tasks to be Done	Person Responsible
Notify BLM to go to eKM training held every Friday at CNFJ	LCDR Quattlebaum
Continue to take a lead on furnishing Seabee Study	LCDR King

1. eKM Overview:

Mr. Hobart, CNFJ eKM administrator provided eKM overview. CDR Poindexter was interested in using the system for his section. LCDR Gersh will seek what he could help CDR Pondexter

CAPT Orndoff ensured BLMs to sit down eKM training held at CNFJ every week.

2. RADM Johnson' visit:

CAPT Orndoff noted that RADM Johnson is still visiting Yokosuka. If the condition is updated, his trip still may be cancelled.

CAPT Orndoff went over the schedule of RADM Johnson's visit with other team members.

3. Force Protection Condition Change:

CAPT Orndoff requested LCDR Quattlebaum to put the guidance out as appropriate.

4. Seabee Study

LCDR King, Atsugi PWO provided his brief on Seabee study.

Team members provided their thought on it. CAPT Orndoff requested wants to finalize the study by the end of May. In addition, team members agreed to have Mr. Gober involved into the study. LCDR king will refurnish this study and come back to this meeting to brief.