

RFMS STEERING TEAM MEETING MINUTES

Meeting Type: Weekly **Meeting Date:** 18 Feb 04
Meeting Time: 1100-1200 **Meeting Place:** Kaizen No Yochi

Present: XO, DOICC, RPAO, BM, C130Q (Recorder/ Facilitators)

1. The minutes of 11 Feb 04 has been reviewed.
2. Group Calendar reviewed and updated.

GROUP CALENDAR	
Dates	Event
10-15 Feb	CO TAD
15-19 Feb	DRE on leave
24-29 Feb	CO and BM TAD to San Diego
2-4 Mar	Senior Engineers' Conference at Camp Zama
16-20 Mar	DRE TAD to Award Board
20 Mar	CB Ball O' Club in Atsugi
2-13 Apr	RPAO on leave
5-9 Apr	DRE on leave
5-9 Apr	DOICC on leave
24-26 Mar	GPC IG
14 Jul-16 Jul	PWC/OICC IG

3. **Goal status updates. Nothing.**
4. **90-Day Task List updated.**

90-Day Task List	Person Responsible
Provide FISC partnership summary to CO	C10
Hire Construction Director, GS-13, 801, OICC	DOICC
Publish Glossy by 15 Feb	C10/C130

- Forward email to RFMS Team members on latest partnership. FISC is looking at region focus with NAVSUP alignment. Code 10 and Code 800 are finalizing metrics brief for PWC/FISC CO's. DOICC return cert of Construction Director due

to FEC and possibly getting services via Code 400.

- Glossy will forward to C130.

5. General items of interest:

BM

Working on Budget Review with XO and C30. Looking to reduce total production costs. Budget built minus FEC costs; may need extension from NAVFAC.

RPAO

Facilities IPT Financial 3 percent minimum production cost.
PCS order 16th of July to Maine.