



UNITED STATES MARINE CORPS
MARINE CORPS COMBAT DEVELOPMENT COMMAND
QUANTICO, VIRGINIA 22134-5001

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JUL 9 2001

MEMORANDUM

From: Director, Warfighting Development and Integration
Directorate (WDID)

SUBJ: COMMAND ELEMENT (CE) POM SCHOOL VTC MINUTES OF 27 JUNE 01

1. The Command Element Advocate Secretariat held a POM School via Video Teleconference (VTC) on 27 June 2001. This was the result of concerns raised about the level of understanding of the POM prioritization tool/process during the last CE Board on 23 May 2001. The participants and locations were as follows:

<u>Participant</u>	<u>Billet</u>	<u>VTC Site</u>
Mr. Weaver	COMMARFORLANT, Dep. G8	Norfolk, VA
Col. Van Peursem	AC/S COMPT, I MEF	Camp Pendleton, CA
Ms. Hough	COMMARFORPAC	Camp Smith, HI
COL. Bennett	CG, II MEF	Camp Lejeune, NC
Lt. Col. Mc Guinness	COMMARFORRES, G4	New Orleans, LA
Col. Porter	Dir. Ops, WDID, MCCDC	Quantico, VA
Lt. Col. Farley	HQMC, Intel, IPB	Quantico, VA
Mr. Hardin	HQMC, C4, Budget	Quantico, VA
Mr. Ramsey	T&E CMV, G3	Quantico, VA

2. The purpose of this VTC was to establish a common foundation for prioritizing the Command Element's requirements for POM 04 and to reach a consensus on the proposed timeline and future actions required. The topics were:

Prioritization Tool

Pacing Items

T & E's Pacing Items

Command Element's Requirements List

Time Line

Future Actions

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3. Prioritization Tool

a. Major Maxwell, WDID Studies and Analysis (S&A) Division presented an overview of the POM Prioritization Tool being used to prioritize the CE requirements. He explained that the first step is to assign pacing item weights. The process begins with each CEAB member submitting pacing item weights and reasoning. S&A will aggregate the pacing item weights/justification and staff to CEAB members for review. CEAB members will review aggregated weights and justification. The CEAB members will make recommendations and resubmit to S&A. This process will be repeated through several iterations.

b. Major Maxwell demonstrated the use of the prioritization tool with an example weighting of pacing items. He explained the importance of understanding the items being prioritized and not trying to "game" the process. Colonel Porter reiterated the importance of understanding the pacing items and voting properly, and not trying to "game" the vote.

c. Mr. Bradley, MARFORLANT voiced the need for a "Data Dictionary" addressing the items, be provided with the spreadsheet. Col. Porter stated the CE Secretariat is working on that. Mr. Bradley also addressed two issues previously submitted concerning pacing items prioritization and core item treatment. His first concern was if they would have a chance to reprioritize the aggregated list. Major Maxwell responded that they would. His second concern was the treatment of Core Items in the POM process. Colonel Porter responded that Core Items were being used by Advocates to see how other new programs compared to existing programs. This information will be provided to the CEAB who will decide whether particular CORE Items require further evaluation to determine if the items should be challenged during the Core setting process.

d. Lt. Colonel Mc Guinness, MARFORRES had a question concerning assignment of weights to pacing items. He asked if it would be appropriate to distribute the 100 points evenly amongst the four major items listed and then distribute the 25 points to the sub-items. Major Maxwell explained that would not give a true evaluation because the number of sub-items varied,

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resulting in skewing the weights. The weighting process must evaluate each item individually.

e. Colonel Van Peurseem, I MEF asked if the High, Medium, Low weighting of deficiencies should consider the deficiencies as of now or in the future. Major Maxwell responded that they should consider the deficiency as it will exist in 2004-2011.

4. Pacing Items

a. CE Secretariat next presented an overview briefing on the CE Pacing Items. The CEAB drafted an approved CE Vision Statement. The CE Vision Statement was "road mapped" to identify capabilities and "pacing items". Each of the CEAB members had a representative who participated in the "road mapping" session. "Pacing Items" are key indicators that the CE leadership uses to track the CE's developmental progress to achieve its vision.

b. Mr. Weaver, MARFORLANT stated a need for clarification on the near term goal of sustaining a MEB sized force anywhere in the world. His question was: "Do you want to build a CE HQ for a Brigade Force or for a Joint Force?" Colonel Porter stated the intent was to develop a CE HQ that can sustain a Joint MEB sized force. The CE Secretariat will modify the CE pacing items.

5. T & E's Pacing Items

a. Major Lundin, CE Secretariat, briefed that there are some T&E requirements now included on the CE requirements list. HE explained that current pacing items were not drafted with the CE's training and readiness responsibilities in mind, which raised concerns that T&E's requirements will not receive a fair evaluation with the current list of pacing items. The CE Secretariat met with the Commander, T&E Command on 25 June 01. As a result, T&E Command will draft T&E pacing items by 20 July. These pacing items will then be staffed to the CEAB members. The CE Pacing Items will be revised accordingly.

b. Major Lundin stated that there would be a call for any MAGTF pacing items other than T&E related ones that need to be added or need to be modified.

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6. Command Element's Requirements List

a. Major Lundin briefed that a consolidated list of the CE's current requirements was released by e-mail and will be posted to the CEAB web site. The newest iteration includes a number of T&E issues that were shifted to the CE. Life cycle management issues/requirements are still being identified by MARCORSYSCOM. He also briefed that he is working to reassign some requirements from the CE Requirements list to the other advocates.

b. Additionally, the CE has been assigned responsibility for Non-Lethal Weapons. This includes funding in both the Procurement Marine Corps (PMC) Appropriation and "banking" joint money for the Joint Non-Lethal Weapons Directorate.

c. Development of these items is hindering the finalizing of the CE's requirements list. The CE Secretariat will continue to update and post to the CEAB website. Anticipate a completed list by 20 July 2001.

d. Ms. Dee Guillory, MARFORLANT stated she thought the Total Force Data Warehousing item should belong to the SE. Colonel Porter said that the CE Secretariat will work to shift this requirement to the SE, (Note: as of 2 July 2001, this item has been moved to the SE's requirement list).

e. Mr. Bradley, MARFORLANT asked how the requirements list was going to be used in POM 04 development. How will it fit in the POM process? Colonel Porter responded that issue is still under discussion/development at this time. The issue is being coordinated/worked with P&R. The requirements lists will serve to raise the awareness level of Advocate priorities of all involved in the POM process (PEGs, PWGs, etc). This advocate process has energized everyone to be better "armed" in POM process.

f. Mr. Bradley asked if T&E Command is a voting member on the CEAB. Colonel Porter said "no". He stated that consideration should be given to including the commander of the T&E Command as a non-voting adjunct member to the CEAB.

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7. Timeline/Future Schedule

a. Major Lundin briefed the following revised timeline:

July (Date TBD)	POM 04 in progress review VTC
21 Aug	CE Advocate members submit their prioritized lists
23 Aug	Action Officer Level VTC to review results
28 Aug (Tent.)	CEAB VTC meeting on POM Prioritization
31 Aug	CE Advocate signs priority list
4 Sep	CE Advocate submits CE's POM 04 prioritized requirements list to CG, MCCDC

b. Ms. Hough, MARFORPAC, stated their concern with the timeline is that all MARFORPAC and their MEF staffs will be involved in the Ulchi Focus Lens (UFL) exercise during August. Colonel Porter said we would have to work with them on that and try to move some things up into July, if at all possible.

c. Mr. Bradley, MARFORLANT, asked when the final pacing items "weighted" list would be available. Major Turner replied that if all goes well in the iterative process, the final pacing items list should be available during the first week of August.

8. My points of contact on the minutes are Major Thomas Burton at (703) 784-4951 or Major Walter Lundin at (703) 784-6470.

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9. The complete minutes from the meeting can be viewed or downloaded at <http://www.mccdc.usmc.mil/ceab/diststaff.htm>



H. H. Porter

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