

**BRAC 2005 Headquarters & Support Activities  
Joint Cross-Service Group (HSA JCSG)**

**Deliberative Meeting Minutes of August 26, 2004  
Room 3E387, Pentagon, 12:00 – 3:00 p.m.**

1. The Assistant Deputy Chief of Staff, G-8, US Army, chaired the meeting. List of attendees is attached.
2. Meeting agenda is attached.
3. The Deputy Chair reviewed the August 19 Minutes.
  - a. The OSD BRAC representative today stated the transformational options will be out soon but they would not be ready on August 27.
  - b. The OSD BRAC office plans to recommend canceling the ISG on September 3.
  - c. The Deputy HSA JCSG stated that capacity analysis would not be locked on August 27. She will not lock the analysis until the military value process requires that it be locked.
4. OSD BRAC Update.

The Deputy HSA JCSG asked the OSD BRAC representative how the JCSG should view and incorporate the 20-year Force Structure Plan into our analysis. He replied the DASs had the highest-level subject matter expert certify the data. The certification does not have to be handled the same as for capacity or military value data. The DASs prefer the JCSGs gather their own data on this subject. The Chairman suggested using the Future Year Defense Plan as the source for HSA JCSG data.

5. Member Updates.
  - a. USAF Member/Geographic Clusters and Functional Subgroup. The subgroup is working on the data and draft scenarios.
  - b. USMC Member/Mobilization Subgroup. The subgroup is working on draft scenarios.
  - c. DON Member/Major Admin/HQs Activities Subgroup.
    - (1) The subgroup is working on the data and draft scenarios. They are beginning to look at military value data. Solving a serious naming convention issue with capacity data. They are working that issue.
    - (2) The Major Admin/HQs Activities Subgroup Deputy attended a Navy IAT Working Group meeting. JCSGs were represented at the 06 level.

- d. OSD/WHM Member Update. Nothing significant to report.
- e. Joint Staff Member Update. Nothing significant to report.

### Executive Session with LNOs

- 6. The Chairman HSA JCSG stated Congress would return after Labor Day and take up Authorization Bill discussions the week of September 14. They will not likely have a decision until October. Not only is there a recommendation in the House version of the Authorization Bill for a two-year delay in BRAC, the language changes the selection criteria.
- 7. Military Value Spreadsheets.
  - a. There were three objectives to the brief: Give members an update of where the JCSG is; present them the notion of sending data-hole spreadsheets to the MILDEPs; and obtain their guidance on how to handle missing and incomplete data.
  - b. The Deputy HSA JCSG stated the missing data spreadsheets had been briefed to the MILDEPs and the JCSG 06s and they all liked this approach to identifying missing data. The HSA JCSG Analyst stated the missing data would become a “stop work” issue for DFAS analysis in less than two weeks.
- \* 8. Space Standard.
  - a. The briefer requested a final decision from the HSA JCSG Members on space standards.
  - b. In March 2004, Members agreed to use 180 usable square feet for the 4<sup>th</sup> Estate (225 gross square feet (GSF)) and 162 gross square feet for the MILDEPs (130 usable square feet (USF)). The conclusions of analysis from March to the present time includes:
    - (1) Data for the 4<sup>th</sup> Estate and MILDEPs was inconclusive.
    - (2) The Major Admin/Headquarters Team decided to propose one number for analysis for both the 4<sup>th</sup> Estate and the MILDEPs.
  - c. The members approved the recommendation of 200 GSF per person for BRAC 2005 analysis.
- 9. Scenario Process Flow.
  - a. The Deputy explained the scenario process flow to the members. She explained that the JCSG meets on Monday mornings to review possible ideas and synchronize with the members at the deliberative meetings.
  - b. The JCSG is currently tracking 54 scenario ideas with its internal tracking spreadsheet.

- c. The HSA Analyst will brief membership on August 31 on the proposed screening process and suggestions for prioritizing proposal scenarios to take through selection criteria 5-8.
  - d. The OSD BRAC representative suggested two additions to the scenario process flow. The first is to add “ISG Review for Conflicts” before proposal scenarios become scenarios and add, “Pursue ISG suggested scenario ideas.” The Chairman asked the JCSG to be open to suggestions from the MILDEPs and other JCSGs on ideas for scenarios.
  - e. The Deputy stated that on August 31 she would give the other JCSGs a packet to begin addressing overlaps.
10. Review the four scenarios to be briefed to the ISG on August 27, 2004.
- a. The following scenario ideas, initially approved by the members present at the August 19 HSA JCSG Deliberative meeting, were presented to the members for approval.
    - (1) Realign Edwards, Kirtland and Lackland Air Force Bases by disestablishing Level I correctional facilities and re-locating missions to NAS Pensacola and MCAS Miramar. Members approved briefing this idea to the ISG.
    - (2) Disestablish mobilization-processing operations at San Diego and Camp Pendleton and transfer/consolidate missions under a newly created joint mobilization-processing center at Port Hueneme/Camp Roberts. Members approved briefing this idea to the ISG.
    - (3) Close Arlington Army National Guard Readiness Center (ARNGRC) and National Guard Headquarters elements in Crystal City (NGB, ARNG, and ANG) and co-locate with Air National Guard Readiness Center (ARGRC) at Andrews Air Force Base. Members approved briefing this idea to the ISG amended to change the word “Close” to “Realign,” and add “Force Protection” to the Justification/Impact.
    - (4) Establish Joint Base Lewis-McChord by consolidating Ft. Lewis and McChord Air Force Bases with Army as executive agent. Members approved briefing this idea to the ISG. Members directed the Potential Conflicts be amended as follows: delete “Service doctrine” and delete the word “Culture” from the second bullet. Using Army as the executive agent is notional and for briefing purposes only. Military value will determine the executive agent.
  - b. The members decided to promote all four idea scenarios to proposals.

11. Scenarios.

Corrections.

- a. Members made minor changes to the nine scenario ideas presented.
- b. Members requested the Corrections Team write a scenario idea for joint regional correctional facilities by level.
- c. Members requested the Corrections Team write a scenario idea to privatize US Department of Prisons mission to Federal Bureau of Prisons.

DONALD C. TISON  
Assistant Deputy Chief of Staff, G-8  
Chairman, HSA JCSG

Attachments:

1. List of Attendees
2. Agenda
3. Military Value Data Status, August 26, 2004
4. Administrative Space Standards for BRAC Analysis Final Recommendation, August 26, 2004
5. Scenario Process Flow, August 26, 2004
6. ISG Scenarios for August 27, 2004
7. HSA JCSG Scenario Ideas, August 26, 2004
8. Calendar

**BRAC 2005 Headquarters & Support Activities  
Joint Cross-Service Group (HSA JCSG)**

**Meeting August 26, 2004**

**Attendees**

**Members:**

Mr. Don Tison, Assistant Deputy Chief of Staff, G-8, Chair  
Mr. Howard Becker, DD, A&M, OSD Member  
Mr. Mike Rhodes, Assistant Deputy Commandant for Manpower and Reserve Affairs,  
USMC Member

**Alternates:**

Col Dan Woodward, USAF, Joint Staff Alternate  
Mr. Doug McCoy, HSA JCSG, Air Force Alternate  
CAPT Mike Langohr, USNR, HSA JCSG, Navy Alternate

**Others:**

COL Carla Coulson, USA, HSA JCSG, Deputy Chair  
Col Ray Knapp, USAF, HSA JCSG  
Col Charlie Sachs, AFRC, HSA JCSG  
Col Steve Snipes, USAF, HSA JCSG  
LtCol Don Duckro, USAF, HSA JCSG  
LTC Chris Hill, USA, HSA JCSG  
CDR John Lathroum, USN, HSA JCSG  
LTC Chris Philbrick, USA, HSA JCSG  
Lt Pat Chapin, USAF, HSA JCSG  
Ms. Kandy Adams, DoD IG  
Mr. Brian Buzzell  
Mr. Jim Chittick, DFAS  
Mr. Ryan Ferrell, HSA JCSG  
Mr. Dave Fletcher, HSA JCSG  
Mr. Bill Foote, HSA JCSG  
Dr. Jim Harris, HSA JCSG  
Ms. Cheryl Manning, HSA JCSG  
Ms. Pegge Mencl, TABS LNO  
Ms. Helen Poorman, HSA JCSG  
Ms. Holly Russell, HSA JCSG  
Mr. Jerry Shiplett, HSA JCSG  
Ms. Kathy Simonton, AF LNO  
Mr. Matthew Tittmann, HSA JCSG  
Ms. Susan Zander, HSA JCSG

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Executive Session With LNOs August 26, 2004  
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