Joint Basing Program Management Office
Monthly Newsletter

Policy Update

No new Joint Basing policy was issued in January 2010.

Open Policy Issues

Cost and Performance Visibility Framework (CPVF)

CPVF Suspense Dates

The Senior Joint Base Working Group (SJBWG) approved additional time for the Intermediate Command Summits (ICSs) and Senior Installation Management Group (SIMG) to review the joint base CPVF data before it is submitted to the Office of the Secretary of Defense (OSD). The current timeline for submission of quarterly CPVF data, now set at four weeks after the close of each quarter, did not allow sufficient time for the data to be reviewed through the various levels of the Joint Management Oversight Structure (JMOS) prior to submission to OSD. Therefore, OSD is extending the reporting deadline to six weeks after the end of each quarter. The Deputy Under Secretary of Defense (Installations and Environment) (DUSD(I&E)) will release a memo extending the reporting deadlines in February 2010.

The new CPVF suspense dates for Fiscal Year 2010 (FY10) will be as follows:

▶ FY10 Quarter 1 (Q1) – 11 February 2010

▶ FY10 Q2 – 12 May 2010

▶ FY10 Q3 – 11 August 2010

▶ FY10 Q4 – 12 November 2010

Note: These dates represent the deadline for Service headquarters (HQ) submission of CPVF data to OSD. Supporting Components may issue additional suspenses for data submission prior to these dates.

CPVF Consolidated Reporting

At the January 22, 2010 Program Management Review (PMR), the SJBWG approved an algorithm for compiling an aggregate CPVF report for Joint Base Commanders (JBCs), Joint Base Partnership Councils (JBPCs), and HQs to easily gauge joint performance of installation support functions against the Common Output Level Standards (COLS). This consolidated report "rolls up" individual Service Component reporting after Full Operational Capability (FOC) to have a single "score" for the joint base's performance. Table 1 illustrates the rules for determining a consolidated score, and Table 2 illustrates the scores that result from application of the rules in Table 1.

Open Policy Issues (Cont'd)

CPVF is *the* measurement tool for joint base performance against the COLS. The entire JMOS will use these tools to ensure compliance with the COLS, appropriateness of policy, and appropriateness of resources for the joint bases after FOC. JBPCs can go to single-Component reporting at any time after FOC, and it is expected they will do so in relatively short order once all personnel and resources are in place. In the interim, the aggregate report will enable the JBPC and the JBC to ask the question, "How are we doing?" and receive a single answer instead of one answer for each Service Component.

Table 1: CPVF Report Rollup Rules

Supported Component

	Meets	Does Not Meet	Not Reported	Not Applicable
Meets	M	D	M	M
Does Not Meet	D	D	D	D
Not Reported	M	D	NR	NR
Not Applicable	M	D	NR	NA

(Left vertical axis label: Supporting Component)

Table 2: CPVF Data <u>With</u> Consolidated Reporting (*notional example*)

COLS Summary, FY2012 Q3

Base	Meets	Does Not Meet	Not Reported	NA	Grand Total
Joint Base Alpha-Beta	**216**	**24**	**0**	**27**	**267**
Supporting-Air Force	219	16	0	32	267
Supported-Navy	219	16	1	31	267
Joint Base Gamma-Delta	**171**	**60**	**1**	**35**	**267**
Supporting-Navy	174	51	1	41	267
Supported-Army	162	19	12	74	267
Joint Base Epsilon-Zeta-Eta	**194**	**39**	**0**	**34**	**267**
Supporting-Air Force	200	30	0	37	267
Supported-Army	193	26	0	48	267
Supported-Navy	200	18	0	49	267
Joint Base Theta-Iota	**150**	**22**	**0**	**95**	**267**
Supporting-Army	154	18	0	95	267
Supported-Marine Corps	166	10	13	78	267
Joint Base Kappa-Lambda	**205**	**24**	**0**	**38**	**267**
Supporting-Navy	207	16	0	44	267
Supported-Air Force	209	16	0	42	267

Open Policy Issues (Cont'd)

Business Rules for Changes to the President's Budget (PB)-14 and Updates to the CPVF Baseline

The Resource Management Sub Working Group is preparing business rules for making changes to the PB-14 and CPVF baseline. The Office of the Under Secretary of Defense (Comptroller) expects to release the business rules in February 2010.

Stationing Decisions at Joint Bases

The Joint Basing Program Management Office (JBPMO) is finalizing a memo formalizing new mission stationing / beddown procedures at joint bases beyond the decision authority of the JBC. The JBPMO expects DUSD(I&E) to release final policy for stationing decisions in February 2010.

Memorandum of Agreement (MOA) Template Change 4

The JBPMO is finalizing the MOA Template Change 4 memo, which formalizes administrative changes for the MOA Template. In addition, this memo will incorporate the Equal Employment Opportunity COLS changes approved at the January Implementation Review Conference (IRC) / PMR. These changes are a result of lessons learned identified during the Phase II joint base MOA workshops. The JBPMO expects DUSD(I&E) to release the final policy in February 2010.

MOA Change Process

The JBPMO is finalizing a memo that outlines procedures for changing signed MOAs. The memo includes business rules for processing and approving MOA changes as well as a template for documenting changes. The JBPMO expects DUSD(I&E) to release the final policy in February 2010.

Spotlight: Implementation Review Conference / Program Management Review

The OSD JBPMO held the final IRC and first PMR, which were hosted by Navy Region Mid-Atlantic on January 20 and 21, 2010 at Naval Station Norfolk. A total of 140 participants attended from all Components and OSD and included leadership from the joint bases, ICSs, and SJBWG.

The purpose of the IRC was to provide a forum for JBCs and Deputy JBCs (DJBCs) to discuss implementation statuses with their ICS and SJBWG representatives and share best practices and lessons learned across all 12 joint bases. The IRC also provided an opportunity to discuss data migration issues and other feedback that was received at the Information Technology Service Management (ITSM) conference held in November 2009 in San Antonio.

Several common themes among the joint bases emerged at the IRC:

- FOC is not the "finish line", but a milestone. It is the next step in a process to having fully operational joint bases;
- Contracting will require a lot of oversight and support from Defense Financing and Accounting Service; and
- Human Resources issues are still emerging in areas such as employee turnover and hiring, personnel records transfer, and concerns about labor relations. The JMOS is closely monitoring these issues.

The purpose of the PMR was to provide a forum for SJBWG and ICS members to discuss the future program management of Joint Basing. The objectives of the PMR were to:

- Discuss the results of the FY09 Q4 CPVF data for Phase I Joint Bases;
- Outline the process for changes to joint base MOAs and resourcing baselines;
- Approve significant changes to COLS; and
- Better understand the Components resourcing process for Joint Basing.

Several action items were identified during the IRC/PMR. The JBPMO is preparing an after-action report (AAR), which will detail the action items and proposed way ahead. The JBPMO expects to complete the report by the end of February 2010.

Spotlight: Morale, Welfare, and Recreation (MWR) / Lodging / Warfighter and Family / Child and Youth Services Issues

During the January PMR, MWR / Lodging / Warfighter and Family / Child and Youth Services functional leads met in a break-out session to discuss issues at the joint bases. Below is a hightlight of the issues discussed.

- Civilian Personnel (CIVPERS) – Employees with outstanding 401(k) loans are hindered from transferring Components (e.g., Air Force to Navy). This issue cannot be resolved at the installation level. If an Air Force employee chooses to elect the supporting Component (Army or Navy) retirement/401(k), any outstanding loans must be paid off or would be considered a "deemed distribution" and subject to federal income tax and Internal Revenue Service early-withdrawal penalties, as applicable. Outstanding 401(k) loans may not be transferred to another 401(k) savings plan. **Solution:** In response to Joint Basing initiatives and the differences in payroll system between the Army and Navy, the Air Force Services Agency (AFSVA) has developed a new payment process for Non-Appropriated Fund (NAF) employees that retain Air Force NAF retirement and 401(k) plans. For employees at affected bases, AFSVA is implementing an Automatic Clearing House (ACH) method of payment for employees with outstanding 401(k) loans and to process new loans after their transfer to Army/Navy. The ACH debit method is a process for AFSVA to withdraw loan payments directly from the affected employee's bank account. This method is currently being implemented with NAF employees that retained Air Force NAF retirement and 401(k) at Joint Region Marianas, and will be used for affected NAF employees at Phase II joint bases.
- CIVPERS – Some Uniform Funding and Management (UFM) funds are used as labor dollars. When UFM funds are transferred to the Air Force for employee salaries, they are transferred as Appropriated Fund (APF) dollars and used to fund a NAF Instrumentality (NAFI) MOA. **Solution:** The employees transferred from the Army or Navy who were formerly funded through UFM and paid in NAF dollars are paid by the Air Force through the NAFI MOA in NAF dollars.
- Children and Youth – The Air Force child care rates differ from the Army and Navy child care rates. **Solution:** The rates need to be standardized, and the supporting Component will establish the fees based on the OSD regulations.
- Children and Youth – Joint Bases continue to report that they are unable to meet certain Children and Youth COLS.

  - COLS #1 – 100% of children are placed within three months of request. Reports are indicating that joint bases may not be aware that by offering a patron a viable child care slot or space (whether they accept the space or not), meets the standard.
  - COLS #4 – 100% of the youth programs are certified and possess valid certificates. The Navy reports their program did not meet this standard because their youth programs do not require certification.
  - COLS #6 – 35% of eligible youth participate in Department of Defense/Service Youth Program. Joint bases need to clarify that on and off base youth programs and services should be counted in meeting this standard.

The discussions held at the MWR break-out session indicated that issues are base or Component-specific, and not cross cutting across all Components. As issues arise, joint bases should follow the JMOS process for resolution. A summary of the results of this break-out session will be included in the IRC/PMR AAR.

Content provided by Karen Morgan (ODUSD(MC&FP)), Carol Potter (ODUSD(MC&FP)), and Mike Teal (AF/A1SO); compiled by Renelle Sagana (JBPMO).

Talking Points

Data Migration Status Update

Data Migration for Phase II Joint Bases

The Data Migration Team concluded their site visits at Joint Base Charleston on January 26-29, 2010. Each site visit helped to better define the Data Migration requirements by identifying:

- A Data Migration determination (automated, manual, or shared environment) for the functional areas discussed;
- Target and source systems for the Components;
- Additional enterprise systems that were not included in the Data Migration strategy document; and
- Action items specific to the functions discussed.

Talking Points (Cont'd)

During the site visits, the Installation Functional Working Groups (FWGs) identified several ITSM challenges outside of Data Migration, which include but are not limited to:

- Static Internet Protocol (IP) addresses and ports need to be opened;
- Access to Component-specific portals will still be required after FOC;
- Access to encrypted email will not be available without recovering past Common Access Card (CAC) certificates; and
- Reach back to supported Component systems is required.

The Data Migration Team recommends that the Installation FWG members begin testing systems that will require system access after FOC and identifying potential problems with their respective ITSM FWG.

Real Property Data Migration

At the Real Property Installations Lifecycle Management Investment Review Board (IRB), Business Enterprise Integration (BEI) requested a decision to identify the level of OSD technical support to be provided for the Phase II Joint Base Real Property Data Migration effort. The IRB decided that all Data Migration will be handled between the affected Components (i.e., no BEI role). The Real Property Data Migration effort will now be worked at the Headquarters Component level for enterprise systems. A comprehensive strategy to accomplish this Data Migration effort between the Components will be developed by February 2010.

Access to Joint Basing MOAs and PB-14s

As stated during the January 2010 IRC/PMR, OSD will remove all signed MOAs and PB-14s from the JBPMO website on February 1, 2010. Joint bases will become the official repository for their MOAs and will maintain the official copy and document all changes.

From the JBPMO

Newsletter Topics for Lessons Learned Spotlight

Each month, the JBPMO newsletter will spotlight lessons learned in both implementation and execution. The following list includes suggested topics for future newsletters. If you have any other suggestions or comments, please contact the JBPMO (jointbasing@osd.mil).

- February – Advisory Services and Civilian Personnel
- March – Real Property
- April – Emergency Management
- May – Facility Maintenance and Operations
- June – Processing / Recovering Military Servicemembers for Deployment
- July – Equal Employment Opportunity / Equal Opportunity

Call for Articles

If you would like to prepare an article for the JBPMO newsletter, please contact us at jointbasing@osd.mil. Some suggestions for articles include reporting a success story at your joint base, detailing a functional issue or concern and how your joint base overcame it, or the impact of Joint Basing on your military community.

Joint Basing in the News

The following articles are posted on the Joint Basing website:

- Joint Basing Moves Forward at Charleston (Department of Defense, January 12, 2010)

JBPMO Website

JBPMO Website Updates

The JBPMO updates the JBPMO website on a daily basis, and emails weekly updates to the website to all members of the group. The JBPMO made the following updates during the month of January:

- Example Implementation Plan Tracking Tool (updated!)
- Final briefings from the January 2010 IRC/PMR
- January 2010 IRC/PMR invitation memo
- JBPMO December 2009 Newsletter
- JBAB signed MOA

Missing Something?

If you are working through an issue that requires resolution from the JBPMO and it is not addressed in this newsletter, please bring it to our attention. ▶OSD: jointbasing@osd.mil ▶Army: armyjointbasing@conus.army.mil ▶Navy: ANND_CNICHQ_Jointbasing@navy.mil ▶Air Force: af.jointbasing@pentagon.af.mil ▶Marine Corps: jbworkinggroup@usmc.mil