

Staff Summary Sheet

To	Action	Signature (Surname), Grade, Date	To	Action	Signature (Surname), Grade, Date
1 SAF/IE	APPR	<i>[Signature]</i> 17/02/03	5 AF/CC	INFO	<i>[Signature]</i> CSAF has seen
2 SAF/GC July 2-19-03	COORD	<i>[Signature]</i> FAX 19 Feb 03	6 SAF/US	INFO	<i>[Signature]</i> ST 3/3/03
3 AF/CV	INFO	<i>[Signature]</i> Ben Fogelberg 21 Feb 03	7 SAF/OS	SIG	SECAF HAS SIGNED SECAF HAS SEEN 3/6/03
4 AF/CVA	INFO	<i>[Signature]</i> Welch LT9a (24)			

Grade and Surname of Action Officer Michael A. Aimone, P.E.	Symbol SAF/IEB	Phone 697-2524	Suspense Date 24 Feb 03
Subject <i>Red PKG!</i> Base Closure Executive Group (BCEG) Appointments			SSS Date 4 February 2003

Summary

- Purpose.** Obtain SECAF signature on the letters appointing the Co-Chairmen (Tab 1) and members of the BCEG (Tab 2), and the list of the members of the Base Closure Executive Group (BCEG) (Tab 3).
- Background.** The BCEG is being formed to perform Air Force analysis in conjunction with the 2005 round of Base Realignment and Closure (BRAC). The attached list identifies the individuals, and the associated charter (Tab 4), appointed to serve as representatives for specialties from within the Air Staff and Secretariat approved during an earlier briefing to SECAF and CSAF by SAF/IE.
- Recommendation.** SECAF sign letters at Tabs 1, 2 and 3.

Michael A. Aimone
MICHAEL A. AIMONE, P.E.

Deputy Assistant Secretary of the Air Force
(Basing and Infrastructure Analysis)

Tabs

1. SECAF Letters Appointing BCEG Co-Chairmen
2. SECAF Letters Appointing BCEG Members (12)
3. List of BCEG Members
4. BCEG Charter

X



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MR. MICHAEL A. AIMONE

SUBJECT: Appointment of Co-Chairman for the Base Closure Executive Group (BCEG)

By this memorandum, I appoint Mr. Michael A. Aimone as BCEG co-chairman. This appointment is effective immediately.

This memorandum also provides the list of BCEG appointees and their charter for the Air Force analysis in support of the 2005 Base Realignment and Closure activity. It is imperative that these members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG co-chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval.

I plan to make closure and realignment decisions after careful consideration of the BCEG's work, and in close consultation with you, the Chief of Staff and the Assistant Secretary for Installations and Environment (SAF/IE).

A handwritten signature in black ink, appearing to read "James H. Corbett".

Attachments:

1. BCEG membership list
2. BCEG Charter

cc:

AF/CC
AF/CV
AF/CVA
SAF/IE



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MAJ GEN GARY W. HECKMAN

SUBJECT: Appointment of Co-Chairman for the Base Closure Executive Group (BCEG)

By this memorandum, I appoint Maj Gen Gary W. Heckman as BCEG co-chairman. This appointment is effective immediately.

This memorandum also provides the list of BCEG appointees and their charter for the Air Force analysis in support of the 2005 Base Realignment and Closure activity. It is imperative that these members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG co-chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval.

I plan to make closure and realignment decisions after careful consideration of the BCEG's work, and in close consultation with you, the Chief of Staff and the Assistant Secretary for Installations and Environment (SAF/IE).

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Attachments:

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2. BCEG Charter

cc:

AF/CC
AF/CV
AF/CVA
SAF/IE



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR BRIG GEN MICHAEL LYNCH

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Brig Gen Michael Lynch, AF/XO, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

It is imperative that members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG co-chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval.

A handwritten signature in black ink, appearing to read "James R. Cook".

Attachments:

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2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MR. FRED KUHN

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Mr. Fred Kuhn, SAF/IEI, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

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Attachments:

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2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MS. CATHY SPARKS

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Ms. Cathy Sparks, AF/ILP, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

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Attachments:

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2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR BRIG GEN TOMMY DYCHES

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Brig Gen Tommy Dyches, AF/RE, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

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SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR BRIG GEN DAVE BRUBAKER

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Brig Gen Dave Brubaker, NGB/CF, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

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Attachments:

1. BCEG membership list
2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MS. GINA GUY

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Ms. Gina Guy, SAF/GCN, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

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Attachments:

1. BCEG membership list
2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MR. JAY JORDAN

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Mr. Jay Jordan, SAF/FM (AFCAA), as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

It is imperative that members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG co-chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval.

A handwritten signature in black ink, appearing to read "James M. Conner".

Attachments:

1. BCEG membership list
2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MR. WILLIAM KELLY

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Mr. William Kelly, AF/DPP, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

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A handwritten signature in cursive script, appearing to read "James H. Corbett".

Attachments:

1. BCEG membership list
2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MR. TIMOTHY BEYLAND

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Mr. Timothy Beyland, AFPEO/SV, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

It is imperative that members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG co-chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval.

A handwritten signature in black ink, appearing to read "James H. Corbett".

Attachments:

1. BCEG membership list
2. BCEG Charter



SECRETARY OF THE AIR FORCE
WASHINGTON

07 MAR 2003

MEMORANDUM FOR MS. MAUREEN KOETZ

SUBJECT: Appointment to Base Closure Executive Group

By this memorandum, I appoint Ms. Maureen Koetz, SAF/IEE, as a member of the Base Closure Executive Group (BCEG) in support of the 2005 Base Realignment and Closure activity. This appointment is effective immediately. The list (Atch 1) details the full BCEG membership and its charter (Atch 2).

It is imperative that members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG co-chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval.

A handwritten signature in cursive script, appearing to read "James H. Cook".

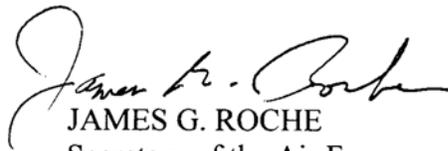
Attachments:

1. BCEG membership list
2. BCEG Charter

MEMBERS OF THE BASE CLOSURE EXECUTIVE GROUP

Effective 07 MAR 2003, the following members are appointed to the Base Closure Executive Group:

Mr. Michael Aimone	Co-Chairman
Maj Gen Gary Heckman	Co-Chairman
Brig Gen Michael Lynch	AF/XO
Mr. Fred Kuhn	SAF/IEI
Ms. Cathy Sparks	AF/ILP
Brig Gen Tommy Dyches	AF/RE
Brig Gen Dave Brubaker	NGB/CF
Ms. Gina Guy	SAF/GCN
Mr. Jay Jordan	SAF/FM (AFCAA)
Mr. William Kelly	AF/DPP
Mr. Tim Beyland	AFPEO/SV
Ms. Maureen Koetz	SAF/IEE



JAMES G. ROCHE
Secretary of the Air Force

CHARTER

AIR FORCE BASE CLOSURE EXECUTIVE GROUP

The Air Force Base Closure Executive Group (BCEG) shall consist of twelve general officer and Senior Executive Service civilian members, appointed by the Secretary of the Air Force. The BCEG will be co-chaired by a Senior Executive Service civilian and a general officer, appointed by the Secretary of the Air Force. Members shall serve as individual advisers to SAF/IE and the Secretary and not as representatives of the offices to which they are normally assigned. Accordingly, they cannot be represented on the BCEG by substitutes, unless the substitution is approved by one of the co-chairman. Only an approved substitute of general officer or Senior Executive Service grade shall be permitted to vote on behalf of the principal. The members will constitute an appropriate mix of expertise including acquisition, environmental, financial management, infrastructure, legal, logistics, personnel, plans and programs, and operations. Additionally, general officers from the Office of the Air Force Reserve and the National Guard Bureau will be appointed to serve as members of the BCEG.

The BCEG will advise and assist the Secretary of the Air Force in selecting bases to be recommended to the Secretary of Defense for closure or realignment under the Defense Base Closure and Realignment Act (DBCRA) of 1990, as amended. It will oversee the processes of collecting, verifying, and analyzing data for use by the Secretary, and will ensure that the Air Force Internal Control Plan is adhered to at all levels. It will also ensure that all applicable Department of Defense and Air Force policy and guidance are complied with. The BCEG shall comply with quorum voting and majority procedures approved by the Secretary of the Air Force.

The BCEG will ensure that, as a minimum, all Air Force installations in the United States, its territories, and its possessions which have at least 300 DoD direct-hire civilian personnel authorizations are reviewed and properly considered in the process for closure or realignment on an equal basis, without regard to past consideration. The BCEG will apply to these installations the criteria approved by the Secretary of Defense and the Force Structure Plan provided for in the DBCRA, and present the results to the Secretary. The BCEG may develop sub-elements of the Defense criteria to provide specific data points and to reflect Air Force installation characteristics, consistent with the selection criteria. The (SECAF or SAF/IE) must approve these sub-elements before they are utilized.

The BCEG will provide oversight to ensure data collection, verification, analysis, and review processes are documented as required by the Air Force Internal Control Plan to allow complete, verified information is provided in accordance with required time lines to the Secretary, the Office of the Secretary of Defense, the General Accounting Office, and the Defense Base Closure and Realignment Commission. It will further ensure that release of information restrictions and requirements in the Internal Control Plan are followed.

The BCEG will also provide support to cross-service analyses of categories of support installations directed by the Office of the Secretary of Defense. In this role, the BCEG may direct the collection, verification, and analysis of data as appropriate and may develop recommendations for the Secretary's review. In supporting cross-service analyses, any applicable guidance developed by a joint cross-service group will be followed.

The BCEG will meet frequently as is necessary to carry out the requirements of this Charter. It may form a working group to support its tasking, with membership as determined by the BCEG.