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DEPARTMENT OF THE AIR FORCE
 OFFICE OF THE ASSISTANT SECRETARY
 WASHINGTON DC



ASSISTANT SECRETARY, INSTALLATIONS, ENVIRONMENT & LOGISTICS

3 Jul 03

MEMORANDUM FOR RECORD

SUBJECT: Minutes of Air Force Base Closure Executive Group (AF/BCEG) Meeting,
 12 Jun 03

The meeting was called to order at 1300 in Room 4E986 by the co-chairmen. All BCEG members or substitutes were in attendance, as well as other authorized attendees (Atch 1). BCEG members first reviewed minutes from the 2 May 03 meeting. In response to a question, Mr. Aimone noted that these minutes were BRAC deliberative process and sensitive documents.

Mr. Aimone then briefed on the status of DoD's interim selection criteria. DoD's approach is to keep these criteria general and flexible with details filled in by subsequent specific evaluation criteria factors and weights. The criteria were discussed extensively at the Infrastructure Steering Group (ISG) meeting on 6 Jun 03. As reflected in the meeting slides at page 6 (Atch 2), they in large measure are the 1995 criteria (black) expanded to incorporate specifically mandated factors in the National Defense Authorization Act of 2002 (green). Most of the ISG discussion focused on whether cost and manpower implications should remain as sub-criteria under military value. The BCEG had discussions on whether an expanded set of resources, to include natural resources, should be included in sub-criteria 2 under military value. Mr. Aimone agreed to discuss the matter further with Ms. Koetz and OSD.

..... Team Lead for SCITOR, which is providing contract support to SAF/IEB and the BCEG, briefed on the status of the Air Force's Internal Control Plan (ICP). It has now been coordinated through AF/CV, with only CSAF and SECAF review and approval required. It has been reviewed by the Air Force Audit Agency, and a copy provided to the DoD IG. The AF ICP is based upon OSD's ICP. The certification process specified in the ICP is critical, as it ensures an unbroken chain of accountability. Concern was voiced about each JCSG sending their own base questionnaires independently of the AF, with the possibility then of duplicative questions and potentially inconsistent answers. OSD's ICP requires the JCSGs to send all questions, to include those on base capacity, through the individual services. Mr. Aimone noted that through inadvertence the ICP did not, as discussed in the prior BCEG meeting, specify the voting and non-voting members of the BCEG, and this will be documented separately.

..... updated the BRAC staffing plan. SAF/IEB is comprised of two divisions; IEBC supports the service-unique process while IEBJ supports the joint cross-service process. Almost all of the 17 career broadening positions should be filled by the end of August. Eleven overhire positions have been created to support key AF organizations during the BRAC process.

Mr. Aimone then briefed the AF's BRAC 2005 working timeline, as set forth in slides 12 and 13 of attachment two and attachment three. The most significant near-term product will be OSD policy memo two, which will address the concept of operations and analytical approaches both the JCSGs and services must use. In response to a question from a BCEG member regarding whether certain Air Force bases would be exempted "up-front" from consideration for closure or realignment, the Co-Chairs noted that, as was done in the past, all force structure and BRAC criteria related questions will be sent to all BRAC threshold bases and all data provided to the BCEG. Based upon the force-structure plan, infrastructure inventory, and selection criteria, the BCEG may make recommendations to the Secretary of the Air Force to exclude certain bases from consideration. In past rounds, such recommendations were based upon mission essential or geographically key and unique criteria and factors.

Mr. Aimone requested that each organization that has BCEG membership also designate in writing an alternate/substitute member, who must then be approved by one of the BCEG co-chairs. BCEG members were reminded that only approved alternates of a General officer/Senior Executive Service grade may vote.

An employee of SCITOR, briefed on the web-based information data gathering entry tool (WIDGET). WIDGET is a controlled access, computer based web-based tool to collect data from the field. It will provide progressive status visibility of information, and provide greater flexibility and usability than what was available during past BRAC rounds. It is on track for July fielding, in time to support the initial OSD data call. This fall, SCITOR and SAF/IEB will work on a related computer program to take the WIDGET derived data and provisionally "rack and stack" the bases.

Other Points Discussed:

The JCSGs have continued to meet, but are at various points of development. All are primarily focused on identifying and obtaining subject matter experts, and developing the DoD capacity analysis data call. There is a current effort, as directed by the USD (AT&L), to develop the analytical framework these groups and the services must use to ensure a transformational perspective for all BRAC analysis and recommendations. The deliverable is due by June 23, and AF/XP has the Air Force lead.

At the last Corona, AF senior military leaders were briefed to pay attention to the JCSGs and support them with their best folks. Also discussed was the need to develop more PA guidance.

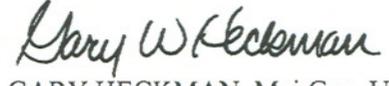
The next BCEG meeting is scheduled on July 10, at 1300-1500, in Room 4E 987.

I certify that the minutes above are accurate and complete to the best of my knowledge.


SAF/GCN
BCEG Recorder

The minutes above are approved.


MICHAEL A. AIMONE, P.E.
SAF/IEB
Co-Chairman


GARY HECKMAN, Maj Gen, USAF
AF/XP
Co-Chairman

Attachments:

1. Attendance List
2. Briefing Slides
3. BRAC 2005 Working Timeline

Headquarters U.S. Air Force

Integrity - Service - Excellence

BCEG Meeting



12 Jun 03

U.S. AIR FORCE



Overview

- **Administrative Procedures**
- **Interim Selection Criteria**
- **AF Internal Control Plan**
- **AF BRAC Staffing Plan**
- **Overall BRAC Timeline**
- **Web-based Data Collection – WIDGET**
- **JCSG update**
- **Wrap up**



Administrative

- **Review of Minutes – BCEG, 10 Apr 03**
 - **Meeting Overview**
 - **Administrative Procedures**
 - BCEG Working Group
 - **Recap of ISG**
 - **OSD Policy Update**
 - Policy Memo #1
 - OSD Internal Control Plan
 - **AF Update**
 - AF Internal Control Plan
 - MAJCOM Meetings



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BRAC 2005

Interim Selection Criteria

- **Per OSD, 6 Jun 03 Infrastructure Steering Group:**
 - **OSD Policy memo 1 states the ISG will issue interim selection criteria consistent with statute**
 - **Need interim criteria before publication of draft criteria to start data call development**
 - **Development approach**
 - **Use broad, flexible statements to provide structure without restricting possibilities/creativity**
 - **Military Departments and JCSGs will develop underlying evaluation factors and weights that provide greater specificity**
- **Proposed Interim Criteria discussed by ISG (6 Jun 03)**
 - **Air Force Comments**



BRAC 2005 Proposed Interim Selection Criteria

Military Value

- 1.** The current and future mission requirements and the impact on operational readiness of the Department of Defense's total force, **including impacts on joint warfighting, training, and readiness.**
- 2.** The availability and condition of land, facilities and associated airspace, **including training areas suitable for maneuver by ground, naval, or air forces throughout a diversity of climate and terrain areas and staging areas for the use of the Armed Forces in homeland defense missions, at both existing and potential receiving locations.**
- 3.** The ability to accommodate contingency, mobilization, and future total force requirements at both existing and potential receiving locations **to support operations and training.**
- 4.** The cost and manpower implications.

Words in green reflect modifications to BRAC 95 criteria



BRAC 2005 Proposed Interim Selection Criteria

Return on Investment

5. The extent and timing of potential costs and savings, including the number of years, beginning with the date of completion of the closure or realignment, for the savings to exceed the costs.

Impacts

6. The economic impact on **existing** communities **in the vicinity of military installations**.
7. The ability of both the existing and potential receiving communities' infrastructure to support forces, missions and personnel.
8. The environmental impact, **including the impact of costs related to potential environmental restoration, waste management, and environmental compliance activities**.

Words in green reflect modifications to BRAC 95 criteria



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Air Force *Internal Control Plan (ICP)*

- **Pending SECAF Signature**
- **Uses OSD ICP as foundation**
- **Defines:**
 - **Base Closure Executive Group (BCEG) responsibilities**
 - **Procedures for Base Closure Working Group (BCWG)**
 - **Analytical tool and data certification process**
 - **All phases of the analysis process**
 - **Responsibilities of those involved in both the analysis and certification process (base, MAJCOM, HAF)**
- **Details certification documentation requirements**



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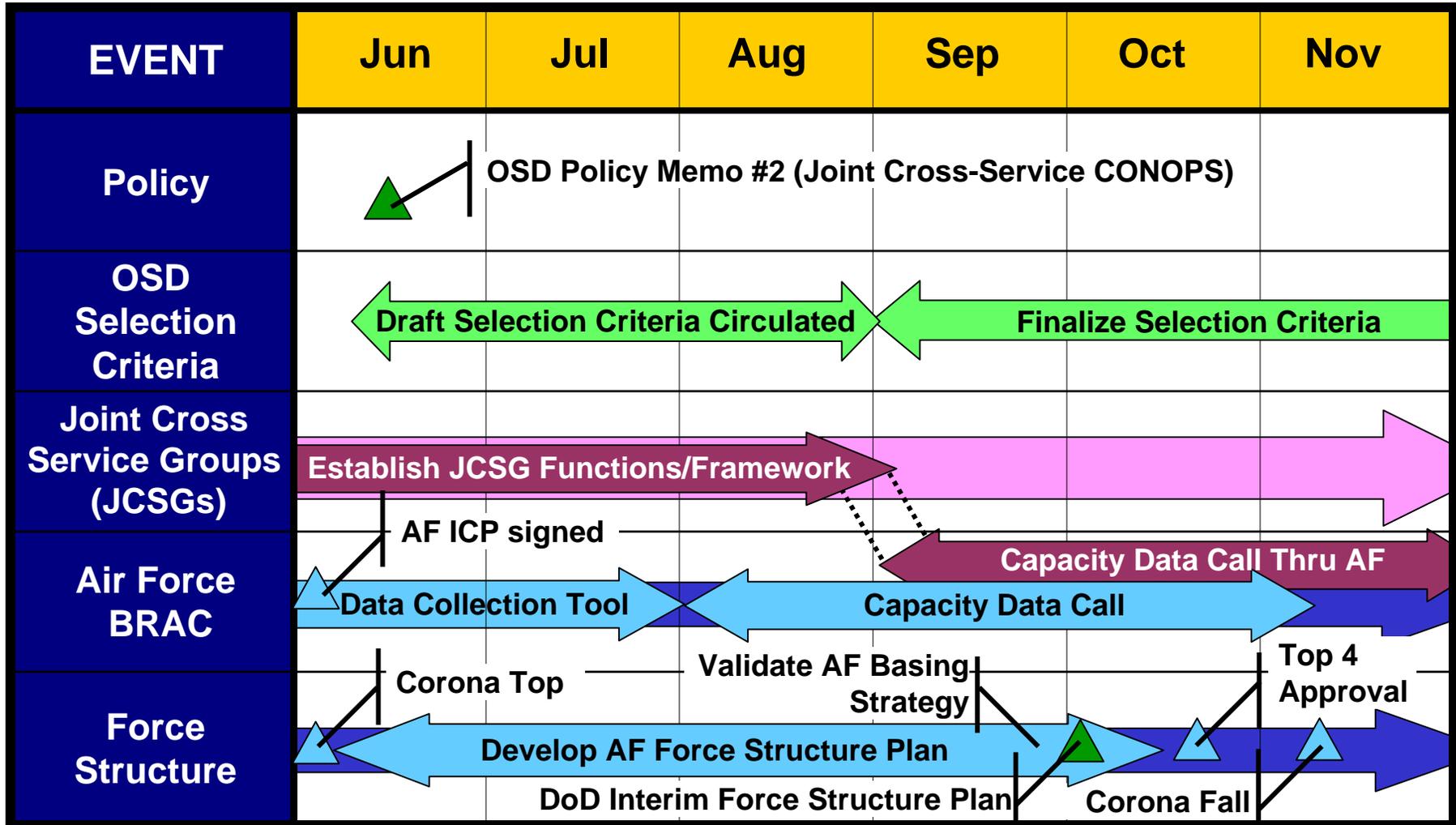


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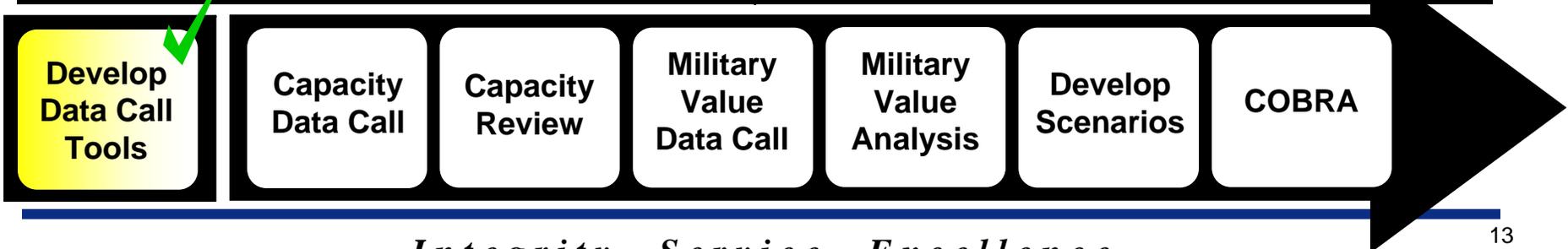
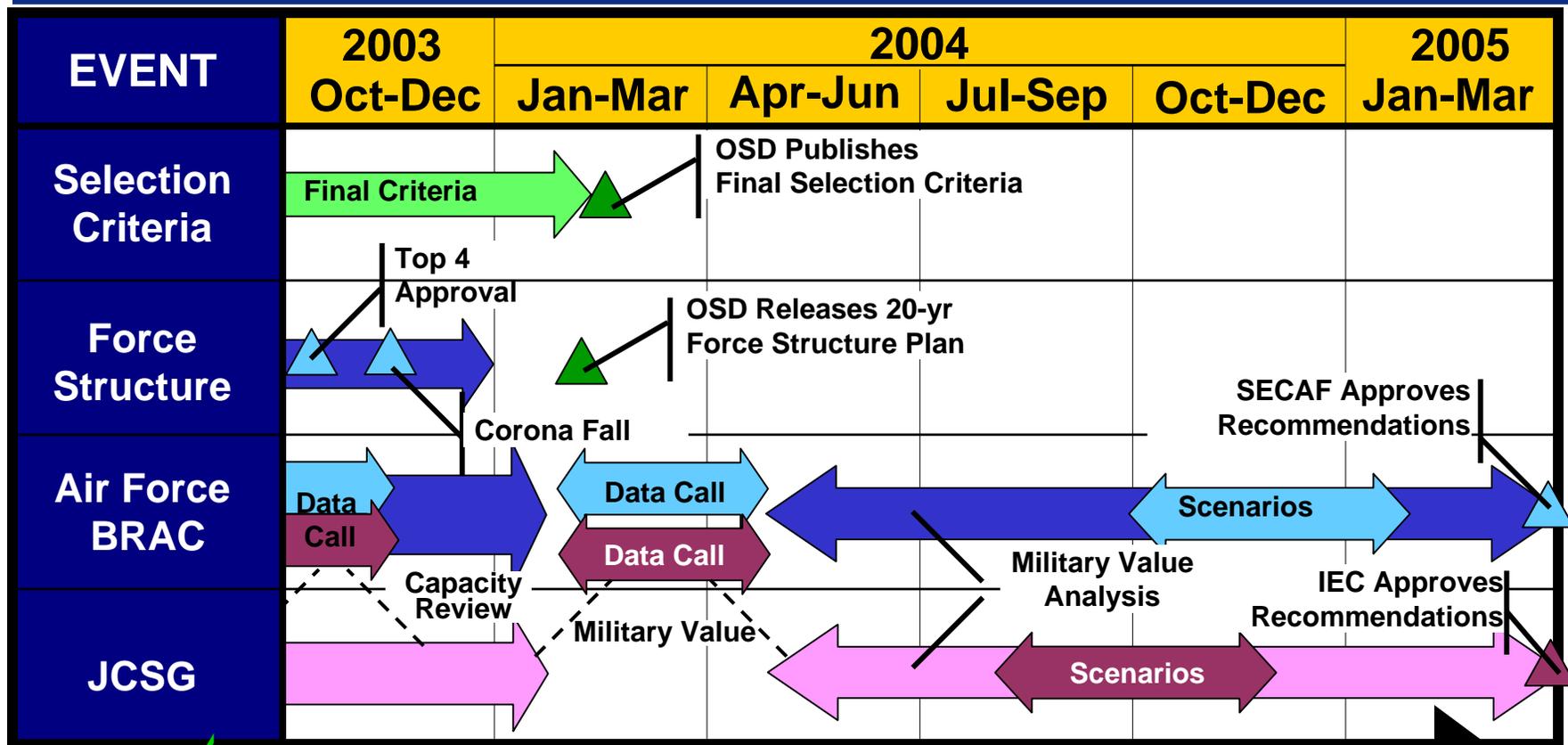


Proposed BRAC 6-month Timeline





Proposed BRAC 05 Timeline





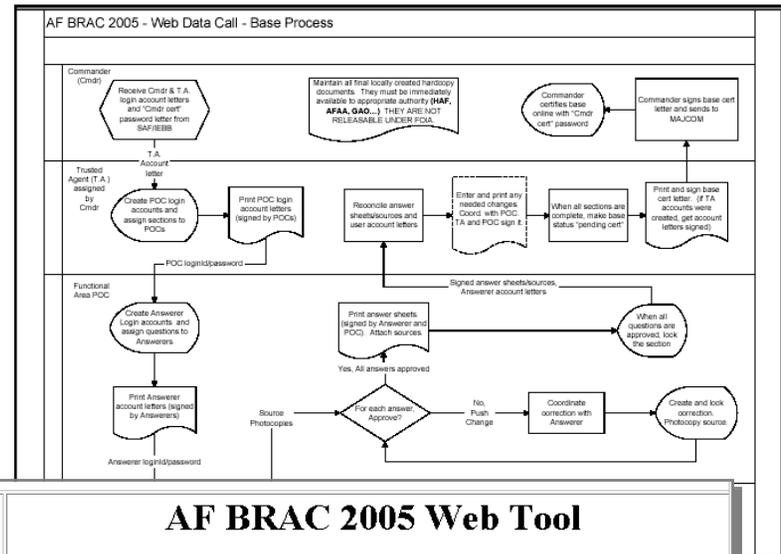
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Web-based Information Data Gathering/Entry Tool (WIDGET)

- WIDGET design/certification process supports “Unbroken Chain of Accountability”
- AF Auditors directly involved in the process
- Greatly improves usability over previous rounds
- Provides progressive status visibility
- Flexible design intended to support all data calls
- On target for July fielding



AF BRAC 2005 Web Tool

System: AFBRAC-DEV Deliberative draft document. Not releasable under FOIA.

Base: 124 User: 2 [Home](#) [Logout](#) [Change Password](#) [Help/User Guide](#)

Base Info
Accounts
All Questions
Assigned Locked

1.1 Facilities-Real Property
1.2 Facilities-Housing
1.3 Facilities-Airfield
1.4 Facilities-Fuels
1.5 Facilities-Munitions

POC Login Account: 124.3

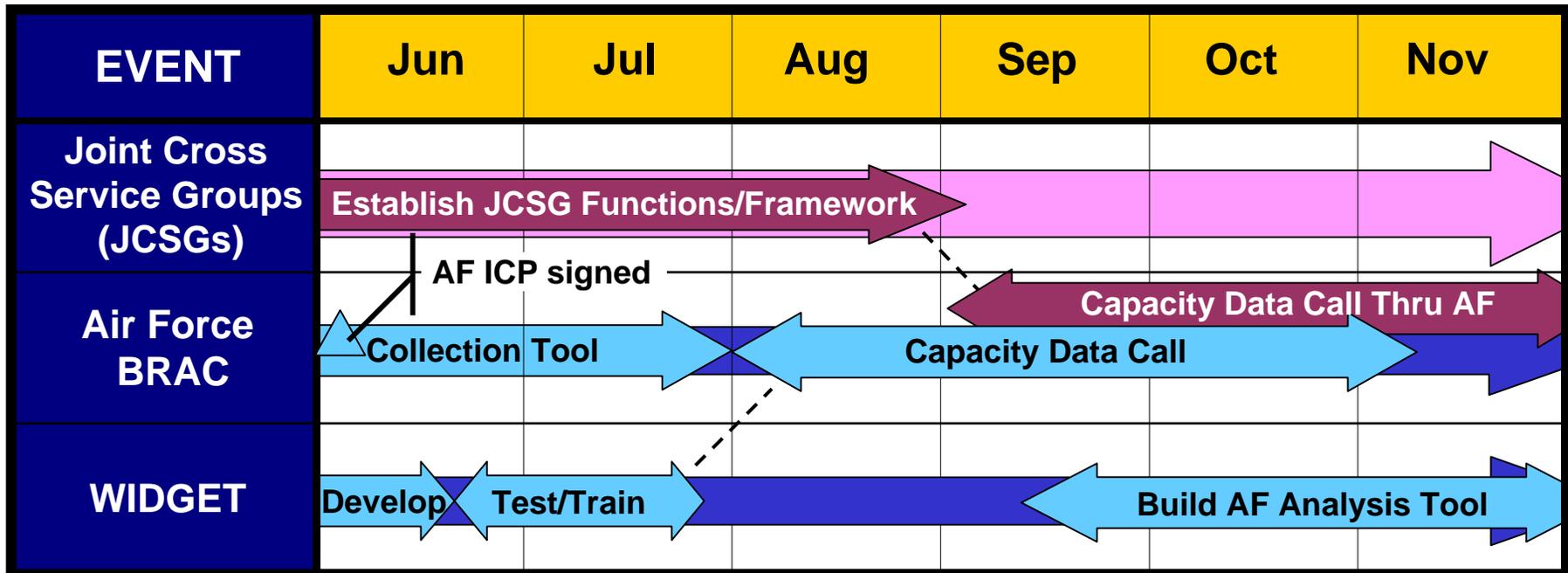
Save Changes Reset Form Reset Password Print

Account Letter

| Section | Current Assignment | Status |
|--|--------------------|------------|
| <input checked="" type="checkbox"/> 1.1 Facilities-Real Property | 124.3 | Assigned |
| <input type="checkbox"/> 1.2 Facilities-Housing | | Unassigned |
| <input type="checkbox"/> 1.3 Facilities-Airfield | | Unassigned |
| <input checked="" type="checkbox"/> 1.4 Facilities-Fuels | 124.3 | Locked |



WIDGET Status/Timeline

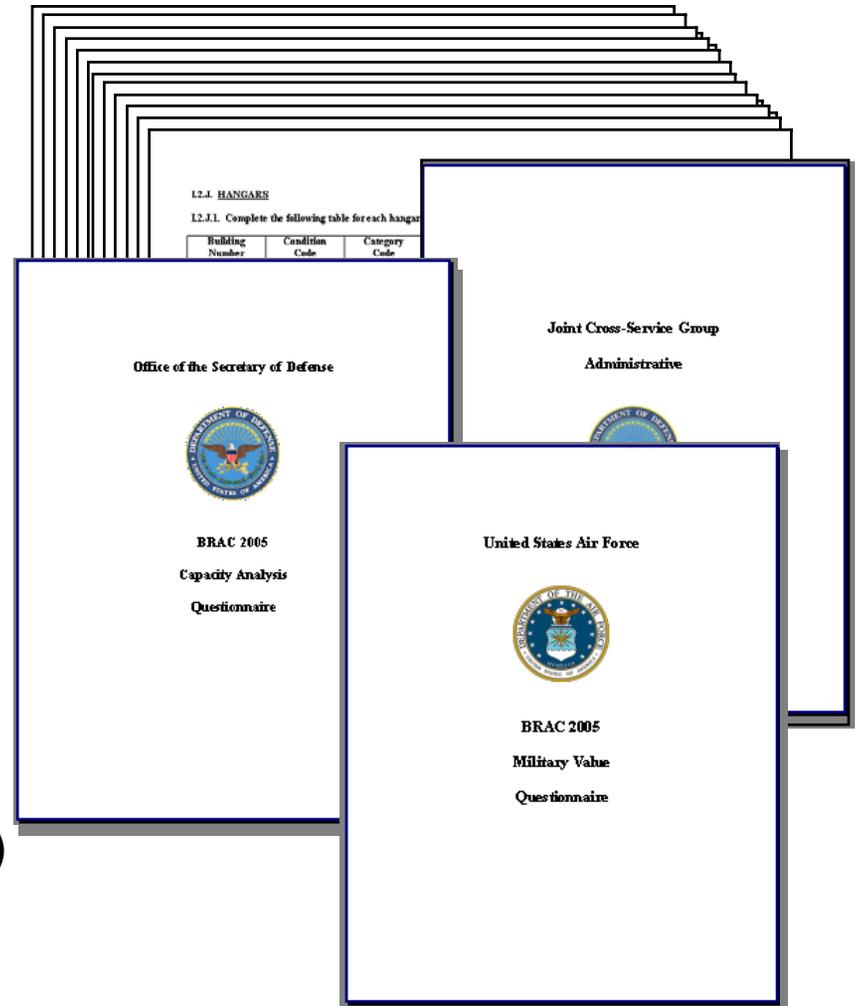


- Completing database and web page development
- Initial familiarization training completed in April; follow-up “Live” training scheduled with each MAJCOM (Jun/Jul)
- WIDGET on target to support OSD Capacity data call



Data Call Questions

- All Data Calls will come through the Services
 - OSD Capacity
 - JCSGs Analysis Questionnaire
 - AF Military Value Questionnaire
- Each data call may entail hundreds of questions
- Base Closure Working Group (BCWG) and SAF/IEBB are focal points at the HAF for developing AF-specific questions
- BCWG reps must be ready to support developing first data call questions (Capacity) soon (Jun /Jul)





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Wrap Up

- **Action Items**
- **Next BCEG Meeting:**
 - **Date: 10 Jul 03**
 - **Time: 1300-1500**
 - **Location: 4E987**



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Questions?

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