

***DEFENSE BASE CLOSURE AND REALIGNMENT COMMISSION
2521 CLARK STREET, SUITE 600
ARLINGTON, VIRGINIA 22202
(703) 699-2950***

MEMORANDUM OF MEETING

DATE: 5 Aug 2005

TIME: 1500 hours

MEETING WITH: Office of the Administrative Assistant to the Secretary of the Army

SUBJECT: BRAC Recommendation #132, Co-locate Miscellaneous Army Leased Locations .

PARTICIPANTS:

Office of the Administrative Assistant to the Secretary of the Army (OAA):
Edward Horton, Executive Director

Commission Staff:
Timothy Abrell*

MEETING SUMMARY:

- Discussion of mission of OAA.
- None of this space is part of Pentagon renovation.
- Concerned that there is no public transportation that goes to Ft. Belvoir. Many of the units. personnel that live in Maryland will have increased commute times.
- No survey has been taken about whether people will move or quit.
- There was already a plan to consolidate the five offices in one. This would probable have been lease office space.
- The Director thinks that consolidating on Ft. Belvoir presents some challenges for coordinating with the Pentagon. These are not insurmountable. They will have to learn to work smarter and make use of technologies like video conferencing to be more effective. He has no strong objections to making the move.
- No personnel in JP1 or 2 buildings as stated in the recommendation.
- OAA offices spread through five offices in N. VA:
 - Hoffman I-113 personnel
 - Taylor-400
 - Metro Center-32
 - Skyline-6

* Denotes individual responsible for completing the memorandum