



National Commission on the Future of the Army

2530 Crystal Drive, Zachary Taylor Building, Suite 5000
Arlington, VA 22202

SUBJECT: National Commission on the Future of the Army (NCFA) Drafting Subcommittee
15 December 2015 Meeting Minutes

Date: 15 December 2015

Time: 0800-0850 hours

Location: Taylor Building, Crystal City, VA.

Format: discussion

Attendees:

GEN (R) Carter Ham – Commission Chair and Subcommittee Chair
Hon. Kathleen Hicks – Commissioner
Hon. Thomas Lamont – Commission Vice Chair
LTG (R) Jack Stultz - Commissioner

MG(R) Ray Carpenter – NCFA Staff, Executive Director
Mr. Rickey Smith – NCFA Staff, Staff Director
Mr. Eric Minton – NCFA Staff Editor
Mr. Joe Eule – NCFA Staff
Mr. Scott Sharp – NCFA Staff
Mr. Donald Tison – Commission Designated Federal Officer (DFO)
Mr. Mark von Heeringen – Subcommittee DFO
MAJ Cory Simpson – Legal Advisor to DFO

Documents Submitted to Commission:

- Revising NCFA Report Outline 16 DEC 15, NCFA staff paper

Meeting Summary

Drafting Subcommittee and NCFA Staff met to discuss the potential revision of the NCFA final report outline. The DFO discussed the applicable Federal Advisory Committee Act (FACA) provisions with the Commission, including changes based on the FY 16 NDAA (Sec. 1061) provision which “Exempts meetings of the National Commission on the Future of the Army from specified requirements of the Federal Advisory Committee Act, unless the meetings are attended by five or more members of the Commission.”

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Commissioners and staff discussed the emerging timeline for producing a completed final report in time for a 28 Jan 15 public release. Managing the lead time required to conduct the security review prior to publishing remains essential. Coordination with the Office of Secretary of Defense has occurred and the security review team is prepared to meet the necessary timeline.

The Chair shared a NCFA staff working paper that included a proposal to revise the working report outline to more fully incorporate major themes and tell a better story. Commissioners Hicks and Lamont concurred that a revised outline was needed. After discussing options, the Subcommittee agreed to a new outline as follows:

Foreword

Executive Summary

Introduction: Why the Nation Needs an Army

Chapter 1: Commission Mission and Method

Chapter 2: Future Challenges

Chapter 3: Fiscal Challenges

Chapter 4: The Army We Need

Chapter 5: Developing One Army

Chapter 6: Apache Transfer and Related Issues

Chapter 7: Allocating the Army National Guard

Appendix A: NDAA text

Appendix B: Recommendations

Appendix C: Recommendations by Responsible Official

Appendix D: Classified Annex

Appendix E: Glossary

Appendix F: Commission Activities

Appendix G: Testimony Received

Appendix H: Subcommittees Terms of Reference

Appendix I: Bios

The Subcommittee directed the NCFA staff to develop a slide for use at the NCFA 17 Dec 15 Open Meeting with the full Commission.

Subcommittee members shared the individual chapter drafts each had developed with select NCFA staff to serve as the start point for the final report. The Chair directed the Executive Director, Staff Director, and Editor to reorganize the individual chapters into the outline above to allow for one, coherent first draft for the final report.

The Commissioners also discussed the drafting timeline needed to get a final product to the printer on 19 Jan 16. To achieve this, the editor, under the supervision of the Executive Director and Staff Director, will provide each of the eight Commissioners with the draft report, and then receive and process comments, questions, and edits.

The Chair then directed Mr. Eule to develop a slide depicting the Final Report Roll Out Plan to discuss at the NCFA Open Meeting on 17 Dec 15.

The meeting adjourned at 0850 hours.