

SC CUSTOMER INFORMATION ADVISORY GROUP

MEETING SUMMARY

June 14, 2000

Meeting Agenda

- Summary of FY2001-2005 SC HQ IM Strategic Plan

The meeting was devoted to presentation of the draft FY 2001-2005 SC HQ IM Strategic Plan. Ted Griffin noted that the Strategic Plan is a target for what the IM Team will deliver over the next five years. The Plan is a living, changing document and will be affected by the budget, changes in the scope of work requested by customers, and new work requests. He noted that the Strategic Plan forms the foundation for development of the budget as well as the FY 2001 IM Operating Plan.

Griffin reviewed the contents of the draft Plan. He noted that there are a number of improvements over last year's Plan. Among other things, the current draft is broader than just the development projects shown last year. It includes the rest of the IM program/lifecycle (i.e., strategic planning and architecture, technology projects, production, and program management). The Plan also includes retirement projects and shows project start dates as well as end dates.

Changes from last year's plan were also noted. The full requested budget for FY 01 was not provided, resulting in elimination of the Management 1.0, Reference 1.1, and 2.0, and Management 2.0 packages from FY 2000. The budget was reduced for Budget package 1.0 and 1.1. Changes in scope affected other projects. The scope of Execution Work Management 1.0 increased with the addition of a requirement for 90 reports. The scope of Intranet 1.0 also increased and changed. There were also changes in Execution Work Management 1.1 and Support Services 1.0. Finally, there was new work related to cyber security, the SC homepage and SC-1 support. Due to these changes, most other packages were delayed by about six months.

After some general discussion and requests for additional information from the CIAG, Griffin asked the members of the Group to provide comments or questions to him or contractors Mike Gercken and David Wigtil. See the Action Items below for specifics.

Action Items

- Provide a list of the 14 "Unobserved Systems" that require further evaluation to determine whether they support SC business systems and are still needed. (Griffin)
- Provide the FY 2000 Technology Positioning Statements (TPSes) to CIAG members to assist in their review of the IM Strategic Plan. (Griffin)
- Review the draft FY 2001-2005 SC HQ IM Strategic Plan and provide comments by Tuesday, June 20, 2000 in person or via e-mail to Ted Griffin or his contractors (Mike Gercken and David Wigtil). (CIAG Members)

Proposed 06/21/00 Meeting Agenda

- Discussion of Policy/Revised E-mail on Files/Data Storage
- Discussion of Password Policy

Proposed Future Agenda Items

- Final Selection of Performance Measures
- Summary Presentation on Cyber Security
- Support Center roles and responsibilities with regard to IM Training (Green)

Meeting Attendees

Name		Organization	Contact Information
John	Willis – Chairman	SC-55	3-4095
Patricia	Rice – Exec. Sec	SC-621	3-4556
Caryle	Miller	SC-82	3-8434
Steve	Buswell	SC-7	6-9741 (Conference Call Attendance)
Dean	Oyler	SC-22	3-6394
Jane	Hiegel	SC-30	3-5800
Shahida	Afzal	ESMT	3-4941
Marvin	Stodolsky	SC-72	3-4475
Cathy	Hanlin	SC-23	3-3613
Emily	Knouse	SC-622	3-1577
Mike	Gercken	SC-621	3-5253
Kirk	Harrison	SC-621	3-5253
David	Wigtil	SC-621	3-5730
Robbie	Green	SC-621	3-6578
Jeanne	Beall	SC-621	3-4587
Ted	Griffin	SC-621	3-4602
Gene	Hughes	SC-621	3-5409
Kathi	Centeno	SC-621	3-5472
Dick	Yockman	SC-621	3-3394