



Cost Management Steering Group (CMSG)  
Meeting Summary and Actions  
9 March 2016, Pentagon, HQDA Conference Room (3E387)



**Principal Attendees (In Person):**

Mr. Ramsey (CE), Dr. Steinrauf (G1), Mr. Welch (ABO), Mr. Morgan (DASA-FO), BG Wojtecki (USARNG), BG Komar (OBT), Dr. Pellegrino (IE&E), Mr. Daniels (G8 FD), Mr. Mathews (CIO/G6), Mr. Wanchick (G3/5/7), Ms. Murray (G4), Ms. Pendrick (ALT), Ms. Cruz (ALT), MAJ Dow (PEO-EIS).

**(VTC/Telecom):** (Unfortunately we lost our VTC connection at the beginning of the meeting and it was not restored). Signed in participants included: Ms. Casciaro (AAA), Ms. Page (G8 PA&E), Mr. Graham (FORSCOM) Mr. Hoffman (TRADOC), Mr. Mosher (AMC), COL Lamb (USARPAC), Mr. Morthland (IMCOM), Mr. Henry (OCAR/USARC), Mr. Brockner (MEDCOM), Ms. Faust (USACE).

**Meeting Summary:**

Mr. Michael Ramsey, Acting DASA, Cost & Economics and CMSG Chair welcomed all members and thanked them for their continued valuable participation. After opening remarks, agenda topics were reviewed. The first order of business was conducting the Study Advisory Group (SAG) on Army Standard Labor Time Tracking (ASLTT); the SAG stressed that the purpose of the Analysis of Alternatives (AoA) study is to recommend a DOTMLPF-P solution to solve the capability gaps in time and attendance and labor tracking. It was reiterated that the study will include Civilian, Military and Contractors and that the AoA recommended solution will support auditability and the Army's reimbursable / direct labor process issue. The AoA timeline was discussed including a request for stakeholder participation in the requirements determination. It was agreed that SAG members would provide an AoA Study Council of Colonels POC and Study Team POC to the Study Director no later than 25 March. An ASLTT requirements "deep dive" will be conducted at an offsite location in mid-April. Next, the Army's Cost Benefit Analysis program was discussed. ASA-CE proposed changes to the CBA review process to promote an early review of requirements prior to CBA validation of costs and benefits. CMSG members were encouraged to provide functional support in reviewing CBAs and the DASA CE agreed to review HQDA staff participation for sufficiency prior to signing any CBA memorandum. Furthermore, DASA-CE asked members to think about the benefits of DASA-CE cost reviews to support problem statement ROMs and other decision forums. Then the chair gave a quick update on Cost Managed Organizations (CMO), followed by the CMSG approving the Cost Management Strategic Implementation Plan (CMSIP) measures, noting that during the upcoming development of the CMSIP measures data collection strategy, the measures may change, and that the CMSIP measures appendix to the CMSIP is a living document. Following the CMSIP measures discussion, the CMSG Portfolio was discussed from the organizational level (USAREUR, USARC) and from the Enterprise level (Installation Management Data Integrity Project, Training Readiness, Army Software Maintenance). The CMSG was concluded by a request for member topics for future CMSGs be sent directly to the chair, or the CMSG executive Secretary.

**Actions:**

- Member topics for next meeting due: 1 May 2016
- HQDA staff reviews will be conducted prior to CBA validation; staff input will be posted to CBA Portal
- ASLTT Study Team – (Lead, DASA-CE, ASLTT SAG): Member representatives identified to the Study Director NLT 25 Mar 16.
- ASLTT Council of Colonels – (Lead, DASA-CE, ASLTT SAG): Member representatives identified to the Study Director NLT 25 Mar 16.



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- A date will be coordinated and communicated for a requirements "deep dive" session led by DASA-CE on ASLTT NLT 25 Mar 16.
- ASLTT – Requirements Development Schedule:
  - 16 March 2016: Testable Requirements Determination Working Group Kick-off
  - 30 March 2016: Requirements Working Group
  - 6 April 2015: Requirements Working Group
  - 11 – 15 April 2016 (T): Requirements "Deep Dive" (off-site)
  - 20 – 27 April 2016: Requirements Staffing (AO level review)
  - 2 – 6 May 2016: Requirements Staffing (O-6 level Review)
  - 9 – 20 May 2016: Requirements Staffing (SAG Review)
  - 23 – 26 May 2016: Requirements Adjudication from SAG Review
  - 27 May 2016: Capability Requirements Document Complete

**Way Ahead:**

The next quarterly CMSG meeting will take place in May 2016 (T). Members are encouraged to provide CM topics for discussion. Following meetings will continue to be focused on shaping Army CM policy, strategy, and needs around Army Cost Framework and best CM practice sharing across programming, budgeting and expensing to inform leadership decision making.