



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR COMBAT COMMAND
LANGLEY AIR FORCE BASE, VIRGINIA

13 JAN 2000

MEMORANDUM FOR IREA/RSH (MAJ DAZELL)
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Brooks AFB, TX 78235-5123

FROM: HQ ACC/SGOP
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Langley AFB, VA 23665-1995

SUBJECT: Command Core Program for Fiscal Year 2000 - Program Management Memo 00-A

This memo provides my guidance on the Fiscal Year 2000 direction for the Command Core program. Command Core is now at a critical point in its lifecycle, since I expect the USACHPPM to complete Build 1 of DOHRS-IH this fiscal year. There are three overriding activities that we must accomplish this fiscal year.

- Complete deployment of Command Core.
- Develop and execute a project to enhance Command Core usability.
- Negotiate a training contract that will allow the MAJCOMS and bases to budget for appropriate Command Core training.

Complete deployment of command core

This is our #1 priority. We need to develop and execute a highly cost effective, focussed program to complete USAF deployment. Our credibility with other Command Core partners is dependent on accomplishing this task. I need a master schedule to coordinate with the Command BEES to ensure they understand their role in assisting with Command Core deployment. Then we need to single-mindedly execute this master schedule.

Develop and execute a project to enhance Command Core usability

Command Core must become the BFE Shop standard. This is our definition of success. Therefore, we need to continue to enhance its usability. The goal is to make Command Core so useful that customers (at all levels) will be willing to pay the startup costs to implement the system. We have already defined several initiatives such as the quick start guides, data entry wizards, activity id filter, lims interface, portacount interface, central updating of reference information (such as TLV tables) and a robust, easy-to-use reporting capability that provides useful information to all levels of command. We need to develop a comprehensive project that systematically addresses our needs.

Negotiate a contract that will allow the MAJCOMS and bases to budget for appropriate Command Core training

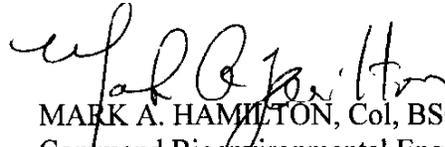
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This follows-up the discussion at the December 1999 BEE Corporate Board in San Antonio. We need to provide our Command BEEs with follow-on training opportunities. Each Command should fund its own follow-on training. We need to provide a vehicle that describes the different training options available, its costs, and how to schedule the training.

I intend to follow our progress this year very closely through a series of program management reviews. The first of these program management reviews will be next week's VTC. The objective of next week's review is to develop the Fiscal Year 2000 gameplan for Command Core execution. Future reviews will measure our progress in executing this gameplan and develop the gameplan for Fiscal Year 2001. Next week, provide me with a recap of funding from all sources for this fiscal year. Your review next week will proceed in three parts.

1. Provide a review of all sustainment activities including a schedule and costs. You should also identify the funding source for these activities and clearly identify unfunded sustainment activities.
2. Provide your gameplan for meeting the three objectives above. Your gameplan will include schedules, costs, and funding plans.
3. Provide a review of other initiatives (such as the web demo) that have not been covered. Provide the same gameplan information as with the other parts.

Please keep all program reviews focussed, deliverable orientated, including, at a minimum, monthly milestones. I will be very reluctant to fund level-of-effort projects. I know that there are some; I intend to keep them to a minimum. Provide project information in the attached format. I am always available to discuss program issues. But, all my decisions will be made after cost, schedule, and performance considerations and the execution of the three objectives mentioned above.


MARK A. HAMILTON, Col, BSC
Command Bioenvironmental Engineer
Office of the Command Surgeon

Attachment:
Project Info Sheet

PROJECT INFORMATION TABLE

DATE:

Project Name:

Project Description: (What does the project do? Who will do it? How will it get done? When will it be done?)

Project Annual Costs: (CY: Current year; BY: Budget Year; EY: Execution Year)

CY-1	EY (CY)	BY (CY+1)	BY+1 (CY+2)	POM 1	POM 2	POM 3	POM 4	POM 5	POM 6

Project Main Deliverables:

Project Schedule: (Include monthly deliverables and milestones with costs for CY and BY)

Project Risks:

Risk title	Type (software, hardware, etc)	Program impact	Probability (High, Medium, low)	Risk management strategy