

## AGENDA

### **Defense Department Advisory Committee on Women in the Services November 20-21, 2003 Business Meeting (Open to Public)**

DoubleTree Hotel Crystal City National Airport  
Commonwealth Room  
300 Army Navy Drive  
Arlington, VA 22202  
(703) 416-4100

#### **Thursday, November 20, 2003**

- 8:30 AM Welcome  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS  
Welcome New Member
- 8:35 Administrative Remarks  
COL Denise Dailey, Military Director, DACOWITS
- 8:40 Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS
- Executive Summary  
Findings and Recommendations  
Final discussion/commentary  
Sign transmittal page
- 10:15 Break
- 10:30 Utilization of Guard and Reserve (emphasis since 9/11) and Force Rebalancing Efforts, Mr. Dan Kohner, Director, Manpower Requirements and Programs, Assistant Secretary of Defense (Reserve Affairs)
- 11:30 Health Care, CAPT Katherine Surman, Clinical and Program Policy Director, Patient Advocacy, Medical Ethics, and Women's Health Issues, Office of the Assistant Secretary of Defense (Health Affairs)
- 12:00 PM Lunch
- 1:15 Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS
- Schedule for next year  
Lessons learned  
Recommendations for next year

2:45 Break

3:00 Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS

Report writing lessons learned  
    Timing  
    Division of labor  
    Use of Caliber  
    Use of MeetingWorks  
Recommendations for next year's report process

4:45 Public Forum

5:00 Wrap-up

For members staying at hotel:  
Travel Claim Processing  
CPT Kimberly Venable, Plans and Logistics Officer, DACOWITS

**Friday, November 21, 2003**

- 8:30 AM      Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS
- Installation visit process review/lessons learned  
Review installations and select installations.  
Pick dates for installations visits.
- 10:00      Break
- 10:15      Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS
- Topics for FY04/protocol development  
Lessons learned in last year's protocols  
Recommendations for next year  
Required briefings and data (requests for information)
- 12:00 PM    Lunch
- 1:15      Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS
- Topics for FY04/protocol development  
Continue from morning
- 2:15      Break
- 2:30      Female Army Officer Retention by Commissioning Source, COL Casey  
Wardinsky/ Mr. Luke B. Gallagher, Office of Economic & Manpower Analysis
- 3:30      Break
- 3:45      Committee Time  
LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS
- Topics for FY04/protocol development  
Continue from afternoon
- 5:00      Wrap-up