

DEFENSE DEPARTMENT ADVISORY COMMITTEE ON WOMEN IN THE SERVICES (DACOWITS) MEETING MINUTES

October 4-5, 2004

DACOWITS held a meeting October 4-5, 2004 at the DoubleTree Hotel, Crystal City National Airport, 300 Army Navy Drive, Arlington, Va. Members and public attendance participants are listed in enclosures (1) and (2) respectively. Materials used to support the Committee during the meeting are at enclosure (3). The main purpose of the meeting was to begin writing and review of the 2004 DACOWITS report.

4 October 2004

The Committee spent the morning of October 4th in subcommittees working solely to gather information, review the research presented to them and analyze the draft sections of the annual report in preparation for the Advisory Committee meeting in the afternoon. Additionally, at 11:30 the Committee met for a discussion of Committee administrative issues. The public did not attend these activities. The afternoon discussion centered on their subcommittee's work in the morning.

On Monday, **Oct 4, 2004**, LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS opened the meeting at 1:15 p.m. She welcomed all present. Also noted was the attendance of former DACOWITS Chair, Vickie McCall, former member Mr. Robert Kaufman, and HRH Brigadier General Aishia of the Royal Jordanian Army.

Mrs. Silberman stated that after reviewing the current section on sexual assault she felt that any findings and recommendations for her section, needed to wait until after the Department of Defense (DoD) released any results for the Four Star Summit on sexual assault. She stated the Committee needed to take more time to review each section, get it organized and prioritized. She also suggested that from doing each section's introduction and conclusions, findings and recommendations could then be completed. She urged the Committee to take more time to accomplish these tasks.

LtGen Mutter stated that the Committee would continue subcommittee work throughout Monday afternoon and Tuesday morning. She urged the Committee to continue their analysis and review of the draft sections for a full meeting of the Committee Tuesday afternoon. Sufficient time would be made for a complete analysis by the subcommittees. She stated it was important that the subcommittees discuss in open session tomorrow any preliminary findings and recommendation they have found based on their research from their subcommittee work.

Dr. Davis stated she thought for much of the report we will be drawing on last years base line of knowledge and that should make the retention and deployment sections easier to address. She stressed the need to standardize the used of numbers, quotes and capitals. She discussed the integration of the focus groups and the research information. She discussed the Mission and Goals statement as the guideline for the organization of the various sections. From that point the members need to then look for the problem areas and then discuss the solution in the format of findings and recommendations.

Mrs. Hoffman asked what is the time line we are working on. LtGen Mutter stated that DoD expects an annual report and that is somewhere between October and December.

LtGen Mutter provided clarity and suggested the members state problems as in the [Mission and Goals statement](#), and then, support the problem using the focus groups and research information. This method will assist in solving formatting problems. It also addresses content issues through consistent organization. She stated we will put findings and recommendations in a separate section. She asked the members to ensure we have the problems and ensure we cover these areas. There may be areas that are no longer problems and we can cover that by stating it was determined it was not an issue.

Mrs. Nelson discussed how members did their focus groups. What type of training they received as facilitators? She wanted

to have time to discuss with members how they set up installation visits. She wanted to know what worked during installation visits and what did not work? She asked how much leeway she had in arranging visits to areas and topics she was interested in? These were noted as important topics for discussion and the Committee decided that future Committee meetings would have these topics on the agenda.

The Committee adjourned to subcommittees at 1:40 p.m. 4 October 2004.

5 October 2004.

On Tuesday, **Oct 5, 2004**, LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS opened the meeting at 8:30 a.m. LtGen Mutter introduced Mrs. Vickie McCall, former DACOWITS Chair, Mr. Kaufman, former member, and HRH Brigadier General Aishia. She then released the Committee to spend the morning of October 5th in subcommittees working solely to gather information, review the research presented to them and analyze the draft sections of the annual report in preparation for the Advisory Committee meeting in the afternoon.

LtGen Carol Mutter began the afternoon session at 1:15 p.m. She asked the members to discuss their work in the subcommittees and discuss any preliminary findings and recommendations.

Retention Subcommittee

Dr. Davis started by discussing the methodology her subcommittee used to edit and organize the report. She recommended members ensure they review last year's report and carry over any 2003 topics. She discussed the work by Mrs. Hoffmann and Mr. Shaw on the findings and recommendations. Their group separated any information that would be considered a finding or recommendation and will edit it later. They used both the focus groups and the research information for their findings and recommendations.

General Mutter displayed on the screen some samples of the findings and recommendations from the retention subcommittee. She urged the members to ensure that in their research that findings should flow from the information in the chapters and then the recommendations should flow from the findings. Recommendations could also be looked at from the best practices that are in the report. Members should ensure that their observations of particular cases seen during installation visits should be validated by the overall focus groups findings before members represent their particular instance as a trend. The Chair also urged members to realize that some practices are embodied in laws and policy and recommended changes to those should be realistic.

Deployment Subcommittee

Mrs. Nelson talked about the deployment section and how they decided to organize this section. They decided to organize by topic and not the pre-deployment, deployment and post deployment organization in the document at this time. They also eliminated the 2003 comparison information because there were very few changes in responses from last year's information. Additionally, they eliminated the service data because the different service's information was also very similar in their responses. Areas for preliminary findings and recommendations fell into the following areas:

Mandatory mental health care for returning members, employer support, deployment support for families, and tapping into high-risk families through more Internet services.

An issue of the number of reserves that were visited and what type of units visited was discussed. LtGen Mutter requested that the staff and Points of Contact work to achieve more reserve units that have been called up and deployed. It was stressed that these individuals be members of units that traditionally attended one weekend a month drills and two weeks annual training. It was determined that Individual Member Augmentations (IMA) or full time civilians with Reserve or National Guard units who have part-time jobs or commissions in their Reserve or National Guard units, are not the target audience.

Sexual Assault Subcommittee

Mrs. Silberman stated that her group was working on recommends about law enforcement, co-ed living, reporting, confidentiality, and formal mentorship programs. Mr. Shaw asked if the sexual assault subcommittee had taken a look at the information he provided. Mrs. Silverman said she did and they were still looking at the total document. He stressed that Commanders still feel this is a woman's problem when in fact this was everyone's issue to address. He asked about the DoD hotline for sexual assault. General Mutter stated that the DoD hotline was set up only as a tool to reach out to Service members while the DoD Task Force was traveling. It was designed to solicit input from Service members on sexual assault for the purposes of the DoD Task Force report. It was discontinued upon completion of the DoD Task Force.

LtGen Mutter addressed the format for the findings and recommendations. She wanted to ensure next years recommendations did not lose their impact through the Committee's effort to be brief and succinct. She wants to ensure detail is included in the recommendations.

Mrs. Saurebrey asked that emphasis be put on tracking of sexual assault results and the consequences of the cases. She stressed that collection of that data is important to ensure accountability. The Committee broke for a brief recess.

The Committee reassembled to discuss the road ahead. The Chair urged the members to continue to work editing and findings and recommendations in subgroups over email. The Chair discussed using last years format for their findings and recommendations. Col Dailey stated based on the Committee's work over the past two days she could have deployment and sexual assault back to them to work on findings and recommends by Tuesday the 12th of October. The members would then have three weeks to do their findings and recommendations. The members would send all that back to Col Dailey to compile. The members would have from Friday the 29th of October to the next meeting to review all parts of the report.

LtGen Mutter suggested we did not need to go through the whole document word by word during the next meeting. She recommended as a method for reviewing the report, we put up one page at a time. If members have a problem they state it at that time. Members need to be sure they have reviewed all sections of the report so we can move quickly through the document.

LtGen Mutter stated the executive summary, introduction and cover letter may be redundant. She will combine the introduction and cover letter and just do an introduction. The Committee will do the Executive Summary. The Committee decided to meet again the 8th and 9th of November and if necessary the 9th and 10th December.

Public Forum was opened at 3:15 p.m. and no statements were made or received.

The meeting adjourned at 3:30.



Attachments:

As stated

DACOWITS MEMBERS' ATTENDANCE AT OCTOBER 4-5, 2004 MEETING

Committee Members Present October 4, 2004

Dr. Lynda Davis
Mrs. Margaret Hoffmann
LtGen Carol Mutter, USMC, Retired
Ms. Margaret Robson
Ms. Virginia Rowell
Col Vance Shaw, USAFR, Retired
Ms. Rosalie (Ricky) Silberman
Sen. J. P. Duniphan
COL Darryl Ladd Pattillo, USAR, Retired
Mrs. Mary Nelson
Mrs. Ellen Sauerbrey

Committee Members Not Present October 4, 2004

Ms Bonnie Fuller Ford
Ms Katherine O'Neill

Committee Members Present October 5, 2004

Mrs. Margaret Hoffmann
Dr. Lynda Davis
LtGen Carol Mutter, USMC, Retired
Ms. Margaret Robson
Col Vance Shaw, USAFR, Retired
Ms. Rosalie (Ricky) Silberman
Sen. J. P. Duniphan
COL Darryl Ladd Pattillo, USAR, Retired
Mrs. Mary Nelson
Mrs. Ellen Sauerbrey

Committee Members Not Present May 25, 2004

Mrs. Virginia Rowell
Ms Bonnie Fuller Ford
Ms Katherine O'Neill

Committee Support Materials

[Retention](#)

[Retention Initial Findings and Recommendations](#)

[Deployment](#)

[Deployment Initial Findings and Recommendations](#)

[Sexual Assault](#)

[Sexual Assault Initial Findings and Recommendations](#)

[Focus Group Results](#)