

**DEFENSE DEPARTMENT ADVISORY COMMITTEE ON WOMEN IN THE
SERVICES (DACOWITS) MEETING MINUTES
November 8-9, 2004**

DACOWITS held a meeting November 8-9, 2004 at the Embassy Suites Hotel, Crystal City National Airport, 1300 Jefferson Davis Highway, Arlington, Va. Members and public attendees are listed in enclosures (1) and (2) respectively. Materials used to support the Committee during the meeting are listed in enclosure (3). The main purpose of the meeting was to begin the voting process for findings and recommendations for the 2004 DACOWITS report.

8 November 2004

On Monday, **8 November 2004**, LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS opened the meeting at 8:30 a.m. with the discussion of the agenda, and the intent of the November business meeting. LtGen Mutter introduced the new Military Points of Contact consisting of Maj Lynn Jackson, Army Point of Contact, and CAPT Butler temporarily representing the Coast Guard. She also introduced former DACOWITS member Mr. Bob Kaufman, Esq.

LtGen Mutter then introduced Col Denise Dailey, DACOWITS Military Staff Director, who presented the Service and staff responses to the 2003 findings and recommendations. The Committee reviewed all the responses and provided guidance on the disposition of the findings and recommendations.

Briefer: Col Denise Dailey
Military Director DACOWITS
[DACOWITS 2003 Report Presentation of Service and Staff Responses](#)
[Committee Disposition of Responses to 2003 Report](#)
[Service and Staff Responses to 2003 Report](#)

At 10:20 a.m. members reviewed each section of the draft report. Mrs. Silberman started with the sexual assault section. She explained that the DACOWITS sexual assault subcommittee used the questions from the DACOWITS Mission and Goals statement to guide the sexual assault section of the report. The subcommittee wanted to add to the work done by other agencies that had looked at sexual assault in 2004. She commended the 2004 DOD Task Force for an outstanding job. The work of the DACOWITS subcommittee concurred with the DOD Task Force finding that the confusing definition of sexual assault contributed to shortfalls in addressing sexual assault in a comprehensive manner. Mrs. Silberman also explained that DACOWITS explored awareness of sexual assault, and found that prevalence could not be determined in the focus group setting. She stated that the section on under reporting had strong quotes and was the best work of the sexual assault section, describing it as focused, clear, and interesting. The issue of

leadership involvement in establishing a climate of trust to facilitate victims coming forward was also addressed. The subcommittee decided to include the civilian studies on sexual assault to show that under reporting is common among the general population and because civilian programs have demonstrated some best practices that can be used by the military. The section on resources provided good information as well, and showed Service members' awareness of what is available to them with situations of sexual assault. In the section for recommendations, she stated the Service members were correct in their assessment of what needs to be done.

LtGen Mutter took the opportunity to stress that all sections needed to address a stronger conclusion. She then asked if the Committee thought the section on awareness and prevalence was clear. The Committee agreed to take out the word prevalence and use only awareness. Ms. O'Neill addressed the issue of training and asked for more emphasis on this topic. The Committee discussed various efforts to put more emphasis on training, law enforcement, and a discussion of sexual assault as a crime. An effort needed to be made to identify specific elements of a training program.

The Committee then addressed the retention section of the report. Mrs. Hoffmann talked about the process the retention subcommittee used to work through this section. The members noted that there was no gender separation done for the unit climate section and thought that was important information to include. They also requested that, where a gender breakout would highlight the information, it be used. The members also found some of this information to be similar to last year's responses, and when that is the case, it should be noted. The Committee discussed the section on civilian best practices and where it should be included. They also wanted a more robust section for current military initiatives. The question was posed to the Committee if it should look at civilian best practices, or recommend that DoD look at civilian efforts. It was decided that civilian best practices should be left in and that the research on page 29 on work/life policies was applicable.

Mrs. Robson addressed the deployment section of the report and described the deployment subcommittee's process. She stated that they reorganized the deployment section; instead of organizing by pre-deployment, deployment and post deployment, they organized it by most frequently occurring theme, regardless of the phase of deployment it occurred in. The Committee thought that "responsibilities of remaining prepared" for deployment emerged as a unique finding and needed to be highlighted.

In the deployment section of the DACOWITS 2004 Report the Committee wanted to move #6, "pace of the workload," up to #1 "responsibilities of remaining prepared". Also, they wanted a quote highlighting the lack of time to prepare for deployment. Lifestyle was covered in last year's report, and the Committee requested last year's effort in this area be mentioned. The childcare section had only focus group findings, no research findings, and it was asked if there was any research information. It was

mentioned that a paragraph with research information might be needed for “b.” under the focus group information. Some of this information was covered in last years report, but it was recommended that it be included this year as well. It was then requested that the childcare section be moved up and more closely align with the impact on children section. The Committee did not think that the reserve section “c.” on page 12 needed to have a “c.” They recommended that it simply flow from the above information. The Committee also wanted it noted, in what was formerly section “c.” of support programs that the last paragraph needs to have a caveat saying that this is still not enough and more outreach is needed to ensure people are using these services. Number 12, administrative and financial issues, should be the new number 8 because it flows well into the current number 9 -- support programs.

At 1:00 p.m. the Committee began to address the wording of the findings and recommendations section. Mrs. Silberman addressed the sexual assault section. The Committee wanted to emphasize a zero tolerance policy throughout all levels of command in the findings. Additionally, they felt that one single definition for sexual assault, for both data gathering and the UCMJ, needed to be addressed. The Committee addressed under reporting with a finding and recommendation, but wanted to ensure that under reporting was tied to command climate and trust in the command. The Committee made numerous changes in grammar, context, and clarity. Additionally, the subcommittee made a commitment to continue work overnight so recommendations could be ready for voting the next day.

Mrs. Hoffman reviewed the findings and recommendations for the retention section. Members worked on findings that were tied to the text of the report. The Committee debated the placement of "e.g." to shorten and generalize some of the recommendations. Members agreed to continue work in the evening but also recognized that they were going to need some subcommittee time to ensure well-worded findings and recommendations.

The Committee adjourned at 4:45 p.m.

9 November 2004.

On Tuesday, **9 November, 2004**, LtGen Carol Mutter, USMC, Retired, Chair, DACOWITS opened the meeting at 8:30 a.m. LtGen Mutter and the Committee discussed some administrative information. They requested that Operation Homecoming be placed in the appendix of the 2004 Report.

The Committee then discussed the findings and recommendations for the deployment section. The members discussed preparedness issues and how to frame findings and recommendations. There was significant discussion on how to address laws to protect Guard and Reserve members from unemployment and underemployment upon return.

There was a general discussion on how to frame findings and recommendations and how they should flow from the text and data in the report. The members also discussed findings on childcare and how to word recommendations that encourage the Services towards greater attention to the expanding needs of Service members. The Committee debated the pros and cons of the findings and recommendations on parents with minor children having to deploy. There was additional discussion on the most effective ways to word the findings and recommendations on deployment support to family members. Also, the members agreed the personal time needed by families prior to deployment in order to prepare was an important finding and required a recommendation.

The Committee adjourned temporarily at 10:30 a.m. to their subgroups to finalize the findings and recommendations of each section in preparation for an afternoon vote.

The Committee reconvened at 1:00 p.m. and had a discussion on the requirements for next year's briefings. They requested, the NDAA for 2005, recruiting and retention data and another report by DMDC on separation data all be briefed. They also wanted briefings by the Reserve Components, Employer Support for the Guard and Reserve and other agencies working Reserve Component issues.

At 2:00 p.m. the Committee voted on the sexual assault section of the findings and recommendations. Voting was not concluded, as the members determined they wanted to do more work on the remaining items for sexual assault, deployment and retention.

The members set suspenses for the final wording of the findings and recommendations. Several members were identified to begin looking at the introduction and executive summary. The members discussed possible topics for next year to include, work/life balance, command climate, Reserve and Guard, impact on children, the academies, recruitment, women's roles in the military, and quality of the force.

Public forum was opened at 3:30 p.m. and no statements were made or received. The meeting adjourned at 3:45 p.m.



Report submitted by
Col Denise Dailey, USA
Military Director, DACOWITS



Report certified by
LtGen Carol Mutter, USMC (Ret)
FY 2004 DACOWITS Chair

Attachments:
As stated

DACOWITS MEMBERS' ATTENDANCE AT November 8-9, 2004 MEETING

Committee Members Present November 8, 2004

Mrs. Margaret Hoffmann
LtGen Carol Mutter, USMC, Retired
Ms Katherine O'Neill
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

Committee Members Not Present November 8, 2004

Ms Bonnie Fuller Ford
Dr. Lynda Davis
Mrs. Ellen Sauerbrey
Mrs. Mary Nelson

Committee Members Present November 9, 2004

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

Committee Members Not Present November 9, 2004

Ms Bonnie Fuller Ford
Mrs. Ellen Sauerbrey

Enclosure (1)

Committee Support Materials

Enclosure (3)

[3 Nov Retention Draft](#)

[3 Nov Deployment Draft](#)

[3 Nov Sexual Assault Draft](#)

[Findings and Recommendations Draft 1 Nov](#)