MINUTES

ADVISORY COMMITTEE ON ARLINGTON NATIONAL CEMETERY (ACANC)

FALL 2016 ORGANIZATIONAL MEETING

October 25, 2016

ARLINGTON NATIONAL CEMETERY (ANC), ARLINGTON, VA

1. **DESIGNATED FEDERAL OFFICER'S REMARKS.** Ms. Renea Yates, Designated Federal Officer (DFO) for the Advisory Committee on Arlington National Cemetery opened the fall 2016 Organizational Meeting. Ms. Yates noted that present in person were Major Shannon Way, ANC Strategic Planner and Mr. Timothy Keating, Alternate Designated Federal Officer, ACANC. Ms. Yates stated for the record that the Committee operates under authority of 5 U.S.C. Appendix 2, and 41 Code of Federal Regulation 102-3.50(d), and is an Advisory Committee subject to the Federal Advisory Committee Act. Ms. Yates explained that Arlington National Cemetery (ANC), on behalf of the Department of the Army, is the sponsor of the Committee established by the Secretary of Defense (SecDef) in compliance with 10 U.S.C.§ 4723 and the National Defense Authorization Act (NDAA) of 2012. ANC, a Direct Reporting Unit to the Headquarters, Department of the Army, is the agency that receives the benefit of the Committee's advice and recommendations, as well as provides the DFO, who is nominated by the Executive Director and appointed by the Administrative Assistant to the Secretary of the Army. Additionally, ANC provides administrative support to the Committee.

Ms. Yates noted that the meeting was open to the public. She also reminded the public attending this open meeting and briefings that the public was not allowed to present questions from the floor or speak to any issue under discussion by the Committee without permission of the Chairperson. She noted that any member of the public was eligible to file a written statement with the Committee in accordance with the published Federal Register notice as posted in the binder at the entrance of the meeting room. Ms. Yates also noted that the proceedings were being video-recorded, and a summarized transcript of the meeting will be prepared.

2. **ADMINISTRATIVE REMARKS**. The DFO welcomed the newest member of the Committee, Mr. Gene Castignetti COL, USMC (Ret). The DFO reminded the Committee members and other federal officials present of their official Oath of Office. The Secretary of the Army and the Secretary of Defense established the Advisory Committee on Arlington National Cemetery pursuant to the NDAA of 2012, codified in 10 U.S. § 4723, effective 1 August 2012. The DFO noted the binders in front of each member are available to the public. The binders include the agenda and slides for all briefings. The DFO stated the Committee's Charter requires the Committee to visit ANC at least once annually. Within 60 days after this annual visit, the Committee shall submit a written report of its actions, views and recommendations to the SecArmy. Pursuant to 10 U.S.C. § 4723, as codified with the NDAA of 2012, and not later than 90 days after receiving a report or recommendations from the Committee, the Secretary of the Army shall submit the report of recommendations to the congressional defense committees and the committees on Veterans' Affairs of the Senate and House of Representatives and include such comments and recommendations that the Secretary considers appropriate. The DFO added that any report of a visit, other than the annual visit, shall

be submitted to the Secretary within 60 days after the Committee's visit.

3. CALL TO ORDER AND ROLL CALL: The Chairman called the meeting to order at 0930 and requested the DFO conduct a roll call.

The DFO noted for the record, the following members in attendance:

Secretary of the Army Nominees:
Mr. James Peake (Committee Co-Chair)
Mr. Russell Davis
Ms. Debra Fix
Mr. Gene Castignetti

Secretary of the American Battle Monuments Commission nominee:
Mr. Chet Edwards (Committee Co-Chair)

Secretary of Veterans Affairs nominee:
Mr. Thomas Kelley

The following member was not in attendance:
Mr. Ronald Fetherson

A quorum was noted for the record.

4. CHAIRMAN OPENING REMARKS:

(Note: During the 15 March 2016 Committee Meeting, Mr. Edwards, Co-Chair deferred to Co-Chair Mr. Peake for opening remarks and made the recommendation to the full committee to amend the business rules so that one of the co-chairs would preside over the proceedings in order make business flow more smoothly. He nominated Mr. Peake to perform the role of presiding over the meetings. All members concurred.)

Mr. Peake thanked the committee for their service on the committee and the hard work put forth in support of the extremely valuable mission to provide input to ANC. He noted that in accordance with Public Law, an important report by the Secretary of the Army to Congress was forthcoming in November 2016. He suggested that the Committee was in a position to recommend bold steps for the Secretary to consider for the future of ANC.

5. PRIOR MEETING MINUTES: The DFO announced that the minutes from the July 7, 2016 Committee meeting were available for review in the members' folders at the table.

6. REPORTS AND UNFINISHED BUSINESS: The DFO reported that there were no reports or any unfinished business from the Committee meeting on July 7, 2016.

The Chairman then requested the meeting proceed with the agenda of the day.

7. EXECUTIVE DIRECTOR, ANMC: The DFO introduced the Executive Director, ANMC, Mr. Patrick Hallinan to address the Committee. Mr. Hallinan expressed his appreciation for the hard work, the "heavy lifting", done by the Committee over the years in support of the issues facing ANC. He noted that he will be leaving

government service shortly, retiring in January 2017 after 42 years of government service, that work in support of ANC was a great mission with many challenges faced and overcome since 2010, and thanked each member saying ANC will be left in good hands. The Chairman, on behalf of the Committee, thanked Mr. Hallinan for his extraordinary efforts, particularly during the last six and a half years.

8. **CONSTRUCTION UPDATE:** COL Peloquin, ANC Engineering provided an update to the ongoing and future projects at ANC. He noted that the Millennium Project was on schedule and on budget. Projected to open in January 2017, the project will add approximately 27,000 burial opportunities and extend the active life of ANC to approximately 2041. The next item presented was the status of construction with the new funeral procession queuing area. Phase 1 of the project, completing a new parking lot for ANC staff, is targeted for November 2016. The new lot will be used for interim procession queuing until contract completion estimated for May 2017. Another ongoing project, well ahead of schedule at about 60% complete, is a new salt and sand storage area. Construction completion is estimated for early 2017. The briefing continued with an update of the Columbaria flagstone repairs. Repairs began in 2015 with an estimated completion date of fall 2017. Work in this area will be suspended in November this year due to factors caused by anticipated inclement weather. The final construction update was the Tomb of Remembrance, an underground vault To accommodate a dignified placement of unidentified, unassociated and unclaimed cremated remains of active duty service members. Preconstruction planning activities are ongoing with groundbreaking anticipated for late October 2016. Construction is expected to be complete by the end of the year.

Discussion / Comments. A question was raised regarding the lessons learned during current Columbaria repairs that were applied in the construction of the new Columbaria in the Millennium Project. The answer, from an operational perspective is how niches are marked, type and usage of decorative rosettes used to fasten faceplates, and using stamped concrete for the floor areas instead of flagstones. These improvements will improve the overall family experience. New niche markers with improved rosette fasteners will be more secure and the stamped concrete provides more durability while presenting less of a tripping hazard thus improving safety. A follow on question was raised about the use of Lithochrome. Known to be problematic, it is no longer used at ANC for upright government markers but is still used for since it has resulted in replacement of niche covers.

9. **INFRASTRUCTURE REPAIRS:** COL Peloquin provided an update to infrastructure repairs in progress. Major electrical upgrades are in work near the Memorial Amphitheater, along Sherman and Sheridan Drives, and Columbarium 2. He noted a major challenge with the size of the electrical vaults required to be buried using large heavy-equipment while working in close proximity to mature trees and narrow work lanes. The work is planned for completion prior to Veterans Day, Friday November 11, 2016. Regarding upgrade to numerous roads, Col Peloquin noted that the decision was made to incorporate storm water handling project upgrades simultaneously. He noted a specific challenge of repairing some drains which were nearly 20 feet underground as a result of past expansions requiring fill over the top of them. He stated road repair projects had been delayed until FY18 to conform to the Global Financial Execution and System (GFEBS) as a sustainment tool for asset management.

COL Peloquin then provided a synopsis of upcoming projects for FY17. He briefed that work would begin in the spring on the Tanner Amphitheater, including repainting which will require cutting back most plants; upgrades at the historic Fort Myer Old Post Chapel using the same contractors that provide upgrades to the White House; and reconstruction of the Ord and Weitzel Gate with new security initiatives considered. He concluded with brief updates to other ongoing projects including repaving the Chaffee parking lot noting the need for artifact preservation efforts in that area; resurfacing of the JFK Granite Walkway; Amphitheater doors and windows repair noting design work to be completed this year; repairs to JFK and Roosevelt fountains, and a survey of the sanitary sewer system.

Discussion / Comments. Noting no questions or comments from the members, the Chairman thanked COL Peloquin for the presentation noting the impressive amount of ongoing work at ANC. He then requested the next agenda item.

10. ENHANCED SECURITY INITIATIVES / VISITOR EXPERIENCES: Mr. David Kammen, ANC Events and Ceremonies provided the Subcommittee with a briefing on the latest security enhancements at ANC. As background he reminded the members that in 2014 the Secretary of the Army directed that Joint Base Myer/Henderson Hall provide law enforcement, security, and fire support to ANC. In 2015, USNORTHCOM directed increased security measures and issued FP Directive 15-011, based in part on incidents and concerns with extremists. ANC receives over 3 million visitors annually requiring significant effort to comply with the FP Directive. ANC contracted for visitor screening as part of a risk mitigation strategy and as a result, a waiver was granted by USNORTHCOM for ANC in March 2016.

The current procedures were reviewed, including pedestrian access screening at ingress points, screening (and express lines for disabled visitors) queues with a combination of ID checks, magnetometers, bag x-ray and visual screenings. Additionally, drivers will require a valid government issued ID (license or passport) and may be subjected to random vehicle inspections. A phased implementation is planned to minimize the impact on the public. A public notification campaign began in September 2016.

Discussion / Comments. Concerns about public queueing during inclement weather have been addressed with a plan to use tents / shelters in the ingress areas when necessary to ensure ANC remains a very welcoming place for families and visitors. During the transition to the new security measures, focus on training the security force will be paramount. A question was raised about public screening using magnetometers with Veterans or others that may have metal joint replacements. In response it was noted that normally, in this case, individuals will have some form of identification for that very issue.

11. WEBSITE AND FAMILY SURVEY DATA: Mr. Stephen Smith, ANC Public Affairs Officer briefed the Committee concerning media engagement regarding the new security initiatives at ANC. He showed a video made available on the ANC public website which was publicized by several news agencies including the Washington Post. He then presented stakeholder outreach initiatives noting three planned conferences for 2017: a VFW conference in New Orleans during July, an American Legion conference in Reno during August and a National Funeral Directors Association meeting in Boston during November. He then briefed the Committee on the recent results of website and family satisfaction surveys which show an 82% satisfaction for website users and a 94%

satisfaction for families interring or inurning a loved one at ANC.

Discussion / Comments. ANC website satisfaction measurement, which scores above the target of 80, is above industry standard for website satisfaction surveys. Work is continuing on making the survey somewhat more intuitive and easier to use. Data from the survey can be interpolated, depending on questions answered in the survey, to extract data such as group types, age for example, using the feedback survey tool.

- Family satisfaction survey questionnaires are sent to families after a service. The survey questions do not have direct questions as to satisfaction, but cumulative response data is provided as the output of the survey engine. A question was raised about what the VA uses to measure family satisfaction. That information will be presented to the Committee at the next meeting.

- After the briefing, a member mentioned that he had been searching ANC Explorer without finding any notable gravesites of Civil Rights Leaders / Groundbreakers. He then provided a list including: Thurgood Marshall, Medgar Evers, Joe Lewis, Earl Warren, Tuskegee Airmen, 761st Tank Battalion, Women's Suffrage leaders, African-American, Hispanic, and Asian female military General Officers, Chappy James, Benjamin Davis, and Native Americans. That information will be presented to the ANC notable graves working group and the results will be presented to the Committee at the next Committee meeting.

12. CONGRESSIONAL REPORT UPDATE: MAJ Way, ANC Strategic Planner provided an update to the briefing presented to the Honor Subcommittee on August 23, 2016. He reviewed the timeline for the Secretary's report to Congress as required by PL 114-158. He briefed the Committee that on October 17, 2016, the Executive Director, ANC provided a report to the Secretary in support of his report due to Congress on November 15, 2016.

Discussion / Comments. Multiple and diverse engagements took place in preparation of the report, including HQDA Staff, Congressional Committee Staffs, as well as Military and Veteran Service Organizations. Three common themes emerged while generating the report:

- Stakeholders desire ANC to remain active, at a minimum, for those who are Killed In Action or otherwise die on Active Duty and receive the most highest valor award, the Medal of Honor.
- Any change to eligibility should come only after all efforts to expand the cemetery have been exhausted.
- If a change to eligibility is deemed necessary, the starting point is to make eligibility for ANC and VA Cemeteries identical.

- It was noted that eligibility to be interred at a VA cemetery requires a minimum of 24 months of Active Duty service with an Honorable Discharge, while ANC minimum service requirement is one day of Active Duty (not for training). The DFO informed the Committee that there were approximately 200 service member at ANC that would not have been eligible at a VA cemetery because of minimum Active Duty service requirements.

- Further discussion continued as to what the Advisory Committee could do, as a result of the days meeting, to provide support to the Secretary regarding PL 114-158

testimony. Common themes which emerged from discussion are the sense that ANC should remain open for specific eligibility criteria, a need exists to "define" ANC for the future, and regardless of funding available, expansion is complex and exceedingly time consuming.

At 1200, the Committee adjourned for lunch / Executive time until 1300.

13. SUBCOMMITTEE REPORTS: Mr. Davis, Chair of the Remember and Explore Subcommittee reported that new security initiatives and ANC Engineering updates were proceeding well. He noted the concern about bio-film staining at the Memorial Amphitheater, and that the crack repairs in the marble of the Tomb of the Unknown Soldier appeared to be holding well. Mr. Peake, Chair of the Honor Subcommittee reported that the Southern Expansion Project remained challenging and extremely complex given the number of stakeholders involved in the project. He stated that the project speaks to the complexity of any future contiguous expansion of ANC.

The Chair then reopened subject of preparing a report or other correspondence to the Secretary of the Army, in line with the Committee's Charter, as a result of the day's meeting given the upcoming report of the Secretary before Congress.

Discussion / Comments. After discussing various options to support the Secretary, noting the Committee would not have the opportunity to review the ANC report or meet again before the Secretary's report to Congress, it was agreed that a letter to the SecArmy would be generated expressing the views of the Advisory Committee regarding the future of ANC for the Secretary to consider. The letter was crafted and revised during the open meeting and signed by all Advisory Committee members dated October 25, 2016. For the record, one Committee member, after signing, decided the letter did not articulate that member's views and requested retraction. A Memorandum of Record was subsequently generated to that effect.

The signed letter, along with the retraction by one Committee member and the Memorandum of Record, are appended at TAB A

13. MEETING ADJOURNED. The Chairman, noting no other business, motioned for adjournment. The Co-Chairman seconded the motion which was unanimously carried at 1630.

CHET EDWARDS
Co-Chairman

(Date) 1/4/16

JAMES PEAKE
Co-Chairman

(Date) 12/23/2016

Advisory Committee on Arlington National Cemetery
Arlington National Cemetery Welcome Center
Arlington, Virginia 22211-5003
25 October 2016

SIGN IN

Name	Affiliation / Phone
COL Joe Simonelli	ANC/ANMC
BRIAN CONDON	Fleet Reserve Association
Trina Fitzgerald	MOAA
Thomas Reynolds	SVAC
COL Mike Peloquin	ANC
MR MARK L FARLEY	USAMPS/ANC sub committee Member

Advisory Committee on Arlington National Cemetery
Arlington National Cemetery
Arlington, VA 22211

OCT 2 5 2016

The Honorable Erik K. Fanning
Secretary of the Army
100 Army Pentagon, Room 3E700
Washington D.C. 20310

Dear Mr. Secretary:

The Advisory Committee for Arlington National Cemetery is aware of the report that was required in response to Public Law 114-158, signed into law on the 20th of May, 2016. In the months since its passing, we have been kept informed by the staff of Arlington National Cemetery on the progress of the report and – in general – what the report contains. While we have not had access to the report itself, we realize the difficult and complex decisions that will be required to keep the cemetery open well into the future. As you prepare to provide your recommendations to fulfill the requirements in the law, we would like to provide you our conviction regarding the Cemetery.

As your Advisory Committee, we have been organized to Honor, Remember, and Explore this hallowed ground. In that spirit, we believe Arlington National Cemetery is a living tribute to those who have made, and will make, commitments and sacrifices in defense of our Nation. Each year, over three million people pay tribute to our fallen at the Cemetery. Local, state, national, and international leaders – in addition to the Presidents of the United States - pay tribute to the service, sacrifice, and duty represented by this sacred place. We feel that the iconic symbolism of Arlington should be taken into consideration. The Cemetery is the final resting place for Service Members from each of our conflicts. As such, the importance of Arlington National Cemetery remaining active for the inevitability of future war dead cannot be overstated. Arlington has a unique place in our nation's fabric as it daily connects the public to the values of sacrifice and service. We believe the Cemetery continues to help heal the wounds of our conflicts today as it has in the past and as it must do in the future.

The Committee also believes that the Cemetery should, as it has been since its creation in 1864, be available for interring those who have died on active duty, in war, and those who have been honored for exceptional sacrifice. Our Soldiers, Marines, Sailors, Airmen, and Coast Guard members – having raised their hands and offered their lives to protect our way of life – deserve the option of being placed amongst these hallowed grounds. We cannot predict today what conflicts we will face in the coming years or decades. Knowing this, the committee believes that these most sacred of our men and women should know that there will be a place for them at Arlington National Cemetery "well into the future."

We are mindful of the requirements that Congress passed into law – that both eligibility and geographic expansion be looked at as we move forward. The Committee has observed, since its inception, the constraints that geographical expansion present. The Millennium Expansion will be finally realized after 13 years of planning, negotiations, and construction. As your Advisory Committee, we have visited this site and are grateful that our Nation saw fit to expand the Cemetery, however, it should be noted that at the current rate of burial the Millennium Expansion will result in less than seven years of extended life for the Cemetery. This was already government-owned, Army land. The possibility of the Southern Expansion, involving several jurisdictions, is still being negotiated without a clear end date in sight – and is more typical of what we might expect for any other potential expansion. Realistically, future expansions will require decades of planning as we consider other land outside, but contiguous, with the Cemetery.

Arlington National Cemetery is an iconic place - and we should honor its place in our history, our present, and our future. Our sacred Tomb of the Unknown Soldier, individual memorials to those lost in combat, and rows of white marble headstones have come to represent the very best of who we are as a people. Young and old alike walk its rows daily in remembrance of the high requirements of our duty as citizens. While we know the hard decisions of your office regarding the future of our Nation's Cemetery, we recommend that Arlington continues active burials for future generations to honor those who <u>will</u> serve our Nation and to remind us all of the continuing sacrifices required to defend the freedom of our country. The Cemetery is a living tribute to be honored, cherished, and preserved.

Very Respectfully Yours,

Chet Edwards
Co-Chairperson

James Peake
Co-Chairperson

Gene E. Castagnetti
Member

Russell C. Davis
Member

Ronald E. Fetherson
Member

Debra Lopez Fix
Member

Thomas G. Kelley
Member

DEPARTMENT OF THE ARMY
ARMY NATIONAL MILITARY CEMETERIES
ARLINGTON NATIONAL CEMETERY
ARLINGTON, VIRGINIA 22211-5003

26 OCT 2016

SAAC-DCA

MEMORANDUM FOR RECORD

SUBJECT: Member Request for Withdrawal of Vote Concurrence – Committee Letter

1. This memorandum documents the request to withdraw the verbal and written concurrence by Debra Lopez Fix on the unanimously voted decision to sign the 25 October 2016 letter to the Secretary of the Army.

2. On 25 October 2016, the Advisory Committee on Arlington National Cemetery drafted in public, a letter addressed to Secretary Fanning, regarding the Committee's overall conviction regarding Arlington National Cemetery. This letter was drafted in the course of an open federal advisory committee meeting and the quorum of members present formally passed, by unanimous vote without abstentions, that each member would sign the letter as drafted.

3. The letter was printed and signed by all members present and one member who was absent, Mr. Ronald Fetherson.

4. Following the adjournment of the meeting, Mrs. Debra Lopez Fix requested permission to remove her signature and concurrence from the signed letter.

5. The point of contact for this memorandum is the undersigned at renea.c.yates.civ@mail.mil or 703.614.4118.

RENEA YATES
Designated Federal Officer
Advisory Committee on
Arlington National Cemetery

Acknowledged:

Chet Edwards Co-Chairperson	James Peake Co-Chairperson	Debra Fix Member

Yates, Renea C CIV USARMY HQDA ANC OSA (US)

From: Debra L. Fix <debra.fix@gmail.com>
Sent: Tuesday, October 25, 2016 3:27 PM
To: Yates, Renea C CIV USARMY HQDA ANC OSA (US)
Cc: Jim.Peake@cgifederal.com; Edwards Chet
Subject: [Non-DoD Source] Letter

Renea, I would like to remove my signature from the letter that I signed today. Please add that I do not have total concurrence with the letter. I believe that the letter will disadvantage retirees and other categories of individuals. Regretfully, I have to withdraw my signature. I stated this on the record in today's meeting and I feel that I am deviating from my heartfelt concerns.

Thank you, Debra L. Fix

Sent from my iPhone