



DoD Quarterly NAF Accounting Working Group
Meeting Minutes
Thursday September 19th, 2024
0900 – 1000 EST

Attendees

- OSD – MC&FP – Pentagon (Mark Center)
 - Mr. Michael Curtis, Mr. Gerald Holliday
- AAFES – Dallas
 - Mr. Brad Nisbett, Ms. Keri Lucas, Mr. Sedric Thomas, Ms. Melissa Sexton
- DFAS – Indianapolis
 - Mr. Robert Haines
- DFAS – Texarkana
 - Ms. Evelyn Roberts, Ms. Lena Anderson, Ms. Alicia Fryer
- Air Force HAF SAF/MR – Pentagon
 - Lt. Col. Megan Pflug
- Air Force AFSVC – San Antonio
 - Ms. Kelly Kosiorek, Mr. Kevin Shambrock
- Army ASA MRA – Pentagon
 - Ms. Philanda Morgan
- Army ASA FMC – Pentagon
 - Mr. Herman Asberry, Ms. Monique Simpson
- Army HQDA DCS G-9 – Pentagon
 - Ms. Tamara Arnold, Mr. Bill Sewell, Ms. Elizabeth Femrite
- Army IMCOM G9 – San Antonio
 - Mr. Brian Hartsell, Ms. Renee Keys
- Navy ASSTSECNAV MRA – Pentagon
 - Maj. Sean Conway
- Navy CNIC – Millington
 - Ms. Nancy Stephens, Mr. Timothy Pritchard, Ms. Jodi Sergeant, Ms. Jennifer Wilkinson
- Marine Corps MCCA – Quantico
 - Ms. Pat Craddock
- Deloitte – Rosslyn
 - Ms. Brooke Eisele, Mr. Chris Crouse, Mr. Stedmen Washington, Mr. Michael Peil, Ms. Amanda Sabatella, Ms. Molly Krajcik



DoD Quarterly NAF Accounting Working Group Meeting Minutes Thursday September 19th, 2024 0900 – 1000 EST

Welcome and Introductions

- Mr. Gerald Holliday welcomed all participants to the meeting.
 - He announced that Ms. Mary Sandborn will be retiring at the end of this year and that her position will be announced on USAJobs soon.
 - He added a reminder that a tasker for the Military Exchanges to update the Defense Resale Activities Common Chart of Accounts was sent to the Military Departments in late August and responses are due to OSD by the 24th of September.
 - He further identified that an informal review of DoD FMR Volume 13, Chapter 5, "Income and Expenses" was expected to be completed by the Military Departments no later than Friday, the 20th of September.

NAFSGL Change Management SOP

- The NAFSGL Change Management SOP was edited live with tracked changes and comments from the Military Services.

Advana Integration

- Mr. Holliday informed the group of discussions with DFAS-Texarkana that led to a project partnership for a NAF financial reporting pilot that includes a web-based application for the annual NAF program-metric report (PMR) using the Advana platform. The goal of this pilot is to enhance business reporting and processing efficiency.
 - He stated his concerns with how many hands the PMR Microsoft Excel spreadsheet passes through before OSD receives the final report. He opined that the less opportunity for human error, the better.
 - He added that he is hoping to have Advana ready for the FY24 reporting cycle.

DoDI Updates

- Mr. Michael Curtis stated that every MWR and Resale Policy DoDI is currently being reviewed and updated at this time. He mentioned DoDI 1015.18, "Assessing and Managing Challenges Associated with Providing Critical Services at Remote and Isolated Military Installations" was recently published back in May, along with Change 1 of DoDI 1015.16, "NAFI Information Technology Policies and Procedures" published in August.
 - He added that Ms. Mary Sandborn is working updates to DoDI 7700.18, "Commissary Surcharge, NAF, and Privately Financed Construction Reporting Procedures."
- Mr. Curtis provided an overview of DoDI 1015.15, "Establishment, Management, and Control of NAIs and Financial Management of Supporting Resources" within the



DoD Quarterly NAF Accounting Working Group Meeting Minutes Thursday September 19th, 2024 0900 – 1000 EST

issuance process. He highlighted that there were over 400 comments from the WHS Editors on this document. Most of these comments dealt with basic language corrections and table formatting in the document.

- He stated that the next stage for DoDI 1015.15 is a legal objection review. He also mentioned that there are several different legal matters in the document, which may slow down the processing of this stage.
- He added that once the document advances through legal, the document will enter formal coordination stage. At this point, the document will be distributed to the Military Services.
- He further stated that he is hopeful DoDI 1015.15 will enter formal coordination before the end of the calendar year. If the DoDI follows this timeline, it is possible DoDI 1015.15 would be published by late spring of next year.

Data Strategy Workshop Overview

- Ms. Amanda Sabatella introduced the Services Data Strategy Workshop and spoke on the purpose and the outcomes.
 - The immediate outcome is to have a refined list of KPIs provided by the Services that can be utilized for better reporting processes. By identifying opportunities to enhance reporting, the goal is to make data reporting and data processes easier for the Services.
 - The Data Strategy Workshop will be a hybrid event at the Deloitte Rosslyn office. She asked for RSVPs so that the proper space within the Deloitte office can be reserved for the meeting. After this meeting, materials for the RSVP template will be sent out for the Service POCs. A tasker will be attached as well.
- Ms. Molly Krajcik provided a brief overview on the Tasker.
 - Mr. Bryan Hartsell asked about the KPI Tasker and asked if it would be possible to have the Deloitte/OSD team fill out the “KPI’s included in the briefings to OSD” section of the tasker ahead of time. He added that he is reserved about telling OSD what they should be asking the Military Services to report, inadvertently increasing workload for the Military Services.
 - Mr. Holliday assured the group that the goal would always seek to decrease workload while looking for ways to streamline business processes for oversight responsibilities. The team agreed to explore options on how to provide the Military Services with resources on the “KPI’s included in the briefings to OSD” section.
 - Ms. Renee Keys asked about the “KPIs Not Included in the briefings to OSD” section and the impact of reporting new KPIs.
 - Mr. Holliday reiterated the intent to not add workload. If an item is added to the “KPIs Not Included in the briefings to OSD,” it does not directly correlate to the KPI being added to the PMR data call. The goal is to gain an understanding of metrics that are important to the Military Services.



DoD Quarterly NAF Accounting Working Group

Meeting Minutes

Thursday September 19th, 2024

0900 – 1000 EST

Open Discussions / Questions

- Mr. Hartsell added that he was grateful for the additional email communication and resources with his counterparts outside of these Quarterly meetings.
- Mr. Holliday suggested that due to the proximity of the December holiday period, the next Quarterly meeting should be moved up a week to December 12th, 2024.
 - There were several members in the chat who concurred.
- Mr. Holliday thanked everyone for their time and participation and adjourned the meeting.