

**UTAH ARMY NATIONAL GUARD**  
**Headquarters, 300th Military Intelligence Brigade (Linguist)**  
**P.O. Box 1776**  
**Draper, UT 84020-1776**

UT-300TH (15-1A)

2 January 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Agenda for Brigade Command Language Council, January 2001

1. Members of the Brigade Language Council will meet on 4 January 2001 in Draper at 1800 hours.

2. Topics discussed from the agenda will include:

a. December Minutes. We will review the minutes from the December council meeting and follow up on "to do" items.

(1) Newsletter. We will review the dissemination process and elicit feedback. We will check on the status of the PDF version for the Web site. We will check progress on battalion submissions for next issue. We will confirm the plan to change from semi-annual to quarterly publication.

(2) CLPM Course MTT. We look forward to completed battalion rosters of language representatives which indicates if the designated individuals have been put on additional duty orders or not, have attended the CLPM course or not, and are available for the CLPM course in early August or not. SFC Glover needs to submit the request for this MTT after this council meeting.

(3) DLI Language Olympics. MAJ Stevens will provide additional information on the concept of making the Language Olympics a 2-week AT. The council still needs to develop a time line and criteria for determining participation.

(4) CD-ROM. We look for feedback from the 142<sup>nd</sup> as to how many copies of the Learning Resource Disk they would like if funds become available. SFC Glover will report on the status of sending the demo copies to the out-of-state battalions.

(5) YTC. We look forward to receiving provide the dates, times, and locations for battalion CLPC meetings from the 141st for FY01.

(6) Language Incentives. We discussed the viability of the each of the ideas on incentive programs from November's brainstorming session. These proposed incentives include:

UT-300TH (15-1A)

2 January 2001

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(a) Language Book Bag. We need to determine if any further follow up is needed either to assist the 141<sup>st</sup> in reviving their program or exporting the program to other units.

(b) Awards. The council will determine if we need to draft a letter for the brigade commander to company commanders encouraging them to reward their soldiers but not tying awards to specific criteria.

(c) Honor Roll. MAJ Stevens will present a draft proposal for discussion.

(d) Linguist of the Year. The council will discuss potential criteria for a Linguist of Year award, separate from the Department of Army criteria.

(e) Most Improved Linguist of the Year. MAJ Stevens will present a draft proposal for discussion.

(f) Linguist Certification. SFC Glover will report on DLI's four-tiered linguist certification program.

(g) Linguist Tab. SFC Glover will report any findings on the history of the previous attempt for a linguist tab/badge and present the pertinent Army regulations.

(i) NSA Professionalization. We will determine if there is sufficient interest in this program to warrant MAJ Stevens drafting a memorandum containing further specific information on it.

(j) Missions. The council will discuss S-3 input on this issue.

(k) Additional Training UTAs. We will discuss S-3 input on this issue.

(l) Tuition Reimbursement. We will discuss S-3 input on this issue.

(m) Brigade Language Olympics. The council discuss the timeline and questions for survey to determine the interest among linguists for holding Brigade Language Olympics.

(n) Others. We will follow up on any of the other incentive ideas discussed last council meeting if desired.

(7) TALP. MAJ Stevens reported that the TALP budget figures are in, but he still needs to meet with MAJ Abram do discuss process for allocating and managing TALP.

UT-300TH (15-1A)

2 January 2001

SUBJECT: Agenda for Brigade Command Language Council, January 2001

(8) Accountability. We will review the suspense that units conduct an inventory of language materials by 1 February and that brigade needs to draft a policy letter or SOP governing the checkout of language materials by the same date.

(9) NCS Courses. MAJ Stevens and SFC Glover will progress on preparation to distribute NCS Arabic and Russian courses.

(10) Web Site. We will discuss any feedback on the CLP Web site.

b. New Items. The council will cover any new items needing attention.

3. Next Meeting. The next Brigade Command Language Council meeting is scheduled for Thursday, 1 February 2001 at 1800 hours in Draper.

4. Any questions may be directed to the Brigade Language Support Officer at (801) 620-1907 or Brigade Command Language Program Manager at (801) 523-4258.

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Language Support Officer

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