

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

UT-300TH (15-1A)

5 December 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Agenda for Brigade Command Language Council, December 2001

1. The Brigade Command Language Council will convene at 1800 hours on Wednesday, 5 December 2001, in Draper. Battalions should be represented by their Language Officer and a full-time AGR staff member, preferably the person most responsible for language and budget issues.

2. Agenda items to be discussed include:

a. Hot or Suspense Items.

(1) Linguist Newsletter. MAJ Stevens will solicit articles for the next edition of the linguist newsletter, which is to be published in January.

(2) Contract Language Program Overhaul.

(a) We will review the five major areas discussed over the past couple of months and recommit to or reassign the action items associated with these areas.

(b) Instructor Evaluation. MAJ Stevens and SFC Glover will report on the instructor pre-service meeting held 1 December.

b. Regular Review Items.

(1) Technology. SFC Glover will provide updates on the CLP site, the language server, and linguist database.

(2) Inventories. Battalions should report the status of their inventories of language materials.

c. Other Review Items from Past Meetings. We will review the status of the linguist ribbon proposal and accept additional input on this matter.

d. New Items. Due to recent personnel changes, we need to determine whether to keep our current meeting day or change to another day of the week or week of the month.

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3. Council members who are unable to attend should make prior preparation for a conference call or other arrangements with me to discuss input before and results after the scheduled meeting.
4. Any questions may be directed to the Brigade Language Support Officer at (801) 620-1907 (DSN 766-3907) or Brigade Command Language Program Manager at (801) 523-4258.

STEVE G STEVENS
MAJ, MI, UTARNG
Language Support Officer

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