

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

UT-300TH

10 March 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Agenda for Brigade Command Language Council, March 2002

1. The Brigade Command Language Program Council will convene at 1030 hours on Sunday, 17 March 2002, 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. Submissions are due 5 April 2002.

(2) TALP. We need to discuss TALP planning and deadlines for training scheduled to be paid for with TALP, to include MTTs, Worldwide Language Olympics, ICC, and LEAP opportunities.

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 solidify outstanding issues regarding the overhaul of the contract language program.

(1) Linguist Ribbon. MAJ Stevens will present his draft written proposal.

(2) Contract Language Program. We will review progress on contract language program issues.

d. New Items.

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(1) Remedial Language Training Detachment. We will explore the merits of establishing a Remedial Language Training Detachment at brigade.

(2) Military Language Instructors and Mentors. We will discuss the desirability of establishing a Military Language Instructor (MLI) program in the brigade. We also need to discuss best practicing in linguist mentoring.

(3) Language Materials. We will distribute language materials to each of the battalions.

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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