



Task Force EXCEL is creating major cultural change by focusing Navy learning on fleet mission requirements through use of human performance measures - providing Sailors with the “tools and opportunities” to grow and develop, professionally, and personally, while improving mission accomplishment. The [Four Quadrant Human Performance System Model](#) is the underlying human performance process by which Task Force EXCEL and partners are redefining Navy policies, structures, and mechanisms.

Mission/Function Area Analysis: *Requirements-based analysis of Navy missions and functions that analytically link resources to war-fighting capability. Correlates Force and unit level tasks, conditions, and standards to Sailor level knowledge, skills, and abilities. Current focus areas include ATW, C4, Engineering, and Damage Control.*

C4: C4 Mission Area Analysis working group members continued progress in the database integration of IBFT, NTIMS and NTIRA.

- HP cell working development of assessment tool (quadrant two of the Human Performance System Model (HPSM)).

Applied Projects and Betas:

Naval Center for Cryptology(NCC)-A Naval Center for Cryptology (NCC) Strategic Brief was presented to the Cryptologic Leadership Conference.

- Drafted pre-decisional Position Descriptions (PDs) to align with NCC organization.
- Reviewing NTTC Corry Station infrastructure to develop recommendations for physical location of NCC.
- NCC working group members participated in:
 - ✓ Performance Consulting Fundamentals and Methods Course from 23 - 26 JUL.
 - ✓ TFE functional area analysis of CTI rating.
 - ✓ KM/IT training in Norfolk from 12-14 August.

Centers Development Group (CDG)-

RECENT ACCOMPLISHMENTS:

Project Administration

- Welcomed provisional NPDC staff from Pensacola to Norfolk.
- Updated Center POC list for transmission to Centers.
- Hosted meeting with Center for Submarine Operations to provide information and documents regarding center standup.
- Listened to a brief from Apollo Consulting Group from Phoenix University that outlined the Apollo learning framework.
- Weekly VTC CDG to Centers for 15 August was cancelled and tentatively rescheduled for 1300 on 22 Aug 02.
- Received Navy Knowledge Online demonstration. Refinements are being made before going public with this web site.

Knowledge Management Lane

- *Constructed and published first version of Personal Develop Center's NKO web page.*

Facilities Lane

- Posted facility lane lead questions to the Discussion page for Quickplace.

- Researched answers to questions posed by Center for Sub Operations, and prepared a report for briefing them on 14 Aug 02.
- Attended by telephone the review/discussion of an HP Professional Guideline document working group draft paper for a meeting held in Orlando on 13-15 Aug 02. The paper provides detailed guidance for conducting Working Group meetings.
- Researched HP training with Victoria Knight, NETPDTC.
- Briefed Center for Sub Operations in Facilities and HP.
- Reviewed finished HP Professional Guideline document, and provided comments.
- Requested to meet with USCG PTC Yorktown to discuss partnering with Navy HP Center.

Organizational Infrastructure Lane

- Added the following data to QuickPlace - Centers Development Group - Center Lanes: Fact and Justification Instruction (Links); Board of Advisors Information (Discussion); Domain Definition (Discussion);
List of Center Lanes Leads (POCs)
Lessons Learned Documentation (Tools)
Lessons Learned (Discussion)
Business Information (Discussion)

Center for Naval Leadership

- Facilities - Continuing to work Phase II for the CNL. Identified additional office space for the increase in manning. Waiting quote for carpet and furniture. Equipment for new phone system has been received and pipes have been installed by Verizon. Will be working with NCTAMSLANT in the next week to have the system installed.
- Manpower - no change; template of functions and billets have been submitted.
- Structure - awaiting release of NAVADMIN and assignment of UIC.

KEY ACTIVITIES UNDERWAY:

Project Administration

- Progress is ongoing to develop a Center level POA&M.

Knowledge Management Lane

- *Continued refinement to Personal Development web page. CDG E-learning focus group is continuing to develop e-courses, and getting familiar with Lectora and TrainerSoft Development tools.*

Facilities Lane

- Monitoring Quickplace online discussion forum.

Organization Infrastructure Lane

- Resolving issues discussed during the meeting between the CDG and the Submarine School last week. Will post minutes and resolutions to QuickPlace.
- *Established contact with the EOD/Diving Center to resolve issues about Center implementation.*
- *Working to set up a site visit with the two COs to provide guidance/assistance on the process.*
- Continuing to update QuickPlace with organizational infrastructure data.

Center for Information Technology

- COMMUNICATIONS: Work on Strategic Communications Plan tasker.
- IT/KM: Continue to collect input from the fleet with regard to IT Portal.

- FACILITIES: Develop scope of work to provide an estimate for alterations to building 50 proposed to house the Center at FCTCPAC. Develop scope of work to provide an estimate for air conditioning to building 50. Develop BFR for Center to support space request.

Center for Naval Engineering

- COMMANDING OFFICER: working notional plan on how to commence with Quadrant II work while in a provisional status and before HP Center is fully operational.
- RESOURCES: Began assessment of current operational costs, resources and budget/workflow processes.
- COMMUNICATIONS:
 - A message input is being drafted from the CNE to provide the lane lead guidance/proposals on how future rating structures are viewed.
 - A “best plan” for how Centers are/will communicate within themselves and with others is being viewed so we can ascertain best practices and apply them to a template for some continuity.
 - Providing a list of commands in the area that would benefit from a visit from the lane leads on what the new structure for Navy training is and how the commands will fit in to the operation.

Center for Seabees and Facilities Engineering

- METRICS: The Instructional Systems Specialist will be conferring with Human Performance consultants and trainers in Pensacola this week in order to better assess Human Performance initiatives Navy-wide. As a result of these efforts, the ISS will be able to provide current information and advice to program managers, the executive steering committee and others on innovative and effective methods for Human Performance Interventions applicable to the new organizational structure.
- IT/KM:
- ORGANIZATION STRUCTURE: Meeting with CAPT Caviness and ET2 Stevens (from FTC San Diego and the TSC Development Group) on 13 Aug.

Center for Naval Aviation Technical Training

- IT/KM: Working setting up a meeting with Hyperion for product demo. Recently this company was proposed as the Air Force’s analytical reporting application/tool for the new AF Integrated Management Data System. Trying to determine if there’s any partnership possibility in the KM piece using web-centric analytical tools already paid for by USAF.

Center for Cryptology

- Participating in WG 2 for the TFE functional area analysis of EW, CTT/O/M ratings being held 26 Aug - 06 Sep.

Center for Services Support

- RESOURCES: NTR.
- COMMUNICATIONS: VTC for Center Communications lane leads scheduled for 19 August. Input will be solicited from all Center lane leads and a comprehensive communications plan and POA&M developed for Center guidance.
- METRICS: NTR.
- IT/KM: Continue to identify material to populate CSS KM portal with. Continue to populate CSS KM portal with content and identify and report software problems for correction.
- MANPOWER: Continue to refine job descriptions for prospective CSS employees. Commence writing formal position descriptions for prospective CSS employees.
- FACILITIES: Scheduled to brief facilities plan at next NSCS Executive Steering Committee to solicit input and support from current NSCS organization.
- ORGANIZATION STRUCTURE: Representative will attend MS Rating BCA Meeting at NAWC-TSD in Orlando, FL on 20-21 Aug 02.

Center for Information Technology

- a. Meetings:
 - Mini-ESG Week of 4 September at FCTCPAC.
 - Proposed ESG Week of 23 September at FCTCPAC
- b. Planned visits:
 - RADM Moran 29 August at FCTCPAC
 - CAPT Hobbs 29 August at FCTCPAC
- c. - CAPT Turley 8 – 11 September IP Summit in Norfolk
- MANPOWER: Billy Williams (CNET) to visit Center.
- FACILITIES: Site visit and job walk through with PWC Planner and Estimator for proposed building 50 project.

Center for Naval Engineering

- COMMANDING OFFICER: NTR.
- RESOURCES :
- Schedule presentation of NEMAIS program
- Scheduling presentation 27AUG02 by Reality-Capture Technologies for “OpSim & Construction” Software.

Center of Excellence for Naval Aviation Technical Training (CENATT)- A web-site has been created for the CENATT; click on <https://www.cnet.navy.mil/cnet/center-av> for additional information.

- A billet structure has been developed for the provisional stand-up of the Center of Excellence for Naval Aviation Technical Training.
- Establishing liaison with NAS Pensacola and the Center Development Group (CDG) for direct support in center space requirements and Center functionality.
- The AZ JTA workshop was conducted in San Diego.
- The AS JTA workshop is currently scheduled for 17 SEP in San Diego, and 15 OCT in Dam Neck.
- AGs continuing with their Job Task Analysis (JTA) collection (over 2700 tasks/steps to date-- 1/5th of their total rating analysis).
- Met with Appian for training on the KM Portal: A page “layout” of the Center site will be put together for the Center portal page using local SMEs.
- Beginning to work PD’s using Core Doc format for each of the billets in the provisional structure.

Center for Information Technology (CIT)- the first IT 'A' school pilot course Sailors graduated 15 AUG. The Task Force Excel Center for Information Technology Project Lead was guest speaker for the graduation.

- All USN ITs from the first pilot school graduation class will report to the TRBG or Constellation BG and will be tracked and evaluated by the HP cell to assess the effectiveness of the training.
- A second pilot 'A' school course with adjusted curriculum, revised from the experiences of the first beta test class has already begun.
- The CIT TFE Project Lead attended a meeting with CNET and NMCI Manpower, Personnel and Training IPT to brief the group on the IT training continuum efforts and how it parallels and interfaces with the training plans for the sailors detailed to the NMCI NOCs for training.
- Conducted 19 AUG VTC to discuss Strategic Plan developed by CDG and Strategic Policy Chair.
- Acquired Quickplace access for CIT Lane Leads and key players.
- Obtained a Regional Space Allocation Committee (RSAC) questionnaire to accompany request for space to support CIT standup.

Center for Naval Engineering (CNE)-Briefed RADM Moran on Center status, challenges ahead and immediate assistance required to stand up the Center.

- Provided draft PDs and organizational functionality plans to the CDG for assistance in finalizing CNE architecture.

Center for Naval Leadership (CNL)- A template defining CNL billet and organizational functionality has been submitted to the CDG for approval.

- NAVADMIN announcing the CNL Navy Personnel Command assignment of a UIC is pending.

Center for Personal Development (CPD)- Fleet representatives and members of stakeholders from BUMED, CNET, NETPDTC, and PERS 6 met in Millington on 20-21 August for the initial meeting of the CPD Organizational Design Team.

- Following an extensive review of the current Navy programs relating to personal growth and development the Center Development Group, KPMG Consulting facilitator led members through work sessions to identify CPD headquarters design criteria and functionality.
- The CPD headquarters will be organized like other Centers; however, since some of the existing programs are not analogous to training sites for other Centers, the organizational structure of CPD will need to incorporate some elements normally detailed to the TSC's.
- The group provided survey information on where the Center for Personal Development headquarters should be located.
- The functions identified by the team are being categorized for additional work in small groups.
- The next plenary meeting is scheduled for mid-October.

Center for Services Support (CSS)-Working group members have developed a CSS communications plan.

- CSS Working Group personnel attended:
 - ✓ The TRBG/Saipan Amphibious Ready Group/Task Force EXCEL Symposium.
 - ✓ Knowledge Management (KM) Portal Working Group.
 - ✓ Initial training on administration functions of the KM portal from Appian personnel.
- CSS Working group members:
 - ✓ Populated the CSS KM portal with content.
 - ✓ Updated a CSS template of organizational functions and positions.
 - ✓ Relocated implementation team personnel to central location to better coordinate stand-up of CSS.
 - ✓ Finalized facilities plan to accommodate prospective CSS personnel.
 - ✓ Briefed RADM Justin McCarthy, Chief of Supply Corps, on CSS progress to date.

Center for Seabees and Facilities Engineering (CSFE)-Center sponsor, RADM Mike Johnson and CSFE working group members are considering an “official” Center name, and will recommend to RADM Moran and VADM Harms that the name for this Center be the Center for Seabees and Facilities Engineering.

- CSFE has made a successful first effort identifying the support functions currently performed and distinguishing from those which support Fleet needs in the future. This is an important first step in the overall metrics integration strategy, which involves gathering information and process mapping so that the HPSM can be directly applied to CSFE processes.
- Working group members are:
 - ✓ Continuing to identify performance gaps, and target selected areas for performance-based interventions and measurement strategies.
 - ✓ Distinguishing the duties of the Center, the Element, and the Training Support Command in the reorganization process.
 - ✓ Applying of the first steps of the HP model, which involves performance and cause analysis.
 - ✓ Conducting interviews with Company Commanders, SME's, department heads and others as one tool for analyzing performance and identifying performance gaps.
 - ✓ Considering other performance metrics including:
 - organizational operating plan
 - strategy statement
 - annual report
 - survey instruments
 - process maps
 - templates

Additional Cell Reports:

This section allows TFE Cells to report on matters not covered in the above listed categories. Significant portions of individual cell inputs are spread across the spectrum of TFE efforts listed above, this section allows for input of other items which may be of interest.

LANT:

Knowledge Management System:

Overall KM Efforts

- CAPT Kantner, & Betsy Greer were in DC this week brokering/briefing NMCI.
- LT Morris is in Millington working with CAPT Barnett on the Personal Development Center
- KM Team will be meeting with NAVSEA Distance Support this Friday about partnering
- KM Organization in NPDC is being fleshed out
- CDR Diunizio checked in as Ms. Greer's deputy

Specific Portal Efforts

- Initial design of portal channels continues to progress.
- Authentication and personalization in the portal are functional and being refined.
- At least one person from each of the first flight centers have been trained on initial administrator functions in the portal
- Working on more fully integrating of ETJ and Navy E-Learning into the portal for the sailors
- Business rules for center administrators are beginning to be developed
- Center communities are established in the Electronic Collaboration Center
- Personal Development Center Page have been designed along their 6 core competencies

Concerns

- Content is still lacking and will take a concerted effort by all to overcome

-All portal pages are still shallow although Center admin offices are working diligently on attaining robust pages.

ASW Course Transfer:

ASW course transfer - CNET has deactivated 9 of the 18 courses. .

Postal Clerk Course: First PC pilot class started on 12 August. Graduation expected to be on 06 September

Resource Database: NETPDTC (Joe Picarrillo) and staff and they are working a resolution for the School of Music not being able to enter their data for the resources tool. Resolution has to be approved by CNET CCB.

STASS Issues: NETPDTC Pensacola has resolved one of the STASS issues that we forwarded as a project. All commands are now able to print Graduation Certificates via CeTARS (STASS).

C4 MAA:

-Working group members continue to progree in the database integration of IBFT, NTIMS and NTIRA.
-HP cell working development of assessment tool.

IT Training Continuum:

-IT 'A' school pilot course graduated 15 Aug. CDR Norton was guest speaker for the graduation. All USN ITs from this class will report to the TRBATGRU or CONBATGRU and will be tracked and evaluated by the HP cell to assess the effectiveness of the training.
-A second pilot 'A' school course began with a curriculum revised to better meet the time onstraints of the course.
-Attended a meeting with CNET and NMCI Manpower, Personnel and Training IPT to brief the group on the IT training continuum efforts and how it parallels and interfaces with the training plans for the sailors detailed to the NMCI for training.
-Continuing to work on TRBATGRU beta tests.