

MINUTES
ADVISORY COMMITTEE ON ARLINGTON
NATIONAL CEMETERY SPRING 2016
ORGANIZATIONAL MEETING
March 15, 2016
ARLINGTON NATIONAL CEMETERY,
ARLINGTON, VA

1. **DESIGNATED FEDERAL OFFICER'S REMARKS.** Ms. Renea Yates, Designated Federal Officer (DFO) for the Advisory Committee on Arlington National Cemetery (Committee) opened the spring 2016 Organizational Meeting. Ms. Yates stated for the record that the Committee operates under authority of 5 US Code (U.S.C.) Appendix 2 and 41 Code of Federal Regulation 102-3.50(d), and is an Advisory Committee subject to the Federal Advisory Committee Act. Ms. Yates explained that Arlington National Cemetery (ANC), on behalf of the Department of the Army, is the sponsor of the Committee established by the Secretary of Defense (SecDef) in compliance with 10 U.S.C. § 4723 and the National Defense Authorization Act (NDAA) of 2012. ANC, a Direct Reporting Unit to the Headquarters, Department of the Army, is the agency that receives the benefit of the Committee's advice and recommendations, as well as provides the DFO, who is nominated by the Executive Director and appointed by the Administrative Assistant to the Secretary of the Army. Additionally, ANC provides administrative support to the Committee.

Ms. Yates noted that the meeting was open to the public. She also reminded the public attending this open meeting and briefings that the public was not allowed to present questions from the floor or speak to any issue under discussion by the Committee without permission of the chair person. She noted that any member of the public was eligible to file a written statement with the Committee in accordance with the published Federal Register notice as posted in the binder at the entrance of the meeting room. Ms. Yates also noted that the proceedings were being recorded, and a summarized transcript of the meeting will be prepared.

2. **CALL TO ORDER AND ADMINISTRATIVE REMARKS.** Before taking roll, the DFO provided administrative announcements. The DFO reminded the Committee members and other federal officials present of their official oath of office. The SecArmy and SecDef established the "Advisory Committee on Arlington National Cemetery" pursuant to the NDAA of 2012, codified in 10 U.S. § 4723, and effective 1 August 2012.

The DFO noted the binders in front of each member are available to the public, which included the agenda, information and slides for all briefings.

The DFO stated by the Committee's Charter that the Committee shall visit ANC at least once annually. Within 60 days after this annual visit, the Committee shall submit a written report of its actions, views and recommendations to the SecArmy. Pursuant to 10 U.S.C. § 4723, as codified with the NDAA of 2012, and not later than 90 days after receiving a report or recommendations from the Committee, the SecArmy shall submit the report of recommendations to the congressional defense committees and the Committees on Veterans' Affairs of the Senate and House of Representatives and include such comments and recommendations of the SecArmy as he considers appropriate. The DFO added that any report of a visit, other than the annual visit, shall be submitted to the SecArmy within 60 days after the Committee's visit. The 25 March 2015 report for Arlington National Cemetery was submitted as required in June 2015. There were no Committee Recommendations within that report to be accepted by the Secretary of the Army.

Meeting Called to order at 10:05 am

3. **ROLL CALL.** Ms. Yates took roll call and stated the following were present: Mr. Chet Edwards, Mr. James Peake, Mr. Russell Davis, and Mr. Thomas Kelley. Those members absent were Mr. Ronald Fetherson and Mrs. Debra Fix. All ANC personnel and guests were asked to sign in. For the record, a quorum of the Committee was present. A list of attendees is appended to these minutes at TAB A.

4. **CO-CHAIR OPENING REMARKS.**

Mr. Edwards welcomed the Committee and gave special recognition to the Honorable Max Cleland, former chairman of the Committee for his dedication and spirit of collaboration. Mr. Edwards deferred to Mr. Peake for opening remarks and made the recommendation to the full committee to amend the business rules so that one of the co-chairs would preside over the proceedings in order make business flow more smoothly. He nominated Mr. Peake to perform the role of presiding over the meetings. All members concurred.

Mr. Peake echoed Mr. Edwards' sentiments and emphasized the iconic nature of ANC, noted the long future ahead for the country, and reminded the Committee of the purpose under the charter of ensuring ANC is a place in the future to honor and remember veterans.

5. **ANC SUPERINTENDENT REMARKS.** Ms. Katherine Kelley, Acting ANC Superintendent echoed the importance of the term "iconic." ANC's daily focus is on the quality of performance and setting expectations. There is only one chance to "get it right" when the family is here. She highlighted that the decisions

and recommendations of the Committee impact the sustainment of ANC as a National Treasure and could enable preservation for generations.

6. **ANC EXECUTIVE DIRECTOR REMARKS.** Mr. Patrick Hallinan, Executive Director for Army National Military Cemeteries welcomed the Committee and echoed importance of maintaining ANC as a National Shrine. He noted the additional training ANC staff receives and stressed that the staff are professionals who operate the cemetery in order to honor those who earn the right to come to ANC. Mr. Hallinan was appreciative of the past efforts of the Committee, stating that ANC could not have achieved everything it has without the guidance and support of the Committee to become the standard bearer. Mr. Hallinan also reassured the Co-Charis that ANC has become much more transparent, with more interagency partnerships and interaction with employees and unions.
7. **ANC ELIGIBILITY REVIEW.** Mr. Justin Buller, Office of General Counsel, addressed the committee, presenting a history of ANC's eligibility and how it has changed little over the decades since President John F. Kennedy was interred at ANC. Mr. Buller clarified that Army and Post Cemeteries that remain under the purview of the Army and that National Cemeteries, other than ANC and the Soldiers, are administered by the Veterans Administration in accordance with their specific regulations. Mr. Buller specifically noted that the initial purpose and creation of ANC was to inter our nation's war dead. Mr. Peake noted that one of the topics the Honor Sub-committee is looking closely at is what the future holds to be able to live up to the current eligibility commitments and the impacts on the lifespan of the cemetery the commitments.
8. **COMMEMORATIVE MONUMENTS DISCUSSION.** COL Simonelli, Chief of Staff at ANC, reviewed the requirements for memorial monuments. He emphasized that the primary purpose of ANC is burial and remembrance of individuals, not to be a monument park. Costs to maintain monuments for current monuments continually increases as organizations/individuals who placed them no longer exist or are financially unable to maintain them.

COL Simonelli reviewed the status of the current requests:

- a. Vietnam Helicopter pilots: the monument was disapproved by the SecArmy; however, a tree plaque was authorized. The agency has not moved forward with placement of a plaque.
- b. 8th AD: ANC Monuments Working Group (WG) and Remember Subcommittee recommend disapproval.
- c. 12th AD: ANC Monuments WG and Remember Subcommittee recommend disapproval.
- d. The remaining packets are not complete, or they do not meet 25 year minimum threshold since the time of the event to be considered for memorialization

COL Simonelli reviewed the reasons the ANC Monuments WG recommended

disapproval. He did note that the 12th AD Association's preparation was an example to follow for all seeking to request a memorial monument at ANC. He also noted that if memorial trees die, monuments fall into a state of disrepair, or either are deemed to be in a space that could be used for burial, they may be removed, or relocated. COL Simonelli highlighted that 12th AD is already memorialized in numerous other locations in the United States and is included on the Armor Division Memorial at the entrance to ANC. COL Simonelli highlighted the 12th AD Association's own disclosure that that the 12th AD museum that will likely close in the near future due to financial concerns. Coupled with declining membership, the 12th AD Association might have difficulty in maintaining the monument in the future. Mr. Kelley asked if monuments can be moved to non-burial space if they have to be moved. COL Simonelli responded that yes, they can; however, current non-burial spaces could become burial spaces in the future. He provided an example that two-way roads could be reduced to one-way and reclaiming space on either side, and he highlighted the ongoing construction projects to relocate utilities to reclaim burial space. Mr. Peake asked for review of 8th AD request; however the matter had already been decided upon during the previous Full Committee meeting. Mr. Edwards noted that 100's if not 1000's of groups and individuals could potentially request memorialization and asked if ANC had any way of way of suppressing the requests or providing realistic expectations? COL Simonelli noted that the ANC Secretary of General Staff provides information to organizations requesting as well as historical approval rates. Mr. Peake asked if ANC has a list of available alternatives, is there a deficit nationally, and do we have an idea where an appropriate place might be? COL Simonelli speculated that yes, there are alternatives, to include the US Army Museum being constructed near Fort Belvoir. Additionally, the National Park Service (NPS) owns land in the DC metro area, to include land in and adjacent to ANC. He stated ANC is dialoging with the NPS to identify to identify areas adjacent to ANC that could be utilizes as monument parks to preserve ANC as a place to memorialize individuals; however, he cautioned that land in and adjacent to ANC could also be utilized as burial space to extend the life of ANC.

9. **CHARTER DISCUSSION.** Ms. Yates reminded the Committee that the current standing charter is valid through summer 2016, and there are several proposed changes to the charter for revision:
- a. Change charter back to co-chairs
 - b. Merger Remember and Explore Subcommittees
 - c. Other changes are open for discussion/recommendation of the committee

Mr. Edwards asked what the process was for nominating the Chairman for the combined Subcommittee. Ms. Yates confirmed the Full Committee would nominate and approve the new Chairman. Mr. Kelley made motion to approve combining, seconded by Mr. Edwards, concurred by all. Mr. Edwards nominated, Mr. Davis as the Chairman of the combined Subcommittee; Mr. Kelley seconded

and all approved.

10. QUEUING AREA BRIEFING. COL Guttormsen provided an update on the current construction project for the queuing area and new employee parking lots, emphasizing the employee parking will be located on grounds not considered suitable for burial due to proximity to bus parking area.

11. PAO Brief. Ms. Jennifer Lynch, ANC Public Affairs Officer, presented a brief on current Social Media efforts, Ms. Lynch provided updated on current Social Media efforts, metrics and uses for the public (information, notices, highlighting stories). She specifically highlighted a photo of a Tomb Sentinel taken during the Jan 2016 Snowstorm that was viewed over 1 million times. Ms. Lynch showed the Committee the latest edition of "These Hallowed Grounds," a video presenting interviews with ANC employees. Mr. Davis asked if ANC has considered interviewing public, especially younger generations visiting the cemetery stating that to the younger generation the Gulf War is "Old History." Ms. Lynch responded that ANC does interview younger kids during other events; however, "These Hallowed Grounds" is focused on the employee's pride and perception of working at ANC.

12. SUB-COMMITTEE REPORTS.

- a. Honor Sub Committee: Nothing to report at this time. The Honor Subcommittee was scheduled to meet later in the day in an informal fact finding session to review analysis and modeling of ANC future requirements completed by Center for Army Lessons Learned.
- b. Remember Sub Committee: Mr. Davis provided the report from Remember Subcommittee and recommended voting on the minutes. Mr. Kelley motioned to approve the minutes, second by Mr. Edwards; all concurred. Next Mr. Davis Moved to disapprove 8th and 12th AD memorials, Mr. Kelley seconds; all concurred. Mr. Peake appreciated the thorough explanation by Col Simonelli as to WG recommendations. Next, Mr. Davis reviewed discussion from Subcommittee for street naming in Millennium project and asked that SGM McCathern review the brief provided to the Subcommittee with the Full Committee. SGM McCathern reviewed the proposed locations, the Army Regulation, criteria for memorialization, and nominees provided by the various branches of service. Mr. Davis emphasized the Subcommittee was in favor of achieving more diversity and felt the Committee might need more nominees to consider. Mr. Kelley countered stating that he expects the nominations are the "cream of the crop" and is not necessarily in favor of asking for more. Mr. Davis made motion and Mr. Kelley seconded to separately name the street and the loop as two naming opportunities, one honoring GySgt Jonathan Gifford and the other honoring Ida Lewis. Mr. Edwards asked if background checks

protect ANC. SGM McCathern confirmed ANC will conduct additional background checks before submitting final names for selection to the SecArmy. All Voted in favor of naming the street and loop in honor of GySgt Jonathan Gifford and Ida Lewis (TAB B).

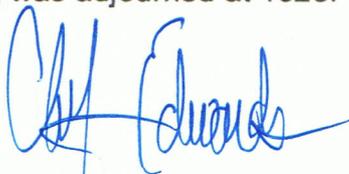
- c. Explore Sub Committee: Mr. Edwards complimented the progress and improvements in facilities and Social Media Outreach, and further conveyed positive feedback from the family of a veteran interred in Section 60 regarding the improved conditions. Mr. Peake requested the letter become a matter of record for the full committee (TAB C).

13. COMMITTEE REQUESTED INFORMATION AND BRIEFINGS. None

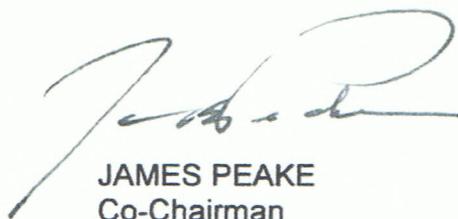
14. FORMAL COMMITTEE RECOMMENDATIONS AND DECISIONS. The Committee recommended the following formal recommendations to the Secretary of the Army:

- a. Disapprove the 8th AD Association's request for to place a memorial monument at ANC.
- b. Disapprove the 12th AD Association's request for to place a memorial monument at ANC.
- c. Approve naming the new street and loop in the Millennium Project separately in honor of GySgt Jonathan Gifford and Ida Lewis.
- d. Approve the following changes to the charter:
 - i. Reinstate Co-Chairs for the Full Committee.
 - ii. Combine the Remember and Explore Subcommittees.
 - iii. Appoint Mr. Russell Davis as Chairman of the combined Remember and Explore Subcommittee.

15. NEXT MEETING. The proposed timeline for the next meeting is early July 2016 (tentatively 6 or 7 July). The DFO will coordinate upcoming subcommittee and full committee meetings. The meeting was adjourned at 1328.



CHET EDWARDS
Co-Chairman



JAMES PEAKE
Co-Chairman

ENCLS