CPARS MANAGEMENT BOARD (CMB) ACTIONS & RESULTS, 9-10 JAN '02
QUALITY CENTER – NICEVILLE, FLORIDA

1. CPARS Guide Committee – Capt. Barbette Lowndes (DCMA, chair)
Barbette led the discussion to finalize changes to Navy CPARS Guide. **Actions** – (1) NSLC obtain the meaning of ship repair and overhaul acronyms. Supervisor of Shipbuilding at Norfolk has been contacted via phone and e-mail. (2) NSLC forward word copy of Air Force Guide to Barbette. Complete. (3) Barbette will make changes to the Navy Guide and send to Guide committee for final review by February. (4) After release of revised Navy Guide Skip Smith and Dave Powell will discuss consolidation into one Navy and Air Force Guide (downstream). Maybe we could add the "Other Defense Agencies" too.

2. CPARS Enhancement Committee – Mr. Ed Marceau (NSLC)
Ed went over all enhancements that required further discussion by the Board. **Action -** NSLC will notify suggestors of enhancements that were not accepted.

3. DoD PPAIS Report Card and "Passive" system status – Mr. Stan Dewitt (NSLC)
Stan went over the status of PPAIS, quality of report cards, archiving, and efforts to "Federalize" PPAIS. **Action –** NSLC notify users of records that should not be categorized as final.

4. Additional metrics requested – Ms. Pamela Anderson (Air Force, AAC/PKA)
Querying how each product directorate is doing, displaying processing times. Pam Anderson and John Hein brought suggestions on metrics they would like similar to what was in the Lotus Notes AFMC system**. Action –** These processing times or metrics will be available in the next release.

5. DCMA role in CPARS – Capt. Barbette Lowndes (DCMA)
Barbette offered to run a DCMA Boston test to provide their data on contractor performance to assessing officials. **Actions –** (1) NSLC will provide a CPAR run with CAGE or DUNS, contract #, assessing official name and their phone or e-mail (preferred), CPAR due date, and the type of CPAR (Systems, Services/IT/Ops support, ship repair and overhaul). (2) DCMA to produce sample report to assessing officials.

6. CPARS/PMRS Comparison for Navy – Mr. Stan Dewitt (NSLC)
Stan and an intern have developed several report formats that Stan demonstrated. Goal is to eventually make reports available within the application**. Actions** – (1) NSLC develop and validate methods of counting and sorting the data. (2) NSLC recommend to Navy members the distribution frequency. (3) NSLC issue reports in February.

7. Report card reporting compliance – All
Air Force is running their reports. DLA has some issues for their policy folks regarding compliance. Reporting compliance is an issue with all Services using CPARS.

8. Outstanding Action Items (and some new stuff) – Mr. Marceau (NSLC)
-Army system, how CPARS are processed for Joint Ventures. **Action** – NSLC will investigate.
-Post procedures and FAQ on web site describing how to download status reports as excel files. **Action** – NSLC will post actions.
-Post instructions on the web to assist contractors with accessing CPARS AIS. **Action –** NSLC will post instructions.
-NAPS change and discussion of draft SECNAVINST 5000.2C, Mr. Bob Johnson (ASN RDA ABM). **Action –** NSLC will check version of last submittal to ensure it conforms with wording in the Guide.
- Processing of Classified reports. This item is closed. No classified reports will be processed in CPARS.
- Use of contractor support for data entry**. Action –** Services will continue to process forms IAW the applicable processing Guide. NSLC will modify the application to add Blocks 15-17 to the registration process.
- Air Force would like a tally of the number of Air Force help desk calls NSLC has received**. Action –** NSLC to provide counts to Dave Powell.

- NSLC found out from security folks that it is okay to post names and e-mail addresses for points of contacts on the Guides. **Action –** NSLC will post this info on the new Air Force Guide and the upcoming Navy revision.

9. Status of DISA report card collection – Mr. Nathan Maenle (DISA)
Nathan mentioned that DISA is deciding whether to continue to run their own application, to adopt the Army PPIMS, or to adopt CPARS. Decision should be made in February.

10. Access to PPAIS & IDIQ contracts in CPARS – Mr. Ademar Toro (Navy, NAVSEA)
Ademar had several questions that were referred to the DoD Past performance IPT. **Action** – NSLC will notify CMB members when clarification is received.

11. Upcoming May '02 Conference in Charleston – Skip Smith (NSLC)
Members had several suggestions re the agenda. Changes have been made and sent to members.

12. List of Actions, scheduling next meeting-All
Next meeting will be in Charleston, 9 May, at the annual conference.