

Department of Defense
Human Factors Engineering
Technical Advisory Group
Meeting 62



2-5 November 2009

Co-Hosts:

US Navy and US Coast Guard
Key West, FL

Meeting Theme

Inter-Agency Interoperability and Cooperation

The events of September 11, 2001 highlighted the need for exchange of information between US Government agencies and the need for inter-agency operational cooperation. Special Operations forces, US Navy Fleet, Customs and Border Protection, Immigration and Customs Enforcement, and the US Coast Guard may all be involved in a given action. Different agencies may cooperate in other activities (e.g., FAA and Secret Service). In each of these cases, how do we ensure that all of the relevant information is made available without overloading the decision maker? Policies, procedures, training, selection, and technology can all be applied to address facets of the challenges of inter agency cooperation and the related problem of information overload.

PROGRAM SUMMARY

**Department of Defense
Human Factors Engineering Technical Advisory Group
Meeting 62: 2-5 November 2009 Key West, FL**

Monday, 2 November

0800 – 0930	Executive Committee meeting
0930 – 1000	New member orientation
1000 – 1200	SALT Training (brown bag lunch)
1200 – 1300	Luncheon Break
1300 – 1700	Plenary Session
1700 – 1800	Cognitive Readiness Interest Group
1800 – 2000	Mixer

Tuesday, 3 November

0730 – 0830	Technical Society/Industry
0730 – 0830	Mission Centric Human Performance Interest Group
0830 – 1100	Human Factors Standardization
0830 – 1100	User-Computer Interaction
0830 – 1100	Workload and Stress
0930 – 1000	Networking, coffee
1100 – 1200	Luncheon Break
1200 – 1400	Controls and Displays
1200 – 1400	Human Factors in Training
1200 – 1400	Design: Tools and Techniques
1400 – 1430	Networking, coffee
1430 – 1630	Human Factors Engineering/Human Systems Integration: Management and Applications
1430 – 1630	Human Factors Test and Evaluation
1430 – 1630	Human Modeling and Simulation
1700 – 2000	Social

Wednesday, 4 November

0730 – 0830	Mil Std 1472
0730 – 0830	Unmanned Systems Interest Group
0830 – 1100	Sustained/Continuous Operations
0830 – 1100	Personnel Selection and Classification
0830 – 1100	Human Factors in Extreme Environments
0930 – 1000	Networking, coffee
1100 – 1230	Luncheon Break
1230 – 1700	Tour and Off-site Panel

Thursday, 5 November

0830 – 0930	Service Caucuses
0930 – 1100	Operating Board
1100 – 1230	Luncheon Break
1230 – 1430	Adjourn

SESSIONS

MONDAY, 2 NOVEMBER

Executive Committee – 0800 – 0930

Executive Committee members only. Others by invitation of the Chair, Mr. Darren Cole.

New Member Orientation – 0930 – 1000

SALT Training – 1000 – 1200

You may bring a brown bag lunch to the session

Spatial Analysis Link Too version 4 (SALT4)

- Trainer: Brian Wood, Sonalysts, Inc.
- 1000 – 1100: SALT training installation and demo
- 1100 – 1200: SALT hands-on training
- What is SALT4?
 - SALT assists Human Factors professionals in creating, modeling, visualizing, analyzing, and optimizing spaces
 - SALT is 100% government software and was developed for the Naval Surface Warfare Center in Dahlgren, Virginia. Built on open source technologies and open standards, SALT provides a reliable platform on which to conduct spatial analysis
 - A simple SALT workflow allows the user to import an image of a space (from Visio, CAD, or even PowerPoint...any standard graphics format is accepted), place people and equipment into a space, and define the relationships and interactions between them. Interactions between and among people and equipment can be viewed and analyzed. The health of each interaction (or link) is displayed immediately to the user as he or she moves elements around the screen. At a glance, a user can see which links are strained or even broken.

Luncheon Break – 1200 – 1300

Plenary – 1300 – 1700

- Keynote Address - Rear Admiral Ronald Hewitt, Assistant Commandant for Human Resources, US Coast Guard
- Co-Keynote Address - Ms. Patricia Hamburger – Deputy Commander, Human Systems Integration (HSI) Directorate, Naval Sea Systems Command (NAVSEA)
- Title TBD - Dr. Sharla Rausch – Director, Human Factors Division, Science and Technology Directorate, Department of Homeland Security
- Human Systems Perspective – Dr. Robert Foster, Director, Biosystems, DUSD (S&T)/DDR&E

Cognitive Readiness Interest Group – 1700 – 1800

Mixer – 1800 – 2000

TUESDAY, 3 NOVEMBER

Technical Society/Industry – **0730 – 0830**

- TBD

Mission Centric Human Performance Interest Group – **0730 – 0830**

- TBD

Human Factors Standardization – **0830 – 1100**

- TBD

User-Computer Interaction – **0830 – 1100**

- TBD

Workload and Stress – **0830 – 1100**

- TBD

Networking/Coffee – **0930 – 1000**

Luncheon Break – **1100 – 1200**

Controls and Displays – **1200 – 1400**

- TBD

Human Factors in Training – **1200 – 1400**

- TBD

Design: Tools and Techniques – **1200 – 1400**

- TBD

Networking/Coffee – **1400 – 1430**

HFE/HSI: Management and Applications – **1430 – 1630**

- TBD

Human Factors Test and Evaluation – **1430 – 1630**

- TBD

Human Modeling and Simulation – **1430 – 1630**

- TBD

Social – **1700 – 2000**

Enjoy a luxurious Champagne Sunset Sail on a Catamaran with Sebago Key West.

The ship boards at 1700, we will be leaving the hotel at 1650. A maximum of 49 people will be allowed on the boat, so sign up early! Light appetizers will be served on board the catamaran along with an open bar.

WEDNESDAY, 4 NOVEMBER

Tri-Service Working Group: MIL-STD 1472 (Closed Meeting) – **0730 – 0830**

Human Factors in Unmanned Systems Interest Group – **0730 – 0830**

- TBD

Sustained/Continuous Operations – **0830 – 1100**

- TBD

Personnel Selection and Classification – **0830 – 1100**

- TBD

Human Factors in Extreme Environments – **0830 – 1100**

- TBD

Networking/Coffee – **0930 - 1000**

Luncheon Break – **1100 – 1230**

Tour and Off-site Panel – **1230 – 1700**

The Coast Guard is hosting a tour of the USCGC Mohawk, a 270-ft Coast Guard Cutter. Following the ship tour, the TAG will host a panel representing the Special Operations forces, US Navy Fleet, Customs and Border Protection, Immigration and Customs Enforcement, FAA, Secret Service, and the US Coast Guard communities.

Each panelist will present an overview of Inter-Agency Interoperability and Cooperation issues in their own operational context. They will each address how they currently conduct operations and how information management, connectivity and communications currently work within and between the respective agencies. The panelists will discuss what works well, what doesn't work, and what they see as both their current and future needs/gaps. How does technology play in helping or hindering coordination?

Potential directed questions will include:

- 1) What services and agencies do you most need to coordinate with, and what is the nature of that coordination?
- 2) What impediments exist in your inter-agency coordination, and how would you address them?
- 3) What gaps currently exist in the information/coordination that you need to be effective?
- 4) Does technology help or hinder your efforts?
- 5) What currently works well? What doesn't?
- 6) What changes would you recommend (e.g., in policies, procedures, training, technology)?

Transportation will be provided to and from this event. Please select the tour option when you register if you intend to attend this event so we can accurately project seating, and transportation needs.

THURSDAY, 5 NOVEMBER

Technical Society/Industry - **0830 - 0930**

Army Caucus - **0830 - 0930**

Air Force Caucus - **0830 - 0930**

Navy Caucus - **0830 - 0930**

Operating Board - **0930 - 1100**

Luncheon Break - **1100 - 1230**

Adjourn - **1230 - 1430**

EXECUTIVE COMMITTEE

Chair (Air Force)	Mr. Darren Cole	(661) 275-3994 darren.cole@edwards.af.mil
Vice Chair (Army)	Dr. Pamela Savage-Knepshield	(732) 427-3854 DSN 987 pam.savageknepshield@us.army.mil
Immediate Past Chair (Navy)	Mr. Brad Collie	(850) 234-4744 bradley.collie@navy.mil
Army Representative	Dr. John Warner	(703) 695-5820 DSN 225 john.warner1@us.army.mil
Navy Representative	Dr. Daniel Wallace	(540) 653-8097 daniel.f.wallace@navy.mil
Air Force Representative	Mr. Adrian Salinas	(210) 536-4428 adrian.salinas@brooks.af.mil
NASA Representative	Ms. Faith Chandler	(202) 358-0411 faith.t.chandler@nasa.gov
FAA Representative	Dr. Thomas McCloy	(202) 267-7167 tom.mccloy@faa.gov
DHS Representative	Dr. Janae Lockett-Reynolds Mr. Darren Wilson	(202) 254-6611 janae.lockett-reynolds@dhs.gov (202) 254-6657 darren.wilson@dhs.gov
TAG Coordinator	Ms. Sheryl Cosing	(703) 925-9791 cosing_sheryl@bah.com

SUBTAG CHAIRS

Controls and Displays	Ms. Marianne Paulsen MAJ Keith Higginbotham	(407) 380-4743 marianne.paulsen@navy.mil (505) 853-5839 keith.higginbotham@kirtland.af.mil
Design: Tools and Techniques	Mr. Jeffrey Thomas Mr. Stephen Merriman	(831) 656-2126 jathomas@nps.edu (972) 705-8219 stephen.c.merriman@boeing.com
Human Factors Engineering / Human Systems Integration: Management and Applications	Dr. Pamela Savage-Knepshield Dr. Janae Lockett-Reynolds	(732) 427-3854 DSN 987 pam.savageknepshield@us.army.mil (202) 254-6611 janae.lockett-reynolds@dhs.gov
Human Factors in Extreme Environments	Ms. Debbie Berdich	(281) 483-6382 debbie.berdich-1@nasa.gov

Human Factors in Training	Dr. Brooke Schaab Dr. Peter Crane	(757) 203-3306 brooke.schaab@us.army.mil (480) 988-6561x287 peter.crane@mesa.afmc.af.mil
Human Factors Standardization	Mr. Alan Poston	(410) 922-7725 aposton86@comcast.net
Human Factors Test and Evaluation	Ms. Amanda Elkins Mr. Bruce Hunn	(850)235-5978 amanda.elkins@navy.mil (520) 538-4701 DSN 879 bruce.hunn@us.army.mil
Human Modeling and Simulation	LT Peter Walker	(850) 452-2257 x1101 DSN 922 peter.b.walker@navy.mil
Personnel Selection and Classification	Dr. Richard Arnold	(850) 452-9181 richard.arnold@med.navy.mil
Sustained/Continuous Operations	LCDR Walter Carr Dr. Thomas Nesthus Mr. Matthew Yanagi	(301) 319-7681 walter.carr@med.navy.mil (405) 954-6297 tom.nesthus@faa.gov (619) 553-7562 yanagi@spawar.navy.mil
System Safety/Health Hazards/Survivability	Ms. Barbara Palmer	(937) 781-2803 palmer_barbara@bah.com
Technical Society/Industry	Ms. Barbara Palmer	(937) 781-2803 palmer_barbara@bah.com
User-Computer Interaction	Mr. Adrian Salinas Mr. Stephen Merriman	(210) 536-4428 adrian.salinas@brooks.af.mil (972) 705-8219 stephen.c.merriman@boeing.com
Workload and Stress	Dr. Julie Stark CDR Dylan Schmorow	(757) 462-2693 julie.stark@navy.mil (703) 588-7404 dylan.schmorow@osd.mil
Cognitive Readiness Interest Group	Ms. Katrina Baker	(410) 278-5856 DSN 298 katrina.anne.baker@arl.army.mil
Mission Centric Human Performance Measurement Interest Group	Dr. Elizabeth Bowman	(410) 278-5920 DSN 298 ebowman@arl.army.mil
Human Factors in Unmanned Systems Interest Group	Ajoy Muralidhar	(540)284-0701 ajoy.muralidhar@navy.mil

ABSTRACTS

If you are presenting at the plenary session, please bring your half page summary for inclusion in the Minutes or send it to the TAG Coordinator in advance. If you are presenting in a subTAG session, please send your summary to the subTAG chair of the session in which you are presenting.

GENERAL GUIDELINES

Font: 11 or 12 point type, Arial font. Margins: 1.0 inch left, right, top and bottom.

Submission: Electronic format is preferred: PC-readable disk or e-mail in Word format. If that is not possible, submit hardcopy that meets all the format requirements.

Do not include classified, acquisition sensitive, or proprietary information.

You may wish to have your sponsor's approval before briefing at the TAG. The summaries will be included in Minutes published on the TAG website.

SESSION ABSTRACTS FORMAT

TITLE: Full presentation title.

PRESENTER: Name, title, organization, complete mailing address, phone number, DSN (if applicable), email (optional). Separate with commas on two or three lines to leave as much space for narrative as possible.

SYNOPSIS: Narrative. Briefing slides will not be published. Address all important points of your presentation in a succinct manner. Abstracts should be no longer than one-half page (4.25 inches in height or 25 lines maximum). Note general format above.

For presentations discussing results of research and applications:

Concentrate on completed research or interim results which have not been previously reported at the TAG. Include a general statement to orient the reader to the problem under study, the findings, and the recommendations.

For presentations discussing programs in progress:

Acquaint others with on-going work, so we may know what others are doing. Mention participating individuals, phone numbers, organizations, and the portion of work each is addressing so they may be contacted for more information. Mention joint-service participation and dual-use technologies. If the program is producing a product, mention what it will do; and identify the intended user community.

General Information

ATTENDANCE POLICIES

Attendance at the **DoD HFE TAG** is open to:

- US Military/Government employees
- Official technical society/industrial association representatives
- Employees of National Laboratories or Federally contracted research centers
- Specifically invited plenary presenters/guests
- Students majoring in human factors and related disciplines

All others must have a written invitation to attend. Contact the TAG Coordinator for additional information.

ACCOMMODATIONS

A block of rooms has been reserved for the TAG at the Key West Marriott Beachside Hotel for the Government per diem rate of \$167. There are one bedroom resort view suites available at a charge of \$229, one bedroom water view suites available at a charge of \$259, and two bedroom resort suites available at a charge of \$334. The two bedroom suites are twice per diem, so if you know someone you would like to split the suite with, just reserve the two-bedroom in one person's name and at checkout, you can have the hotel evenly split the bill.

Cutoff date: 2 October 2009

TAG rates: \$167

The above rates are exclusive of tax. Currently, state and local taxes are 12.5%.

Check-in: 1600 hours Check out: 1200 hours

To make your reservations via phone, please use the following information:

(866) 679-5490

Group Code: BAH

To make your reservations online, use the following link: <http://www.hfetag.com/meetschl.html>.

Please do not make reservations through a travel service or the main hotel website without our group code of BAH. Your reservation/room stay will not be applied towards our room block. No BOQ ARRANGEMENTS IN THE KEY WEST AREA HAVE BEEN MADE FOR THE TAG.

Note: One night's guestroom and tax will be billed to each guest who does not arrive or whose reservation is canceled less than 48 hours prior to arrival. Individual attendees must be advised of the Hotel's cancellation policy, which is 48 hours prior to arrival to avoid a charge.

TRANSPORTATION

Directions to the Key West Marriott Beachside Hotel:

From the Key West Airport:

Follow exit signs from the airport, turn left onto N. Roosevelt Blvd, towards Highway 1. Key West Marriott Beachside Hotel is approximately 2 miles from the airport, on the right side, just past the big intersection.

Parking at the Marriott Beachside is complimentary for self parking and \$20/day for valet parking. Please plan accordingly.

It is HIGHLY RECOMMENDED that you NOT get a rental car for this meeting. Transportation will be provided to and from the social and tour events. The taxi ride to and from the airport and restaurants and shopping is VERY short and inexpensive, and there is plenty of available public transportation around town.

REGISTRATION

Registration can be done online at the TAG web site: <http://www.hfetag.com/docs-meet/register.html> or by submitting the registration form in this packet.

Please remember that you must be register, pay, and be badged before attending any SubTAG/Plenary session.

Registration Desk will be open	Monday	1100 – 1430
	Tuesday	0800 – 1430
	Wednesday	0800 – 0830
	Thursday	0800 – 0830

PAYMENT

Credit card: *The TAG accepts VISA, MasterCard, or American Express, NOT Discover. Pre-registration credit card payment will be accepted via e-mail, phone, or fax DIRECTLY to Barbara Shepherd (see contact information on registration page). Credit cards will also be accepted on-site. ON-SITE REGISTRATION AND/OR PAYMENT WILL INCUR THE \$25 LATE FEE. Please pre-register even if you plan to pay on-site; however, you will not be considered fully registered until payment is received. Refunds will not be given. Please see the TAG coordinator for questions about registration and payment.*

Checks or money orders: Are accepted. Purchase orders are not accepted. Please do not mail cash. Enclose payment with the registration form, or send separately if registering online.

LATE REGISTRATION

Registrations AND/OR payments received after 12 October will be considered LATE – late registrants will not receive preprinted name badges nor be included in pre-registration attendee lists distributed at the meeting.

If you are unsure whether you will be able to attend the meeting and this deadline presents a problem, call the TAG Coordinator.

Fees:

ON-TIME REGISTRATION AND PAYMENT (through 12 October)	
Regular registration	\$125.00
Special student fee (applies to full-time students only)	\$ 5.00
LATE REGISTRATION AND PAYMENT (13 October – 5 November)	
Late and Onsite registration	\$150.00
Late and onsite student fee (applies to full-time students only)	\$ 30.00
OPTIONAL EVENTS:	
Social - per person (3 November)	\$ 50.00

FUNCTIONS

Social: Please join us on Tuesday 3 November, for a Champaign Sunset Sail aboard a Catamaran with Sebago Key West. Since Key West is famous for its sunsets at the southernmost point of the continental US, Sebago makes this event extra special with a sunset sail complete with light appetizers and an open bar. This extraordinary experience is limited to 49 guests due to the size of the boat, so be sure to sign up early! Guests are welcome – cost is \$50 per person. The boat boards at 1700, we will depart the hotel at 1650. Transportation provided. Refunds are not given for the social unless we are in an oversold situation.

Tour: On Wednesday, 4 November, the TAG will visit a local Coast Guard cutter for an on-site panel. Transportation will be provided.

MISCELLANEOUS

Travel Orders: All technical meetings will be held at the conference hotel. For networking purposes and for meeting changes/updates, it is desirable that you stay at the conference hotel. No BOQ arrangements have been made in the destination area.

Clearances: All briefings and scheduled meetings are unclassified: no clearances are necessary for U.S. citizens.

Military Dress: Check with your Service Representative.

New Members: If you are new to the TAG, you should plan to attend the new member orientation session on Monday 1000-1030 hours. New attendees are also encouraged to participate in their specific caucus meetings.

Caucus Meetings: If you work for one of the military services (uniform or civilian), you should plan to attend your service caucus meeting. These meetings are intended to provide you with the opportunity to participate in TAG decisions and discussions concerning service-specific issues.

Materials Storage: The Renaissance Seattle will accept small packages for storage at no cost. Label the items:

ATTN: DoD HFE TAG
c/o Sheryl Cosing
Key West Marriott Beachside Hotel
3841 N. Roosevelt Blvd.
Key West, FL 33040

DEPARTMENT OF DEFENSE
HUMAN FACTORS ENGINEERING
TECHNICAL ADVISORY GROUP (TAG)
Meeting 62: 2-5 November 2008

REGISTRATION

Use this form or register online: <http://www.hfetag.com/docs-meet/register.html>

1. Mailing Information (including military rank or title, i.e., Dr., Ms., Mr.):

Name _____
Address _____
City/State/Zip _____
Telephone _____ DSN _____ FAX _____
Email _____

2. Badge Information:

Preferred Name _____
Organization _____

3. Status (See "Attendance Policies" for information)

() military/government () GOCO () other _____
() official (credentialed) TS/I member representing _____

4. If called the week prior to the TAG, do you have a 15-30 minute briefing you could present?

() plenary session OR _____ SubTAG session

5. Cruise on the Key West Seabago Catamaran on Tuesday, 3 November (guests are welcome). The cost is \$50. Refunds are not given for this event unless we are oversold.

___yes ___no _____# of total attendees (including yourself)

6. Off-site panel and tour of the USCGC Mohawk on Wednesday, 4 November.

Transportation is provided and there is no cost for this event.

___yes ___no

7. Payment options:

- 1) Mail check - made out to the **Booz Allen Hamilton** to the address below.
- 2) On-time credit card payment - credit card number via email/fax/phone to Barbara Shepherd, at the address below, through 12 October.
- 3) Late check or credit card payment - may be made on-site and will include a \$25 late processing fee:

Regular registration and payment (until 12 October)	\$125.00	_____
Late registration and payment (after 12 October)	\$150.00	_____
Student registration (full time students only, until 12 October)	\$ 5.00	_____
Late student registration (after 12 October)	\$ 30.00	_____
Social	\$ 50.00	_____

Return this registration form to:

Booz Allen Hamilton
c/o Barbara Shepherd
1900 Founders Drive, Suite 300
Dayton, OH 45420
Phone (937) 781-2833 FAX (937) 781-2888

shepherd_barbara@bah.com; TAG Web Site <http://www.hfetag.com>