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THE JOINT STAFF
WASHINGTON, DC

Reply ZIP Code:
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26 July 2018

MEMORANDUM FOR JOINT LESSONS LEARNED CONFERENCE 2018 (JLLC 18) PARTICIPANTS

Subject: Joint Lessons Learned Conference 2018 (JLLC 18) Announcement
Memorandum #2

1. General. JLLC 18 will be held in the Executive Conference Center (ECC) located at the Joint Staff Hampton Roads Complex, Suffolk, Virginia, 25-27 September 2018. Travel days are 24 and 28 September 2018. This memorandum provides the theme and conference overview, draft agenda, key dates and suspenses; as well as additional planning and preparation considerations for participation in the JLLC 18.

2. Overview. The theme of JLLC 18 is, "Lessons Learned from Global Integration". The purpose is to improve the understanding of challenges and successes experienced during integration of global operations, and to inform Joint Staff planning and execution of the Chairman, Joint Chiefs of Staff Global Integrated Exercise (GIE) series. Speakers and panelists have been contacted to confirm participation and have been provided information to assist with development of their presentations. **In addition to these presentations, we are asking each organization to update the "smart sheet" submitted at last year's conference. Organizations that did not previously submit a "Smart Sheet" should prepare one for JLLC 18. Submissions will be consolidated into the 2018 "JLLP Smart Book". This book provides a roster of the Joint Lessons Learned Community of Practice, and will be annually updated and distributed during the JLLC. "Smart Sheet" submissions are due 28 August.**

3. Key Dates and Suspenses.

Task	Suspense Date
Conference Registration https://secure.jten.mil/jemis_new/welcome.jsp	17 Aug 18: All stakeholder conference attendees registered in JEMIS via CAC or access code: JLLC

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<p>Visit Requests (VR) (Ref: JLLC Announcement Memorandum #1 (JLLC Memo #1, 8 June 2018) POC: Paul Anderson, 757-203-5587</p>	<p>10 Aug 18: Foreign Representatives: via respective embassy to DISA 10 Aug 18: NATO: via respective embassy to SACT Security Office 10 Aug 18: NATO assigned to SACT: use JSHR VR and forward to SACT Security Office 10 Sep 18: US Citizens via JPAS, SMO code DDJ0212</p>
<p>SMART Sheets</p>	<p>28 Aug 18: Updated and new Smart Sheet due to JS J7 JLLD</p>
<p>Read-Ahead Material</p>	<p>31 Aug 18: Read-ahead material due to JS J7 JLLD for placement on the JLLIS website</p>
<p>Final Briefing Slides</p>	<p>31 Aug 18: Final briefings due to JS J7 POCs, Ms. Francesca Bloom and Maj Tim Martin</p>

4. Attendance and Seating. As previously mentioned in JLLC 18 Memo #1, each organization is allocated a maximum of two seats in the main conference room. The planners (O-6) and action officers are critical to the success of this conference in the developing, framing, and solving of joint lessons learned issues. Before you make travel arrangement, we highly recommended internal coordination to ensure that you aren't sending more than 2 people to the plenary sessions. The conference proceedings will be telecast to overflow rooms, so additional JLLC participants beyond the 2-person maximum for the conference room will be assigned seating in the overflow rooms when the the main conference room reaches full capacity.

5. Lodging. As discussed in JLLC 18 Memo #1, there are a number of venues available for participants' lodging during the conference. Hilton Garden Inn and Courtyard by Marriott are the two hotels nearest the Joint Staff Suffolk Complex, if attendees prefer to be in close proximity to the conference. When calling the hotels, reference the Joint Lessons Learned Conference for block reservations.

Lodging Venue	Registration site and phone
<p>HILTON GARDEN INN CHESAPEAKE/SUFFOLK 1.0 mi. 5921 Harbour View Blvd. Suffolk, VA 23435</p>	<p>(757) 484-9001 http://www.chesapeake-suffolk.hgi.com Group Code: LLJ</p>
<p>COURTYARD by MARRIOTT 1.9 mi. 8060 Harbour View Blvd. Suffolk, VA 23435</p>	<p>(757) 483-5177 http://www.marriott.com/meeting-event-hotels/group-corporate-travel/groupCorp.mi?resLinkData=Joint%20Lessons%2</p>

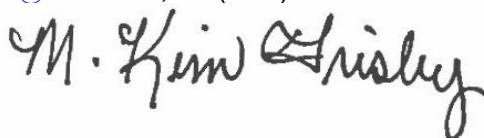
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6. No-Host Icebreaker. An optional no-host icebreaker will be held on Tuesday, 25 September 2018 at 1800 hours at the Courtyard by Marriott, 8060 Harbour View Blvd. Suffolk, VA.

7. Administrative. This is the second of three memoranda providing details on JLLC 18. There are two attachments to this memorandum (agenda and Smart Sheet examples).

8. Summary. In keeping with the JLLC 18 theme, the primary focus of this conference is to enhance joint force capabilities, and advance force readiness. The ultimate goal of this conference is to apply lessons learned to improve the understanding of challenges and successes experienced during integration of global operations. Conference results will inform Joint Staff planning and execution of the Chairman, Joint Chiefs of Staff's global integrator role, which will help the military make quicker decisions on the allocation and use of resources across regions and missions.

9. Questions. Please direct any questions to our lead event coordinator, Ms. Francesca Bloom, francesca.e.bloom.civ@mail.mil, or (703) 695-6787.



M. Kim Frisby, GS-15
Acting Chief, Joint Lessons Learned Division
Deputy Director, J-7
Future Joint Force Development

Attachment:

1. DRAFT Agenda Overview (subject to change)
2. Smart Sheet Examples (submit only one type)

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Attachment 1 – Agenda Overview (Subject to Change)

Monday 24 Sep			
Time	Topic	Presenter	Location
1300-1600	Early-Bird Check-In		QD
Tuesday 25 Sep			
0700-0800	Check-In/Admin	All	QD
0800-0815	Kick-Off/Welcome	COL Stephen Stasevich	ECC
0815-0845	Intro: LL from Global Integration	RDML Andrew Loiselle	ECC
0845-0945	Keynote #1: “Implementing the National Defense Strategy: Acting on Lessons Learned”	OUSD(P) ASD for Strategy & Force Development	ECC
0945-1000	Break		
1000-1130	Panel #1: “Building Blocks: Service Support for GIO LL”	USA, USAF, USMC, USN, NGB, USCG	ECC
1130-1300	Lunch		ECC
1300-1400	Keynote #2: “KM and LL in Support of Global Integration”	NSA	ECC
1400-1415	Break		
1415-1530	Panel #2: “Combat Support for Globally Integrated Operations”	DCMA, DISA, DLA, DTRA, NSA	ECC
1530-1600	Wrap-Up	COL Stephen Stasevich	ECC
1800-2000	No-Host Ice-Breaker (Optional)	Optional	Courtyard by Marriott
Wednesday 26 September			
0800-0805	Admin Remarks	Ms. Fran Bloom	ECC

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0805-0900	Keynote #3: "NATO LL Optimization Plan"	JALLC	ECC
0900-0915	Break		
0915-1015	Panel #3: "Alliance and Coalition Perspectives on GIO"	JALLC, FRA, POL, GBR (UK)	ECC
1015-1030	Break		
1030-1130	Keynote #4: "LL from Integrating Global Diplomacy"	DoS/FSI/CSCD	ECC
1130-1300	Lunch		ECC
1300-1400	Panel #4: "Working With DoD to Achieve GIO"	DoS, USAID, FEMA, USCG	ECC
1400-1415	Break		
1415-1445	"Way Ahead for GIO"	RDML Andrew Loiselle	ECC
1445-1500	Conference Conclusion	COL Stephen Stasevich	ECC
Thursday 27 September (Morning US/FVEY ONLY Classified Session, afternoon UNCLASSIFIED, open to all).			
0800-0810	Welcome/Admin Remarks	COL Stephen Stasevich	MIC
0810-0845	Keynote #5: "Chairman's Vision for Global Integration"	J-5/JSP/SDD	MIC
0845-0945	Keynote #6: "LL from GIE-Related Exercises"	J7/FJFD/JLLD	MIC
0945-1000	Break		
1000-1130	Panel #5: "Player Perspectives on Recent Exercises"	NORTHCOM, STRATCOM, TRANSCOM, JS J3/5, J7, OSD	MIC
1130-1145	Wrap-Up Classified Session	COL Stephen Stasevich	MIC
1145-1330	Lunch		

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1330-1430	User Configuration Meeting	Bruce Beville	VTC Theater
1430-1530	JLLIS/Watson Training	Jane Ward	VTC Theater

Attachment 2 – Smart Sheet Example #1 (With Organizational Chart)



OBJECTIVE: Joint Lessons Learned improves Joint Force preparation and performance through discovery, validation, analysis, integration, and evaluation of all-source observations, providing the process and means to ensure *lessons are learned* and integrated across DoD. Observations are derived from joint operations, education, training, exercises, joint concept evaluation, and from partners.

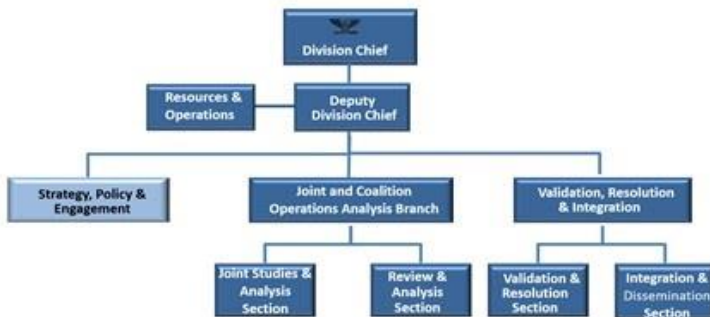
KEY ACTIVITIES: The Joint Lessons Learned Program (JLLP) is executed in the J-7 directorate under the Deputy Director for Joint Force Development: the Joint Lessons Learned Division (JLLD), located in the Pentagon and Suffolk.

- Identify and make joint strategic and operational lessons and best practices available to the Joint Force and partners
- Provide tools and processes that enable sharing of lessons and the ability to track a lesson learned through institutionalization
- Analyze the effectiveness of lessons learned over time



- Capture lessons and best practices for the Joint Force
- Work closely with Services, interagency, and coalition partners
- Inform concept development, training, exercises, and wargames
- Conduct analysis that is responsive, unbiased, and rigorous
- Conduct operational analysis that leads to in-depth understanding of trends
- Recommend DOTMLPF-P solutions to existing challenges

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JLLD Organization



Suffolk
Pentagon

Leadership
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~JLLD Deputy Division Chief~
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Strategy Program and Policy Branch
CDR Todd Copeland
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GOVERNING DOCUMENTS

[CJCSI 3150.25, "Joint Lessons Learned Program"](#)

[CJCSM 3150.25, "Joint Lessons Learned Program"](#)

Attachment 2 – Smart Sheet Example #2



Joint Lessons Learned Division (JLLD)

(DD FJFD)

OBJECTIVE

Joint Lessons Learned improves Joint Force preparation and performance through discovery, validation, analysis, integration, and evaluation of all-source observations, providing the process and means to ensure *lessons are learned* and integrated across DoD. Observations are derived from joint operations, education, training, exercises, joint concept evaluation, and from partners.

KEY ACTIVITIES

- Capture lessons and best practices for the Joint Force
- Work closely with Services, interagency, coalition partners
- Inform concept development, training, exercises and wargames
- Conduct analysis that is responsive, unbiased and rigorous
- Conduct operational analysis that leads to in-depth understanding of trends
- Recommend DOTmLPF-P solutions to existing challenges

Governing Instructions: The Director, Joint Staff J-7 (DJ-7), serves as the executive agent for the Chairman's Joint Lessons Learned Program (JLLP). The DJ-7 ensures overall integration of the program as a vital ingredient of joint force development, advancing operational effectiveness of the current and future Joint Force. Execution of the JLLP mission is carried out by two divisions within the J-7 Deputy Directorate for Future Joint Force Development (FJFD): the Joint Lessons Learned Division (JLLD) and the Joint and Coalition Operational Analysis (JCOA) Division. JLLD manages all programmatics and policies associated with the JLLP, to include the maintenance of governing instructions, provision of the Joint Lessons Learned Information System (JLLIS) tool, and execution of the DJ-7-led Joint Issue Resolution Process related to joint operational and strategic lessons. JCOA provides the JLLP with its deployable analytical capacity. The Chairman's JLLP is governed by CJCSI 3150.25 and its accompanying CJCSM 3150.25.

Collection Expertise:

Operational Analysis: JLLD provides rapidly deployable, tailored teams of multi-disciplined analysts to support joint, combined, and interagency missions worldwide. In addition, JCOA reaches back to its larger body of analysts who remain in support from Suffolk.

Development of Lessons Learned from:

- US or US-led joint task force (JTF) operations
- Coalition operations
- Interagency operations

Integration of Lessons into:

- Joint and Service training and exercises
- Concept development and solutions
- Planning
- Decision-making processes
- Joint doctrine
- Professional military education (PME)



Collaboration with Lessons Learned Community: JLLD maintains close working relationships with Service lessons learned organizations, NATO's Joint Analysis and Lessons Learned Centre (JALLC), and other multinational partners.

Operational Support Team: The Operational Support Team (OST) is JLLD's direct, real-time link to the Joint Staff, combatant commands, component planners, and the interagency. The OST injects lessons into ongoing planning and analysis and collaborates with partners to solve complex operational issues.

KEY EVENTS

Joint LL Conference (JLLC)

- Collaborative venue where the Joint Staff (JS), Services, combatant commands (CCMDs), Combat Support Agencies (CSAs), and other LL organizations present issues, share ideas, and discuss/identify program and process improvements to enhance collaboration/issue resolution
- Attendees: JS, Services, CCMDs, CSAs, and the interagency

Joint LL Program Review (JLLPR)

- Quarterly SVTC for stakeholders and community of interest to present issues, share ideas, and work together towards issue resolution
- Attendees: JS, Services, CCMDs, CSAs, interagency, international partners

LL General Officer Steering Committee (LL GOSC)

- As required, review strategic level issues identified by operations, campaigns, exercises, and real world events requiring senior level decisions on resolution
- Attendees: JS J-Directorates (J-Dir), OSD, CCMDs and CSAs (as required)
- Supported by the Lessons Manager (LM) WG and O6 Planner Level working group (WG)

International Lessons Learned Conference

Annual venue for international partners to discuss program management and ongoing collection efforts

NATO Lessons Learned Conference

- Annual event used to improve the NATO LL program and discuss current and future NATO LL program of work.
- Attendees: JS DJ-7 as Chairman's representative, other US as required, NATO allies