

Subject: FW: Presidential Transition Office - Strategic Issue Papers - Secretary's Role as an Armed Service Secretary

(b)(6)

Can you please forward a similar message to whomever you are working with in OCP? They are the planned co-lead on the CVE paper w/ PLCY and are obviously not in the loop on this like the rest of the DHS Transition Council.

Thanks.

(b)(6)

From: Stewart, Bion

Sent: Monday, August 15, 2016 2:18 PM

To: (b)(6)

Cc: (b)(6)

(b)(6)

Subject: Presidential Transition Office - Strategic Issue Papers - Secretary's Role as an Armed Service Secretary

(b)(6)

I believe we discussed the issue of drafting an issue paper on the Secretary's role and responsibilities as an Armed Service Secretary in support of the transition a couple of months ago. It has taken some time to get to this point, but the PTO requests your assistance in working with the Coast Guard's transition team to draft the subject paper. Below is the guidance that went out to the DHS Transition Council today for all of the strategic issue papers the Department is drafting for this effort. Please let me know if you have any questions.

V/R,

(b)(6)

(b)(6)

Deputy Presidential Transition Officer
Department of Homeland Security

(b)(6)

From: (b)(6)

Sent: Monday, August 15, 2016 2:02 PM

To: PTO Master Distro (b)(6)

Subject: Presidential Transition Office - Strategic Issue Papers

Transition Colleagues,

From:	(b)(6)
To:	
Subject:	Fw: Presidential Transition Office - Strategic Issue Papers - Secretary's Role as an Armed Service Secretary
Date:	2016/08/15 14:53:52
Type:	Note

From: (b)(6)
Sent: Monday, August 15, 2016 02:51 PM
To: Selim, George; (b)(6)
Cc: (b)(6)
(b)(6)
Subject: RE: Presidential Transition Office - Strategic Issue Papers - Secretary's Role as an Armed Service Secretary

George, (b)(6) PTO is developing a what will be a binder of Strategic Issue papers as part of the transition. This will be "binder 2", the first binder being the DHS Overview that I emailed you about last week. One of the recommended issues was Countering Violent Extremism, for which you would be co-lead with Policy. A/S Burriesci is the SCAO for Policy, and (b)(6) is the CAO. The rest of the note should be self-explanatory. Let me know if you have any questions. I have CC'd (b)(6) and (b)(6) as they are the SCAO and CAO for the Front Office for their SA. CVE is listed on the Master list of the Excel spreadsheet an lists requested consultation for the paper.

Topic	Summary	Co-Lead	Co-Lead	R Co
Countering Violent Extremism	DHS efforts to implement the CVE Action Plan	Office of Community Partnership	PLCY	USCIS, CBI

Let me know if you have any questions.

(b)(6)

From: (b)(6)
Sent: Monday, August 15, 2016 2:20 PM
To: (b)(6)

As previously conveyed, the PTO is providing you with an advance look at the DMAG-approved Strategic Issue Paper topic list. We are providing this advance look so co-leads may identify appropriate program leads, plan coordination, and begin drafting at your discretion. The PTO is working on scheduling time to brief S1/S2, and once the list receives final approval, a formal tasking will be sent out via ExecSec. The PTO will also highlight any S1 / S2 changes to the list at that time. The projected due date for the issue paper drafts is **COB September 21st** (a change from our original timeline of 9/15). We are still targeting finalizing all issue papers by **October 1st**, and will continue to monitor workload and timelines and make adjustments as necessary.

Guidance:

- The attached spreadsheet identifies the issue paper topics (as modified / amended by the DMAG), co-leads, a brief description of the paper based on the nominations, and requested consultations. Co-leads were identified based on the subject matter, nomination submissions, and assessment by the PTO. Requested consultations were identified in a similar fashion. SCOA's are responsible for coordinating paper development in consultation with their co-lead counterparts and working with consulting .
- Components or Offices who wish to change the designated co-leads for any topic may request a change after consultation with the designated or prospective co-leads as appropriate and an agreement is reached. The PTO will not entertain a unilateral request for a change of co-leads. Please notify the PTO via email of the agreed-upon change with all involved SCOA's included.
- Components or Offices who wish to provide input or request to consult on any strategic issue paper may request so through the designated co-leads. Co-leads are encouraged to collaborate with requested consulting Components and Offices to the greatest extent practicable.
- Co-leads are responsible for the content of the strategic issue papers including accepting or rejecting input from other Components and Offices at their discretion. Co-leads are also responsible for ensuring the draft is cleared by the designated requested consulting Components and Offices at a minimum prior to submitting to the PTO. Co-leads may coordinate review/clearance with other Components and Offices at their discretion. Due to the volume of papers and the timeline, not all Components and Offices will have an opportunity to review and clear on all strategic issue papers. This "pre-clearance" process will help facilitate a reasonable review and clearance process within the available timeline. Additional information regarding finalizing strategic issue papers will be provided at a later date.
- Issue papers are limited to **three pages of text** using the attached format unless otherwise noted. Co-leads are encouraged to include graphs, tables, and/or pictures as appropriate, which will not be counted against the page limit. The strategic issue paper format is based largely on the format used for S1 hearing preparations. The purpose of these papers is not to make the reader a subject matter expert, but to provide the incoming leadership with **the most critical information** they should know on these topics in their first 30-60 days. Please ensure the papers focus only on the key components of the issue and are drafted for S1 / S2 or Component / Office Head consumption. If it is not possible to reasonably convey the critical information in

three pages of text, please contact the PTO to discuss options. The expectation is the incoming leadership will request additional detail and briefings on these topics as desired.

- These papers are not intended for the transition team, but for incoming appointees so the papers may be FOUO or LE Sensitive if necessary (unclassified preferred if possible). If a co-lead determines an issue paper must be classified, please contact the PTO to discuss.

The PTO will send an invite for a conference call in the next couple of days to discuss the way ahead and answer any questions you may have about the strategic issue papers.

I've also attached a briefing paper capturing all the feedback received from the DMAG as well as a bucketed list of topics and co-leads for easier reference.

Thank you once again for your support and tremendous efforts.

V/R,

Bion

(b)(6)

Deputy Presidential Transition Officer
Department of Homeland Security

(b)(6)

Sender:	(b)(6)
Recipient:	(b)(6)
Sent Date:	2016/08/15 14:53:52

From:	(b)(6)
To:	(b)(6)
Subject:	FW: previous subcommittee ageandas.
Date:	2016/02/16 16:14:00
Priority:	Normal
Type:	Note

(b)(6) here are some examples of other ageandas we have done.

From: (b)(6)
Sent: Tuesday, February 16, 2016 4:11 PM
To: (b)(6)
Subject: RE: previous subcommittee ageandas.

Here you go.

From: (b)(6)
Sent: Tuesday, February 16, 2016 4:06 PM
To: (b)(6)
(b)(6)
Subject: previous subcommittee ageandas.

Can I see what we did for cyber, grants, CBP etc. (b)(6) outing together for CVE.

(b)(6)
Executive Director, Homeland Security Advisory Council
U.S. Department of Homeland Security

(b)(6) office)
(b)(6) (cell)

Sender:	(b)(6)
Recipient:	(b)(6)
Sent Date:	2016/02/16 16:14:30
Delivered Date:	2016/02/16 16:14:00