

[redacted] (SF) (FBI)
From: [redacted] (PG) (FBI)
Sent: Friday, March 17, 2006 3:15 PM
To: [redacted]
Subject: Best Practices Meeting

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DATE 05-02-2011 BY 65179 DMH/STW

Good afternoon, gentlemen.

As you're probably aware, A-EAD Phil Mudd has asked me to take on a "project manager" role to coordinate the next round of training for the next set of pilot offices (yet to be determined). Phil anticipates this training to take place either late April or early May, and will happen on the west coast. With that being said, I know that Phil had requested of your SACs to compile some best practices which could be incorporated into this next round of training. Throughout the process of the first phase of the pilot, I found the most productive time to be the day that we pilot ASACs went back to HQ and had an informal session which consisted of constructive conversation. I would like to re-capture that productivity and request that we reconvene to discuss what worked vs. what didn't work, as well as to solicit your best practices to pass along to the next wave of offices.

The Charlotte Division has agreed to host this meeting, which is scheduled for March 27th. I apologize for the short notice, but I just returned to my office today. In order to keep the momentum going and to meet an aggressive timeline set forth by the [redacted] we had to put together a fast-moving calendar. I would ask that, in addition to being prepared to discuss your office's best practices, you also reduce those best practices to writing. Representatives from the Training Division have been requested to assist in developing some type of curriculum to complement the next round of training. These TDD reps will be silent observers at the Charlotte meeting to review and understand your best practices, and determine the best way to incorporate/convey them in a training medium.

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I sincerely hope that you can join us in Charlotte. Next week, I will be providing the exact time of the meeting, as well as a TR# for ASAC travel. Thanks again and, hopefully, I will see you soon.

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