

MEETING AGENDA

<b>Meeting:</b>	DHS Caucus
<b>DATE:</b>	Tuesday, October 26, 2010
<b>TIME:</b>	5:15PM – 6:00PM PST

**ATTENDEES**

<i>Name</i>	<i>Organization</i>	<i>Name</i>	<i>Organization</i>
Shannon Cole	USCG	Lucy Stein	HQ S&T HFD
Dawn Gray	USCG	Bonnie Novak	HQ S&T HFD
Sylvain Bruni	HQ S&T HFD	Darren Wilson	HQ S&T HFD
Kat Muse Duma	HQ S&T HFD	Tom Malone	HQ S&T HFD

**KEY POINTS**

Darren provided an overview of the latest current events and updates with Human Systems Research and Engineering Program with the DHS Human Factors Division

■ Feedback on HFE TAG Website

The group discussed the following issues with the website:

Usecases/Scenarios need to be examined but the feedback centered around three:

- Meeting Info and Registration
- Previous Meeting Information
- TAG Publications

Sorting by SubTAG where you can see the Objective/Purpose /Mission and what the added value is to having that SubTAG

Standard Upload function

Do we want the website to be used year round or just twice a year?

Improved registration with more clear instructions (address for what? Credit card? Office? Some home addresses have been published)

Directory of attendees should be available for each TAG as well as briefings by SubTAG

Need better Graphics and more pictures

The group examined the 711<sup>th</sup> HP Website for general comparison and had the following observation:

- Key Personnel were listed with pictures, bios organizations, programs, past briefings

Darren closed the meeting and ended with a request to the Caucus for assistance in encouraging any other HSI/HF/HSE/EngPsy/ResPsy/SysEng practitioners in any DHS component attend and participate in the HFE TAG

**ACTION ITEMS**

- DHS Community
  - Outreach to DHS HSI practitioners to encourage HFE TAG attendance and participation
- S. Cole:
  - Out-brief TAG Operating Board