

**From:** [Brown, Robin Y CIV OSD OUSD ATL \(US\)](#)  
**Subject:** Parts Standardization & Management Committee (PSMC) Meeting Information\_\_PLEASE READ INSTRUCTIONS BELOW  
**Date:** Friday, April 13, 2018 12:47:00 PM  
**Attachments:** [SpringPSMCAgenda-V15\\_FINAL.docx](#)

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Dear Parts Management Team -

The FINAL AGENDA for the Spring 2018 PSMC Meeting is attached. I look forward to discussing our way-forward with you during this meeting. We will be updating our Charter, deciding on our key areas of consideration, and what our Strategic Objectives will be for the remainder of FY18 and into FY19. You will have the opportunity to hear about Government and Industry Parts Management Best Practices, Lessons Learned, and Challenges. We will also dive deeper into DMSMS, Designing for Additive Manufacturing, Trusted Assured Microelectronics Program and MINSEC, and System and Mission Assurance, etc.

REMINDER - If you plan on attending the meeting please RSVP (if you have not) by April 18th – Please include Loan Nguyen [lnghuyen@lmi.org](mailto:lnghuyen@lmi.org) and David Greinke [dgreinke@lmi.org](mailto:dgreinke@lmi.org) on your replies as I will be out of Office until 4/23/18.

Please review the information below for directions to LMI HQ, lodging, parking, security, dial-in numbers and link to Adobe connect, and other administrative items:

Getting to LMI: [http://www.lmi.org/en/About-LMI/docs/LMI\\_HQ-Tysons\\_Map\\_Directions](http://www.lmi.org/en/About-LMI/docs/LMI_HQ-Tysons_Map_Directions) and - [http://www.lmi.org/en/About-LMI/Locations-Directions-\(1\)/Headquarters/Headquarters](http://www.lmi.org/en/About-LMI/Locations-Directions-(1)/Headquarters/Headquarters)

Lodging Nearby: closest hotel is the Hilton McLean Tysons Corner:  
<http://www3.hilton.com/en/hotels/virginia/hilton-mclean-tysons-corner-MCLMHHH/index.html>

There are also many other hotels in the area: [http://www.tripadvisor.com/Hotels-g58258-Tysons\\_Corner\\_Fairfax\\_County\\_Virginia-Hotels.html](http://www.tripadvisor.com/Hotels-g58258-Tysons_Corner_Fairfax_County_Virginia-Hotels.html)

Parking: LMI parking pass required – Attendees will get a pass by email with instructions the week before the meeting (This is why it is important to ensure you have RSVP'd)

Citizenship: For security requirements you may also receive an e-mail requesting you verify your citizenship

Check-in: See LMI Receptionist on Terrace Level each day

Dress Code: “Business Casual” (coat and tie not required)

Costs: No Meeting Fee – See Lunch below

Lunch (Catered): \$10 each day – Please bring cash

Call-in number / Conference Code for PSMC Audio: (800)-213-5676 Conference ID: 610349

Virtual Attendance: All day Apr 24 and until 3:00PM on Apr 25 – See Adobe Connect Information Below:

To Join the Meeting: <https://lmi.adobeconnect.com/psmc2018>

Meeting Name: PSMC 2018

Log in as a guest using your FULL NAME--do not log in as "Guest.")

If you have never attended an Adobe Connect meeting before: Test your connection:

[http://admin.adobeconnect.com/common/help/en/support/meeting\\_test.htm](http://admin.adobeconnect.com/common/help/en/support/meeting_test.htm)

If you have questions or need more information please contact Loan Nguyen [lnguyen@lmi.org](mailto:lnguyen@lmi.org) or David Greinke [dgreinke@lmi.org](mailto:dgreinke@lmi.org).

See you soon!

RB

v/r

Robin Brown

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