

*Where and when should the Decision Analysis
Affinity Group (DAAG) meeting be held after the
April 1998 meeting*

John Palmer
DAAG leadership

Draft 3/31/98

Agenda - Preliminary -- Define the Problem

- Current Situation**
- What Statement**
- Scope of the decision (Hierarchy, strategy table and preliminary strategies)**
- Who needs to be involved**
- What are the evaluation criteria**
- What information is needed to successfully solve the decision (uncertainties)**
- Final Decision Matrix**
- Timeline**

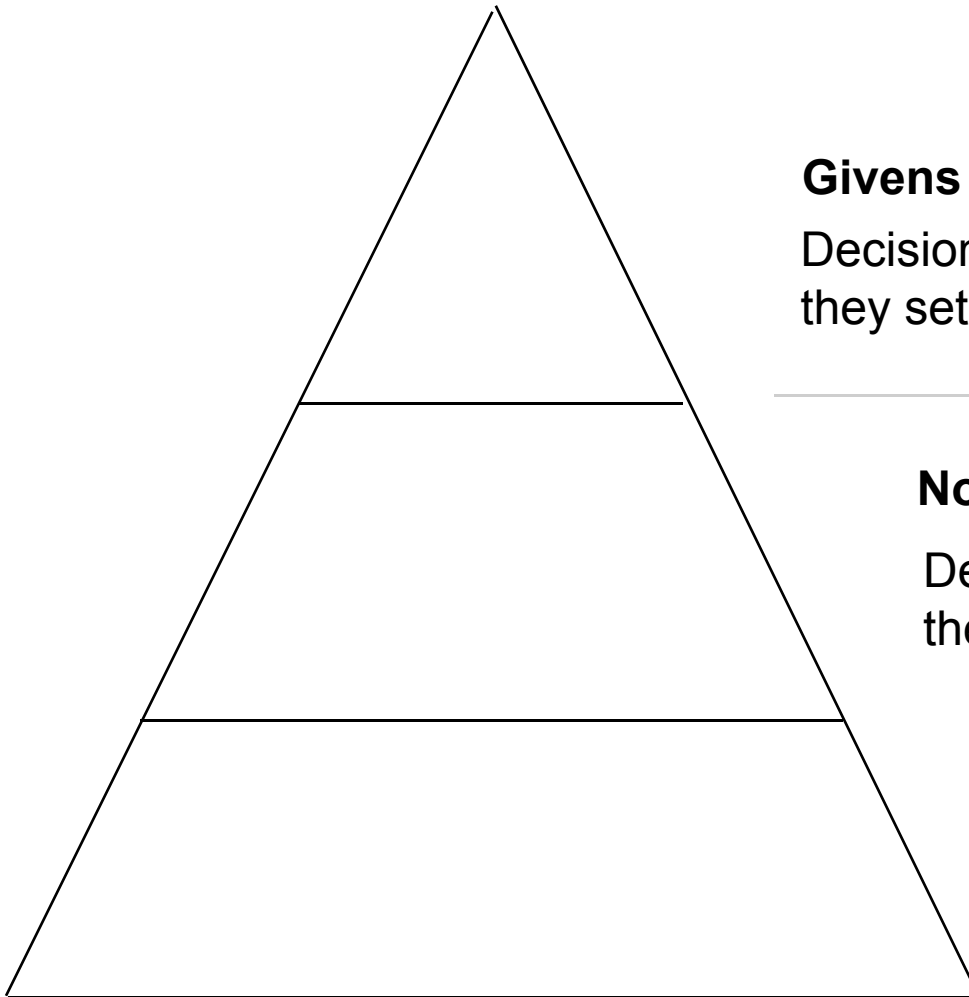
Current Situation

- DAAG has been meeting for several years with a very informal structure**
- Companies have taken turns hosting the event**
 - ◆ Generally used conference rooms at the host location
- Fees for attending the conference has been minimal**

What are we going to do

- Determine the location and timing of the DAAG meeting following the April 1998 meeting**

The Decision Hierarchy separates decisions into when they will be made



Givens

Decisions that have already been made-- they set the bounds for the project.

Now

Decisions that need to be made now -- the focus of the project.

Later

Decisions that can be made later.

The Givens Used During This Analysis

- GM will be one of the hosts for the next meeting**
- DAAG will generally be annual events - timing within the year is flexible**

The decision area and choices for this project that are going to be made NOW

Alternative Name	Month	Year	Location	
	January	1998	Orlando	
	February	1999	Las Vegas	
	March		Detroit	
	April		Paris	
	September			
	October			

Decisions to be made later

- Specific date**
- Conference room arranged**

Who needs to be involved

Organization	Core Team	Prior to Decision	Review Board	Approvers
	John Palmer		John Palmer	Vince Barabba
	Dave Skinner		Dave Skinner	
	TBD		TBD	
	TBD		TBD	
	TBD		TBD	

The Evaluation Criteria Used In The Analysis

Quality

- ◆ Large attendance for right reason
- ◆ Perception of not a boon doggle

Cost

- ◆ Cost participants will have to incur
- ◆ Administration for leaders

Speed



- ◆ Able to deliver in time for next conference

Timing vs 1998 and Informs

The Major Uncertainties Associated With This Problem As Well As The Source Used For The Information Is Shown Below

Uncertainty	Information Source
Perception of locations	Attendees
Administrative effort	James Mitchell
Cost of attending	John Palmer

At the end of the final review board meeting, we will show this table to make a decision

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	Attendance	Not Boon Dogggle	\$ registration	Administrative Effort	Able to meet timing
Alt 1					
Alt 2					
Alt 3					

**What should be changed on this table?
Is additional detail needed?**