



U.S. Public Health Service Environmental Health Officer

Professional Advisory Committee (EHOPAC) Meeting #209 Minutes, 10 July, 2018

I. Call to Order – CDR Chris van Twuyver

The meeting was called to order at 1300 EDT.

II. Roll Call – CDR Jessica Otto, Secretary/Treasurer

Roll call was performed; a quorum was confirmed.

Voting Members Present

LCDR David Bales
LCDR Matthew Deptola
CDR Katie Hubbard
LT Erin Kincaid
LDCR Drew Kupper
LCDR Danny Malashock
LT Steven Merritt
CDR Jamie Mutter
CDR Jessica Otto

CDR Carolyn Oyster
CAPT Stephen Piontkowski
CDR Mike Quinn
CDR Luis Rodriguez
CAPT Jill Shugart
CDR Elizabeth Valenti
CDR Chris van Twuyver
CDR Elena Vaouli

Voting Members Absent

CDR Travis Bowser (excused)
CDR Jessica Hensley (excused)
CDR Monica Leonard (excused)

Alternates Present

CDR Leslie Jackanicz (for Hensley)
CDR Danielle Mills (for Leonard)
CDR Martin Smith (for Bowser)

Other Attendees

CDR Eva McLanahan

III. Chair Report – CDR Chris van Twuyver

- RAIL Update
 - There were issues updating the rolling action item list (RAIL) on APAN, so LCDR Brian Cook will be taking over administrative duties and will be meeting with the subcommittee leads to update the tool monthly and report out to the EC on progress.
- Appointment Standards
 - Much of the meeting this month will be spent considering a presentation by the Policy and Standards Subcommittee (P&S) and deliberating changes to the EHO appointment standards. A vote will be taken via email. CAPT Shugart will be providing an overview of the work to date and proposed updates.
- EHO Competencies
 - Documents were sent to the voting members with the hope to capture EHO competencies. We are working on a draft survey to collect this information. If you have input to this survey please provide it to CDR van Twuyver.
- Marketing EHO Accomplishments
 - Recently launched a “share your story” initiative on Facebook. If you have any suggestions or additional ways to market our accomplishments and capabilities let us know. We also encourage participation in the “share your story” initiative and submission of your stories to the Social Media Team for posting.

IV. Vice Chair Report – CDR Michael Quinn

- National Environmental Health Association (NEHA) Annual Educational Conference
 - Presented and had a discussion with the Environmental Health Accreditation Council (EHAC) and NEHA and it was well received/there is a lot of interest.
 - Thank you to Training and Events for coordinating the EHO Social and for getting the Director of NEHA Dr. Dyjack attend and engage in discussion.
 - Follow-up meetings are scheduled to discuss how we can better work together.
- Professional Engagement and Outreach (ongoing with the following partners)
 - NEHA
 - American Industrial Hygiene Association (AIHA)
 - American Society of Safety Professionals (ASSP)
 - Others? (please let CDR Quinn know if there are others he should reach out to)

VI. Ex-Officio Report – CAPT Jill Shugart

- Received comments on EHOPAC Charter from P&S. Once Appointment Standards are approved we'll re-focus on this effort to update before the end of the operational year.
 - Will pick this up at the August EHOPAC meeting.

VII. Secretary/Treasurer Report – CDR Jessica Otto

- Email vote to approve June minutes.
- Coin sales are going well and we are nearing a breakeven point for the PAC finances for the year.
- Reminder that there are lots of forms and templates on APAN if you need anything administratively.
- Reminder that we have a small administrative staff so if your subcommittee needs assistance feel free to reach out and we can do some tasking.

VIII. Executive Committee Liaison Report – LCDR Danny Malashock

- EHO Directory Updates.
 - Working to develop a tool to replace it that meets the DSI security requirements. If anyone has any ideas they would be welcome.
- Liaisons to the PAC have asked for information for their organizations from our subcommittees.
 - You will receive a calendar invite to remind you to send information in before the quarterly meetings so that we can compile and share this information with them.

IX. Subcommittee Briefings

Policy and Standards – CDR Katie Hubbard and LCDR Drew Kupper

- CAPT Shugart briefed on the recent history of the appointment standards. There has been a lot of work on the standards over the past five years. She thanked CAPT Newcomer for his work as the former P&S chair, his subcommittee members in 2013, and the current P&S chairs and subcommittee members, as well as CAPT Parham, RADM Taylor and the EC for all their research, review, and recommendations.
 - 2013 – P&S tasked with reviewing standards and pushed out a survey to the category.
 - 2015 – EHOs were the first category to screen applicants for DCCPR during an open application window.
 - 2016 – P&S tasked with reviewing standards and researching best way forward for the category.
 - Developed a white paper and vetted changes with the EC.
 - 2018 – Updated appointment standards are due to DCCPR by July 31, 2018, hence the discussion and voting to occur today and in the coming weeks respectively.
- See slide deck in appendix for the presentation with details on the proposed changes.
- CAPT Shugart will collect additional comments/questions/concerns from the voting members via email before the standards go to vote.

Marketing and Recruitment – CDR Elena Vaouli and LCDR David Bales

- Planning the annual Fall recruitment webinar, primarily targeting students at accredited schools/programs of public health. Met with the EHAC representatives at NEHA to discuss appropriate timing for it.
- Identified a need to update the majority of our recruitment and marketing documents to reflect recent policy changes; however, changes continue to be rolled out which complicates and delays our efforts to update documents.
- As announced at a recent DCCPR Joint PAC recruitment meeting, DCCPR announced they are finalizing a document to outline the application process with latest changes. This document will be shared when it becomes available.
- A heads up that HSO appointment standards now specifically exclude MPH only as a qualifying degree to help focus their recruitment efforts on specialties that need recruits instead of non-specific/non-clinical public health practitioners.

Training and Events – CDR Eva McLanahan and CDR Betsy Valenti

- The next COA Symposium is going to be held May 6-8, 2019 in Minneapolis, MN. Pre-conference session applications are already being accepted and the PAC should consider submitting a session for enhancing EHO competencies.
- Thank you to LCDR James Gooch for his three years of service on the COA Symposium Planning Committee. He will rotate off this year, so a call will be going out soon to solicit applications for the next planner to take his place.

X. Adjournment – CDR Chris van Twuyver

The meeting was adjourned at 1455.

Appendix: EHO Appointment Standards Evolving with Academia Presentation