



U.S. Public Health Service Environmental Health Officer Professional Advisory Committee (EHOPAC)



Meeting #222 Minutes, 10SEP19

I. Call to Order – CDR Michael Quinn, Chair

The meeting was called to order at 1301 ET.

II. Roll Call – CDR Jessica Havranek (Hensley), Secretary/Treasurer

Roll call was performed; a quorum was confirmed.

Voting Member Attendance Status: Present, Absent, Excused

Last Name	First Name	Rank	Status	Name of Alternate in Attendance
Bales	David	CDR	Absent	Click or tap here to enter text.
Bird	Bill	CDR	Present	Click or tap here to enter text.
Bowser	Travis	LCDR	Excused	CDR Martin Smith
Deptola	Matthew	CDR	Present	Click or tap here to enter text.
Havranek	Jessica	CDR	Present	Click or tap here to enter text.
Hubbard	Katie	CDR	Present	Click or tap here to enter text.
Kincaid	Erin	LT	Excused	Click or tap here to enter text.
Kupper	Drew	CDR	Excused	LCDR Krista Ferry
Leonard	Monica	CDR	Present	Click or tap here to enter text.
Merritt	Steven	LT	Present	Click or tap here to enter text.
Mutter	Jamie	CDR	Present	Click or tap here to enter text.
Otto	Jessica	CDR	Present	LT Mark Otto
Oyster	Carolyn	CDR	Present	Click or tap here to enter text.
Piontkowski	Stephen	CAPT	Present	Click or tap here to enter text.
Quinn	Mike	CDR	Present	Click or tap here to enter text.
Rodriguez	Luis	CDR	Excused	LCDR Scott Daly
Shugart	Jill	CAPT	Present	Click or tap here to enter text.
Valenti	Elizabeth	CDR	Present	Click or tap here to enter text.
Van Twuyver	Chris	CDR	Present	Click or tap here to enter text.
Vaouli	Elena	CDR	Present	Click or tap here to enter text.

Voting Guests and Attendees Present

Last Name	First Name	Rank	Organization Represented
N/A	N/A	N/A	N/A

III. Chief Professional Officer Report – RADM Kelly Taylor

- There are continued questions and concerns regarding modernization of CORPS. The CORPS is changing, be prepared for more change. Assessment, cost assessment, and comprehensive phases of the modernization process has been completed and recommendations from these phases are being implemented. Review CCMIS website for guidance on who to contact if you have additional questions. In addition, the liaisons and CPO are available to respond to questions and concern.
- Recruitment process is being overhauled. Recruitment is not a priority right now. There are priority agencies where targeted recruitment is occurring including: BOP, ICE, and IHS.
- Currently, no open recruitment window planned for EHOs. Still placing boarded EHO applicants from prior open recruitment period.
 - Currently no immediate plans for opening application period for prior COSTEPs.
- Retirement vs recruitment of EHOs
 - In the past five years ~70 EHOs have retired (10–15 retirements/year)
 - Calls to duty in the past five years also ~70 EHOs (10–15 EHOs/year)

IV. Chair Report – CDR Michael Quinn

- NEHA Annual Educational Conference
 - EHO turnout, presentations, and activities
 - EHOPAC/AAS Awards Ceremony
 - LCDR Katie Bante – 2019 Snyder Award
 - Meeting with new NEHA liaison
- AMSUS Annual Meeting
 - National Harbor, MD (206DEC)
 - USPHS Commissioned Corps Service Day (6DEC) - \$125
 - Emphasis area for OSG
 - Offering 25% discount for annual membership
- Current CCHQ Activities/Updates
 - Concern regarding use of non-governmental/public IT systems (e.g. Google). EHOPAC is looking for alternatives for replacing non-governmental systems.
 - Increased emphasis on document designations (e.g. FOUO), PII, and other sensitive information – movement toward eCMCS and other controlled systems
 - Evaluating officer participation/engagement with outside organizations without agreements (**DO NOT** use of work email or duty time for COA-related activities)
 - Need to keep OSG/CCHQ informed of interactions with government organizations and outside groups
 - Successful JRCOSTEP Symposium (15AUG)
 - Safe Water Essentials for EHO Responders (4SEP)
 - Training initiatives
 - Working to schedule quarterly EHOPAC meeting with DSG
 - Providing feedback on new proposals to CPCG and CCHQ
 - Certification/licensure workgroup looking at readiness issues (possible grace period for renewals)
 - Preparation for VM selection and leadership transitions

V. Chair-Elect Report – CDR Elena Vaouli

- **New voting member succession planning includes 3 phases –**

- Phase 1 – Spread the word
 - Announced at JUN19 EHOPAC meeting
 - Held 8 pop up talks, 8 calls over 8 weeks, 39+ callers, average 5 callers/call
 - Supported by 8 current VMs and CPO
- Phase 2 – Solicit Nominations
 - Nominations open 4 weeks (23AUG-20SEP)
- Phase 3 – Select new VMs
 - Current VMs will review redacted applications by OCT 2019
 - VMs will discuss applications at OCT 2019 meeting, and score/rank
 - CPO will recommend candidates to SG for appointment
 - Terms are Jan 2020 – Dec 2020.
- Upcoming Needs/Priorities –
 - Ensure all SOPs are complete, understandable, and cover all major SC tasks with adequate detail and information.
 - Establish formal process for orienting new VMs
- Contact CDR Elena Vaouli at irz5@cdc.gov

VI. Ex-Officio – CDR Chris van Twuyver

- Working with the Training and Events and Readiness Subcommittees and the EHOPAC Executive Committee to set up future training classes for the EHOPAC. We developed a list of 17 training topics, the list includes mentoring and leadership classes and 15 deployment related training topics. The deployment topics include water safety, EHOs role in Disaster Recovery, Food Safety, Shelter Sanitation, Occupational Health, Safety Officer Training, Radiation Safety, Vectors, Building/Facility Assessment, Solid Waste, Biohazardous Waste, Hazardous Materials, Wastewater, Outbreaks and Infectious Diseases, EHO Field Equipment and Personal Safety for EHOs)
- CDR Ritter's water safety presentation was attended by 47 EHOs, the feedback received was very positive
- Next training class is The EHO in Disaster Recovery presented by CDR Eva McLanahan, CDR Ritter, and LCDR Gooch, this class is scheduled for 3OCT19
- The Readiness Subcommittee will be working with the presenters for each training session to develop reference material which will be incorporated as a chapter in an online EHO Deployment Resource Manual. This manual will be available on the EHOPAC website. Will also be saving each training presentation and a link to the recording of each presentation on the EHOPAC website.
- The EHOPAC submitted a proposal for a pre-conference food safety training class for food safety issues in the event of disasters. CDR Hien Albright is presenting this training with CAPT Kunkle, CAPT Kelsh, and CDR Otto. CDR Quinn is working on developing Safety Officer training with a hands-on demonstration of inspection equipment which is planned to be presented during Category Day
- Thanks to the presenters, Executive Committee, the Readiness Subcommittee and the Training and Events Subcommittee for their efforts to generate and present these training courses.
- Working with the Readiness Subcommittee and the Training and Events Subcommittee to revise each Subcommittee's SOPs to identify and delineate their roles developing future training sessions, the SOP revisions will help facilitate an annual cycle of training classes presented by the EHOPAC.

VII. Secretary/Treasurer Report – CDR Jessica Havranek

- Secretary Updates
 - July Minutes Voting Window Closed 19AUG
 - Yes - 16/No - 0/Abstained – 0 /Didn't vote - 3
 - August Minutes Review Window Closed 9SEP19
 - Vote due 16SEP19
 - Reminder: Please update the VM roster, if you have changed your name, agency, duty station address, email or phone number. Send updates to CDR Havranek – if you cannot make the change yourself.
- Treasurer Updates
 - Coin Sales – Researching options with EC and IT and will be updating ordering instructions soon.

- No Significant Updates

VIII. Executive Committee Liaison Report – CAPT Shugart

- Working with P&S on Updating Bylaws. Updating and clarifying VM duties, terms and elections, open and at large positions.
 - Update at December meeting
- New EHOPAC liaisons for NEHA (Jonna Ashley) and AIHA (CAPT Bradley King)
- New EHO Monthly News published! [EHO News August 2019.pdf](#)
 - Email feedback or ideas for name of newsletter or CDR Jonathan Blonk Jonathan_blonk@nps.gov by September 20, 2019

IX. Liaison Reports

RedDOG – CDR Robert Horsch

- Changing from RedDOG to Readiness and Deployment Branch (RDB) effective immediately.
- Readiness
 - EHOs at 96.1% readiness (4th). Readiness is improving across the CORPS.
 - EHO October projected readiness is low (85.7%) due to expiring September APFT.
- Deployments
 - Active deployments
 - Customs and border patrol missions
 - Ice Health Service Corps Missions. Clinicians actively helping support various facilities.
 - Comfort missions (2/5 missions completed). Third mission just started this week.
 - Most non-clinical categories (including EHOs) are not included in these missions.
 - Hurricane Dorian- IMT (NIST teams). Expect more to come after Dorian aftermath.
 - NSSE Mission in Washington DC. ~10 Clinicians staffing mission
 - UN General Assembly Mission in Washington DC. Primarily staffed by clinicians.
- Exercises
 - 7 RAM events in 2019: OK, Lone Star (TX), and Baltimore, MD
- Trainings
 - HAZWOPER
 - RDB provided an opportunity for officers with Safety, IH, and Disaster Engineering specialties to participate in four offerings of HAZWOPER
 - CBRNE Trainings-
 - 18-23AUG19 – Medical Management of Chemical and Biological Casualties (MCBC) Course location – Edgewood, MD and Frederick, MD
 - 9-13SEP19 – Field Management of Chemical and Biological Casualties Course (FCBC). Course location – Edgewood, MD
 - 15-21SEP19 – Emergency Medical Operations for CBRNE Incidents (EMO PER-267). Course location – Anniston, AL
- General Announcements
 - eCMCS rollout and required use for secure communication with officers
 - Action item for EHOs: Update demographic info in RedDOG Self Service. eCMCS secure messaging not operational if information is not updated
 - ORDERS: Any training/exercise from PHS will require TDY orders. TDY orders were cut for all participants attending Baltimore RAM

- Staffing changes: LCDR Davita Bailey supporting CDR Horsch effective 27AUG. CDR Horsch changing positions and taking Training Branch Chief position.

American Academy of Sanitarians – CAPT (Ret.) Gary Noonan

- Hosted EHOPAC award reception at NEHA.

Commissioned Corps Women’s Issues Advisory Board – CDR Monica Leonard

- Mission: To identify and analyze key issues that impact women in the Commissioned Corps and to develop action plans to address these issues
- Membership: Chair, Co-Chair, and 12 Voting Members
- 5 Committee and Workgroups
 - Anti-Harassment
 - Health & Wellness
 - Pregnancy
 - Outreach & Membership
 - Website
- “CCWIAB Uniform Shoe Policy Recommendation for Female Officers”
 - CCWIAB wrote white paper to request an update of Commissioned Corps Instruction (CCI) 421.02 Uniforms and Appearance to expand the current female dress shoe standards. This is still under PHS review.
 - Consulted with a licensed podiatrist for recommendations on the dress shoe uniform policy
 - Navy has modified their service and dress footwear policy to allow flats
 - 25MAR19, the U.S. Navy released a NAVADMIN Message 075/19 entitled “Navy Uniform Policy and Uniform Initiative Update”
- Other Issues Under Review
 - Deployment Challenges
 - Pregnancy Related Issues
 - Domestic Violence Prevention and Treatment
- Next CCWIAB meeting 11SEP19
- CDC PHS Awareness Day 25SEP19
 - CDR Leonard will staff CCWIAB Booth
- CDR Monica Leonard 3-year term ends 31DEC19
 - Questions of interest about my role as a Voting Member e-mail: zgf7@cdc.gov
 - **The EHOPAC will assist the CPO and ADM Taylor to identify a replacement with more information to follow.**

Environmental Health Accreditation Council – CAPT Donald Williams

- EHAC met for two days to reaccredit seven programs. 2020 five programs are up for reaccreditation.
- 50th anniversary of EHAC. ~15,000 graduates from EHAC accredited schools
- September 26 is World Environmental Health Day

Junior Officer Advisory Group – LCDR Beth Wittry

- New VMs for JOAG have been selected including one EHO. Three EHOs represented on JOAG
- Many volunteer opportunities with JOAG. Encourage EHOs to volunteer
- Upcoming Journeyman Speaker Series: Friday, 13SEP19 at 1300-1400 EDT. CAPT Kimberly Rains will be presenting on *Effective Leadership*

American Industrial Hygiene Association – CAPT Bradley King

- Submissions of abstracts for technical sessions and PDCs for the American Industrial Hygiene Conference and Expo (AIHce, 1-3JUN20) are due 19SEP; abstracts can be submitted through portal on [AIH Abstract Submission](#)
- AIHA is a member organization of the International Occupational Hygiene Association (IOHA) which hosts the IOHA International Scientific Conference; AIHA was the host member for the 2018 IOHA conference in Washington DC, the first time in the US; the IOHA 2020 conference released a call for proposals for PDCs and technical sessions for the 2020 conference to be held in Daegu, South Korea; submissions are due 31JAN20
- Consider becoming involved in local sections of AIHA, many of which host local technical conferences, which provide speaking and networking opportunities; for example, the Rocky Mountain Section of AIHA is hosting their Fall Technical Conference 18-19SEP19 in Denver, CO.
- AIHA offers a number of leadership opportunities for officers to consider:
 - AIHA currently has open calls for member for a Total Worker Health Task Force (30SEP deadline), a Volunteer Groups Assessment Task Force (30SEP deadline), and the Board of Directors Nominating Committee (10OCT); information can be found on [American Industrial Hygiene Association](#)
 - Consider nominating yourself or another deserving officer to serve on the AIHA Board of Directors, due November 1; available positions include (2) directors, (1) secretary-elect, and (1) vice-president. AIHA has had a PHS commissioned officer on the Board of Directors for the last 3.5 years (including CAPT Bradley King and CAPT Joselito Ignacio); it would be great to continue having this representation at the highest level of the Association!

X. Special Presentation – National Environmental Health Association Overview – Jonna Ashley

- NEHA currently serves 5,000 members to advance the environmental health and protection professional for the purpose of providing a healthful environment for all
- Credentialing
 - REHS/RS
 - Practice test will be available in NEHA store soon
 - REHS/RS credential will be overhauled. Climate and health updates added and outdated sections removed
 - CPFS exam will undergo minor updates
 - If interested in becoming a SME with NEHA credentialing department. Submit application here: [NEHA Membership Communities - Application Submission](#)
- Uncovering EH Study published Journal of Environmental Health in JUN19: [Journal of Environmental Health June 2019](#)
- Reviewers need for Journal of Environmental Health. Submit application here: [NEHA Membership Communities - Application Submission](#)
- NEHA 2019 Annual Educational Conference (AEC) & Exhibition in Nashville. 200 sessions and ~1,500 participants
- NEHA 2020 in New York. Call for abstracts open until 7OCT19: [NEHA 2020 Abstract Submission](#)
- Information about affiliates in every state and Uniform Services Environmental Health Affiliation can be found here: [Affiliate Information in Every State](#)
- NEHA is based in Denver, CO with a satellite advocacy office in Washington DC.
 - Variety of different projects and topics for involvement found here: [NEHA Environmental Health Topics](#)
 - NEHA members and leadership are working to train EH professions in food safety and childcare following the hurricanes
- NEHA members can serve on programs committees. Opportunity for participants on the Children's Environmental Health Committee. More information and call for volunteers forthcoming in NEHA eNews
- For more information contact: jashley@neha.org

XI. Open Discussion

- Subcommittee Updates
 - IT SC Updates
 - August EHOPAC Newsletter is now posted on the EHOPAC Website
 - Meeting Minutes are posted through June. The July minutes are undergoing 508 compliance review and will be posted soon.
 - Ongoing Project Highlights:
 - Disabling the Automatic Feedback System
 - Reviewing JrCostep Narratives for 508 compliance, then posting
 - Posting OBC Graduation pictures on the EHOPAC Website
 - With EC help, created the Adobe Connect team to assist Subcommittees with IT during webinars
 - Researching alternatives to Adobe Connect and methods to solicit sales for EHOPAC coins
 - Pop up talk for EHOs interested in pursuing job opportunities at the BOP - 30SEP from 12-1300 ET
 - M&O SC Updates
 - Applications for mentors/mentees will be accepted until 12SEP19. Mentoring database is no longer operational. Submit applications to: mleonard@cdc.gov
 - CD SC Updates
 - How to enter REHS Credential into eOPF
 - Use Chrome
 - eDOC-U Upload page
 - Doc category:** eOPF
 - Doc Type:** Licensure (Note: you will see that they list RESH and the like as examples of the types of documents to load in this section)
 - Doc Date:** Expiration Date: Date REHS cert expires
 - State:** "United States (National)" is an option to select
 - Note: You may select primary if you have other EH credentials you wish to upload as secondary (CIH, CSP, CHP)
 - **Note:** You may upload a document, if desired

Next seasonal meeting: 10DEC19 at 1300 ET.

XII. Adjournment – CDR Michael Quinn

The meeting was adjourned at 1500 ET.