



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



Meeting #230 Minutes, 12MAY20

I. Call to Order – CDR Elena Vaouli, Chair

The meeting was called to order at 1300 ET.

II. Roll Call – CDR Jessica Havranek, 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	Present	N/A
Bird	Bill	CDR	Present	N/A
Bowser	Travis	CDR	Present	N/A
Darr	Charles	LCDR	Present	N/A
Deptola	Matthew	CDR	Present	N/A
Dittrich	Michelle	LCDR	Present	N/A
Erling	Doug	LCDR	Present	N/A
Frank	Samuel	LT	Present	N/A
Havranek	Jessica	CDR	Present	N/A
Hunter	Candis	LCDR	Present	LT Nakia Clemmons
Kupper	Drew	CDR	Present	N/A
McLanahan	Eva	CDR	Excused	N/A
Merritt	Steven	LCDR	Present	N/A
Otto	Jessica	CDR	Present	N/A
Quinn	Mike	CDR	Present	N/A
Smith	Martin	CDR	Present	N/A
Valenti	Elizabeth	CDR	Excused	N/A
Vaouli	Elena	CDR	Present	CDR Erin Evans
Williams	Racquel	CDR	Present	LT Aubree Kelly

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

- CPOs were reminded that officers should not appear to advocate for or take a position regarding any jurisdictions' policies/laws surrounding COVID. Be careful about social media posts.
- Orders in eOPFs for appointment boards for 14-15 applicants. Will be remote boards. Let RADM Taylor know if you have been requested to participate on a board.
- Do not contact individual officers by phone or email at CCHQ. Use the general email boxes.
- All new calls to duty are reporting directly to duty station and will be attending a virtual OBC for May 2020. June 2020 OBC is TBD. July and August are expected to be in person.
- Officers need to select their professional specialty in RDG self-serve. Also, ensure your supervisor is correct.
- NEHA survey email went out 11MAY20 requesting help to validate the updated REHS/RS exam. Please fill it out if you received it.

IV. Chair Report – CDR Elena Vaouli

- Notable News – Corps-wide
 - Latest *Public Health Reports* available 11MAY20
 - <https://journals.sagepub.com/toc/phrg/135/3>
 - ASH selected as US representative to WHO Exec Board – 08May20
 - COVID-19 guidance sent via e-CMCS – 01MAY20
 - Updated grooming standards issued – 14APR20
 - Special uniform guidance issued (facemasks) – 10APR20
 - Corps Care services available: CorpsCare@hhs.gov; ph:240-276-9616
- Notable News – EHOPAC
 - VM deployments
 - 1/3 of EHOPAC currently deployed
 - CDR Havranek (Sec/Treas) returns – 11MAY20
 - Latest EHO Assessment available – 05MAY20
 - Awards
 - EHOPAC Annual Awards winners selected (A&R to announce later)
 - Honor Awards for PAC work (Indiv/Unit); EC accepting applications now
 - Admin Updates
 - Alternate forms signed
 - Meeting Updates
 - COF Symposium, June 2020 – cancelled
 - NEHA AEC, July 2020 – cancelled
 - American Industrial Hygiene Conference & Expo – VIRTUAL, 01 - 03 JUN 2020
- 2020 Major Initiatives
 - Recent Actions, Activities, Accomplishments
 - Strategic Collaborations
 - JOAG request for speaker at Koop Seminar – discussions ongoing
 - Cross-PAC collaboration on recruitment strategies – M&R leading
 - Targeted Training
 - *EHO Assessment* provided COVID-19 EH-guidance – May 2020
 - Active & Adaptive Advertising
 - JRCOSTEP open window advertised via EHOPAC channels

- 30+ EH/IH specific vacancies sent via EHOPAC-listserv since JAN 2020
 - Knowledge Sharing
 - VMs discuss EHO deployment experiences – APR 2020
 - EC considering ways to capture/feature EHO deployment stories
 - Current Needs
 - PAC Products
 - Back up and save in APAN (documents, brochures, newsletters, SOPS, etc.)
 - Rosters
 - VMs: please add Alternates Info to roster
 - Upload professional photos in APAN (missing 1)
 - Internal PAC Awards
 - Notify EC now if you have a nomination (individual/unit)
 - Next Steps
 - IT SC to update VM info EHOPAC website pending
 - Chair to submit VM appointment packages
 - Reminders
 - Update VM/Alternate Roster in APAN
 - Next meeting: General, 09 JUN 2020 (1300 – 1500 ET)
- VM Spotlights
 - CDR Jessica Havranek
 - CDR Martin Smith
 - LCDR Doug Erling

V. Chair-Elect Report – CDR Jessica Otto

- Yielded the bulk of the time to CDR Drew Kupper to cover the changes to the appointment standards that the PAC voted on in 2018, awaiting approval from OSG.
- Friendly reminder to check the message in eCMCS for the explanation of changes to mission critical status across the Corps. Officers are encouraged to read that guidance and confirm their status so that they can prepare for deployment if their status has changed, since the whole of the Corps is on alert.

CDR Kupper's Appointment Standards Updates

- What are the appointment standards?
 - Objective
 - Recruit practitioners into the category whom possess the **knowledge, skills**, and attitudes necessary to competently and ethically practice the scientific, technical, and regulatory aspects of disciplines related to environmental health.
 - Industrial Hygiene
 - Health Physics
 - Occupational Safety
 - Environmental Health
 - How do we measure knowledge and skills?
- Why were changes necessary?
 - Environmental Health field is in constant flux
 - New & emerging public health issues & intervention strategies
 - Academia has adapted
 - Curricula are further influenced by accrediting organizations (ABET, CEPH, EHAC) that accredit public health programs

- A broadening definition of Environmental Health has been adopted across academia
 - In recent years, evaluating EHO applications against our accredited degree standards has become increasingly more challenging
 - Most evident with CEPH applicants to which appointment board members responsible for reviewing have questioned the academic fitness of applicants possessing CEPH accredited degrees
- What did the PAC do last year?
 - Discussed and voted on new standards
 - Passed, awaiting acceptance from OSG
 - Next steps
 - Flow charts and aids for recruiters and appointment board members

VI. Ex-Officio – CDR Michael Quinn

- Appointed to the National Environmental Health Science and Protection Accreditation Council (EHAC) as a practitioner member for 2020-2023. Congratulations and thank you to CDR Jason Lewis (USCG) who is completing six years of on the council.
- The Combined PAC Chairs Group is resuming operations after canceling its March and April meetings due to the ongoing COVID-19 response.
- New EHO positions with the Bureau of Indian Affairs and Bureau of Indian Education were announced via the EHOPAC listserv last week. Continuing to support requests for information from other federal departments/agencies with interest in hiring EHOs.

VII. Secretary/Treasurer Report – CDR Jessica Havranek

- Big thank you to CDR Jackanicz and LCDR Butler for voting member and secretarial duties while I was gone on maternity leave
- No Sec/Treas. updates at this time
- Reminder to announce yourself during roll.
- Unless you are an alternate for a pro tem VM, you should not generally be on the VM PAC calls unless your VM is not present.

VIII. Executive Committee Liaison Report – CDR Eva McLanahan

- Notable News & Recent Actions
- CDR McLanahan deployed through end June 2020
- JOAG
 - EHOPAC asked to participate in virtual Koop Seminar panel
 - EHO Liaison selection pending; will start 01 OCT 2020
- NEHA
 - Annual AEC in NYC canceled
- COA
 - Annual Symposium in AZ canceled; will resume in 2021
 - COL (ret.) Jim Curry leaving COA/COF mid-May 2020
 - Jacqueline Rychnovsky, PhD, CAPT, USN, Ret. selected as new Executive Director; TBA officially
 - 2020 award winners selected; next steps TBD
- AIHA
 - Conference will be held virtually 01 – 03 JUN 2020
- EHAC

- CDR Mike Quinn selected as new Practitioner Member (JUL 2020 – JUN 2023) – Congrats!!
- Annual meeting will be held virtually 11 – 12 JUL 2020
- EHOPAC requested to provide PHS updates and recruitment information

IX. Squad Reports

Awards – CDR Bill Bird

- Awards and Recognition convened to select this year’s winners of the 2020 Edward (Ted) Moran Award, John C. Eason Award, Thomas E Crow Mentor Award, and the John G. Todd Award. We are working in sending official letters to the award winners and emails to the other nominees.
- A solicitation for naming the Responder of the Year will be going out to the EHOPAC. The Awards and Recognition Subcommittee is working on a standard format for EHOs to submit naming proposals.
- 2020 EHOPAC AWARD WINNERS
 - Todd Award – CAPT Alan Parham
 - Moran Award – CDR Brian Cook
 - Eason Award – LT Mark Otto
 - Crow Award – CAPT Carolyn Oyster

Career Development – CDRs Travis Bowser and Martin Smith

- Notable News
 - Work Plan 2020 Goals Completed (20%)
 - Milestones updated and submitted to EHOPAC Site
 - CEU Summary Sheet Updated and submitted
- 2020 Major Initiatives
 - Recent Actions, Activities, Accomplishments
 - Last Call 17APR
 - Finalized 2020 Work Plan, SOPs, Roster
 - Subcommittees meeting as needed to complete document review
 - Current Needs
 - None at this time
 - Next Steps
 - 2020 Work Plan Documents emailed to workgroups, will begin finalizing during May
 - Next Meeting 22MAY20

Communications – LCDR Michelle Dittrich

- May edition of the *EHO Assessment* was released on 5/5. Thanks to PAC members that contributed content, and to the IT subcommittee for completing a 508 compliance review.
A call for content for the June edition of the *EHO Assessment* was sent to the PAC on 5/5.
- A draft email for the solicitation of photos for the EHOs in Action photobooks is will EC for review before distribution.
- COMMS is pleased to welcome three new volunteers. One volunteer backfilled a vacancy with the social media team, and two are staffing the officer leader profiles.
- Awaiting EC feedback on whether the officer leaders’ profiles should align with profiles that were produced for the PHS booth at the 2019 AMSUS meeting or the former “Share Your Story” on Facebook project

History – CDR Matthew Deptola

- Due to COVID-19, History Subcommittee has refocused our current tasks to the following
 - Organizing APAN documents to help with cataloging and ease of use for future subcommittee members
 - Working with future team leads and subcommittee members to take over leadership positions within the subcommittee
- Continuing to work on the History electronic journal; however, due to the limited information from officers

during this pandemic, chapters are slowly progressing

Information Technology – LCDR Doug Erling

- IT Subcommittee is still working short-staffed. Received permission to bring on additional volunteer and temporary fills.
- Majority of the subcommittee is deployed. Delay in posting to the EHOPAC website continues.
- 508 Compliance Workgroup completed review of four months of minutes and the April issue of the EHO Assessment.
- Worked with NIH ListServ IT support to resolve issues with ListServ unable to deliver messages to FDA email addresses.
- Submitted NIH ListServ IT support ticket to resolve issues with ListServ unable to deliver messages to Coast Guard email addresses.

Marketing and Recruitment – CDRs David Bales and Elizabeth Valenti

- Status
 - Next meeting is 13MAY20
 - All new volunteers confirmed; roster filled
- Recent Actions/Activities/Accomplishments
 - JRCOSTEP announcement: Open window 1JUN-30SEP20
 - Recruitment Webinar
- Current Needs
 - Any boarded applicants?
 - Any information from CCHQ on JRCOSTEPS scheduled to report this summer?
 - Adopt-a-School Reps needed:
 - Baylor University – Waco, TX
 - Eastern Kentucky University – Richmond, KY
 - Fort Valley State University – Fort Valley, GA
 - Mississippi Valley State University – Itta Bena, MS
 - Ohio University – Athens, OH

Mentoring and Orientation – LCDR Charles Darr and LCDR Candis Hunter

- OBC Updates
 - March OBC - EHO graduates presented with welcome materials. The officers, LTJGs Shannon McClenahan and Samuel Rivera, will both be stationed within Indian Health Service.
 - No April or May OBC.
- Working with IT SC to post updated EHO welcome packet to PAC website.
- Data review continues for analysis of nearly 60 responses to the 2019 Mentoring Program Evaluation Survey.
 - Target date to complete draft of analysis is May 31.
- The next M&O subcommittee call is planned for May 26.

Policies and Standards – CDR Andrew Kupper

- Developing an appointment standards review guide for the old and new appointment standards to assist in the applicant screening process. Completion anticipated by early June.
- Developing a formal retirement template thank you letter(s) for EHOs and process implementation. Completion anticipated by August
- Consolidating all FAQ's on the CCMIS website into one stand-alone document. Upon completion will be shared with all EHOs as a resource document. Completion anticipated by early June.

Readiness – LCDR Steven Merritt

- LCDR Ferry and I had a good meeting with T&E (LT Sam Frank and LCDR Erin Evans) last Friday around supporting a virtual “Category Day” in lieu of Symposium. Looking at September 2020 in conjunction with World Environmental Health Day and Readiness will be supporting that event with lessons learned from the

Deployment Skills Webinar Series, including how to maximize participation, conduct the webinars, collect participant feedback, and issue continuing education credits.

- One of the topics that came up during the meeting with T&E was the previous discussion/formalization of EHO Deployment Roles. Similar to the Accession Standards, that was previously worked by CDR Quinn and CDR vanTwuyver, among others to define 12 roles EHOs can uniquely play. Wondering whether that list of roles had been reviewed or approved by the CPO and CCHQ? If/when it does, we'd like to work with CDR McLanahan and EC to help the PAC define the benchmarks for specialization in these roles.
- Readiness will be restarting the Deployment Skills Webinar Series in June. More than half of the SC membership and most of our presenters have been deployed for COVID-19 at least once since our last webinar on Indoor Air Quality. We will be reaching out to presenters for the postponed webinars to get those back on track. We too have been thinking hard about how to capture the COVID-19 deployment lessons-learned and are seeking EHOs who have CBTS, contact tracing, and SOFR experience to provide their lessons learned in an upcoming webinar for the PAC.
- Wondering whether CCHQ had given authorization to proceed with the Readiness Down to Basics Presentation we put together earlier this year. Given that the current round of waivers, unless extended, are expected to expire on June 2, we'd like to propose getting a refresher out to the PAC membership ASAP. If not possible, this is a reminder that if your PHU, APFT, and BLS lapsed during the COVID-19 pandemic, those will need to be brought up to date before the July Readiness Check.
- As RADM Taylor mentioned, you should be looking at the RedDOG Self-Service Application in the Officer Secure Area on a regular basis, ideally monthly. The front page has a summary of relevant new information being updated at least monthly. There is a "Roles" section (#7) under the Readiness Information where EHOs can self-identify their roles for deployment. There is a separate "Specialty Information" section (#5) under Deployment Information tab where EHOs can highlight their credentials/areas of specialization for use by RDB.
- Working on putting together at Readiness Reminder with all of the above information as well as a synopsis/extract of the recent Deployment Procedures before May 20, 2020 and contribute a blurb to the EHO Assessment. CDR Vaouli, we will be sure to include the relevant information from the PharmPAC you sent yesterday. Thanks for relaying that.

Training and Events – CDR Raquel Williams and LT Samuel Frank

- Status
 - Last call 21APR20 (several officers deployed)
- Recent Actions/Activities/Accomplishments
 - Symposium Planning
 - Looking into Virtual forum for Category Day presentations
- Training
 - NEHA AEC and FDA ER310 course in NYC cancelled
 - Announcement sent out on ListServ and notified EHO pre-registrants for ER310 course individually
 - Public Health Education and Service Forum is cancelled
 - Notified volunteers
- 2020 Major Initiatives
 - Strategic Collaboration
 - Working with Readiness SC to plan virtual Category Day presentations
 - Targeted Training
 - Ongoing discussions with Readiness SC to determine EHO Readiness vs. T&E training topics and approaches
- Current needs
 - None at this time
- Next Steps
 - Continue working on plan for Virtual training presentations
 - Next meeting 19MAY20 (1030 MST)

X. Open Discussion - none

XI. Adjournment – CDR Elena Vaouli

The meeting was adjourned at 1500ET.