



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



I. Meeting #241 Minutes, 06082021 Call to Order –CDR Jessica Otto, Chair

The meeting was called to order at 1303 ET.

II. Roll Call –LCDR Corey Butler, 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	Click or tap here to enter text.
Bird	Bill	CDR	Present	Click or tap here to enter text.
Bowser	Travis	CDR	Present	Click or tap here to enter text.
Butler	Corey	LCDR	Present	Click or tap here to enter text.
Darr	Charles	LCDR	Present	Click or tap here to enter text.
Dittrich	Michelle	CDR	Present	Click or tap here to enter text.
Erling	Doug	LCDR	Present	Click or tap here to enter text.
Evans	Erin	CDR	Present	Click or tap here to enter text.
Frank	Samuel	LCDR	Present	Click or tap here to enter text.
Ferry	Krista	LCDR	Present	Click or tap here to enter text.
Galvez	Steven	LCDR	Present	Click or tap here to enter text.
Havranek	Jessica	CDR	Present	Click or tap here to enter text.
Hunter	Candis	CDR	Present	Click or tap here to enter text.
Kupper	Drew	CDR	Present	Click or tap here to enter text.
McLanahan	Eva	CDR	Present	Click or tap here to enter text.
McNamara	Kathryn	LT	Excused	LT Charissa Cooper
Merritt	Steven	LCDR	Present	Click or tap here to enter text.
Otto	Jessica	CDR	Present	Click or tap here to enter text.
Quinn	Mike	CDR	Present	Click or tap here to enter text.
Smith	Martin	CDR	Present	Click or tap here to enter text.
Vaouli	Elena	CDR	Present	Click or tap here to enter text.
Williams	Racquel	CDR	Absent	Click or tap here to enter text.

III. Chief Professional Officer Report – RADM Kelly Taylor

- We are still in the midst of a pandemic, but communities are beginning to open. Officers are still deployed for UC. CCHQ has reminded officers to be prepared for the upcoming hurricane season. Continue to monitor updated policies including: Retention Weight, Deployment Procedures, and Readiness Standards. Please read and go through and keep up with those coming out.
- We will be going back to on-call months and teams. New policies from CCHQ introduced dwell time, which is helpful for officer and agency planning. Dwell time equals the numbers of days deployed (if deployed through

CCHQ for over 30 days). Deployment survey came out yesterday, please complete by June 16th. If you do not fill out the survey, then CCHQ will determine your on-call months for you.

- Promotion Benchmarks were released a month ago but are still not in final form. Officers expressed concerns during Town Hall meetings about promotion process. CCHQ indicated to CPOs they were working on the promotion process. The benchmarks are one of those improvements. The PAC is working on guidance for us. CPOs are working across categories to ensure benchmarks are interpreted the same way. CPOs were told there would be a Town Hall to explain all the changes to the promotion process, date TBD.
- 2021 EHOPAC Award winners will be announced today. Congratulations to winners.

IV. Chair Report –Jessica Otto

- The PAC meetings have switched to the Zoom platform. We were having major functionality issues with Adobe Connect so we will be using Zoom moving forward. If you have any feedback about the meeting experience today please feel free to send it forward for us to consider.
- Lots of new policies have been issued since the last all-category PAC meeting. We know it is a lot to digest. The subcommittees are hard at work developing webinars and messages to help officers meet the new policy requirements and maintain their readiness.
- Career Development will be presenting more information later but one of the key policy changes the PAC is committed to helping officers operationalize individually is the new benchmarks. More on that later in the meeting.
- We are working collaboratively across the PACs in the Cross Category PAC Chairs Group (CPCG) to leverage our strengths, improve communications, and share resources. Some of the initiatives for this group include feedback on the Model Charter, mentoring, and recruitment to name a few.
- Please be sure to answer the survey that the Office of the Surgeon General sent out regarding deployments as soon as possible, even if you are mission critical or on a deployment waiver.
- The call for PAC volunteers was extended. We know there are a lot of competing priorities and many likely have little bandwidth to share, but if you do, the PAC can use your help with the initiatives we have ongoing, especially helping our officers navigate the policy changes. We would also welcome senior officers to apply. Your expertise and institutional knowledge are useful and valuable to our subcommittees and the PAC as a whole.
- The 2021 EHOPAC Award winners were announced. We would like to thank all of the nominees and nominators. It was a very close race and the caliber of officers was astounding. It was a very difficult choice. The 2021 winners are:
 - The John C. Eason Award was established to recognize the accomplishments of talented newcomers to the field of environmental health and moreover, to recognize the promise these individuals hold for the future of the Public Health Service. The 2021 John C. Eason award goes to LT Kathryn McNamara.
 - The Edward (Ted) Moran Award recognizes an outstanding mid-level environmental health professional who consistently achieves high standards in the practice of environmental health, occupational health and safety, industrial hygiene, or radiological health. The 2021 Edward (Ted) Moran Award goes to LCDR Krista Ferry.
 - The Thomas E. Crow Mentor Award recognizes significant contributions by an individual who has enhanced professional growth and career development of environmental health professionals working in the U.S. Public Health Service by serving in a mentoring capacity. The 2021 Thomas E. Crow Mentor Award goes to CAPT Jill Shugart.
 - The John G. Todd Award is the highest honor given by the EHOPAC. The award recognizes an exemplary senior-level environmental health professional for significant career contributions in achieving the PHS mission of improving the Nation's health through the practice of environmental health. The 2021 John G. Todd Award goes to CAPT Kenny Hicks.
- There will be an official listserv message with more information about the accomplishments of these individuals forthcoming. Thanks again for all the wonderful nominations, and congratulations to the awardees.

V. Chair-Elect – CDR Jessica Havranek

- Beginning recruitment for a position – IHS – replacing CDR Travis Bowser
- Timeline
 - 08JUN2021: Announce at Open PAC meeting
 - 08JUN2021 – 09 JUL 21: Solicitation
 - By 23JUL2021: Packages sent to VMs
 - 10AUG2021: Open discussion during business meeting
 - 10AUG2021 - 03SEP21: VMs review and vote
 - By 14SEP2021: Tally votes and announce new VM at Open PAC meeting and via ListServ
 - By 30SEP2021: Send appointment package to OSG

VI. Ex-Officio – CDR Elena Vaouli

- Immediate Past Chair 2021 major initiative is to foster a knowledge sharing culture. Focus of work will center around 4 key activities:
- Advancing DEI (diversity, equity, inclusion) within EHOPAC
- Reviewing practices, policies and procedures by working collaboratively with EC and SCs
- Supporting History & Career Development Subcommittees
- Spotlighting EHOs
- Exciting Announcement!
- EC created the EHOPAC Environmental Justice (EJ) & Health Equity Working Group (ad-hoc, time-limited, topic-focused)
- Supports fostering knowledge sharing culture: advancement of DEI, innovation of EHOPAC practices and procedures, spotlighting EHOs and EHO work
- Group led by LCDR Aaron Niman and CDR Michelle Dittrich (EJWG report to follow)
 - 2021 Working Group Initiatives
 - EHO Communications
- September social media campaign
- Distribution of EJ webinars and trainings
 - September Training Event
- Two-part webinar series
 - Part I: EJ Presentation
 - Part II: EHO Panel Presentation
 - Invites and additional information to come.

VI. Secretary/Treasurer Report –LCDR Corey Butler

Secretary Updates

- **Secretary Updates**
 - May minutes finalized/April and May will be uploaded to website soon
 - **Mid-year volunteer solicitation extended-Please consider applying by 11JUNE2021**
 - Volunteers will be placed by mid July 2021

Treasurer Updates

- Account Balance – closed

VII. Executive Committee Liaison Report – CDR Eva McLanahan

- Reminder we have our anonymous feedback link available throughout the year if you'd like the Executive Committee and CPO to consider your feedback anonymously. You are always welcome to email us directly, too! <https://www.surveymonkey.com/r/NDXMFWX>
- Since March 2021, we received five new comments. Three were related to promotions and benchmarks, two to deployments, and one to CCHQ policy. All comments were considered and discussed by the EC along with the CPO, but several require additional considerations. Concerns were relayed to our CCHQ liaison. Thank you for providing us your thoughts and potential solutions.
- Five new comments submitted since last EHOPAC meeting.

– Commissioned Officers Association – CAPT Jill Shugart

- 2021 COA Award Winners
- Local Branch Leader of the Year
 - LT Rachel Forche, Greater Texas COA Secretary
- Local Branch Member of the Year
 - LCDR Michael Simpson, D.C. COA Branch
- Small Branch of the Year
 - Heart of America
- Civilian Outstanding Support
 - PHS Personnel and Career Management Branch (Mr. Larry Reeves, Ms. Mary Boone, Ms. Lisa Duhart, Ms. Shanae Robinson, Ms. Evelyn Palm, Ms. Shruti Muri)
- Health Leader of the Year
 - RADM Michael Weahkee
- New EHO COA Board Member
 - LCDR James Gooch
- New Retired COA Board Member
 - CAPT (ret.) Alan Echt
- 2021 COA Annual Business Meeting
 - Tuesday 22JUN2021
 - 1900 Eastern

– American Academy of Sanitarians – CAPT Wendy Fanaselle

- The AAS Board of Directors and annual Business Meeting will be held during the NEHA AEC 13JUL2021 from 10:00am to 12:00pm MT.
- The AAS did not receive any nomination packages for consideration for the Wagner Award this year, so the award will not be presented this year. The Board will recognize a newly elected Diplomat Emeritus and a new Honorary Diplomat during the next Annual Board Meeting.

– Environmental Health Accreditation Council – CAPT (Ret.) Donald Williams

- Thank CAPT Don Williams – last meeting after serving as our EHAC rep for 12 years! Certainly wish him fair winds and following seas as he truly retires from service.
- New Council members selected
- There were five seats and five nominees in the Academic Category. Three are incumbents and two are new members.
 - Timothy Murphy - Department Chair and Associate Professor at University of Findlay, Ohio
 - Clint Pinion, Jr. - Master's Program Director and Associate Professor at Eastern Kentucky University
 - Swatantra Kethireddy, Asst. Professor, Mississippi Valley State University

- Lok R. Pokhrel - Assistant Professor at East Tennessee State University, Tennessee
- Rania Sabty - Assistant Professor at California State University, Northridge

– **National Environmental Health Association – Jonna Ashley**

- The final days of the NEHA Annual Educational Conference Virtual Series will take place on 14-15JUL2021. Registration for the event is still open.
- Anyone who registers for the AEC at this point will have on-demand access to the other two parts of the series which took place this Spring. All attendees who participate live or on-demand will receive continuing education credit or the educational sessions that they watch.
- The final part of the series will include the NEHA Town Hall, award winner recognitions, pre-conference workshops, and the closing session. Information and registration are available on neha.org under News & Events.

– **American Industrial Hygiene Association – CAPT Bradley King**

- The 2022 American Industrial Hygiene Conference and Expo (AIHce) heads to Nashville, TN on 23–25MAY 2022. The [submission portal](#) for abstracts will open **June 7, 2021**, with a submission deadline of September 15. Acceptance notifications will be sent in November.
- The Product Stewardship Society Conference (PSX 2021) will be held 28–30SEP2021, in Anaheim, CA, and registration is now open (<https://www.productstewards.org/>). Product Stewardship responsibly manages the health, safety, and environmental aspects of raw materials, intermediates and consumer products through their life cycle.
- The Board of Certified Safety Professionals (BCSP) is seeking nominations for Director positions on the BCSP Board of Directors that will become vacant at the end of 2021. The vacant position(s) will be filled from a pool of candidates nominated by BCSP-endorsing organizations and other CSPs interested in volunteering their service to BCSP. The [nominating deadline](#) is **15JUN2021**.
- AIHA is in the process of updating our library of Back to Work Safely™ guidance documents. The second edition of these practical documents will be released in June in English and later this summer in Spanish. They were created to aid both businesses and consumers to safely re-open, keeping their business, employees, and clients healthy and safe during the pandemic (<https://www.backtoworksafely.org/>).

– **Commissioned Corps Women’s Issues Advisory Board – CAPT Carrie Oyster**

- **Representative: CAPT Carrie Oyster**
- Website: <https://dcp.psc.gov/osg/ccwiab/>
- Anti-Harassment Committee Co-Chair with LCDR Marissa Zwald (Scientist)
- Team:
 - CAPT Shani Lewins, CDR Cara Halldin, **CDR Monica Leonard**, CDR Rachael Lopez, CDR Andrea McCollum, CDR Renee Shibukawa-Kent, **LCDR Sarah Maynard**, LCDR Emiko Petrosky, **LCDR Amanda Schaupp**
- **BOLD = EHO**
- Anti-Harassment committee compiled report on concerns relating the COVID-19 & Border mission deployments
 - Data collection from ~27 officers self-reporting concerns over 36-48 hr window to CCWIAB
 - Passed information to Dr. Sweis on 3 May
 - Presented findings to CCHQ (RADM Orsega, RADM Childs & deployment branch)
- Anti-Harassment Committee also requested to report concerns to a CCHQ Task Force investigating USPHS deployment challenges
 - Submitted report on 24MAY2021
 - Immediately forwarded to top leadership

- Anti-Harassment Committee met with Corps Care to discuss concerns relating to CCHQ
 - Initial meeting held 26MAY2021 with follow-up dialog ongoing
- **Junior Officer Advisory Group – LT Sandra Carpio**
- Next JOAG General Member Meeting will be 11JUN2021 at 1:00 pm EST.
 - Leadership Topic: “How to Overcome Unexpected Outcomes.”
 - Recordings available on our [MAX.gov page](#)
 - JOAG is looking to plan a Symposium in July and announcement is forthcoming.
 - Peer-to-Peer Network Program is seeking Junior Officer mentors (>2 years of service) and mentees (< 2 years of service).
 - Readiness and Deployment Committee is seeking deployment narratives.
 - Volume 15, Issue 1 of *The Junior Officer Chronicles* (JOC) is available [here](#).
 - Next Journeyman Speaker Series (JSS) will be held on 2JUL2021. The last JSS on *JOAG Overview and Leadership Opportunities* and previous presentations are available on our website [here](#).
 - JOAG invites JOs to share stories of why you accepted or plan to receive the COVID-19 vaccination AND stories of how you positively use public health to affect your community.
 - For questions or to submit narratives reach: Omoye.Imoisili@fda.hhs.gov & Ranay.M.Yonkers@ice.dhs.gov
- **Commissioned Corps Headquarters – CDR Robert Horsch**
- No updates

VIII.Squad Reports

- **Readiness – LCDR Merritt and LCDR Darr**
- Intra-Agency Deployment Opportunities and Getting Credit via Liaisons – 2JUL2021
 - ASPR and CCHQ Deployment Logistics Procedures – 30SEPT2021
 - Public Health Emergency Response Strike Teams and Other PHS Teams – TBD November
 - Readiness Reminder
 - BLS Deadline 30JUN2021
 - Reminder: Retention Weight Standards and Quarterly Reporting (PHS Form 7044-1) Due July
- **Career Development – CDR Bowser and CDR Quinn**
- CCHQ recently released new all-category benchmarks for Promotion Year 2022
 - The new benchmarks apply to every category and do not include category-specific information
 - Career Development Subcommittee is currently reviewing the changes and working on EHO-specific guidance in coordination with the CPO and the EHOPAC EC
 - Questions or comments about the benchmarks can be submitted to the EHOPAC via the anonymous feedback system
- **Information Technology – CDR Evans**
- Website editor tool “Jarminator” remains inoperable. All PACs are unable to upload or edit content. IT is monitoring the issue closely and is prepared to make all updates to the website as soon as the editor tool is functional.
 - There may be a workaround. IT will meet with the Information Technology Chartered Advisory Committee (ICAC) to learn possible workarounds.
 - EHOs may select one Voting Member to serve on the ICAC. IT will work with the EC to determine how best to proceed with selection criteria for this position.

- IT is seeking one new volunteer to assist with the website. Problem solving skills and HTML experience would be preferred.

– Training and Events – LCDR Frank and LCDR Galvez

- Training ListServ
 - Finalized Rules of Engagement document
 - Working with IT Subcommittee to determine how ListServ will be operationalized
 - Identifying management team roles to administer ListServ
 - Formalizing plans to offer monthly training updates, process for submission(s), and user control on frequency of notifications.
- VTS
 - EC currently reviewing proposal
 - Planned 1-Day virtual event on 14SEP2021
 - COF to promote event on Symposium [website](#)
- Next steps:
 - Call for Abstracts, Coordinate OASH speaker request with EC, CEU approval through IHS EHSC, Collaborate with Awards and Career Development SCs.

IX. Open Discussion

a. Mentoring and Orientation – CDR Hunter and LCDR Ferry

- Mentoring Program Survey (for mentors and proteges in the 2019-2020 cohort) has been extended to June 25

X. Adjournment – CDR Jessica Otto

The meeting was adjourned at 1434 ET