



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



## Meeting #259 Minutes, 12SEP23

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### I. Call to Order - CDR Galvez

- The meeting was called to order at 1300 ET

### II. Roll Call - LT Hickey, Executive Secretary

- 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
Annetta	Laura	LCDR	Excused	Click or tap here to enter text.
Bales	David	CDR	Present	Click or tap here to enter text.
Bante	Katie	CDR	Present	Click or tap here to enter text.
Bird	Bill	CDR	Present	Click or tap here to enter text.
Butler	Corey	CDR	Excused	Click or tap here to enter text.
Carpio	Sandra	LCDR	Present	Click or tap here to enter text.
Darr	Charles	CDR	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	CAPT	Excused	Click or tap here to enter text.
Ferry	Krista	LCDR	Present	Click or tap here to enter text.
Frank	Samuel	LCDR	Present	Click or tap here to enter text.
Galvez	Steven	CDR	Present	Click or tap here to enter text.
Havranek	Jessica	CAPT	Present	Click or tap here to enter text.
Hickey	Braden	LT	Present	Click or tap here to enter text.
Hunter	Candis	CDR	Present	Click or tap here to enter text.
McNamara	Kathryn	LCDR	Present	Click or tap here to enter text.
Otto	Mark	LCDR	Present	Click or tap here to enter text.
Rodriguez	Luis	CAPT	Present	Click or tap here to enter text.
Smith	Martin	CDR	Present	Click or tap here to enter text.
Wittry	Beth	CDR	Present	Click or tap here to enter text.

#### Voting Guests and Attendees Present

Last Name	First Name	Rank	Organization Represented
Witkovskie	Christian	CDR	Admin Team

### III. CPO Report – CAPT Jiggins

- Welcome back from summer travel season. Hopefully you took a lot of photos, please submit EHO in Action photos. These are beneficial to show what EHOs do to leadership. Submit photos for the 2023 EHO photo book to [Shelby.Haddeland@ihs.gov](mailto:Shelby.Haddeland@ihs.gov), [Christina.Waters@fda.hhs.gov](mailto:Christina.Waters@fda.hhs.gov), and [nxz0@cdc.gov](mailto:nxz0@cdc.gov)
- COER and Promotion season is coming
- CCHQ is working hard to get a one grade promotion system in place. Officers should be receiving orders with change to permanent promotion
  - Log into eOPF and confirm you have received your Pay Grade Conversion and Promotion Category Group orders
  - Log into eOPF and confirm your PIR shows you as Applied Public Health category
- Encourage everyone to attend CCHQ Connect sessions. Questions are still being addressed
  - CCHQ CONNECT PROMOTION SERIES

14SEP2023	12:00-1:00 p.m. ET	Officer Promotion Information Session #1 (Part 2)
28SEP2023	12:00-1:00 p.m. ET	Officer Promotion Information Session #2
11OCT2023	12:00-1:00 p.m. ET	Officer Promotion Information Session #3
15NOV2023	12:00-1:00 p.m. ET	Officer Promotion Information Session #4
- Applied Public Health Categories
  - For several years we have had non-EHO Flag Officer and non-EHO CAPT on the EHO promotion board so this is not necessarily new
  - EHO, Engineers, Veterinarians, Scientists (except clinical behavior health), HSO (except clinical)
  - From what CPO has seen from the bottom quartile discussions, you must be able to write to a broader audience, explain what you do in broad public health terms, and the public health impact in preventing injury and illness

### IV. Special Presentation – American Academy of Sanitarians – CDR Jess Otto

- Introduction to the American Academy of Sanitarians (AAS)
- History: Started in 1956 with the Sanitarians Joint Council during American Public Health Association (APHA) Convention. Multiple organizations meet to discuss what sanitarians were and subsequently formed the AAS to promote and advance the environmental health profession and professionals. Work on professional recognitions, certifications, and scholarship. Read more about the [History of the American Academy of Sanitarians](#)
- Vince Radke – President; Michelle Samaritan – Incoming President
- Awards – Provided awards for major accomplishments in environmental health
  - Davis Calvin Wagner Sanitarian Award Recipient 2023 – Dr. Wendell A. Moore, COL, USA (Retired)
  - Mangold Award – Brian Collins
- Diversity, Equity, and Inclusion
  - Want to seek out a diverse membership and looking how to build equity and inclusion into the vision and operations
  - Will be upcoming article in the Journal of Environmental Health to solicit participation in this work
- NEHA/AAS Scholarships
  - Have an established scholarship fund which is funded jointly with NEHA. Award ~\$9000.00 annually to undergraduate and graduate students
- Becoming a Diplomat [Criteria](#)
  - Certified as a specialist in their field by a board
  - 7 years of field experience
  - At least one published or publishable paper
  - Supervisory approval and three letters of recommendation

- Currently hold an RS/REHS credential
- Five Smart Strategies to Develop your Career Capital
  - Self-evaluation – what are your priorities, strengths, weaknesses
  - Where are you now – What job, skills, what is your workday
  - Where am I going – What skills do you need to build
  - Setting a Direction
    - What appeals to you, what roles suit you, what skills do you need to develop
  - How are you going to get there
    - Set a plan to achieve your goals
- Define success
  - Goal setting
  - Get a mentor
  - Make milestones for 6, 12, 60 months
  - How will you achieve your training plan
  - How will you expand your network
- Please consider applying to become a Diplomat. Please feel free to reach out to CDR Jessica Otto, [Jessica.lynn.otto@gmail.com](mailto:Jessica.lynn.otto@gmail.com)
- CAPT Jiggins reminded everyone how integrated the EHO category is with the professional organizations

## V. Chair-Elect – CDR Galvez

- New voting members have been selected for 2024-2026
  - CDR Robert Horsch – FDA
  - LCDR Catherine Beaucham – CDC
  - LCDR Mark Chen - FDA
  - LCDR Nakia Clemmons – CDC
  - LCDR Aubree Kelly - CDC
  - LCDR Ronan King – NPS
  - LCDR Lisa Nakagawa – FDA
  - LCDR Kelsey Volkman – FDA
- 27 applications this year – very competitive
- Selection system
  - Moved away from scoring/ranking system since results varied widely
  - Voting Members elect those that they believe have the skills to be successful
  - The eight nominees with the most votes were designated

## VI. Immediate Past Chair Report – CAPT Havranek

- September is Environmental Health Month
  - Promote visibility of USPHS and the EHO category
  - Recruitment
  - Recognitions of contributions to the category
  - Promote cooperation within the profession of environmental health
  - Presentation on 26SEP23 1400-1600 EST. *Celebrating World EH Day – Exploring Environmental Health Career Pathways* with CAPT Jiggins and Dr. Gary Brown. Please register: <https://www.neha.org/world-eh-day-23>

## VII. Executive Secretary Report – LT Hickey

- Changing volunteer solicitation process to streamline the process and make easier on everyone.
  - Call for volunteers once a year

- Beginning of October – Request needs from subcommittees
- Mid/Late October – Volunteer solicitation (2 weeks)
- November – Selections
- January – Volunteers start
- Revised nomination form and brief letter of interest
- Can only serve on one subcommittee at a time
- Volunteer term is three years; extensions may be available for select individuals for continuity of operations
- Subcommittee leads please begin thinking about what volunteers you might need

## VIII. Executive Committee Liaison Report – CDR Bante

- Three special presentations on 13SEP23
  - [International Association of Emergency Managers \(IAEM\)](#) – 1400 EST
  - American Public Health Association (APHA) [Environment Section](#) – 1430 EST
  - [Association of Food and Drug Officials \(AFDO\)](#) – 1500 EST
- EHOPAC Anonymous Feedback - Updated Link: EHOPAC feedback form: <https://forms.office.com/g/eAEsWNyrkE>
- American Industrial Health Association (AIHA)
  - September 2023 is inaugural Worker Health and Safety Month.
  - 13SEP23 is the deadline for proposals for sessions, professional development courses, and posters at the AIHA Connect 2024 in Columbus, OH
  - Looking for subject matter experts for Committees:
    - AIHA Toxic Substance Control Act Task Force, deadline 29SEP
    - AIHA Indoor Air Quality Task Force, deadline 15SEP
    - AIHA Guideline Foundation Emergency Response Task Force, deadline 15SEP
- Commissioned Corps Women’s Advisory Board (CCWIAB)
  - Recently updated website: <https://dcp.psc.gov/OSG/ccwiab/>
  - Mission is to identify and analyze keep issues that impact women in the Commissioned Corps and to develop action plans to address these issues
  - Website includes:
    - Guide for expectant parents and those getting married or divorced
    - Information sheets related to navigating deployments while breastfeeding or undergoing fertility treatment
    - Contact information for each PAC liaison to CCWAIB
  - CCWIAB held its second listening session on 10AUG23. Slides available on CCWAIB Resources webpage.
- Commissioned Officers Association of the USPHS (COA)
  - Continue to coordinate showings across the country; special event for congressional staff on 17OCT
  - <https://invisiblecorps.com>
  - Upcoming events:
    - 18SEP: DC Golf Tournament at Maryland National Golf Club
    - 25OCT: Prudential Pathways provides retirees with holistic education to help determine when they can retire and simple step by step information on how to prepare
    - 8NOV: National Cemetery Administration presents tips on how to plan for a burial at a national cemetery to alleviate stress on your family
- Junior Officer Advisory Group (JOAG) - LCDR Carpio
  - New voting members selected
  - Multiple volunteer leadership positions available
  - New JOAG Position Vacancies – Job Repository

- JOAG is soliciting feedback from all junior officers on any PHS related questions, concerns, or input through Junior Officer “JO” Voice
- Upcoming events:
  - 15SEP: JOAG Fall Webinar – A Captain’s Perspective on Career Planning
  - Monthly Soccer Socials in Atlanta area
  - 07SEP: Koop Seminar Series – FDA Coordinated Outbreak Response and Evaluation Network – Perspectives from USPHS Response Officers
- National Environmental Health, Science and Protection Accreditation Council
  - 2022-2023 Annual Meeting held in conjunction with 2023 NEHA AEC in New Orleans
  - Six-year reaccreditations granted for undergraduate programs at Benedict College, University of Wisconsin – Eau Claire, and Western Carolina University
  - Elected 2023-24 Board of Directors including CDR Jason Lewis (Co-Vice Chair – Undergraduate Programs and LCDR Kai Elgethun (Vice Chair – Graduate Programs)
  - Elected seven new/second term council members (4 academic + 3 practitioners)
  - 2023-24 operational year activities
    - Anticipate reaccreditation reviews for 10 programs and initial reviews for two programs
    - Significant revision of graduate program guidelines (Transition to competency-based criteria)
- NEHA – Heather Folker, Director of Membership and Credentialing [hfolker@neha.org](mailto:hfolker@neha.org)
  - Encourage membership, currently \$100, but will be increasing to \$105
  - INFORM Conference, 22-24JAN24 in Washington DC. <https://www.neha.org/inform>
  - NEHA AEC 2024, 15-18JUL24 in Pittsburgh, PA
    - AEC call for abstracts deadline 9OCT - <https://www.neha.org/aec>
- EC Liaison feedback/questions: [katie.l.bante.mil@mail.mil](mailto:katie.l.bante.mil@mail.mil)

## IX. Subcommittee Reports

- **Awards & Recognition – CDR Wittry**
  - Awards Best Practices presentation 21SEP23 1200-1300 Eastern
    - Presentation from CCHQ Awards Program
    - Announcement of new EHOPAC Award
    - Do’s and Don’ts of writing awards with EHO specific examples
    - Guidance on awards planning and strategies
  - Anticipate new volunteer opportunities on the horizon for brainstorming new initiatives
  - Thank you to current volunteers
- **Communications – CDR Dittrich & LCDR Carpio**
  - No report
- **History – CDR Smith & CDR Bird**
  - Inaugural EHOPAC Yearbook 2022 Release!
    - 23 pages capturing the events, people, and accomplishments of the EHOPAC in 2022
    - Includes EHOPAC award winners, Voting Members, Subcommittee activities, and volunteer roster
    - Will be released annually going forward
  - The History SC Environmental Health Month Article will be in the COA Frontline September Edition detailing
    - What is Environmental Health
    - EHO History
    - EHOs in Action

- **Information Technology – LCDR Otto**

- No report

- **Mentoring & Career Development – CDR Hunter & LCDR Annetta**

- Mentoring Program Updates – LCDR Alexa Deptola
  - *Changes to Mentoring Program*
    - Scope of mentorship should be focused on Officership and introduction to the category
      - Can discuss other things, but the above items should be the primary focus
    - Operational Year (OY) change
      - OLD OY aligned with Fiscal Year (Oct-Sept)
      - NEW OY will align with Calendar Year (Jan-Dec 2024)
    - Eligibility
      - Mentees must have <6 years of service at the start of the OY
      - Mentors will have 6 years or more of service and
      - No adverse actions
      - Not be in the bottom decile for promotion last cycle
      - CPO concurrence
      - Supervisor approval
  - *Reminders*
    - Mentors should use the updated EHO Mentoring Topical Guide
      - Will be provided during Mentor training
    - Call for next mentoring year will be issued after this meeting
      - Open period: 12SEP – 06OCT
  - Career Development Workgroup – CDR Travis Chapman
    - Events
      - 29SEP – Career Paths: To Move or Not To Move (Environmental Health Month)
      - 19OCT – Applied Public Health Senior Officer Panel
    - Activities
      - CV Cover page and CV examples- [Coming soon!](#)

- **Readiness – CDR Bales & CDR Darr**

- The EHOPAC Readiness Subcommittee, Preparedness Work Group, is hosting a fit testing training during EH month to provide a qualitative fit testing refresher to all EHO's. The purpose of this fit testing training is to provide EHO's with a refresher on fit testing skills in the event they are needed during future deployments
  - When: 14SEP
  - Time: 1330 – 1500 PM EST

- **Recruitment & Orientation – CDR Butler & LCDR Erling**

- No report

- **Training & Events – LCDR Frank & LCDR Ferry**

- Hosting special presentation 21SEP at 1400 Lets All Get our CIH! (And Other Credentials!)
  - DATE/TIME: 21SEP23, 14:00 EST
  - LENGTH/FORMAT: 30-minute webinar
  - PRESENTER: LT Madeline Lydon, Industrial Hygienist, National Institutes of Health (NIH) - [Maddie.Lydon@NIH.gov](mailto:Maddie.Lydon@NIH.gov)[ZOOM](#)

## **X. Open Discussion – CDR Galvez**

- None

## **XI. Adjournment – CDR Galvez**

- The meeting was adjourned at 1412 EST