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**Engineer Professional Advisory Committee (EPAC)**

***EPAC General Meeting Minutes***

*October 8th, 2020*

1. **Welcome/Call to Order (EPAC Vice Chair, CDR Deb Cox)**

* Meeting called to order at 1500 EST

1. **Roll Call (Executive Secretary, LCDR Michael Simpson)**

* Officers or Alternate emailed LCDR Simpson to confirm attendance

|  |  |  |  |
| --- | --- | --- | --- |
| **Subcommittee** | **Name** | **Alternate** | **Attendance**  **(Yes, No, Excused, Alternate)** |
| **EPAC Chair** | CDR Samantha Spindel | LCDR Michael Simpson | Excused |
| **Executive Secretary** | LCDR Michael Simpson | LCDR Timothy Martin | Yes |
| **Chief Engineer** | RADM Edward Dieser | N/A | Yes |
|  | | | |
| Awards | CDR John Kathol | CDR Michael Termont | Yes |
| CDR Matthew Mergenthaler | LCDR Travis Sorum | Yes |
| Career Development | LCDR Omobogie Amadasu | LCDR Joshua Sims | Yes |
| CAPT Eric Hanssen | CDR Leo Gumapas | Yes |
| Events | LCDR Derrick Buck | LCDR Timothy Martin | Yes |
| LCDR Michael Gifford | CDR Jeremy "Bret" Nickels | Yes |
| Information | CAPT Josh Simms | LT Drew Katherine | Yes |
| LCDR Garrett Chun | LT Adam Ramos | Yes |
| Public Health Engineering Practice | CDR Leo Gumapas | CDR Andrew Yang | Alternate |
| CDR James Coburn | LCDR Hanniebey Wiyor | Yes |
| Readiness | CDR Frank Chua | CDR Shane Deckert | Yes |
| CDR Sean Bush | CDR Mark Hench | Yes |
| Recruitment and Retention | LCDR Praveen KC | CDR William Fraser | Yes |
| LCDR Fred Kelly | LCDR Kenneth Chen | Yes |
| Rules | CDR Deb Cox | CDR Stacey Yonce | Yes |
| LCDR Matt Palo | LT Christian Parra | Excused |
| Strategic Planning for Engineering | CAPT David Harvey | LCDR Melissa De Vera | Excused |
| CDR Sam Russell | CDR David Gwisdalla | Yes |
| ***\* When a member is not available, the Alternate can serve as the voting proxy.***  ***\*\*See Appendix A for more information about each member, including hyperlinks to email addresses*** | | | |
|  | | | |
| **EPAC Liaisons** | | | |
| **CCWIAB** | CAPT Varsha Savalia | CDR Theresa Grant | Yes |
| **COA** | CDR Brad Cunningham | CDR Nikhil Thakur | Yes |
| **JOAG** | LCDR Michael Wandersee | TBD | Yes |
| **SAME** | CDR Steve Sauer | LT Kevin Remley | Alternate |

1. **Chief Professional Officer (CPO) Remarks/Update** **(RADM Edward Dieser)**

* Main comments provided during Town Hall in hour prior

1. **EPAC Chair Remarks (EPAC Vice Chair, CDR Deb Cox)**

* Congratulations to CDR Samantha Spindel on the birth of her son, Luke, on September 11th; to LCDR Michael Simpson on the birth of his son, Logan, on September 12th; and to LCDR Omobogie Amadasu on the birth of his daughter, Magaline, on July 15th.
* Congratulations to LT Maggie Ziols on her recent promotion.
* On Thursday October 22th from 2-3pm Eastern, the CPO will host a Senior Officer Panel. Please plan to join the webinar, if possible.
  + The format will be questions to 3-4 senior officers from Career Development Subcommittee regarding their careers and leadership advice

1. **Awards Subcommittee Discussion (CDR John Kathol, Vice Chair)**
2. **Awards Review Board (Fall Cycle-PHS Engineer of the Year (EOY), Engineer Responder of the Year (EROY), RADM Jerrold M. Michael Award)**

* **Nomination are due by November 15th.** All nominations are to be submitted via email to the current EPAC Awards Subcommittee Chair, CDR John Kathol (john.kathol@ihs.gov).
* Please review the Chief Engineer Announcement from Oct. 4th for the NEW nomination forms for 2020. Please review nomination forms thoroughly and please take time to nominate deserving engineers!!
* In addition, check the EPAC/AWARDS & RECOGNITION Webpage for access to the new forms and any updates (<https://dcp.psc.gov/OSG/engineer/awards.aspx>)

1. **Strategic Initiatives Team (Lead: LCDR Travis Sorum –** [**travis.sorum@ihs.gov**](mailto:travis.sorum@ihs.gov)**)**

* Updates to the EOY, EROY and Michael Award’s are completed and are currently posted for use.
* Huge thank you to the Team Lead (LCDR Travis Sorum), Awards Subcommittee Vice Chair (CDR Matt Mergenthaler), EPAC Chairs (CDR Spindel and CDR Cox), RADM Dieser and all those that have contributed comments and feedback over the years that led to this point.
* Summary of major revisions highlighted on next two slides.
* Team has begun the review of the spring awards cycle nomination forms. Updated forms are targeted for the Spring 2021 cycle.
* Revision Summary
  + Why: A need was identified over the past several years from various EPAC Chair’s, Award Subcommittee Members and the Chief Engineer to improve the forms and the process and to provide clarity to the eligibility requirements, required documents, timelines, and overall consistency for the implementation and review of all Awards.
  + Process: The Awards Subcommittee completed an extensive review of the current process and forms, conducted research on past practices and feedback from previous cycles of reviews. Based on that information, the team developed updated forms that encapsulates the necessary level of change to the nomination forms to an optimal level while providing a reasonable balance that effectively captures the spirit and purpose of the award.
  + Timeline: The COVID pandemic impacted the timeline and completion of these forms. Due to the urgency and necessity to implement improvements to the forms for the Fall 2020 cycle, it was advised by EPAC leadership and the CPO to rollout forms with the understanding that they may not be perfect and that modifications stemming from changes by OSG and others may result in further modifications in subsequent years.
  + Documentation: Summary memo (6-pages) documents all changes and why.



* Summary of Major Revisions
  + Format of forms updated for all three awards (standardized, consistent, fillable PDF’s and Narrative form templates)-Improve submissions and review process.
  + New standalone version of the PHS Engineer of the Year Nomination Process (previously followed NSPE-FEYA application)-Better align the award to the mission of the PHS while demonstrating impact on public health through engineering.
  + Implemented specific timelines for documenting achievements for specific awards and criteria. EOY- last 36 months, EROY-combination career and last 36 months, Michael-career achievements. – Previously undefined resulting in inconsistent nominations and reviews while better aligning with the spirit and intent of the award.
  + Incorporated a “standby” period and one-time selection for individual awardees-Enhances the opportunity and encourages all PHS Officers and Civil Servant Engineers to apply.
  + Implemented an endorsement section that is reasonable and consistent across all awards-Enhances integrity of the nomination and narrative and provides a level of validation for the nomination packet. Still allow self-nominations but level of endorsement is needed.
* RADM Dieser is aware that changes were not approved by Voting Members but pushed out to improve what is currently out there with intentions that tweaks, and modifications may be made for upcoming cycles.
  + This is a perfect time to evaluate your accomplishments of the year along with completing your COERs.
* CDR Kathol will soon determine deadline for edits to current forms for future cycles.

1. **SOP Initiative (Lead: LCDR Abbas Bandukwala –** [**Abbas.Bandukwala@fda.hhs.gov**](mailto:Abbas.Bandukwala@fda.hhs.gov)**)**

* SOP still in review stage as Subcommittee completed revisions to Fall Cycle Nomination Forms.

1. **Career Development Subcommittee Discussion (CAPT Eric Hanssen, Vice Chair)**
2. **Senior Officer Advisory Panel—Web event set for 22 October 2020.**
3. **Engineer Career Track Initiative (Lead: LCDR Thomas Peter –** [**Thomas.Peter@fda.hhs.gov**](mailto:Thomas.Peter@fda.hhs.gov)**)**

* Expanded from original “Biomedical Initiative” to category-wide Career Track guidance.
* Met with CPO on 9/14—provided vision on career track and certification guidance needed.
* LCDR Peter expanding category-wide survey to collect engineer roles and certifications.

1. **Honor the late CAPT (ret) Gladys Rodriguez (Lead: Chair)** 
   * Finalized. Will post soon and send with Engineering Announcements.
2. **Mentoring Program (Lead: Vice Chair)**
   * Currently at 52 Mentor-Mentee pairs, with one request for a Mentor pending.
3. **Database of Online Engineering Master’s Programs (Lead: LCDR Tyrrell Lang –** [**Tyrrell.Lang@ihs.gov**](mailto:Tyrrell.Lang@ihs.gov)**)**

* Survey ready for category-wide release—to go out with Engineer Announcements soon.

1. **Continuing Education Summary Template Update (Lead: LCDR Kelly Kachurak -** [**Kelly\_Kachurak@nps.gov**](mailto:Kelly_Kachurak@nps.gov)**)**

* Combines CE and professional development into a single annual document.
* Proposed Template will be sent out to EPAC for review soon.

1. **Events Subcommittee Discussion (LCDR Derrick Buck, Chair)**
2. **Chief Engineer’s Quarterly Meeting (Lead: LT Drew Katherine –** [**Drew.Katherine@fda.hhs.gov**](mailto:Drew.Katherine@fda.hhs.gov) **)**

* Virtual – October 8, 2020; 2-3pm EST.
* Quarterly Town Hall right before the EPAC General Meeting.

1. **AMSUS Annual Meeting (Lead: LCDR Michael Simpson –** [**michael.simpson@fda.hhs.gov**](mailto:michael.simpson@fda.hhs.gov)**)**

* Gaylord Nation Resort and Convention Center, MD, Dec. 6-10, 2020.
* AMSUS has switched to 100% online. Registration opens September 15th. Reduction in price.
* Sessions will be available (on-demand) until December 2020 for CEUs.
* Co-Leads: LCDR Michael Tollon, LCDR Hanniebey Wiyor.

1. **E-Week (Lead: LT David Sullivan,** [**David.Sullivan@fda.hhs.gov**](mailto:David.Sullivan@fda.hhs.gov)**)**

* Tentative date is February 18, 2021 at National Park Service HQ.
* Currently in the process of confirming the room and date.

1. **COF Symposium (Lead: LCDR Matthew Palo –** [**cle4@cdc.gov**](mailto:cle4@cdc.gov)**)**

* No updates on abstract submissions.
* Most categories were unable to hold virtual Category Days so we are unique to have new presentations for 2021.
* Possible Pre-Conference Training opportunity (Post-Disaster Response).
* Co-Lead: LCDR Michael Gifford.

1. **SAME – JETC (Lead: CDR Benjamin Marnell –** [**benjamin\_marnell@nps.gov**](mailto:benjamin_marnell@nps.gov)**)**

* Oregon Convention Center, OR, May 18-21, 2021.
* Still in development.

1. **Information Subcommittee Discussion (CAPT Joshua Simms, Chair)**
2. **Content Management (Lead: CDR Jim Kohler –** [**Kohler.James@epa.gov**](mailto:Kohler.James@epa.gov)**)**

* Up to date on website requests – will be updating CDR Cox requests in next day or so.
* Please check your Subcommittee pages for anything you would like.
* Submit update requests to [EPAC-POSTINGS@LIST.NIH.GOV](mailto:EPAC-POSTINGS@LIST.NIH.GOV) .
* Nothing new on the [Anonymous Feedback](https://docs.google.com/forms/d/e/1FAIpQLSf-NzIg4JvEPggglkynXTjJrUl1W67q1rXo3n6KjjT9t9_FKg/viewform?c=0&w=1) section on website.

1. **Newsletter (Lead: CDR Jason Peterson –** [**Jason.Peterson@cms.hhs.gov**](mailto:Jason.Peterson@cms.hhs.gov)**)**

* We have received 5 articles for inclusion to date for the Fall 2020 EPAC Newsletter.
* Final Fall 2020 Newsletter completed around the end of October.

1. **Combined Category Newsletter (Lead: CDR Chris Vaught –** [**Christopher.Vaught@ihs.gov**](mailto:Christopher.Vaught@ihs.gov)**)**

* On hold

1. **Public Health Engineering Practice Subcommittee Discussion (CDR James Coburn, Vice Chair)**
2. **Administrative (Lead:** **Chair)**

* Regular Meetings are monthly on the 3rd Thursday at 2pm.
* Always open for new and interested participants.
* Subcommittee is about helping you be better at your current job through telling others about it or gaining information from others.
* Restarting / Continuing several projects that were paused during the height of COVID deployments.

1. **Article Publication and Review (Lead: Chair and Vice Chair)** 
   * If you need assistance with peer reviewed or non-peer reviewed article, then PHEP/Publication Review Work Group is happy to help.
     + Email CDR James Coburn - [james.coburn@fda.hhs.gov](mailto:james.coburn@fda.hhs.gov) for article to be reviewed.
     + Reviews are to be completed within 14 calendar days.
2. **Readiness Subcommittee Discussion (CDR Frank Chua, Chair)**
3. **Deployment Readiness Support (Lead: LCDR Michael Tollon –** [**Michael.Tollon@fda.hhs.gov**](mailto:Michael.Tollon@fda.hhs.gov)**)**

* Readiness Survey updated and ready for distribution.
* Will be sent out via Chief Engineers Announcements next week

1. **Readiness Training and Education: Training Curriculum (Lead: LCDR Steven Tidwell –** [**steven\_tidwell@nps.gov**](mailto:steven_tidwell@nps.gov)**)**

* 2021 COA Pre-Conference training collaboration w/ Events SC on *Post Disaster Safety Assessment Training of Buildings.*
* Working with CDR Cunningham, COF POC, on pre-conference logistics.

1. **Healthcare Facilities Training Initiative Developed (Lead: LCDR Praveen K.C. –** [**KC.Praveen@epa.gov**](mailto:KC.Praveen@epa.gov)

* Introduced to EPAC last month and is still under development.

1. **Information Management/Engineer Booklet: Engineer Deployment Narrative (Lead: CDR Tara Bizjak -** [**Tara.Gooen@fda.hhs.gov**](mailto:Tara.Gooen@fda.hhs.gov)**)**

* 2019 Deployed Engineers Booklet under 508 compliance review and will make announcement via Chief Engineers Announcements when complete.
* COVID 19 Engineer Narratives Booklet anticipated complete by 10/19 and posted on EPAC Website and potentially in a future newsletter.

1. **Recruitment and Retention Subcommittee Discussion (LCDR Praveen KC, Chair)**

* Year end bi-monthly meeting set for first week of December.
* Plan to distribute Letter of Appreciation by end of November.

1. **Recruitment Training & Tracking (Lead: LCDR Jonathan Ireland –** [**Jonathan.Ireland@ihs.gov**](mailto:Jonathan.Ireland@ihs.gov) **)** 
   * Survey response for R&R presentation are trickling in. All responses are due by 10-12-2020.
2. **R&R SOP (Lead: Chair)** 
   * SOP has been finalized and will upload in R&R webpage by end of next week.
3. **Rules Subcommittee Discussion (CDR Deb Cox, Chair)**
4. **Rules SOP (Lead: LCDR Matt Palo – cle4@cdc.gov**

* Great job to PHEP and R&R posting their SOPs!
* All Subcommittee SOPs are due and should be posted by year end.

1. **Voting Member Selection (Lead: CDR Deb Cox –** [**Cox.Deborah@epa.gov**](mailto:Cox.Deborah@epa.gov)**)**

* Your agency liaisons have confirmed their support.
* Next step is to receive your formal appointment from the OSG.
* Your alternate forms are due to be submitted to the 2021 EPAC Executive Secretary, LCDR Melissa de Vera, at [Melissa.DeVera@ihs.gov](mailto:Melissa.DeVera@ihs.gov) by Dec 4th.
* Updated form on the website



* + If no supervisory changes, do not need to resubmit.
  + Alternates should not be other voting members.
  + Each voting member should have their own alternate.

1. **General Discussion/Questions**

* Surge force capacity email from DHS is open for USPHS Officers?
  + Yes, however RADM Dieser will be reaching out to DHS for official request prior to USPHS applying.

1. **Commissioned Corps Women’s Issues Advisory Board Update (CAPT Varsha Savalia)**

* Nothing substantive to report this month, no meeting since last EPAC meeting.
* ACTION ITEM: Engineer Liaison for CCWIAB from Jan 2021 to Dec 2023.
  + Engineer will be a voting member of CCWAIB. Will need to attend both monthly CCWIAB calls and EPAC calls as well as be active member of the CCWIAB. Please contact CAPT Varsha B. Savalia at Varsha.Savalia@FDA.hhs.gov with your interest.
* Open to all ranks and all officers, monthly meetings and potentially be an active member on a subcommittee within CCWIAB in addition to being category liaison.

1. **Commissioned Officer’s Association Update (CDR Brad Cunningham)**

* Has been a recent turnover of a lot of leadership and officer representatives.
* Please renew your membership if it has lapsed – operational year is July 1 through the end of June.
* COA Membership dues
  + $170 annual dues (O4 and above, retired or active)
  + $105 annual dues (O3 and below, retired or active)
  + $55 annual dues (civilian)

1. **Junior Officers Advisory Group Update (LCDR Michael Wandersee)**

* JOAG OY20-21 started 10/1/2020
* OY20-21 JOAG Chair is LCDR Beth Wittry
* Please join us for a Koop Seminar Seriespresentation on Thursday, October 15th, 2020 at 1430-1530 EST
  + Numerous presenters about deployment to COVID-19 response Administration for Children and Families (ACF)
  + Conference Call Dial-in: 1-201-795-0506  
    WebEx ID: 199 122 5173
  + WebEx Password: JOAGKoop1
* Volunteer opportunities email will be going out next week as well

1. **Society of American Military Engineers Update (LT Kevin Remley)**

* Small Business Conference will be virtual but not the same as JETC
  + Market Research Event
  + No Chiefs Panel this year
  + 8 Professional development tracks – 2 health care oriented
  + 04-06 November 2020
  + <https://www.samesbc.org/about.cfm>
* SAME’s 2021-2022 Leader Development Program
  + Remarks by LT Remley (currently in program) in the 2020-2021 class and first USPHS officer in class
    - Program is to first focus on knowing yourself, then knowing your team, then knowing your future
    - How to understand your leadership style and use it accordingly to benefit yourself and others
    - A few book assignments and discussions
      * Good to Great, The Five Dysfunctions of a Team: A Leadership Fable; Crucial Conversations; and Quiet: The Power of Introverts in a World That Can’t Stop Talking
    - You are either assigned a mentor or seek out a mentor for the entire program and together you work on a project to help improve SAME.
    - Cohort is roughly half military half civilians.
  + Application process is now open, applications due 07 December 2020.
  + For mid-career professionals with five years of professional experience that have been members of SAME for at least one year.
  + SAME Foundation covers the fee to participate, including travel to the JETC in 2021 (Portland, OR) and 2022 (Aurora, CO).
  + <https://www.same.org/ldp>

1. **Closing Remarks and Adjourn (RADM Dieser and CDR Deb Cox)**

* Voting Members were sent an email on September 21st regarding their EPAC Subcommittee assignments for 2021.
  + Workplans are to be submitted by email to [cox.Deborah@epa.gov](mailto:cox.Deborah@epa.gov), copying LCDR KC at [kc.Praveen@epa.gov](mailto:kc.Praveen@epa.gov) by Dec 4th.
  + Please send a meeting invitation to CDR Cox, LCDR KC, and LCDR deVera to discuss your 2021 Subcommittee Workplans.
  + Meeting requests should be for one hour, starting on the hour, Monday Dec 7th from 1200-1700 EST or Wednesday Dec 9th 1400-1700 EST.
* Please continue to submit COVID-19 narratives and articles for the newsletter!
* Please continue to maintain your readiness
  + CCHQ Town Hall mentioned PHUs, BLS, and APFT will continue to be extended until March 31, 2021 – must have in system prior to the April 1, 2021 readiness check.
* Great job representing our category when deployed!
* CCHQ is having another Town Hall Tuesday, October 27, 2020 from 1330 to 1530. The Town Hall will be both a strategic and tactical Town Hall.
* Goal is to have Senior Officer Panels quarterly for remainder of RADM Dieser’s term as CPO.
* RADM Schwartz has been a great champion to help keep the officers aware and encourages senior officers to pass information and questions from junior officers.

**Next EPAC Meeting**

**2nd Thursday of the Month**

November 12th, 2020

1500 – 1600 EST

**Webex**: [**Start the meeting**\*](https://fda1.webex.com/fda1/j.php?MTID=m1ce91e7c5ae9bedeb962c2fb23d8ecf0)

*\*Click on URL and have system call you.*

***OR Call In***

**Call-In Number**: 210-795-0506

**Meeting Access Code:** 904 995 269

**APPENDIX A**

**2020 EPAC VOTING MEMBER FULL ROSTER**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Chief Engineer** | | | | | |
| **Term** | **Name** | **Rank** | **Agency** | **EPAC Role** | **Location** |
| 2018-2021 | [Dieser, Edward](mailto:eyn3@cdc.gov) | RADM | CDC | Ex-Officio | Atlanta, GA |
| **EPAC Voting Members** | | | | | |
| **Term** | **Name** | **Rank** | **Agency** | **EPAC Role** | **Location** |
| 2018-2020 | [Spindel, Samantha](mailto:Samantha.Spindel@fda.hhs.gov) | CDR | FDA | EPAC Chair | Beltsville, MD |
| 2018-2020 | [Buck, Derrick](mailto:derrick.buck@ihs.gov) | LCDR | IHS | Events, Chair | Tempe, AZ |
| 2018-2020 | [Simms, Joshua](mailto:joshua.simms@fda.hhs.gov) | CAPT | FDA | Information, Chair | Silver Spring, MD |
| 2018-2020 | [Harvey, David](mailto:david.harvey@ihs.gov) | CAPT | IHS | Strategic Planning for Engineering, Chair | Rockville, MD |
| 2018-2020 | [Gumapas, Leo](mailto:leoangelo.gumapas@nih.gov) | CDR | NIH | Public Health Engineering Practice, Chair | Bethesda, MD |
| 2018-2020 | [Palo, Matthew](mailto:matthew.palo@fda.hhs.gov) | LCDR | CDC | Rules, Vice Chair | Jamaica, NY |
| 2019-2021 | [Hanssen, Eric](mailto:eric.hanssen@nih.gov) | CAPT | NIH | Career Development, Vice Chair | Hamilton, MT |
| 2019-2021 | [Amadasu, Omobogie](mailto:omobogie.amadasu@ihs.gov) | LCDR | IHS | Career Development, Chair | Rockville, MD |
| 2019-2021 | [Bush, Sean](mailto:sean.bush@ihs.gov) | CDR | IHS | Readiness, Vice Chair | Escondido, CA |
| 2019-2021 | [Praveen, KC](mailto:kc.praveen@epa.gov) | LCDR | EPA | Recruitment and Retention, Chair | Washington, DC |
| 2019-2021 | [Cox, Deborah](mailto:cox.deborah@epa.gov) | CDR | EPA | Rules, Chair | Atlanta, GA |
| 2019-2021 | [Russell, Sam](mailto:russell.sam@epa.gov) | CDR | EPA | Strategic Planning for Engineering, Vice Chair | Washington, DC |
| 2020-2022 | [Kathol, John](mailto:John.Kathol@ihs.gov) | CDR | IHS | Awards, Chair | Tempe, AZ |
| 2020-2022 | [Mergenthaler, Matthew](mailto:matthew.mergenthaler@ihs.gov) | CDR | IHS | Awards, Vice Chair | Sacramento, CA |
| 2020-2022 | [Gifford, Michael](mailto:michael_gifford@nps.gov) | LCDR | NPS | Events, Vice Chair | Washington, DC |
| 2020-2022 | [Chun, Garrett](mailto:garrett_chun@nps.gov) | LCDR | NPS | Information, Vice Chair | Portal, CA |
| 2020-2022 | [Coburn, James](mailto:James.Coburn@fda.hhs.gov) | CDR | FDA | Public Health Engineering Practice, Vice Chair | Silver Spring, MD |
| 2020-2022 | [Chua, Frank](mailto:Francis.Chua@ihs.gov) | CDR | IHS | Readiness, Chair | Sacramento, CA |
| 2020-2022 | [Kelly, Fred](mailto:fred.kelly@nih.gov) | LCDR | NIH | Recruitment and Retention, Vice Chair | Bethesda, MD |
| **Ex-Officio Volunteers** | | | | | |
| 2020 | [Simpson, Michael](mailto:michael.simpson@fda.hhs.gov) | LCDR | FDA | Executive Secretary | Silver Spring, MD |
| 2020-2021 | [Cunningham, Bradley](mailto:Bradley.Cunningham@fda.hhs.gov) | CDR | FDA | COA Liaison | Silver Spring, MD |
| 2019-2020 | [Savalia, Varsha](mailto:varsha.savalia@fda.hhs.gov) | CAPT | FDA | CCWIAB Liaison | San Antonio, TX |
| 2019-2020 | [Michael Wandersee](mailto:michael_wandersee@fws.gov) | LCDR | FWS | JOAG Liaison | Lakewood, CO |
| 2019-2020 | [Sauer, Steve](mailto:Steve.Sauer@ihs.gov) | CDR | IHS | SAME Liaison | Spokane, WA |

\*Clicking on the Voting Member name will open their email address