



ENGINEER PROFESSIONAL ADVISORY COMMITTEE

14 SEPTEMBER 2023

GENERAL+ VOTING MEETING



EPAC Chair Remarks

➤ Need to know

- EPAC Innovation Form (EIF) – We welcome fresh ideas and perspectives to move us forward!
 - <https://dcp.psc.gov/OSG/engineer/rules-subcommittee.aspx>
- Upcoming Events
 - September 28th @ 1700-1800 ET – R&R Subcommittee: Fall Esprit De Corps Event
 - October 19th @ 1500-1630 ET – First Cross-PAC Senior Officer Panel (Applied Public Health Category Group)
 - November 4th-11th – First Engineer Service Week (LTJG Mendoza @ magaly.mendoza@ihs.gov)

➤ Keeping the pulse

- Changes: One promotion for PY24, CCHQ connect sessions, benchmarks
- Opportunities: For the Good of the Whole, Diversify
- Push to the end: End of the FY, 3 months till the end of the CY, busy time of year
 - Pick your priorities, keep your head up, and follow through

➤ Gifford's gouge

- “The attitude with which we approach the situation can determine our success or failure.”
- Peyton Manning



EPAC Chair
CDR Michael Gifford



EPAC Chair-elect
CDR Matthew Mergenthaler



Chief Professional Officer Remarks

- Modernization Policies Update
 - PY2024 Promotion Benchmarks
 - Permanent Promotion CCI and POMs
 - CCD 151.07, Hazardous Duty Pay and Special Duty Pay
 - CCD 127.01, Annual, Sick, and Station Leave
 - CCI 652.01, Allotments
- CCHQ Connect Sessions: recordings at [Officer Secure Area](#), OASH Leadership Presentations
 - Adverse Actions and Employee Relations, 8/17/23
 - One Promotion for Promotion Year 2024, 8/30/23
 - What to Expect in Promotion Year 2024, 9/14/23, 9/28/23, 10/11/23, 11/15/23
 - Conversion to Permanent Grades, 8/30/23, 9/20/23, 10/11/23, 11/15/23
- Permanent Grade and Promotion Conversion, 10/1/23



Chief Engineer
RDML Emil Wang





Agenda

- **Opening Remarks** from EPAC Chair & CPO (5 minutes each)
- **Subcommittee Updates** (30 minutes; 3 minutes each)
 - Rules; Awards; Career Development; Events; Information; Mentoring; Public Health Engineering Practice; Readiness; Recruitment and Retention
- **Liaison Updates** (5 minutes)
- **New Business** – EPAC Chair Candidate (5 mins)
- ***Open Floor:** Discussion, New Business, or Questions (10 minutes)
- **Closing Remarks** (5 minutes)
- **End of EPAC General meeting session**
- **Voting Members Meeting Only**

*Open Floor are based on time permitting



EPAC 2023 Executive Secretary
LCDR William Chang



Rules Subcommittee

- New EPAC member process (Leads: CDR Mergenthaler, LCDR de Vera)
 - 8 engineers selected, Voting packet submitted to members, results pending Agency and CCHQ approval
- Annual workplan updates
 - EPAC VOY to be presented today (Lead: CDR Bandukwala)
 - Presentation today, Final vote by 15Sep23
 - Implement and refine EIF process – transparency and insure no good ideas are overlooked- Lead LCDR Milner
 - Review of Voting Member Selection Process – transparency, continuity, consistency- Lead CAPT Kesteloot
- Next Meeting will be October 18, 2023 at 10 AM EST
- Work is emergent throughout year and calls for Volunteers will be ongoing. Reach out to CDR Mergenthaler matthew.mergenthaler@ihs.gov or LCDR de Vera melissa.devera@ihs.gov if interested



Chair
CDR Matthew Mergenthaler



Vice Chair
LCDR Melissa de Vera

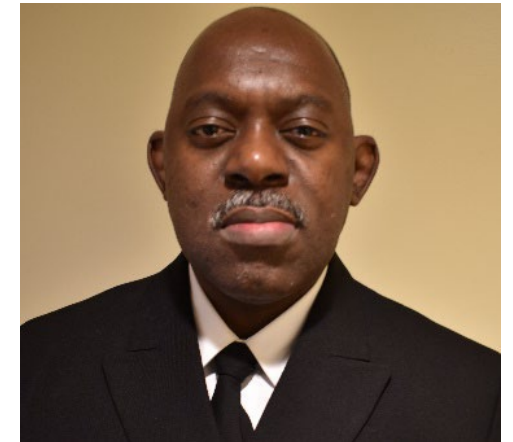


Awards Subcommittee

- The Fall Awards Cycle has begun (Hollis, Green, Cummings, EROY, EOY, Michaels). Nominations due November 1. Call for nominations has opened up as of August 1. The next all points bulletin more information for Fall Awards.
- AMSUS Awards Nominations– Deadline September 15 (POC: LCDR Evette Pinder)
- National Society of Professional Engineers Awards (NSPE) Nominations – Deadline October 31.
- Working on ways to give more recognition to PHS (Nominations, EPAC awards, etc.)



Chair
LCDR Travis Sorum

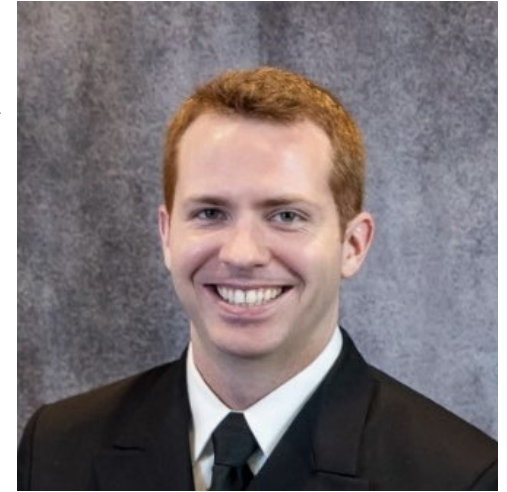


Vice Chair
LCDR Drew Katherine



Career Development Subcommittee

- **SAVE THE DATE – Senior Officer Panels (Run by LCDR Mary Millner):**
 - October 19th on Officership Without Borders Collaboration & Partnership Beyond Categories
- **Building Repository of Professional Credentials, Licensures applicable to the Engineer Category (Run by CDR Tom Peter)**
 - Currently at 111 credentials/licensures to inform on the diversity of engineers
- **Promotion Data Analytics team finalizing survey for distribution to EPAC (Run by LCDR David Sullivan)**
 - Will be last year at doing under current processes given change to Applied Public Health promotion category but should provide insight into promotion process (at least from a PY2023 perspective).



Chair
CDR Michael Simpson



Vice Chair
CDR Chris Fehrman



Events Subcommittee

➤ Events and Initiatives

- **EPAC Service Week 2023:** Nov 4-11
 - Lead — LTJG Magaly Mendoza/ Co-Lead - **Vacant**
 - **AMSUS 2024:** 12-15 FEB – National Harbor, MD
 - Lead – LCDR Hanniebey Wiyor / Co-Lead – LCDR Nam To
 - **E-Week 2024:** ASPR Washington, DC
 - Lead LCDR Schuyler Price/ Co-Leads/Advisors – ASPR Engineer Officers/ Lead on Deck – CDR Praveen K.C. - EPA
 - **SAME JETC 2024:** 14-16 MAY – Orlando, FL
 - Lead – LT Bijay Tamang / Co-Lead – CAPT Varsha Savalia / Advisor - LCDR Kevin Remley / Lead on Deck - LT Hom Sharma
 - **Category Day 2024:** 24-27 JUN – Jacksonville, FL
 - Lead – LT Maggie Ziols/ Co –Lead - LCDR Yvesna Blaise / Lead on Deck – LT Sophia Lopez
- **Leadership/Volunteering Opportunities** — Contact: CDR Adeuya and LCDR Eapen via email at roxanne.adeuya@fda.hhs.gov and Jaison.Eapen@hhs.gov



Chair
CDR Roxanne Adeuya



Vice Chair
LCDR Jason Eapen



Information Subcommittee

- Publication of Fall Newsletter around November
- APAN user guide on EPAC webpage under Information Subcommittee
- Engineer listserv monthly announcements has new managers, LCDR Christopher Mercer and LCDR Bijay Tamang.
- Survey to be distributed regarding EPAC.
- Next Info Subcommittee meeting is November 13. Contact CDR Riley (gary_riley@nps.gov) or LCDR Chang (William.chang1@fda.hhs.gov) if you are interested in volunteering.



Chair

LCDR Gary Riley



Vice Chair

LCDR William Chang



Mentoring Subcommittee

➤ New Program Participants:

- Open Recruitment – If you're interested in the program, go to the EPAC Mentoring website and fill out the intake questionnaire. If you have a mentor/mentee in mind, fill out the contract. Submit to 'epac.mentoring@gmail.com'.

➤ Existing Program Participants:

- Mid-cycle check-in - Pending until some bugs in the database programming is completed.
- Gmail – Pending e-mails in the inbox that will be addressed once the bugs in the database programming is completed.
- Updates – If you have any updates to your profile or mentor/mentee information, submit the revision request to 'epac.mentoring@gmail.com'.

- ## ➤ Mentoring SC Interest? Meetings are the 4th Wednesday of every month at 1600 Eastern Standard Time. Email CDR Thakur (Nikhil.Thakur@fda.hhs.gov) and LCDR Junes-Harvey (juliane.junes-harvey@ihs.gov) directly.



Chair
CDR Nikhil Thakur



Vice Chair
CDR Juliane Junes-Harvey



Public Health Engineering Practice Subcommittee

We want to hear from you if...

- Have engineering challenges related to resiliency from hazards such as wildfires, hurricanes, floods, extreme heat, and drought
- Have emerging ideas for engineering related practices and don't know what your next steps are

PHEP General Meeting information: 3rd Thursday each month at 2pm Eastern

- LT Wimer (CDC) - gia3@cdc.gov
- LCDR Timothy Martin (OS/ASPR/BARDA) Timothy.Martin@hhs.gov



Chair
LCDR Bryan Wimer



Vice Chair
LCDR Timothy Martin



Readiness Subcommittee

➤ Readiness News!

- RSC meets on the 4th Wednesday of the month from 1500-1600 ET: ([MS Teams link](#)) or call in (audio only) at +1 513-769-4574,,335304847# *Come Join us!*
- Looking for a way to get involved? A number of projects could use your support; **reach out to us.**

➤ CY2023 Key Initiatives/Project Updates:

- **Readiness Support Workgroup (Led by [CDR Steven Tidwell](#)):**
 - Deployment Support Team, DST – Standard Operating Procedure (SOP) Development
 - CCHQ Deployment Role Review Committee – EPAC RSC Representatives on this committee
 - Engineer’s Capability Statement – Updated 2018 Fact Sheet to better market our unique skillsets
 - Disaster Response Engineer, DRE – Continuing to support the initiative with several DRE related projects in 2023 (i.e., RDB deployment skillsets database w/PHEP and a “certification” process)
- **Deployment Booklet Workgroup (Led by [LCDR George Ngatha](#)):**
 - FY2022 Deployed Engineers in Action booklet - under a QA review prior to final publication
- **Readiness Training Workgroup (Led by CDR Steven Tidwell):**
 - DRE Basic training at COA Symposium (May 2024) – Conducting a survey to gauge officer interest
 - Safety Officer Resources Brochure – Finalizing safety related resources compendium
- **Information Management (Led by [LCDR Steven Fields](#)):**
 - Looking to update EPAC RSC webpage along with movement of RSC documents to APAN
 - Developing a survey of Engineering Officers related to Readiness and deployments



Chair
CDR David Gwisdalla



Vice Chair
CAPT Tara Gooen Bizjak



Recruitment and Retention Subcommittee

➤ Workgroup Updates

- Communications: Esprit de Corps networking event is scheduled on **Thursday September 28 @ 5 pm Eastern Time**
 - Presentations on “Life in the Ready Reserve” featuring LTJG Jesse Samluk
 - Networking opportunity with other PHS officers
 - A white paper to explore options to recognize recruitment efforts by engineers is in draft
- Training & Tracking and COSTEP Team
 - Recruitment of COSTEPs for 2024 using Handshake (650+ inquiries)
 - Focused on communications with COSTEP applicants, fielded questions, hosted webinars
 - Working on surveys to send to applicants
 - Compiling strategies on how to improve the process
 - Creating questionnaires for existing COSTEPs to provide a bio for viewing
- Other – Recruitment Efforts by Engineers
 - CDR KC recently presented at American Society of Nepalese Engineers
 - CDR Joseph Jones will be presenting at American Indian Science and Engineer Society conference
 - LCDR Bijay Tamang conducting recruiting at the conference

➤ Contacts: yonce.stacey@epa.gov and mark.hench@ihs.gov



Chair
CDR Stacey Yonce



Vice Chair
CAPT Mark Hench



Liaison Updates



CDR Piermatteo

CCWIAB

- Call out for new CCWIAB Engineer Voting Member. 3 Year Term (Jan. 1, 2024 – Dec. 31, 2026). Refer to the Aug. 29th Engineer Announcements for details including required commitments as well as how to apply. Applications due Sept. 15th.
- Listening Sessions (February and August 2023) - Presentations were recorded and are available on CCWIAB's [Resources](#) webpage. *Note: The open discussion segment for each Listening Session is not recorded.*
 - Next Listening Session planned for early December 2023. Stay tuned for details. For direct notification, consider subscribing to [CCWIAB's listserv](#).
- If you have any questions or issues you wish to raise to CCWIAB, please send an email to kimberly.piermatteo@fda.hhs.gov.



CAPT Kesteloot

COA

- COA Awards will be due soon please try to recognize your leadership and colleagues. Details can be found here: [Link Here](#)
- COA/COF Symposium will be June 24-27 next year. It will be in Jacksonville Florida. Details can be found here: [Link Here](#)



LCDR Remley

SAME

- Small Business Conference, Nov 1-3, 2023 in San Antonio, TX
- Joint Engineer Training Conference, May 14-16, 2024 in Orlando, FL - Call for Presentations expected to be open in October



LCDR Wandersee

JOAG

- Hundreds of volunteer opportunities will be coming out in early October that has varying levels of leadership, released via listserv
- JOAG Outreach Committee "A Captain's Perspective on Career Planning – A Panel Discussion" on September 15 1300-1400



New Business - EPAC Chair Candidate

Commander Christopher Fehrman, PE, MSEE, FAC-COR II

Agency: Indian Health Services

Location: Anchorage, Alaska

Past EPAC Involvement

- EPAC Voting Member and Vice Chair of Career Development 2022-2024
- EPAC Executive Secretary 2016
- Recruitment & Retention (R&R): Career Fair Connector Program 2021-2022
- R&R team member & Moderator for the CPO's Listening Sessions 2021
- R&R Appointment Support Coordination Team Lead 2019-2020
- Events Subcommittee member for Symposium Category Day 2016-2017
- R&R JR COSTEP Connector 2016-2017
- R&R Engineer Outreach Program 2010





Open Floor

- **The floor is open** for discussion, new business, or questions
 - Please unmute yourself to speak
 - When speaking, please identify yourself (rank and name) and duty station



Closing Remarks

- **Thank you** all for joining us today
- Mark your calendars for our next **EPAC General Meeting, Nov 9th 1500-1630 EDT**
- Find the latest EPAC information and calendar updates on our website <https://dcp.psc.gov/osg/engineer/>



EPAC Chair
CDR Michael Gifford

This concludes the General portion of our EPAC meeting.



Voting Proposal: Volunteer of the Year Award

06/14/2023 – EPAC Innovation Form received

- Problem: Lack of recognition for EPAC volunteers providing significant contributions and leading projects
- Proposed Solution:
 - Recognize these volunteers every year by EPAC Chair.
 - Recognize one EPAC volunteer member for exemplary work as evidenced by a specific accomplishment(s) toward the mission of the EPAC by CPO



Voting Proposal: Volunteer of the Year Award

- December – One Nomination is submitted by each Subcommittee chair to EPAC Chair. EPAC Chair and CPO can also provide nominations.
- December - EPAC Chair provides LOA to nominees and forwards nominations to Awards subcommittee
- January - Awards Subcommittee reviews and scores all nominations
- January - Awards Subcommittee makes recommendation to CPO
- February - CPO selects EPAC Volunteer of the year
- CPO presents Volunteer of the year with award at Event



Voting Proposal: Volunteer of the Year Award

Impacts

- Recognizes and acknowledges impactful work by EPAC volunteers
- Encourages volunteers to continue to participate in EPAC
- Enhances volunteers application for voting member
- May lead to other awards