



## EPAC Career Development Subcommittee August Update



### Subcommittee Leadership

**Chair:** CAPT Eric Hanssen – [Eric.Hanssen@nih.gov](mailto:Eric.Hanssen@nih.gov) (406) 802-6208

**Vice Chair:** LCDR Michael Simpson – [Michael.Simpson@fda.hhs.gov](mailto:Michael.Simpson@fda.hhs.gov) (301) 796-4070

### **Chair/Vice Chair Remarks**

- Thank you everyone for the hard work you're doing while deployed and/or on vacation well as normal day-job activities
- New corps wide standardized format for CV, CV Coversheet and CE sheet announced on July 22<sup>nd</sup> available at the following link:
  - [https://dcp.psc.gov/ccmis/promotions/PROMOTIONS\\_new\\_m.aspx](https://dcp.psc.gov/ccmis/promotions/PROMOTIONS_new_m.aspx)
- If you were up for promotion between 2018 and 2021 please fill out the survey <https://forms.gle/tqMyHz3rC6HjKXSv6>

### **EPAC Mentoring Program (Work Group Lead: CDR Omobogie Amadasu - [Omobogie.Amadasu@ihs.gov](mailto:Omobogie.Amadasu@ihs.gov))**

- Status Update:
  - With CDR Thakur on deployment, I have taken over mentoring parings. Due to an issue with the database, we are on hold with paring one officer. And we have one request in the queue.
  - We had our quarterly meeting to discuss our progress thus far. Due to deployments of our key volunteer's progress has been slow. During the call we flushed out our issues and will work to centralize the database.
  - We started the midyear reviews and so far, the feedback has been positive. Items of note:
    - More engagement from EPAC Mentoring to spur conversation ideas
    - Offer a training to help kick start the mentor-mentee pairing.
    - So far 30 emails have been received from mentoring pairs.
  - LCDR Chun reached out to confirm the requests to upload data to the EPAC Mentoring website are in progress.
  - In the process of paring two mentees and effort to reach out to promoted officers to become mentors for other officers
  - Reached out to promoted officers to form a panel (only one response to date)
  - Enhancements to database to make mid-year a more automated process
  - RADM Dieser has offered to sign Mentoring Program Certificate of Appreciation
- Challenges:
  - Deployments
  - Data management (working on solution)
  - Overall engagement
- Next milestone
  - Scheduled to attend an all PAC mentoring event 8/17.



## EPAC Career Development Subcommittee August Update



### Professional Certifications and Credentials Project (**Project Lead: LCDR Tom Peter – [Thomas.Peter@fda.hhs.gov](mailto:Thomas.Peter@fda.hhs.gov)**, unable to attend – update given by LCDR Bandukwala)

- Status Update: We completed an outline for the whitepaper so that it now includes factors such as pre-requisites, costs, re-certification requirements, etc. for each of the certs we are focusing on as comparisons to the PE
- Challenges/problems/request for feedback: I was deployed until September 4 but am back now for (hopefully) the foreseeable future
- Next scheduled milestone with date: The next step is taking the whitepaper from an outline to a draft which we hope to present to the CDS and solicit feedback in October

### Council of Captains (**Project Lead: LCDR David Dar – [David.Dar@fda.hhs.gov](mailto:David.Dar@fda.hhs.gov)**)

- Status Update
  - Panel #3 occurred on July 27<sup>th</sup> on Promotion Administration
  - Recording can be found at [https://dcp.psc.gov/OSG/engineer/cd\\_council.aspx](https://dcp.psc.gov/OSG/engineer/cd_council.aspx)
- Challenges/problems/request for feedback:
  - Panel delayed to follow PHS-wide town hall – turned out successful
- Next scheduled milestone with date
  - November 18<sup>th</sup> on Developing Your Professional Network with the team of
    - CAPT David Harvey, MS, MPH, PE
    - CAPT Stephen B. Martin, Jr., PhD, PE
    - CAPT Michael A. Stover, MS, PE
    - CAPT Jill Hammond, MPH
    - CAPT Angela Mtungwa, MS?

### Promotion Data Analytics (**Project Lead LCDR Tim Martin – DARPA email TBD**)

- Survey went out in EPAC announcements on August 17<sup>th</sup> and can be filled out here: <https://forms.gle/tqMyHz3rC6HjKXSv6>
- As of August 19<sup>th</sup> we have 24/359 responses. 359 is the total number of engineers and may be more than those up for promotion last four years (2018-2021)
- Plan to request reminder be sent out early September since all responses are due by September 17<sup>th</sup>

### Career Track Guidance (**Project Lead LCDR Noah Buikema – [Noah.Buikema@nps.gov](mailto:Noah.Buikema@nps.gov)**)

- Status Update
  - Continuing to develop the CDC and FDA document
    - CDC: LT Beck has developed a list of potential O6 engineers to contact. He has been on deployment and will be reaching out to individuals soon. Will be compiling information for the general structure of where engineering officers work (centers, institutes, and offices [CIOs]) and (divisions, laboratories, and offices [DLOs]). DLOs are located within the CIOs
    - FDA: LCDR Wiyor emailed our information template email to engineers at different FDA centers. Most engineers have not responded because they need to look at their position descriptions which requires a bit of



## EPAC Career Development Subcommittee August Update



digging. He is collecting the position descriptions from internal FDA emails regarding Detail or Permanent positions. He has about 20 of them right now and he is compiling them and will submit to our group. Also, compiling some of the information from USAJobs website.

- Statistical information should be available with the Agency “Listening Sessions”
- Challenges/problems/request for feedback
  - Some members are deployed
- Next scheduled milestone with date
  - FDA [10% complete and 9/15/2021] (from 8/1)
  - CDC [15% complete and 9/15/2021] (from 8/1)

### **Advanced Degree Programs (Project Lead – LCDR Tyrrell Lang – [Tyrrell.Lang@ihs.gov](mailto:Tyrrell.Lang@ihs.gov))**

- Status Update
  - Paper was drafted and reviewed by CDS leadership. Edits were noted and revisions are being made.
  - Paper with CAPT Hanssen for final review of article to be distributed
- Challenges/problems/request for feedback
  - Hard to write a true white paper with the data the survey provided. Shifting more toward an informational article with some personal experience included.
- Next scheduled milestone with date
  - Final Paper to be completed by July 30th and submitted to CDS leadership.

### **EPAC Guidance for CV/CE Updated Templates: (Project Lead: LCDR Kelly Kachurak – [Kelly.Kachurak@nps.gov](mailto:Kelly.Kachurak@nps.gov))**

- I reached out to my team about scheduling a meeting to discuss the new CV, coversheet, and CE summary sheet documents issued by CCHQ. We haven't determined a time to meet yet.
- After an initial review of the CV Coversheet, I already have some questions for HQ on it. For instance, there are many references to 'since the officer's last promotion' but it is unclear if this is the last temporary promotion, permanent promotion, or either. The instructions for the CV Coversheet do not provide any clarity.
- PharmPAC has issued CV templates for each rank, team is determining if each rank is needed or one example that can be used by all ranks
- NPAC has prepared presentation for NPAC, plan is to modify accordingly for EPAC

### **Gap Analysis of PAC CDS Activities (Project Lead LCDR David Sullivan – [David.Sullivan@fda.hhs.gov](mailto:David.Sullivan@fda.hhs.gov))**

- Status Update
  - CDS leads within PACs have been contacted with responses coming in to be analyzed once all received
  - Some officers are currently deployed and LCDR Martin may or may not have an official email and computer from his new position
- Challenges/problems/request for feedback
  - No immediate challenges requiring additional input



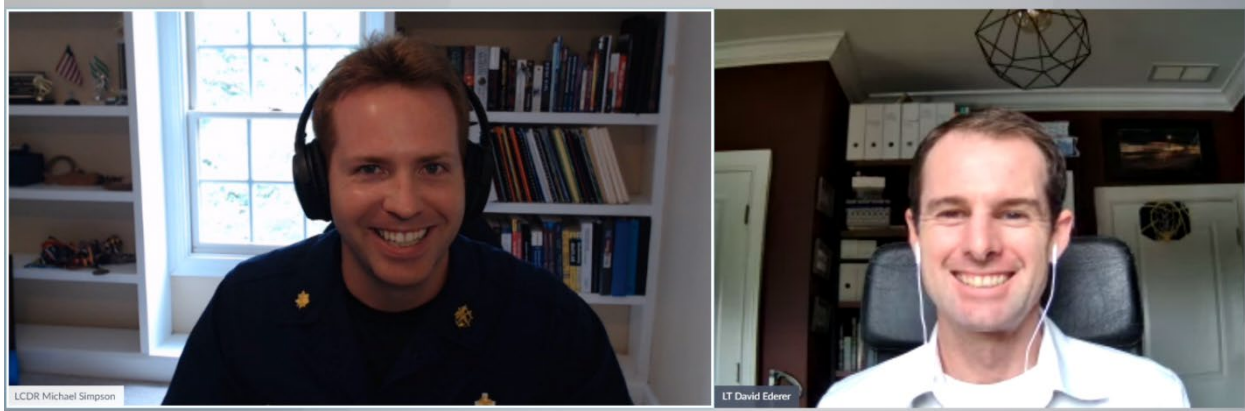
## EPAC Career Development Subcommittee August Update



- PAC contacts are very friendly and helpful to share their successful projects
- Next scheduled milestone with date
  - Working around deployments for evaluating best practices outside of EPAC
  - Analysis of projects/data metrics and trends will follow once gap analysis is complete with as many responses as can be received

### OBC Open House Representation (**Work Group Lead: LCDR Michael Simpson – [Michael.Simpson@fda.hhs.gov](mailto:Michael.Simpson@fda.hhs.gov)**)

- Most recent OBC Open House 129 had one engineer officer - LT David Ederer out of Chamblee, GA with CDC
- Next OBC Open House is September 21, 2021, TBD if engineer in class



### Core Competencies Assistance to PHEP SC (**Project Lead LCDR Mary Millner – [Mary.Millner@fda.hhs.gov](mailto:Mary.Millner@fda.hhs.gov)**)

- Status Update:
  - CDR Gumapas identified that HHS's Assistant Secretary for Administration (ASA) Office of Chief Information Officer (OCIO) is able to support all HHS entities.
  - ASA/OCIO indicated they are interested in working with USPHS to provide a resource for all chartered advisory groups to have tool to work in a collaborative environment. Currently putting together a scope for the project.
  - Working with OSG so that the project will be centralized and properly supported (not just CDR Gumapas maintaining)
- Challenges/problems/request for feedback
  - SharePoint site may only be accessible to those officers stationed at an HHS duty station. There are options for creating an external site but it may take money and some more time.
  - **CALL FOR VOLUNTEERS: CDR Gumapas can use assistance from other engineers that are strong in SharePoint and/or Access to help support the system once the logistics are figured out**
  - We may need RADM Dieser to champion the skills database once developed so that we get buy in from CCHQ Executive Leadership
- Next scheduled milestone with date



## EPAC Career Development Subcommittee August Update



- Project scope should be completed by end of September

### **CDS Website Maintenance and Improvement (Work Group Lead: LT Adam Cooke – [Adam.Cooke@fda.hhs.gov](mailto:Adam.Cooke@fda.hhs.gov))**

- Status Update
  - Website is now back up and running
  - Consolidation is occurring and will be finalized by September update
- Challenges/problems/request for feedback
  - Due to CCHQ shutting down the website, information was delayed
  - Deployments also impacted delay
- Next scheduled milestone with date
  - TBD

### **Certifications/Licensure/Credentials Book Share (Work Group Lead: CDR Omobogie Amadasu - [Omobogie.Amadasu@ihs.gov](mailto:Omobogie.Amadasu@ihs.gov))**

- Status update:
  - LCDR Chun confirmed the book share information will be posted to the website shortly.
  - Reimbursed on officer for book purchased
  - No other requests currently have a balance of about \$400.
- Challenges
  - Interest is still very low.
  - No engagement
  - Lack of visibility

### **Repository list of MOU with non-HHS agencies (Project Lead CDR Kurt Kesteloot – [Kurt.Kesteloot@nps.gov](mailto:Kurt.Kesteloot@nps.gov))**

- Status Update
  - Updating document on locations of HHS and non-HHS agencies with engineers and if there are restrictions on engineers at specific agencies.
  - Awaiting feedback from liaisons



## EPAC Career Development Subcommittee August Update



Next call Monday, September 27<sup>th</sup> 3:00pm – 4:00pm EDT



### [Join Zoom Meeting](#)

One tap mobile: US: [+16692545252](tel:+16692545252) or [+16468287666](tel:+16468287666)

Meeting URL: <https://fda.zoomgov.com/j/16161026092>

Meeting ID: 161 6102 6092

### **Join by Telephone**

For higher quality, dial a number based on your current location.

Dial:

US: +1 669 254 5252 or +1 646 828 7666 or +1 551 285 1373 or +1  
669 216 1590 or 833 568 8864 (Toll Free)

Meeting ID: 161 6102 6092

[International numbers](#)

### **Join from an H.323/SIP room system**

H.323: 161.199.138.10 (US West)

161.199.136.10 (US East)

Meeting ID: 161 6102 6092

SIP: 16161026092@sip.zoomgov.com