



EPAC Career Development Subcommittee Project Charter



Project Title

Core Competencies Assistance to PHEP SC

Project Team

LCDR Mary Millner (Project Lead)
LCDR Michael Wandersee (PHEP and CDS)
CDR Gumapas (PHEP)

Project Purpose

The purpose of this project is to assist the Public Health Engineering Practices (PHEP) Subcommittee in identifying data sources that can be tracked and documented in a central database for USPHS Engineers. Data of interest may include information such as certifiable and non-certifiable skills, credentials, and degrees, assist officers with the burden of searching for various advanced degrees and give a list of programs that USPHS Engineers have successfully attended (in person/online).

This project will provide all data collected from CDS surveys to PHEP to input as data sources for database.

Project Stakeholders

USPHS Engineer Officers – database will benefit officers in seeking mentors/mentees with specific degrees/credentials/certifications/certifiable skills/non-certifiable skills
PHEP Subcommittee – will benefit from collaborative effort
CCHQ/RDB – database will assist Readiness Deployment Branch with tapping officers with necessary skillsets for deployments

Project Schedule/Milestones

01MAR2021 – Obtain status update from PHEP on progress of database
01MAR2021 – Identify any additional CDS data sources that could be populated into the database.
01APR2021 – Relay information obtained from the Professional Certifications and Credentials survey to PHEP
01JUN2021 – Relay information obtained from the Online Engineering and Advanced Degree Programs survey to PHEP

Project Deliverables

The final deliverable will be a central database that can be used by USPHS Engineers for purposes such as matching mentors/mentees, identifying officers with skillsets for deployment purposes, and identifying certifiable skills that may be beneficial for a given billet or career track.

Team Communication

Meetings will be scheduled with key members of the PHEP Subcommittee on an as needed basis.



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Assumptions/Constraints

- Assumption: All CDS surveys will provide data to project lead for distribution to PHEP team
- Assumption: Historical data from historical surveys is still available to maximize database information
- Constraint: Currently no central location for housing database that is accessible from officers outside of CDR Gumapas's agency
- Constraint: Database may not be accessible from all locations where USPHS engineers work

Approval

Project Lead, LCDR Mary Millner

CDS Leadership