



U.S. Public Health Service

Environmental Health Officer's Professional Advisory Committee (EHOPAC)

Meeting #194 Minutes, October 20, 2015

I. Call to Order 1300 EST

EHOPAC Chair, CAPT David Cramer, called the meeting to order. Roll call was held for members in attendance.

EHOPAC Members Present

CAPT Alan Parham, CPO	CDR Chris van Twuyver
CAPT David Cramer, Chair	LCDR Matt Albright
CDR Carrie Oyster, Vice-Chair/Treasurer	LCDR Daveta Bailey
CDR Jennifer Freed, Outgoing Chair	LCDR Matthew Deptola
CDR Jamie Mutter, Secretary	LCDR William Fournier
CDR Darren Buchanan	LCDR Katie Hubbard
CDR Joe Laco	LCDR Carla Tuite
CDR Derek Newcomer	LCDR Elena Vaouli
CDR Jill Shugart	

EHOPAC Members Absent

CAPT John McKernan (Not Excused)	CDR Stephen Piontkowski (Excused)
CAPT Bobby Villines (Excused)	

EHOPAC Liaisons Present

CAPT (Ret) Gary Noonan, AAS Liaison	LCDR Daveta Bailey, JOAG Liaison
-------------------------------------	----------------------------------

II. Chief Professional Officer Update – CAPT Alan Parham

Report

- Congratulations to newly promoted RADM Kevin Meeks
- Promotion Season 2016
 - Use the promotion checklist
 - Review the 2016 Benchmarks

- CV and CE templates on EHOPAC.org
- December 31 is still the deadline to submit to eOPF (don't wait until the last minute)
- Must meet readiness 01Jan – 01ARP 2016
- Update registration/certification in eOPF!
- Discussed Direct Access issues
- COER Season
 - COER is available in the Officer Secure Area of the CCMIs website on October 7, 2015.
 - Due to the Rater by October 21, 2015.
 - Due to the Reviewing Official by November 11, 2015.
 - Completed COER must be in the officer's eOPF by December 2, 2015.
 - Online COER availability will end on January 6, 2016.
- 2015 EHO's in Action Photobook
 - Still time to submit photos
 - Submit your pictures (with captions) to LCDR Eva McLanahan (yjp8@cdc.gov) and CPO (aparham@cdc.gov)
- EHO Readiness Update
 - Basic Readiness Qualified: 321
 - Exempt (in first year of CAD): 2
 - Not Qualified: 15
 - October 2015 – 95.56% EHO's are basic ready
- Direct Access
 - Transition will not be seamless
 - We will get paid in January
 - There will be interruptions in service during the transition
 - COERs and eOPF system are not moving to DA
- Direct Access Shutdown (18 DEC 2015 ○ 04 JAN 2016)
 - Officers will not be able to:
 - Login to DA
 - Update, Basic Life Support (BLS) certification, 2015 Annual Physical Fitness Test (APFT), Deployment Role, or personal information.
 - *APFTs that are completed in accordance with current standards can ONLY be entered into DA before the scheduled shutdown on 12/18/2015. Officers that complete the APFT on or after 18 December 2015 will have to follow the new APFT standards and enter APFT results in DA when it comes back online on 5 January 2016. New APFT standards are available at http://dcp.psc.gov/ccmis/ccis/documents/POM15_004.pdf.*
 - DA shutdown will not affect access to Electronic Official personnel Files (eOPF) or other parts of the officer Secure Area on the CCMIS website.
 - DCCPR will not be able to perform:
 - Security clearances
 - Awards processing
 - Licensure and Certifications updates

- Medical Evaluations
- Immunizations data entry
- Positions data entry
- Calls to Active Duty
- What you can do:
 - Carefully read emails you receive from HQ on Direct Access Migration.
 - Act proactively to update Basic Life Support (BLS) certification, 2015 Annual Physical Fitness Test (APFT), Deployment Role and personal information before 18 December 2015 in Direct Access.
 - Visit the DA Migration webpage:
http://dcp.psc.gov/ccmis/DA_migration_m.aspx
- EHO General Duty Applicants – 50 applicants currently in the Boarding Process
 - EHP Appointment Boards are beginning to meet.
 - Former COSTEPs (within the last five years can apply any time).
 - Reminder: GPA Requirement of 2.8 (up from 2.5) for all new applicants and applicant cannot have more than 5 years civil service time or 8 years prior service with DOD.
- President Obama issued the Presidential Unit Commendation to Commissioned Corps

III. EHOPAC Chair Report – CAPT David Cramer

Report

- **WCU Recruitment Visit:**
 - Welcome from the Health Sciences Building at Western Carolina University. We have been here visiting with students in the Environmental Program. It's actually homecoming week, so that's been special for us alumni of this esteemed university. Yesterday CAPT Alan Parham, CAPT Joe Maloney, CAPT Don Williams, CDR Jamie Mutter, CDR Jill Shugart, LCDR Chris Fletcher and myself met with students in the Introduction to Public Health, the Intro to Environmental Health and the Toxicology Class. CAPT Joe Maloney, CDR Jill Shugart, and LCDR Chris Fletcher presented on their CDC deployment to Sierra Leon to help contain the spread of Ebola Virus Disease. CAPT Parham presented a recruitment talk to students in the toxicology class. CAPT Parham has been visiting WCU for 20 plus years. The rest of us gave 5 minute talks highlighting key experiences from our environmental health careers.
 - I want to say thank you to Dr. Burt Ogle and Dr. Tracey Zontek and the administration at Western Carolina University for hosting us and providing the facilities for today's meeting. Also I want to say thank you to them for putting us up in the Alumni house here on campus. Last night we had the opportunity to visit with both current and former WCU faculty including Dr. Bert Ogle, Dr. Tracy Zontek, Dr. Brian Byrd, Dr. Phil Kneller and his wife Jane as well as Dr. Gary Smith and his wife Susan. Just a fantastic opportunity to reconnect with the individuals that have meant so much to the USPHS Environmental Health Officer Category.

- I'd like to extend our well wishes to Vice Chair CDR Carrie Oyster who is recovering from ankle surgery. Also a special shout out to Ex Officio Chair CDR Jennifer Freed who could not be here today.
- **New Voting Member**
 - Now I'd like to introduce our 2016-2018 Term EHOPAC Voting members. It was a competitive election cycle as it always is. We had several stellar applicants and the vote was very close. But our new PAC Voting members are as follows:
 - **Centers for Disease Control & Prevention:** Representing the Centers for Disease Control and Prevention is CDR Monica Leonard. CDR Leonard is serving in the Commissioned Corps Liaison's office at CDC. She has a BS in Biology from Xavier University of Louisiana and a MPH in Environmental Health from Emory University in Atlanta. She is also an REHS. CDR Leonard has played a pivotal role on the M&R Subcommittee for several years and even served as EHOPAC secretary during CDR Mutter's absence. We are grateful for her participation.
 - **Indian Health Service:** Representing IHS is LCDR Travis Bowser. LCDR Bowser is prior Air force and has been the Safety Officer at the Sells Indian Hospital. He was also the Tucson Area IHS Emergency Preparedness Coordinator. He is currently an Environmental Health Officer in the Tucson Area Office. LCDR Bowser serves on the Readiness Subcommittee and also participated in the EHOPACs mentorship program. LCDR Bowser is also a Junior COSTEP workgroup member. LCDR Bowser is an Environmental Health graduate of Colorado State in Ft. Collins, Colorado. He also has a MS from Montana Tech in Butte, Montana.
 - **At Large:** Representing the At Large agencies is LT Danny Malashock. LT Malashock is a medical Planner in the Office of Health Affairs at the Department of Homeland Security. LT Malashock attended the University at Albany and holds a BS Environmental Science and MS in Environmental Health Science. He's served on JOAG and is active in his local COA branch.
 - **Environmental Protection Agency:** I'm sorry to report that we had one resignation in early September. LCDR Jason Mangum representing EPA decided to withdraw from the EHOPAC. CAPT John McKernan was LCDR Mangum's alternate and has agreed to step in until the next election cycle. CAPT McKernan is the Director of Environmental Stressors at the U.S. EPA, Office of Research and Development, National Risk Management Research Laboratory, Land Remediation and Pollution Control Division in Cincinnati, OH. He holds a doctorate in Environmental and Occupational Health from the University of Massachusetts, Lowell, an MPH from UNC Chapel Hill, and a BA in Physics from UNC Wilmington. CAPT McKernan is also a certified industrial hygienist.
 - Again, welcome to our new voting members. Vice Chair CDR Oyster will forward your nomination packets to the Office of the Surgeon General for official confirmation.
- **Opportunities to Serve:** I want to say a word about opportunities to serve. It's been brought to the PAC leadership's attention that there are EHOs seeking to serve on the PAC but are finding limited opportunities. The PAC will be addressing this issue at the November closed meeting. In the meantime I wanted to take this opportunity to make the point that participation in the PAC is not the only way to

meet Promotion Precept 4. *Professional contributions and services to the Commissioned Corps (Officership)*. The following are several ways in which this precept can be met.

- Become active in your local COA Branch
- Help out with JOAG
- Join a deployment team (RDF or APHT)
- Serve as a COSTEP preceptor
- Serve as mentor to a junior officer
- Adopt a university and make a recruitment presentation
- Become active in your state's Environmental Health Association
- Become active in your state's National Safety Council Chapter

Make sure you document these volunteer activities in your CV and submit any corresponding thank you letters/letters of support to your eOPF. It's also important to show impact and how your contribution made a difference.

- **CV Cover Page:** I've been receiving emails from officers requesting clarification on the CV cover page. The EHOPAC is one of the only PACs that does not require a cover page on the CV. However, the DCCPR Promotion Checklist mentions CV Cover Page and implies that all categories have one. http://dcp.psc.gov/ccmis/promotions/PROMOTIONS_2016_checklist_m.aspx. The PAC will be requiring a CV Cover Page for the 2017 promotion cycle so look for guidance next spring. In the meantime, CAPT Parham will provide guidance to the promotion board on the potential for a mixed message. I'm asking Career Development to send a message out on the Listserv reminding officers that it's not required this cycle.
- **Election of New Officers:** CDR Carolyn Oyster of the USCG is our current Vice Chair and will assume the Chair of the EHOPAC in January 2016 in accordance with our bylaws. We will be electing a new Vice Chair, Secretary and Treasurer for 2016 at the upcoming closed meeting. EHOPAC voting members, please give some thought to serving in this capacity. Each candidate will be given five minutes at the November meeting to describe why they are running and how they would benefit the PAC. We will vote and the results will be announced subsequently.
- **Closing:** Again I'd like to thank WCU for hosting us here today. Our next meeting is a closed meeting on November 10th at 1300.

IV. EHOPAC Vice Chair Report – CDR Carrie Oyster

Report:

- Congrats to our three new Voting Members
 - CDR Monica Leonard, CDC
 - LCDR Travis Bowser, HIS
 - LT Daniel Malashock, at large (DHS)

V. EHOPAC Treasurer Report – CDR Carrie Oyster

Report:

- Budget
 - Current funds \$1864.05 (*doesn't include \$90 in coin sales or a PAC reimbursement*)
 - Historical: Spent \$1185 in CY2014
 - Historical: Income \$570 in CY2014

- Membership & Orientation Subcommittee donated 1 EHO coin at the September OBC graduation
- Coins
 - Currently have 98 coins
 - Sold 57 coins in CY2014
 - Sold coins in September: 6
 - Sold coins thus far CY2015 → 56
 - Donated Coins for CY2015: (16)
 - EHOPAC ROY recipient
 - 7 coins February OBC
 - 1 coin April OBC
 - 4 coins June OBC
 - 1 coin July OBC
 - 1 coin RADM Lushniak's shadow box
 - 1 coin August OBC
 - 1 coin September OBC
 - CDR Jen Freed is managing coins, if an EHO would like to purchase a coin, please contact her at:
 Agency for Toxic Substances and Disease Registry
 4770 Buford Highway, MS F-59
 Atlanta, GA 30341-3717
 770-488-3650
jen7@cdc.gov

VI. EHOPAC Outgoing Chair/Ex-Officio – CDR Jennifer Freed

- No updates at this time

VII. EHOPAC Secretary Report – CDR Jamie Mutter

- No updates at this time

VIII. Workgroup Report

A. Communications Working Group

Current Subcommittee Members:

Chair(s): LCDR Elena Vaouli

Members: CDR Jennifer Freed
 CDR Diane Kelsch
 CDR Luis Rodriguez
 LCDR Daniel Adams
 LCDR Hristu Chris Chepa
 LCDR Steven Galvez
 LCDR John Masters
 LCDR Martin Stephens
 LT James Gooch
 LT Dana Robison
 LT Lauren Shade

Current initiatives (based on Subcommittee Work plan):

- **Social Media**
 - Oversee, maintain and promote EHOPAC Facebook page – Ongoing
 - Support EHOPAC participation on Combined Category Social Media Task Force
 - Continue awaiting/receiving comments from Combined PAC regarding draft EHOPAC Social Media Policy and SOP. – Ongoing
 - Finalize and implement Policy and SOP. – Due: January 2016
- **Publications**
 - Identify article topics and authors for Spring 2016 submission to the Combined Category Newsletter – Due: TBD
 - Recruit and train one new officer. – Due: January 2016
- **Communications Needs Assessment**
 - Develop EHO-wide survey. – Due 9/4/15 (not met, new due date of Nov 1)
 - Revise and deploy EHO-wide survey – Due 10/2/15 (not met, new due date of Nov 1st)
 - Review and evaluate EHO-wide survey – Due end November
 - Prepare draft recommendations and report of VM & EHO-wide surveys. – Due TBD
 - Submit draft report to PAC leadership for review. – 12/4/15
 - Revise and finalize report. Due: TBD
- **Special Projects**
 - Public map of EHO duty stations; discussions underway with IT and PAC leadership regarding feasibility and interest in pursuing mapping efforts. – Ongoing
 - Develop SOP for listserv usage – Due: As time permits

Notable news/activities/accomplishments since last EHOPAC meeting:

- **Social Media**
 - PAC leadership presented draft policy and SOP to Combined PAC. Awaiting comments on if and how this can be standardized for all PACs.
 - CAPT Cramer gave green light to finalize policy and SOP; will fully implement at start of new operational year.
 - Vaouli completed privacy impact assessment with support from Masters/Galvez.
 - Masters updated FB page with privacy policy to comply with HHS requirements.
 - Chepa updated FB page with posting announcements.
 - Vaouli and Shade met to discuss current and future projects/tasks.
- **Publications**
 - Fall edition article submission ready for submission to Combined Pac Newsletter.
 - Rodriguez pursuing recruitment and training of new member.
 - Rodriguez named as incoming Combined PAC Newsletter Editor for 2016.
- **Communications Needs Assessment**
 - Robison returns from international detail.
 - Adams scheduled meeting to discuss launch of EHO wide survey.
 - Shade interested in reviewing social media related questions.

- Progress stalled on release of EHO-wide survey, initially planned for release in early October. New due date of Nov 1st set.
- **Special Projects**
 - EHO map
 - Freed takes lead; initiated communications with IT and PAC leaders.
 - Gooch shared fusion table information.
 - Discussions pending.

Long Term Goals:

- Evaluate and enhance EHOPAC social media activities
- Represent EHOPAC on Combined Category Newsletter workgroup
- Conduct communication needs assessment

IX. Liaison Reports

A. EHAC Liaison Report – CAPT Don Williams

- The fall is a relatively quiet time for the Environmental Health Accreditation Council but we definitely are gearing up for a busy year! There are currently 8 programs going up for reaccreditation:

Alabama A&M University (UG)
 Baylor University (UG)
 Benedict College (UG)
 Colorado State University (UG)
 Dickinson State University (UG)
 Mississippi Valley State University (UG)
 North Carolina Central University (UG)
 Ohio University (UG)

- A primary activity right now is assigning reviewers for all of the Self Studies that are submitted by all schools seeking wither initial accreditation or reaccreditation. The reviewers look for how the programs under consideration are meeting the standards and then document anything that poses a question. It may be regarding the faculty, facilities, libraries and laboratories, student/instructor ratios or any discrepancy that may be discovered.
- The site visitors arrive on the campuses armed with these questions which are then addressed during the two days of the visit. Programs seeking validation are then assigned to Council members who conduct the site visit. The team always consists of one Academic member and one Practitioner member. For instance, I will be visiting NC Central University and my Academic partner will be a faculty member from Old Dominion University.
- One other activity after the first of the year will be new Council member elections. The Corps is currently represented by LCDR Jason Lewis who is assigned to the Phoenix Indian Medical center after several years with the Coast Guard and myself. As soon as elections are announced I will share that information with the EHOPAC and see if there is any interest in serving on this most important to us Council. As long as the Accreditation Council is tied to our appointment standards this will be the case.

B. American Academy of Sanitarians Report - CAPT Gary Noonan (Ret)

- No updates at this time

C. Commissioned Corps Women’s Issues Advisory Board (CCWIAB) Liaison Report – CDR Lauralynn McKernan

- Members of CCWIAB represent the various operating and staff divisions within HHS, non-HHS entities in which Corps officers serve, and the eleven professional categories.

Current Year Initiatives

- Violence Prevention Committee
- Outreach Committee
- Pregnancy Committee
- Membership Committee
- Leadership Development

Notable News, Activities & Accomplishments since Last Meeting

- Expectant Parent Resource Guide :
Now Live: <http://dcp.psc.gov/osg/ccwiab/ccwiabresources.aspx>
- The Pregnancy Committee is also working to facilitate discussions regarding potentially extending Maternity leave. The current legal interpretation indicates a statute change by Congress would be necessary to extend leave.
- CCWIAB is also developing a Marriage Resource Guide in collaboration with JOAG.
- The CCWIAB Online Leadership seminars have been highly attended and successful.

D. Junior Officers Advisory Group (JOAG) – LCDR Daveta Bailey

- Newly elected Executive Committee have kicked off the 2015-2016 Operational Year with a bang. New information and programs are available via the JOAG Website.

Chair: LCDR Elizabeth Garza
Vice-Chair: LCDR Cara Halldin
Chair-Elect: LCDR Samantha Spindel
Secretary: LCDR Lindsay Hatch
Financial Liaison: LCDR David Huang

- **Upcoming JOAG Journeyman Series**
Friday, 13 November 2015 at 1300 EST
Presenter: CAPT Jason Woo

X. Subcommittee Reports

A. Awards and Recognition

Current Subcommittee Members:

Chair(s): LCDR Katie Hubbard and LCDR Carla Tuite
 Members: CDR Michael Box

Current initiatives (and projected completion date if applicable):

- Call for nominations for the 2016 EHO Responder of the Year (ROY) Award went out on Monday, October 19th.
- Nominations will be due to the A&R Subcommittee by COB, Friday, November 20, 2015 (5 week turnaround).
- Nominations will be reviewed and voted on by EHOPAC Voting Members and nominee will be selected by Friday, December 11, 2015 (3 week turnaround).
- CAPT Parham will submit the EHO awardee for consideration for the Corps-wide ROY award by December 31, 2015.

Long Term Goals:

- Call for nominations for the 2016 EHOPAC Awards will go out earlier in 2016—January/February timeframe
- Military Health System (MHS) Military Allied Health Leadership Excellence Award
 - Commissioned Corps PHS Environmental Health Officers are now eligible
 - Additional information and call for nominations will be sent out in Summer of 2016
- Plan for enhanced marketing for awards to increase the number of award nominations for the 2016 awards cycle.
- Work with training subcommittee to take a more targeted approach to Junior Officers. Possible webinar on how to write an award nomination.

B. Career Development

Current Subcommittee Members:

Chair(s): CDR Joe Laco
Co-Chair: CDR Stephen R. Piontkowski
Members: CDR Aimee Treffiletti, CDC
LCDR Danielle Mills, CDC
LCDR Chris Fletcher, ATSDR
LT Beth Wittry, CDC

Current initiatives (and projected completion date if applicable):

- Career Progression Timeline/Pyramid and Training Subcommittee collaboration (Winter 2016)
 - Draft version to PAC voting members (Fall 2015)
- New CV cover letter development (Winter 2016 for PY17)

Notable news/activities/accomplishments since last EHOPAC meeting

- 2015 promotion cycle
 - Promotion counseling (bottom quartile)
 - 17 complete
 - 3 declined, due to imminent retirements
 - 1 scheduled for 10/20/2015
 - Thank-you notes this week

Long Term Goals

- Leadership transition

C. History

Current Subcommittee Members:
LCDR Mathew Deptola

Members:
Kenneth Crombie
Susan Schaffer
Victoria Murray
Emily Lee
Melanie Moore
Jeremy Mason
Nicola Areshenko

- Current EHO Officer Strength and per agency (as of 10-14-15)

(Table on next page)

EHO Numbers per Agency 10-14-15

AGENCY	EHO
ACF	1
AHRQ	0
ATSDR	4-21
BOP	2
CDC	3-73
CMS	1
DHS-COAST GUARD	5-15
DHS-NON COAST GUARD	3
DOC	0
DOD	0
DOD TMA	1
EPA	13
FDA	1-91
HRSA	4
IHS	2-90
INTERIOR	10
JUSTICE	0
NIH	12
OS	8
PSC	6
SAMHSA	0
USDA	3
Grand Total	354

Current initiatives (and projected completion date if applicable):

- Research and document information regarding the category name “sanitarians” and the change to environmental health officer (date, reason why, etc.)
Team Members: Victoria Murray (lead), Melanie Moore
Task status: 100% Update: Awaiting format guidance
- Continue to research and document the oral history of ADMs and CPOs and record their biographies on the HISTORY section of the EHOPAC website.
 Task status: TBD – information needed for this task will be sent by the previous Chair to us via thumb drives
Team Members: Emily Lee (lead), Nicola Areshenko
Task Status: Looking at current publications
Update:
- Document and provide updates on significant events where EHOs contributed in a worthwhile event of agency project that shows a significant impact for the agency or for the people for whom we serve.
Team Members: Jeremy Mason (lead), Susan Schaffer
Task Status: Collecting information on possible EHO’s
Update:
- Develop a deployment timeline that dates back at least to 2000 which encompasses deployments over the years and captures the background of these events, who or how many personnel responded (EHO’s), dates, other important information. Additionally, a synopsis of the EVD response and the Unaccompanied

Minor response will be documented and posted to show EHO level of involvement.

Team Members: Ken Crombie (lead), Melanie Moore

Task Status: On-going

Update: Awaiting format guidance

Notable news/activities/accomplishments:

- Working with a PHS co-worker to capture information regarding his father's experience at Ellis Island and his interaction with PHS officers.

Long Term Goals:

- The HSC will strive to track down the missing (if any) bios that were EHOs and their oral history.
- The HSC will try to document the progression of the EHO coin re-design and vote for acceptance.
- The HSC will work with IT to establish a user friendly timeline on EHO/USPHS deployments and highlight those efforts specific tasks or events that show EHO direct involvement.

Actions previously directed by EHOPAC (Status and projected completion):

- Items on the RAIL list are incorporated into our current initiatives.

D. Information Technology

Current Subcommittee Members:

Chair: Darren Buchanan

Co-Chair: CAPT Gary Perlman

Member(s): CAPT Villines, CDR Chapman, LCDR Ericson

Current initiatives:

- Moving EHOPAC "public" facing site to the CCMIS server, to be completed at the end of October, 2015.
- Maintaining the current site until the switch is complete
- APAN site on hold until the end of October

Notable news/activities/accomplishments:

- Standard EHOPAC.org O&M activities
- Making documents 508 compliant (approx. 25 completed)
- Provided templates for future use
- Completed design layout and have been transferring files and text content to the new CCMIS site

Long Term Goals:

- To consolidate the many EHOPAC and EHO resources into as few sites as possible to prevent cross-posting and eliminate different versions of information being in different places.

Items for EHOPAC Input/Discussion:

- Maintaining the ehopac.org domain and have it forward to the CCMIS site.

Actions previously directed by EHOPAC (Status and projected completion):

- **Providing assistance with the next Communications Survey**
- System migration activities (goal is to be completed by end of October 2015)
- Providing assistance with 508 document compliance
- Developing SOPs based on operations with the new system
 - Will include guidelines for submitting content (e.g. 508, standards, documentation)
 - SOPs will be targeted towards sustainability of all functions carried out by the IT Subcommittee

E. Marketing and Recruitment

Current Subcommittee Members:

Chair(s): CDRs Jill Shugart & Monica Leonard

Secretary: LT Kristen Szenderski

Applicant Assistance and Placement: CDR Gino Beglitti (Co-Lead), CDR Alaric Denton (Co-Lead), LT Scott Daly, LT Michelle Dittrich, LCDR Jason Lewis, CDR Michael Boley

JRCOSTEP: LCDR Angela Hodge (Co-lead), LCDR Charles Craig (Co-lead), CAPT John Smart, CAPT Jeff Smith, LCDR Travis Bowser, LT Corey Butler, LCDR Andrew Kupper, LCDR James Speckhart

Marketing and Materials: LCDR Kyle Wright (Co-lead), CDR Valerie Herrera (Co-Lead), LT Katie Bante, LCDR Greg Calvert, LCDR Rachel Lee, LT James Miller, LT Erin Harman

Recruit an EHO (RAE): CDR Craig Ungerecht (Co-lead), CDR Jamison Honeycutt (Co-Lead), CAPT Don Williams, CDR Keith Schwartz, LCDR John Hansen, LCDR Don Hoeschele, LCDR Charity Webb, LCDR David Erez

Current Year Initiatives:

- Pilot Application Process -66 individuals applied to our category during the May open application window. 62 of those individuals were found to meet the category standards. We facilitated a scoring system and had 13 senior officers volunteer to help us rank order successful applicants. The top 50 applicants were given to DCCPR and will be completing the remainder of the application process. Six of these applicants have been boarded during the recent Appointment board on October 6, 2015.
- New EHOPAC Coin Design -Congratulations to LCDR Christopher Fletcher and LT James Gooch for winning the coin design contest! The M&M Workgroup is busy working on the making the design a reality. We have the final design approved by the EHOPAC and we are working with vendor and manufactured. We will let everyone know when these coins will be available for purchase. You can still purchase our current EHO coins by contacting CDR Jennifer Freed. The coins are \$10. Get your EHO historical coin before they run out!

- Recruit an EHO (RAE) – This new work group is combining the Adopt-a-School program with opportunities to serve at professional events. A policy document, enrollment form, and a tracking tool have been created and will be posted on the EHOPAC website soon to help us assist moving Officers forward with this new opportunity.

Notable news/activities/accomplishments since last EHOPAC meeting:

- Board Clears 54 EHO Applicants – Appointment boards met in April, May, June, July, and October of 2014 and in March, July and October of 2015 to clear and rank EHO general duty applicants. During this process, the boards have cleared 54 officers for general duty thus far. Out of the 54 boarded EHOs, there are 8 available for hire; 24 have either secured positions or have pending 1662s; 7 have been medically disqualified, 1 individual has taken a non-USPHS job, 10 applications expired, and 4 withdrew their applications. We have sent this list of applicants to the POCs on the securing your first assignment brochure, liaisons and specific hiring managers. We have been helping to answer questions the applicants have by reaching out to appropriate agency contacts and liaisons, and EHOPAC leadership.
- General Active Duty Open Application Window – The general active duty open application window is now closed as of COB Friday May 22 for all interested candidates who did not complete a JRCOSTEP. The M&R Subcommittee is working closely with the CPO and EHOPAC leadership to ensure we get the best qualified applicants reviewed in our pool by the appointment boards this year. The application window is still open for all individuals who have completed a JRCOSTEP since 2011. There is not a defined closing period yet. Interested applicants need to start by calling the PHS Call Center. The PHS Call Center phone number is 800-279-1605 and details are on the USPHS website at: <http://www.usphs.gov/apply/apply.aspx>. All applicants must meet the degree requirements for the category that they are applying for in order to be eligible.
- 2015 JRCOSTEP Open Application Window - The JRCOSTEP open application window is now open until **December 18, 2015**. The same process is being used as last year. Interested applicants should begin the process by calling the PHS Call Center at 800-279-1605. A new application timeline document has been posted on the M&R Subcommittee section of the EHOPAC website and the narratives from several JRCOSTEPs from all 3 agencies have also been posted. CDR Shugart will be participating in a conference call with the EHAC faculty on JRCOSTEP and the open application window on October 29, 2015 from 3-4 PM.

Category Statistics (Total EHOs = 354; ↓ 3)

By Agency:	By rank:
ACF: 1	O-2: 7
ATSDR: 21	O-3: 60
BOP: 2	O-4: 104
CDC: 73	O-5: 82
CMS: 1	O-6: 99
DHS: 18 (15 USCG)	O-7: 0

DOD: 1
EPA: 13
FDA: 91
HRSA: 4
IHS: 90
DOI: 10
NIH: 12
OS: 8
PSC: 6
USDA: 3

O-8: 2

F. Mentoring and Orientation

Current Subcommittee Members:

Chair(s): LCDR Bill Fournier

Members: LT Christine O’Leary (Vice Chair), LCDR Monique-Rachelle Lester, LCDR Aaron Otis, LCDR Matthew Mcnew, LT Kimberly Garner, LCDR Derek Sakris, CDR Mike Quinn

Current initiatives (and projected completion date if applicable):

- Now pairing mentors and protégés on the database.
- Continue to have a representative of the EHOPAC present to meet with EHO OBC grads.

Notable news/activities/accomplishments since last EHOPAC meeting:

- First pairings took place since the implementation of the database. It prints out an automatic spreadsheet.

Long Term Goals:

- Re-write the mentoring guidelines.

G. Policies and Standards

Current Subcommittee Members:

Chair: CDR Derek Newcomer

Co-Chair: CDR Robert McCleery

Members:

CAPT Tina Lankford

CDR John McKernan

LT Chris Fish

LT Kimberly Smith

Current initiatives (and projected completion date if applicable):

- Finalized PHS Survival Guide
- Reviewing curriculum of programs accredited under the new CEPH and ABET criteria
- Completed work experience definition

Notable news/activities/accomplishments since last EHOPAC meeting:

- Proposed revision of the work experience definition

Long Term Goals:

- Conduct review of EHO appointment standards and provide recommended changes, if deemed appropriate.
- Publish PHS Survival resource guide

H. Readiness

Current Subcommittee Members:

Chair: CDR Chris van Twuyver, FDA
Co- Chair: LCDR Timothy (Matt) Albright, FDA

Members: CAPT Larry Cseh, CDC/ATSDR
CDR Brad King, CDC/NIOSH
CDR Jason Barr, NIH
CDR Martin Smith, IHS
LCDR Elizabeth Valenti, FDA
LCDR Patrick Wallace, USCG
LCDR Justin Gerding, CDC

Notable news/activities/accomplishments since last EHOPAC meeting:

- RedDOG is seeking names of officers who deployed to support the Ebola Response Mission and have not received credit for the deployment. To check if you received credit, log in to the CCMIS website, click on the tab for RedDOG and then select deployment history.
If you deployed and do not have the deployment listed in CCMIS, please send me your rank, name, dates and location of deployment by **October 22, 2015**.
- The final basic readiness report was received on October 1, 2015. The EHOPAC was 7th with a 95.56% readiness rate. Other runs after October 1, show EHOs climbed to a higher rank.
- RedDog has initiated a project to identify category specific skills, in addition to specialized experience and certifications possessed by Officers. Examples of the skills and certifications identified for EHOs include, but are not limited to RS, REHS, CP-FS, Hazwopper, CIH, experience inspecting wells, septic systems, temporary food establishments, etc. A draft of the EHO category specific skills and experience has been developed. The Cross Category Readiness Workgroup is meeting each month to develop a survey will be developed and distributed to all EHOs to help RedDog identify Officers who possess skills, experience and certification needed for future deployments.
- Please remember that Direct Access will be offline after December 17, 2015. If you plan to complete your APFT under the current guidelines, the results must be entered by December 17. Direct Access will be offline until January 8, 2016. APFT results entered into Direct Access after January 8, 2015 must follow the new APFT guidelines

RAIL items:

- Maintain and improve the EHOPAC Readiness Subcommittee Website
- Contact and Advise EHO Officers who fail to maintain basic readiness

I. Training

Current Subcommittee Members:

Chair(s): LCDR Daveta Bailey

Current initiatives (based on Subcommittee Work Plan):

- EHO Symposium Planning
 - Category Day, PAC Social, and on-site PAC Meeting
- EHO Website
 - Webinar recordings, training resources, and calendar uploads
- EHO Training Resources
 - Training Resources monthly updates
 - Training Resources Data Document
 - Continuing Education Pyramid w/ Career Development
- EHO Lunch & Learn
 - Credentialing Study Buddy Program
 - Training Matrix Webinars
 - Graduate Education Series

Notable news/activities/accomplishments since last EHOPAC meeting:

- EHO Symposium Planning
 - Call for abstracts due by 6 November 2015
 - Meeting with Pre-Conference Planners to discuss opportunities for joint/Engineer pre conference training on 23 October 2015
- EHO Website
 - Real time themed training resources and calendar uploads continue monthly
- EHO Lunch & Learn
 - Study Buddy Program working to expand to alternate credential platforms to better serve EHO's second/OPDIV specializations
 - Currently working to recruit speakers and develop webinars for the following topics:

Possible EHO webinar subjects

Influencing & People Management	Team Collaborations & Sandbox Solutions
Fatigue Management	FEMA's National Emergency Management Academies
Deployment Duties (Volunteer Coordination & Position Task book Certifications)	Living Wills/Family Care Plans
Emergency Management Evolution – National Preparedness Goal update	APHA Understanding Environmental Health Communications Program
Public Health & Emergency Response	HHS Competency Framework/HHS Leadership Competencies
Environmental Health in Emergencies	Understanding Domestic & International Deployments

- EHO Training Resources
- Team continues to provide themed monthly training resource documents.
- Training offerings now include resources such as Internet/smart phone applications, resources repositories, and professional development (i.e. Ted Talks, Self-Guided Coursework)

Long Term Goals:

- Create EHOPAC Training Application that will host allow EHO's to access all the subcommittee's training materials from any electronic device including smart devices.

Items for EHOPAC Input/Discussion:

- 2016 Work plan and SOP are still in progress with expected completion date of 11/2015