

**Minutes of the Meeting of the
Engineer Professional Advisory Committee
Thursday, March 24, 2005**

The Engineer Professional Advisory Committee (EPAC) welcomes your input and participation. Meetings are open to all Public Health Service Engineers and Architects. Those who are not able to attend in person may attend via conference call. Please contact the EPAC Recorder, LT Varsha B. Savalia, at 520-281-1100 for the place and conference access number.

I. CALL TO ORDER

LCDR Jennifer E. Mosser, EPAC Chair called the meeting to order at approximately 3:30 PM ET in Rockville, MD. Attendance was taken and a quorum of EPAC members was present. LCDR Mosser thanked everyone for modifying their schedule to accommodate the later meeting time. The January minutes were approved with editorial changes and will be held for two weeks and then posted on the Engineers website. The next meeting date is April 28, 2005, at a time to be determined. LCDR Mosser suggested moving the time of future EPAC meetings to 3:00 PM to better accommodate the morning SG PAC/CPO/PAC Chairs meeting, and asked that concerns with this new time be emailed to her within two weeks. LCDR Mosser will set the meeting time after receiving comments. There was no February meeting due to National Engineers Week, which was February 20-26. All EPAC and EPAC Subcommittee meetings are held Eastern Time (ET) unless otherwise specified.

II. ANNOUNCEMENTS

A. Office of the Chief Engineer (OCE): RADM Bob Williams, reported the following:

- Mr. Brian Kong will be leaving HHS to go to the Department of Energy. RADM Williams extended his appreciation for everything that Mr. Kong did for the Building, Design & Construction Subcommittee and his continued push behind the development of SG's Workshop on Health Indoor Environment.
- SAME's Education and Training Conference will be held May 17-20 in Louisville, KY. Local officers are encouraged to attend the conference and support the SG as VADM Carmona will be the keynote speaker. There will be a Public Health Track. Also, Hollis, Green, and Cumming awards will be presented.
- COA Conference will be held June 6-10. A full day of engineer activities will be on Category Day on Tuesday, June 7. Villforth, Burges, and Lynch as well as the Engineering Literary award will be awarded.
- Service Chief of Army, Navy, Air Force, Coast Guard, and Public Health Service will hosts Engineer Service Chief and Federal Programs Briefing in Washington, DC on April 8. Those interested, see the latest email from CDR Matt Martinson for details. There will be a training opportunity for junior officers on career development. The \$75 admission will include the

Golden Eagles Awards Dinner on Saturday, April 9. The black-tie event will award one notable engineer and one notable person, which is general from congress or similar status that has helped engineers throughout the world. CDR Beck and CDR Garden may also provide more details.

- LCDR Jen Mosser has revisited the strategic action plan for the engineer and architect category. RADM Williams acknowledged LCDR Mosser on her leadership in reviewing the plan and conducting the mid-course check for redirection based on inputs from various subcommittee chairs.
- USUHS awards nominations are due June 30. Two awards that PHS Engineers have been nominated for are: Gorgous Medal for preventive medicine and the Spool Medical Field Training award for recipients that have training for emergency response and similar types of activities. For more information, see the USUHS website as well as contact CDR Kathy Ponelit.
- SG PAC/CPO meeting: RADM Moritsugu reported the following:
 - 1) USNS Mercy has returned and the Navy folks now consider the PHS officers as their shipmates. RADM Mortisugu acknowledged the cohesiveness of the groups in fulfilling the mission.
 - 2) The Year of the Health Child, an initiative of the Office of the Surgeon General, will provide the framework for the SG properties of prevention, preparedness and elimination of health disparities.
 - 3) Update on the transformation from RADM Knouss, who spoke about the outreach and recruitment program that continues through work of the contractor ORC MACRO to develop advertisement campaign to be used as a recruiting tool. A few of the voting EPAC members' names were submitted to the contractor to view the advertisement for feedback.
 - 4) New agreement with Veteran's Administration getting ready to be signed. It will provide clinical activities opportunity with the VA to obtain the required hours needed for deployment and credentials for clinicians.
 - 5) RADM Babb provided and an update on readiness. Engineers are now at 65% for basic readiness. The goal is 70% this year. RADM Moritsugu made the challenge to all flag ranks, CPOs, SG PAC members, and PAC chairs as well as PAC members to be 100% on basic readiness in the next couple of months.
 - 6) Update from OCCO: customer service satisfaction survey is being developed will be out in a few months. It will give active duty officers the opportunity to provide comments on various issues.
 - 7) RADM Williams is still our CPO for now however a decision about the new Chief Engineer may come within a couple months.

B. EPAC Chair: LCDR Mosser reported the following:

- Mr. Brian Kong, chair of the Building Design & Construction subcommittee, has taken a new position with the Department of Energy. Brian led the subcommittee since 2002 and was very active with planning the Surgeon General's Workshop on the Health Indoor Environment, which was held in January. Additionally, he provided a much-needed voice for civil servant engineers. The Engineer Category wishes him all the best. A new chair for the

subcommittee needs to be identified. This is a great opportunity for a voting EPAC member to assume leadership position. Interested parties should contact LCDR Mosser.

- Our engineer family has just gotten bigger. LCDR Nicole Wolanski, 2002 EPAC recorder, gave birth to a baby girl on March 2, 2005. The baby's name is Kellie Angelini Kuchinski, and she weighed 6 lbs 8 oz and was 19 inches long. Mom and baby are doing great.
- There was no February EPAC meeting in lieu of the PHS Engineer Luncheon held February 25 to celebrate National Engineer's Week. About 40 engineers gathered at USUHS to recognize the agency and PHS engineer of the year winners. Those honored were:
CAPT Russel Pederson-IHS and the PHS Engineer of the Year
Mr. Jason Sautner-ATSDR
Dr. Dave Frazer-CDC
LCDR Nate Tatum-DHS
Dr. Miriam Provost-FDA
CDR Steven Bosilijevac-NPS
CDR Marjorie Wallace-OSG
- On February 24, RADM Williams and LCDR Mosser attended the NSPE Federal Engineer of the Year lunch in Washington, DC. Two HHS engineers were honored, CAPT Russel Pederson, IHS, and Dr. Miriam Provost, FDA. Two CDC engineers were among the top ten finalists for Federal Engineer of the Year-CDR Cherri Estill, NIOSH-Cincinnati, OH, and Mr. Jeffrey Whyatt, NIOSH Spokane Research Lab. Dr. Robert Koch, U.S. Naval Undersea Warfare Center Division, was named the 2005 Federal Engineer of the Year.
- SAME Mid-Atlantic Regional Conference will be held on April 5-7 in Falls Church, VA. CDR Hung Trinh, FDA, will present on the Rebuilding of the Zainal Abidin Hospital in Bande Aceh. The presentation will focus on the engineering work done by the USNS Mercy biomedical engineering team and will discuss how adding a public health perspective helped focus the team's efforts and enhanced the overall effectiveness of the mission. LCDR Mosser thanked everyone who helped identify possible speakers when the call for presentation was made.
- A workgroup comprised of the subcommittee chairs or their designees has been convened to review the Engineer Category Strategic Action Plan developed in 2002. The purpose of the review is to conduct a mid-course evaluation of the five-year strategic action plan for the engineer category by acknowledging achieved goals, identifying unmet goals, outlining new focus area, and developing recommendations on how to move the category forward. The group met for the first time on March 23 and will continue to meet every two weeks until the entire plan has been reviewed. A report will be ready for the EPAC by the COA meeting.
- SG PAC/ CPO Board/ PAC Chairs meeting March 24:
 - 1) Regarding the transformation, RADM Knouss reported that policy decisions from Secretary Leavitt may be coming in April, so please stay alert. Also, a second workshop has been formed to discuss the Isolated Hardship, Hazardous Duty, and Hard-To-Fill positions (3H) precept. Work is on-going and no decisions have been made.

- 2) Decision are underway for the four CPOs whose terms are up—Nurse, Dietician, Medical and Engineer-until then all four chiefs will continue in their current capacity.
- 3) The cycle of the COER rating period is changing to follow the fiscal calendar. Therefore, evaluations this year will encompass the period from June 1, 2004 through September 30, 2005.

III. OLD BUSINESS

A. Engineers-In-Action Slides/ PowerPoint Presentation: LCDR Geoffrey Wachs in behalf of CDR Dave Ausdemore:

- Presentations have been developed to highlight engineers in action. The Emergency Preparedness subcommittee is seeking EPAC approval to use the presentations. LCDR Wachs asked for any discussion regarding the content or use of the presentations.
- CDR Meredith Bond expressed that some of the pictures in the presentation could use more explanation. The graphic may not be self-explanatory to those not in that field. Also, the largest one with the robots music was found to be humorous, however, some of the humor may be considered off-color by others. CDR Sue Neurath volunteered to have the Career Development subcommittee assist with modifying the presentations to remove the questionable humor and clarify some of the pictures. The EPAC expressed no problems with using the presentations once modified.

B. Use of Yahoo! Group: LCDR Jen Mosser:

- The Yahoo! Group was created last year by CDR Poneleit to disseminate EPAC information. It would serve as a centralized location for EPAC announcements and a place to post pertinent information for members and other interested parties to view, and would prevent clogging email accounts with large files. Additionally, it allows members to post messages and links of interest and would be a way to keep a central email distribution list. In order to join the Yahoo! Group two steps need to be done. First, join to group, which allows you to receive emails. Second, set up a Yahoo! ID, which will allow you to access files, calendar, links, etc.
- LCDR Mosser asked for discussion regarding successes or failures with using this system. She is trying to determine the best system for distributing category and EPAC information but will not choose to use the Yahoo! Group if all members do not have easy access to it.
- CDR Brad Harris expressed concern over his access to the group. When joining the group, in order to have access to the files, calendar, etc, Yahoo! Group sends an email which you have to reply to via a link provided. That email does not come through to the National Park Service email system. The only way around it is to use personal account at home. This is a concern since this means that you would have to monitor two accounts to ensure that all information is received. There should be an alternate to this system before EPAC switches solely to the Yahoo! Group with this limitation. Possible alternate may be using FTP site for large files and possibly an agency would be willing to host a listserv.
- CDR Meredith Bond reported that she has been receiving the information, however, it may be because she signed up from home. After doing this, the

spam rate went through the roof. CDR Bond is frustrated with the Yahoo! Group as well.

- CDR Mike Coene volunteered to have the Information subcommittee take this matter up and look into the problems with the Yahoo! Group and research solutions and other options.

IV. NEW BUSINESS

A. Articles for “The Military Engineer”: CAPT John Riegel

- Looking for suggestions on dissemination the invitations to all the USPHS Engineers for an opportunity to provide articles for SAME publication.
- Only one Officer from NOAA submitted an article from the April issue.
- Seeking large and small articles, with pictures, charts, graphs, etc.
- Great opportunity to highlight and advertise PHS engineers.
- Suggest that PHS Engineers have an article series for every issue.
- Article suggestion: Engineer Literary Award Winner, USNS Mercy Engineer Deployment, SAME conference, COA conference/ History of PHS Engineering by Mr. Walter Lyon and Future of PHS Engineering by RADM Bob Williams, Engineers performing their daily duties.
- CAPT Riegel is the coordinator between TME editor and the Engineer category. If interested in providing an article, please contact CAPT Riegel for the guidelines.

B. Leadership Development seminar: LCDR Jen Mosser

- Last Engineer Leadership seminar was in April 2003 in Tucson, AZ. It was a follow up to the first one in San Antonio, TX in 2001. In between, there was a one day symposium on Women and Leadership held in 2002 in conjunction with the National SAME Education and Training Conference in Kansas City, MO. The seminars were well received and have drawn interest from other categories as well.
- RADM Williams has given his backing should the EPAC decide to develop another seminar.
- After discussion, the EPAC decided in favor of conducting another Leadership Seminar.
- Issues to consider: length, audience, location, date(s), etc.
- The EPAC voted to create the Leadership Development Seminar Ad Hoc Subcommittee to develop and plan the next seminar. LCDR Mosser requested that each subcommittee chair provide a representative to be participant on the new subcommittee. Membership is open to all interested parties, please contact LCDR Mosser to join and for those interested in chairing this group, please also contact LCDR Mosser (note: the chair must be a voting EPAC member).

C. Remote Site EPAC Meeting: LCDR Jen Mosser

- In previous years, there has been an off site EPAC meeting held in a field location. In 2001, it was held in Boston and in 2002 in Denver. LCDR Mosser inquired if there was sufficient interest to pursue an off-site meeting this year. It was noted that funding support would have to be through your agency.
- Discussion ensued as to the benefit of holding a meeting off-site, both to those who attend and to the site where held and it was decided that where

there is interest, funding may be an issue. A couple suggested locations were the Phoenix area or Atlanta where there is a high concentration of engineers, or at the EPA building in DC. Another suggestion was to hold an EPAC meeting in during the COA conference.

- The issued was tabled until next month so that LCDR Mosser can collect details regarding the ideas proposed.

V. SUBCOMMITTEE REPORTS

A. **Awards:** CDR Bradley Harris reported the following:

- Subcommittee awards have been processed. Engineering Literary Awards has been reviewed, scored and sent out for third party review.
- Engineer of the Year has been reviewed, processed, and completed. Agency has been recognized as well.
- Have completed the Villforth, Hollis, Green, and Cumming awards as well as the Special Assignment Award.
- Interested in joining subcommittee, please contact CDR Harris.

B. **Building Design and Construction:** CDR Jamie Natour submitted the following report:

- With Mr. Brian Kong leaving, subcommittee needs a new chair. If interested, please contact LCDR Mosser.
- Meeting was held March 9. Next meeting will be April 12.
- Sharing subcommittee plans for 2005: Joint Commission on Accreditation of Healthcare Organizations (JCAHO)'s Environment of Care (EC) plans, chair has contacted SMACNA and IHS to determine facility information, including points of contacts.
- HHS continues to work on facility construction consisting of four workgroups: facility operating cost, facility utilization, mission dependency, and construction.
- Pentagon released its guide on construction.

C. **Career Development:** CDR Sue Neurath reported the following:

- The SG's 5K Run/Walk will now be held on Wednesday, 7PM.
- COA Evening Social: Several unique venues exist within walking distance from the hotel. They are currently under review and expect to select one during the April meeting. Four Potential Options Identified:
 - 1) Independence Brew Pub
www.Independencebrewpub.com
 - 2) Elephant & Castle Pub and Restaurant
<http://www.elephantcastle.com/index.cfm?pg=19,8,4>
 - 3) Sportsview Bar and Grill/Turf Club
<http://www.philadelphiapark.com/turfclubs/center-city.html>
http://www.philadelphiapark.com/racetrack/rest_bar.html
<http://www.philadelphiapark.com/turfclubs/menu.PDF>
 - 4) Tir Na Nog Bar and Grill
<http://www.tirnanoghilly.com>
- Three USPHS Engineers-In-Action slideshows are being reviewed by the entire EPAC. Upon EPAC approval, the committee will proceed to ensure the CD is compatible with the COA computer.

- Early-bird registration has been extended to April 8. JOAG scholarship application deadline is May 1.
- The PHS track for this year's SAME conference is progressing smoothly. The conference is May 17-20, 2005 in Louisville, KY (<http://www.same.org/i4a/pages/index.cfm?pageid=4055>).
- Group in the process of revising the subcommittee website.
- CV work-group intends to develop CV advice for officers who will be up for promotion next spring. A 'brain-storming' phone call will be held later this month.
- Billet Descriptions: Work-group reviewing second version of the 7 FAQs. This version will first be cleared with the 'industry experts' and then submitted to the subcommittee for review.
- Reviewing the current Engineer welcome package and those from other categories for modifications to our current package.
- Subcommittee's monthly meeting was held on March 10, 2005, 3:00-4:00 PM. Next meeting will be held April 14, 2005, 3:00-4:00 PM. Toll-free: 1-888-921-7101; Passcode: 691256.

D. Emergency Preparedness: CDR Dave Ausdemore reported the following:

- The Subcommittee held meetings on February 16 & March 2, 2005. The next Subcommittee meeting will be held on April 6 at 2:00 PM. NOTE: New date and time.
- The subcommittee is currently following up with fellow engineers who currently are not readiness qualified. Engineer POCs have been identified for each Agency who are following up with their engineer colleagues. Approximately 65% of the Engineer Category is presently readiness qualified.
- As an effort to continue pursuing the marketing of PHS Engineer's disaster response capabilities, a meeting was held between PHS officers and EPA emergency response officials. RADM Babb, CDR Beck, CDR Mix, and Ms. Debbie Deidrick (EPA Response Coordinator) met to discuss various opportunities and laid out the foundation for future partnerships.
- The subcommittee has developed 3 goals for the group to target for the future. A focus group has been established for each goal to identify and recommend supporting initiatives. The goals are:
 - 1) Advocate and support emergency response among fellow engineers.
 - 2) Identify promote emergency response skills for PHS engineers.
 - 3) Identify and foster relationships with other organizations that response to public health emergencies.

E. Information: CDR Michael Coene reported the following:

- Subcommittee did not meet last month.
- The group is requesting a liaison from each subcommittee to participate in their monthly meetings.

F. Mentoring: CDR Tom Heintzman reported the following:

- Subcommittee met on February 1 and March 1. Next meeting is April 5, at 11:00 AM, Mountain Time
- To promote the Mentoring program with new engineers, Subcommittee members will be directly calling recent engineer hires to introduce the Mentoring program.
- Article on PHS Mentoring has been forwarded to the JOAG for dissemination.
- Report of 2004 accomplishments and 2005 goals provided to Chair on February 16. There are as follows:

2004 Achievements:

- 1) Thirteen new mentoring relationships were established in 2004. This was an increase from the 10 teams formed in 2003.
- 2) Mentoring handbook was updated.
- 3) PHS Engineer's Welcome Program used to communicate mentoring to new hires.
- 4) A presentation of the Mentoring Program was made at the COA Meeting in Anchorage

2005 Goals:

- 1) Increase communication from Mentoring advisors to the subcommittee to evaluate program and formulate direction.
 - a) Validate the program.
 - b) Identify needs of engineers that could be met through the program, and how the program needs to change.
- 2) Increase awareness of Mentoring program among engineer officers.
 - a) Use JOAG, PHS Welcome, and other forums to communicate program.
- 3) Formalize Mentoring of COSTEPS along with EPAC recruitment efforts.
 - a) Establish process for COSTEP preceptors to maintain relationship with students after tour has ended and to report of the student intentions upon graduation.
 - b) Assure COSTEPS have Mentoring and Recruitment support information from preceptors

G. Recruiting & Retention: CDR James Ludington reported the following:

- Last meeting was cancelled. Next meeting will be April 5.
- Announced several facilities engineering vacancies in the IHS Headquarters, Rockville, MD office coming soon. For more information contact CAPT Jose Cuzme.
- CDR Blackwell from OCCCO is the new contact for ARP issues, telephone 240-453-6057.
- Contact LCDR Carol Rogers if anyone from any agency has any vacancies to announce to post it on the IHS SFC website

<http://www.dsfc.ihs.gov/jobs.cfm>. Will produce a monthly IHS Engineering Vacancy list.

- There was a follow-up with the awards previously submitted
- Previously submitted ARP awards may be on hold for quite sometime and the issue would be brought up during a future EPAC call.
- Follow up on the “new” recruitment brochure.
- Compiling list of past school visits.
- EARP Update:
 - 1) About 59 IHS recruiter application; 46 approved, 9 pending, 4 various status. Approximately 20 non-IHS recruiter applications; 17 approved, 3 pending.
 - 2) OCCO backlog of recruiters should be handled soon.
 - 3) About 78 applicants for Jr. COSTEP program; representing 30 different states and 20 different schools.
- Propose to resubmit all lost awards.
- 2005 Goals and Objectives:
 - 1) Update the EARP section of the webpage. In particular, need to update the section on the PowerPoint presentations (possibly create/update a library of files).
 - 2) Streamline process for approving/ paying for career fair activities.
 - 3) Setup annual goals to attend a number of career/ job fairs.
 - 4) Develop system/ process to keep in touch and follow up with suitable COSTEP.

H. Rules: CDR James Ludington stated that there is nothing to report.

V. ANNOUNCEMENTS

A. OCCO/DCCR Liaison: LCDR Claire Karlson reported the following:

- Temporary Promotion results should be out June 1.
- Largest agency with Engineer officers: IHS. Second largest agency with Engineering officers: FDA
- Applications:
 - General Duty: 7
 - SR COSTEP: 0
 - JR COSTEP: 3
 - Total Engineering applications open: 115
 - CAD Month of February: 02
 - Current Status of Category: 405
 - Current Status of Corps: 5956
- There are two February CAD officers:

Brandon Groh
Sanitation Facilities Construction Branch
7900 S. J Stock Road
Tucson, AZ 85746

Charles Daniel Thompson
PHS Indian Hospital

B. TISP Liaison: CDR Dan Beck reported the following :

- The Infrastructure Security Partnership (TISP), through its Infrastructure Security Professional Advisory Network (I-SPAN) initiative, has been invited by the U.S. Department of Homeland Security (DHS) to play a role in the upcoming national homeland security exercise, TOPOFF 3.
- TOPOFF 3 will begin Monday, April 4, 2005 and will run through Thursday, April 7, 2005.
- TISP has elected to participate at the tabletop level but will be co-located in the NICC. A group of TISP I-SPAN work group members will be present at the command center for the activity and may be queried on areas of our members' expertise as situations unfold during the disaster events that impact buildings and their occupants.
- Security issues involved and to facilitate participation, TISP needs to identify up front its members that are interested in and capable of being contacted during the April 4-7, 2005 period to serve as a contact point to field technical questions that may be asked of TISP by disaster response officials on the ground or by the command center for the event. Additional information about TOPOFF 3 is available online at: <http://www.dhs.gov/dhspublic/display?content=4393>. If interested in participating in the TOPOFF 3 activities, please contact TISP Liaison, CDR Dan Beck no later than close of business Monday, March 28th.
- Call for National Round Judges for the Internet Science and Technology Fair (ISTF) Competition. The University of Central Florida's College of Engineering and Computer Science and the National Medal of Technology Program are seeking the assistance of practicing scientists, engineers and other technical personnel in helping us to evaluate the research efforts of pre-college student teams that made it to the final (National Round) of our Internet Science and Technology Fair (ISTF) Competition. Two hundred and fifty student teams in grades three through twelve are competing in this year's program. For the past four months, these teams have worked with technical advisors via email, researched technical solutions to real-world problems, adhered to ISTF Content Guidelines (based on American Association for the Advancement of Science(AAAS) National Science Content Standards), and are about to present their research findings in a webpage format. Please access the ISTF website at <http://istf.ucf.edu> for a more comprehensive overview of the program.
- The National Round of Judging occurs between April 8th and April 17th. Practicing professionals to are invited to participate by each evaluating six student team projects. The forms for judging, the students' projects, and the guidelines for the three grade groupings (elementary, middle, and high school) are available online; the evaluations can be completed any time within the ten-day period. To learn more about participating as a final round judge, please go to our Judges' Newcomer Section at <http://istf.ucf.edu/Newcomers/Judges/>. Should you wish to participate, you will need to set up a judge account at MY ISTF <http://istf.ucf.edu/EnrollAdmin/> and begin by clicking on New Account under Judge.

- Continuing Education: Security Risk Assessment Procedures is April 6-8, 2005 in Baltimore, Maryland. Sponsored by the American Society of Civil Engineers, this seminar examines Architectural Surety, a risk management approach to providing confidence that a building or infrastructure system will perform in acceptable ways in various threat environments. A case study of portions of the World Trade Center failure will apply the principles of a security risk assessment to identify the vulnerabilities that the attackers exploited so tragically. Participants will team to conduct risk assessment exercises and present results. Developed by Sandia National Laboratories, this systematic approach to identifying, assessing, and managing risks to buildings and facilities is a new tool for engineers, architects, and anyone with a professional interest in improving the safety, security, and reliability of the built environment.
<http://www.asce.org/conted/seminars/abc132abc>
- TISP April 2005 Breakfast Speaker Series: Will be held April 19, 8:00-9:30 AM at the Army Navy Club, 901 17th Street, NW, Washington, DC. Matt A. Mayer, Chief of Staff/Senior Policy Advisor, U.S. Department of Homeland Security, Office of State and Local Government Coordination & Preparedness, will be the featured speaker. His presentation will address HSPD-8 and the DHS FY06 budget, which significantly increases critical infrastructure investments. The cost to attend is \$40 per person. Seating is limited and participation is only available to paid TISP Contributing Members and Corporate Sponsors. Pre-registration is required and must be received by Thursday, April 14, 2005. For further information, contact Catherine Tehan at ctehan@tisp.org.
<http://www.tisp.org/events/register04.cfm>
- TISP gratefully acknowledges support from Earth Tech for sponsoring the breakfast series. As a 27-year DOD contractor and full service engineering and construction firm, Earth Tech offers a broad range of services in force protection and security. From warning programs and protective systems through emergency response and recovery, Earth Tech has the capabilities to assess and mitigate risk for a variety of threats. As a part of Tyco International, Ltd., the world's largest manufacturer of protection and security systems, Earth Tech offers integrated product and service solutions to safeguard the nation's critical infrastructure facilities.
- TISP May 2005 Breakfast Speaker Series: Will be held May 19, 8:00-9:30AM at the Army Navy Club, 901 17th Street, NW, Washington, DC. Thomas Lockwood, Director, Office of National Capital Region Coordination, U.S. Department of Homeland Security, will be the featured speaker. The cost to attend is \$40 per person. Seating is limited and participation is only available to paid TISP Contributing Members and Corporate Sponsors. Pre-registration is required and must be received by Monday, May 16, 2005. For further information, contact Catherine Tehan at ctehan@tisp.org. <http://www.tisp.org/events/register05.cfm>
- Organizations interested in sponsoring future TISP Breakfast Speaker Series events should contact TISP at 703-295-6231.
- The 4th Annual Congress on Infrastructure Security for the Built Environment (ISBE 2005), October 18-20, 2005, in Jacksonville, FL.
- Any questions may be forwarded to CDR Dan Beck at DBeck@OSOPHS.DHHS.GOV

C. COA Liaison: LCDR Nate Tatum

- The COA Board Meeting was held on February 26 and March 30.
- Staff turnover. Matt Sigafoose, COA's Communications Associate, resigned in February to take a position with OPM. Two weeks later, COA's Deputy ED, Carrie Bright, submitted her resignation in order to accept a position as Executive Director of the National Nurse Mid Wives Credentialing Counsel. While Matt's departure was expected, Carrie's was not and the timing of two of COA's small staff leaving within a month of each other presents some challenges as well as opportunities. At their January meeting, the Board approved a general staffing plan which anticipated Matt's departure as well as the need for some additional administrative help in the office, and a long term need to hire a development professional to help with the Foundation's growing workload.
- COA is currently interviewing candidates for a full time, entry level administrative assistant position and a government relations manager position. COA is working up a position description for a development associate and will post that solicitation soon. COA would like to invite all members to refer prospective candidates for any of these job openings. Ideally, both the government relations and development positions will be filled with experienced individuals who hold an MPH and are supportive of the PHS Commissioned Corps.
- Three remaining COA employees left in the office will do their best to keep up, but anticipate slower response on emails and times when the phones may not be answered. The March Frontline will be unavoidably late.
- COA Membership. As of March 1, 2005, COA's membership is 7,207, which according to available records, is the largest the Association has ever been. The previous high, in the early 1980's was 7,149. We are in the process of notifying our 7,150th member, who will receive a free registration to the 2005 Conference.
- Annual Conference: The Conference agenda is complete and posted on the COA website. Room reservations are filling up at the same or slightly faster rate than for the 2003 Conference in Scottsdale. See updates at www.coausphs.org.
- Global Health Summit: The PHS Commissioned Officers Foundation-sponsored Global Health Summit, which will immediately precede the annual Conference, is the Foundation's most ambitious project to date. The Summit will feature a host of prominent global health leaders discussing the key themes of the planned Surgeon General's Global Health Call to Action. See details www.phscof.org.
- Sixth Promotion Precept: COA Board has not yet taken any official position. COA's executive director has spoken or corresponded with a host of senior officials on this issue from the Surgeon General, through the Director of the Indian Health Service, Director of CDC, Special Assistant for Transformation in OPHS and others. This will be a discussion topic at the March Board of Director's meeting.
- Legislation: There are currently several active and draft pieces of legislation which impact the Commissioned Corps. Among them is SB

504, The Public Health Workforce Development Act of 2005 introduced in the Senate on March 3 by Senators Hagel, Durbin and others. This bill, which has no companion in the House, would institute scholarship and loan repayment programs to entice public health professionals in the federal workforce. Although not specifically stated in the legislation, the intent of the sponsors is to include the PHS Commissioned Corps in the provisions of this bill.

- There is draft legislation circulating which would create an international medical response force (a result of the tsunami relief operations) and another which would create a medical national guard in the Department of Homeland Security, complete, by all reports, with its own Surgeon General. Trying to get copies of these latter two draft bills as they have serious implications for the Commissioned Corps.

D. SAME Liaison: CDR Randall Gardner reported the following:

- The 2005 Joint Engineer Education and Training Conference and Expo will be held on May 17-20 in Louisville, KY. Encourage everyone to attend. SG Carmona will be the keynote speaker.

E. Junior Engineer Report: LCDR Geoffrey Wachs reported the following:

- JOAG meeting was held on February 11 and March 11, 2005.
- JOAG Executive and Subcommittee Chairs to meet with the Surgeon General on March 11.
- JOAG Treasurer: LCDR Jeff Richardson, JOAG asking for donation from voting and general members. Send donations to LCDR Jeff Richardson.
- COA foundation offering scholarship (CO-03 and below) for the COA Conference, no later than May 1, 2005.
- General Announcements from RADM Kenneth P. Moritsugu (c/o JOAG Chair)
- Secretary Mike Leavitt confirmed January 26, 2005
- Call for nomination for JOAG Senior Advisor, Term: May 2005-May 2008. JOAG Senior Advisor: CAPT John Steward, Term: May 2002-May 2005. Nominations due by March 1, 2005.
- The Year of the Healthy Child
- About 200 officers deployed to inauguration, security, etc. media campaign to educate public about USPHS CO's.
- Proposed tracking system of policy changes and post on the web site
- USPHS Ball cap approved
- Response to Tsunami - 15 officers, treating patients, rebuilding healthcare, 35-days deployments, agencies paid for transportation, need Passports, etc.
- 53.7% officers meet BASIC Readiness; check on your status, no later than May 1, 2005.
- OCCO update: Staff shortage with 22% vacancy, doing their best, please be patient. PY-2005 information has been scanned and placed in the eOPF (check eOPF) if missing contact CAPT Stevens.
- Converting to COLTS (CO Leave Tracking System)
- 300 Jr. and 90 Sr. Officer applications received
- CAPT Frank J. Behan retiring, 600 officers received BOTC training in six (6) months.
- Submit 2004 assimilation application no later than February 11, 2005.

- OCCFM: working on 5 policy updates, plus other workgroups.
- CO Physical Standards being reviewed: “You’re it - get fit!”
- 2005 COER, no major changes at this time, but could change in 2006
- OCCFM fully staffed
- No backlog of medical waivers.
- Compensation Branch beta tested. New payroll system.
- Uniform Board has 9 recommendations for changes/policy.
- JOAG position paper: sixth precept, JOAG did not support. The 7 discussion points were previously submitted by JOAG.
- No New Dietary Guidelines Will Help Americans Make Better Food Choices, Live Healthier Lives.
- Junior Officer of the Year and JOAG Excellence Awards nominations due no later than March 15, 2005.
- JOAG Website being updated, suggested adding a Category page from Junior Officers on what they do in their position.
- Asking for volunteers, to help match protégé and mentors, contact: LCDR Sheila Ryan.
- COA Junior Officer professional development will be available at the COA convention.
- Suggested Workgroup Guidelines, with charter, report due dates, etc.
- COA Conference: events for Junior Officers being planned, social events, etc.
- Position Paper: JOAG Deployments and Missions Workgroup. Draft
- CPO Boards held last week in January, ranked and sent forward, OSG doing interviews.
- The Year of the Child – JOAG can identify ways to be involved and send a proposal to OSG.
- Sixth Precept – SG supported Officers in 3H positions, but not to use as a promotion precept.
- CDC BOTC Training, February 23 -25, 2005
- 38 officers to become USPHS Corps officers.
- Suggested JOAG do a workgroup/position paper on Security Clearances
- JOAG Year of the Healthy Child activities with RADM Williams
 - 1) General discussion of ideas
 - 2) JOAG Year of the Healthy Child Workgroup created
- JOAG meeting with Surgeon General Carmona
 - 1) Transformation Issues/Update
 - a) HHS Secretary to be involved when appropriate, on-going issue
 - 2) Sixth Precept
 - a) On-hold- to be restudied
 - 3) Readiness
 - a)70% goal for 2005
 - 4) Medical standards for commissioning and retention
 - a)Working on parity with Uniformed Services , Reference CCPM
 - 5) Deployment and missions
 - a) HHS Secretary to be involved when appropriate, SG aware and working on key issues: take care of others, internal and external training, working on security clearance for PHS.

- 6) Recruitment and Retention
 - a) Working on central location for PHS. PHS has always had some form of change, ongoing issue
 - 7) PHS Corps Culture
 - a) Officers should be self-inspired to better themselves every single day as a uniformed service and be proud. You set the standards.
 - 8) Warrant Officers Corps
 - a) on-going issue
 - 9) General
 - a) New Mission statement: "Protecting, promoting, and advancing the health and safety of the Nation."
 - b) Vision: Growing, being better at what we do, having congress and the country we serve appreciate us and recognize us for all of the things that have previously been taken for granted, and all of you becoming less anonymous and seen by everybody as the powerful force you are for shaping the health and safety and prosperity of this country as well as any county that needs our services.
- JOAG meeting minutes posted at <http://www.joag.org/minutes.html> for reference.
 - Next meeting will be held April 8, 2005. Call-in info is: USA Toll Free Number: 888-807-8641, PASSCODE: 11247.

VI. VACANCIES

- None

VII. ADJOURNMENT

Any officer that missed the roll call, please submit your contact information to LT Savalia at ysavalia@ora.fda.gov.

LCDR Mosser adjourned the meeting at 5:15 PM.

VIII. AUTHORIZATION

I have recorded the above EPAC meeting minutes:

 LT Varsha B. Savalia
 Recorder, EPAC

 Date

I have read the above minutes, which accurately describe this meeting, and on behalf of the EPAC approve their distribution:

 LCDR Jennifer E. Mosser
 Chair, EPAC

 Date

I authorize distribution of these minutes:

RADM Robert C. Williams, P.E.
Chief Engineer, USPHS

Date