

**Minutes of the Meeting  
Engineer Professional Advisory Committee  
Thursday, June 22, 2006**

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 Roger N. Dahozy at (602) 364-5081 or roger.dahozy@ihs.gov, for the phone and conference access numbers.

**I. CALL TO ORDER**

CAPT James Ludington, EPAC Chair, called the meeting to order at approximately 1:30 PM EST. Attendance was taken and a quorum of EPAC members was present. The April minutes were approved with editorial changes and will be held for two weeks and then posted on the Engineers website. The next meeting will be held on July 20, 2006, at 1:30 PM EST. All EPAC and subcommittee meetings are stated for Eastern Standard Time (EST) unless otherwise specified.

**II. ANNOUNCEMENTS**

**A. Office of the Chief Engineer (OCE): RADM Rick Barror reported the following:**

- Despite the fact that there was a cap on the number of officers attending the national COA conference, the engineer category day went very well. Approximately 1/3 of the engineers paid “out of pocket”. Thank you to CDR Neurath and her team for doing a great job.
- The CPOs met with the Assistant Secretary for Health (ASH), ADM Agwunobi, and informed him that they were not happy about being excluded from all transformation and policy decisions. Consequently, ADM Agwunobi understood and has given the CPOs an opportunity to be very involved. Now, the CPOs are participating with several committees and reviewing policies, thus keeping the CPOs very busy.
  - The CPOs submitted their comments and recommendations regarding the transformation workgroup report.
  - The CPOs also asked to provide their comments regarding the promotion success rates for this years promotion cycle.
  - Regarding the “three and freeze” policy recommendations, the ASH has formed a committee that has developed recommendations in which the CPOs were allowed to make further comment on. Consequently, these recommendations were put into effect today:
    - Three and freeze will apply only to the bottom 10% of the promotion list. Essentially officers who have been in the bottom 10% for three consecutive years will be frozen in grade. In addition to being frozen in grade they will also be sent to a retention board. The retention board will have the opportunity to either recommend that the officer not be frozen, attend

counseling, or involuntarily be inactivated, or involuntarily be retired. Details regarding the retention board have yet to be developed.

- In addition, the bottom 25% of the promotion list will require to be counseled by their supervisor and the CPOs. The details of this process have yet to be determined.
  - Any officer who does not meet basic readiness qualifications at the time the promotion board meets, the promotion board will be obligated to make a “not recommended for promotion” statement, which will automatically send that officer to the retention board.
  - Of course, there are several issues that have yet to be addressed.
- The last item that the CPOs got involved with was the succession plan for CPOs.
  - Information regarding the aforementioned will be posted on the engineers website at [www.usphsengineers.org](http://www.usphsengineers.org).
- The three and freeze policy will be reviewed in 3 years. This will be good, because three years from now we may be involved with new circumstances.
  - Manual Circular 377 has now been rewritten and everybody has a chance to comment on it. [Editor’s Note: See also the discussion under “New Business” in these minutes; ultimately, it was determined that this initial rough draft would only circulate to EPAC members, but that a future draft of the new manual circular will be made available for all members of the Corps to review and provide comments. The EPAC membership did review this early draft, and comments were submitted on June 29, 2006. The discussion below outlines what was in the early draft – keep in mind that much of this may be changed as a result of the various PAC’s responses to this early draft.] Essentially, the manual circular has been broken down into 7 different commissioned corps instructions. From this there are some interesting developments:
    - Physical fitness: There are two options regarding the requirements.
      - Option 1: Keeps the old concept of running 1 ½ mile, doing sit-ups, doing push-ups via the physical fitness test.
      - Option 2: The President’s Challenge is still available but will be done by a point system rather than having a 6 week physical fitness program.
    - CDR Mosser informed the EPAC of more details regarding the Manual circular 377 and the presidents challenge:
      - ✓ For basic force readiness: This policy stipulates what every officer needs to be considered basic ready. This includes the physical fitness test with the existing requirements criteria. Also, the Presidents Challenge has been “tightened up”. For instance, gardening, baton twirling, and ping-pong have been removed. More active activities have been kept on the list such as walking. The Presidents Challenge will be done on a points

system which is being set-up such that officers will be required to earn points on a 12 month time period, as opposed to a monthly time period. On average, a year for the average person is about 36,000 points, which breaks down to an average of about 3000 points per month. This equates to approximately 2 ½ to 3 hours of activity per week. A lot of officers feel that the point requirements are very reasonable. This is still written in draft form for comment. Nothing is written in stone.

- ✓ Health and Safety: Be sure to keep up with your 5 year physical exam. The other part of the health and safety policy is the immunizations section which has not changed.
- ✓ Competency: Be sure to complete the OFRD training modules. Every year a list will be announced as to what are the basic readiness training modules. Any that don't change, once you've completed them, you don't have to revisit them. If course content changes, then officers will need to complete the new modules. Be sure to maintain your proper licensure and current BLS.
- ✓ A new standard will be put into effect in May 2008. This will institute a maximum allowable weight for officers. Presently, there exists a maximum allowable weight standard for "entering" officers, but nothing for officers currently in the corps. If you do not meet your maximum allowable weight, then you will be tested for percent body fat. If you do not meet your percent body fat requirement, then by 2008 the corps will have a physical fitness program in place and you will be referred to that program. The details of this program are being developed.
- ✓ Part 5 of the Manual circular 377 deals with licensure. Although the engineer category doesn't deal a lot with this, other categories will be looking at this standard very closely.
- ✓ Deployment Preparedness: "What do you need to do to be ready to go out the door?" This requirement is making sure that you have the correct amount of clinical hours, your licensure is correct, you own the correct uniforms, and that you're up to date on your physical exams, etc. Recommendations for added requirements include having family care plans in place and to complete a medical history report in case something happens to you in the field.
- ✓ Operational Memorandum: This will set the basic series of training modules each year. RADM Babb will announce courses that we will need to complete.
- ✓ Medical Wavers are also covered in the Manual Circular 377.
- ✓ CDR Longstaff had a question: "will the FMRB and NEPA ribbon be re-introduced with the new requirements?" These

ribbons will be back, but not as a part of the Manual Circular 377.

- The comment period expires on June 30<sup>th</sup>. However, RADM Barror thinks this will be extended. All comments need to be provided through a process such that individual officers are not providing comments. It was recommended to have engineers send all comments to the Readiness Subcommittee. [see Editor's Note – above. Future draft will be released for comment to the entire Corps. This early draft was circulated only to PAC membership.]
- RADM Barror has been added to the transformation oversight group. Consequently, RADM Barror has learned that the agency still has not met with the agency secretary. This is now planned for the first two weeks in July. However, implementation of the transformation work group report is continuing. It was announced today that OCCO is going to hire 12 new positions all rated at the O-6 billet level to start implementing the transformation work group's recommendations. These positions will be advertised via the DCP website and people will have to apply for each position rather than applying once for all positions. Basically, these individuals will have the lead in implementing the transformation reports tasks. Any grade level can apply for these positions. The best people for the particular position will be selected. It is recommended by RADM Barror that we get as many field people in these positions as possible. The deadline for applying is in mid July and selections should be made by the 2<sup>nd</sup> week in August. These will be permanent positions. If funding is available, there may be more positions available in the future.
- Time tables have been developed and will be submitted to the Secretary of the DHHS as to how fast the transformation work group's tasks will need to be completed. All the transformation work group's tasks need to be completed prior to the end of the Secretary's term, which is at the end of President Bush's term.
  - What is proposed is that the policy for the new billets, officers profile system, functional groups (mental health, applied public health, clinical, and research) will be completed by the end of December. Soon after the implementation will begin with sufficient IT support.
- The Secretary of DHHS made a promise to have PHS engineers survey nursing homes down in the lowest parishes of Louisiana for the ability of patients to shelter in place during a hurricane. This is more of a facilities type survey to determine needs such as back-up power, fuel, etc. 12 engineers will be needed to spend all of July in Louisiana. Travel will start on July 5<sup>th</sup> and end on July 31<sup>st</sup>. Training will be done during the first couple of days of this deployment by the LSU hurricane center. Approximately 70 nursing homes will be assessed. It is undetermined as to the process of the selections and if civilians will be able to apply. Mr. Bill Banerjee, representing CDR Jamie Natour for this meeting, wanted to volunteer for this mission. Mr. Banerjee is a civilian engineer.

- There are two positions available in American Samoa and one in Saipan through a detail with the EPA. Another position is expected to be available in American Samoa soon. If people are interested in being detailed to these territories, please call Carl Goldstein at (415) 972-3767 and he will provide details. These positions are long-term (minimum of 2 years) positions. There are no return rights to the EPA if the position was to disappear. So, you'll need to find another position in the corps, if the EPA doesn't decide to keep you. These announcements will be sent out soon.
- There are 12 engineers needed for deployment to Louisiana. If 12 engineers are not able to sign-up for the deployment positions, then Mr. Scott Lee is going to look into the possibility consider working with the Army Corps of Engineers and the VA. You may contact Scott Lee at (303) 868-9600 for further details. Mr. Scott Lee is currently in charge of the JFO in Louisiana.

**B. EPAC Chair Announcement: CAPT Ludington reported the following:**

- Steve Anderson attended the COA conference in Denver traveling all the way from his duty station in Guam. CAPT Ludington spoke with Mr. Anderson regarding the American Samoa positions and found out that the EPA is very supportive and is a fantastic career opportunity. CAPT Ludington believed these are O-5 and O-6 Billets.
- The draft of the shared bench marks has been reviewed and returned with comments. Most of the changes were not very substantial, but a lot of wording changes. The shared bench marks will not be implemented until the 2008 cycle according to the CPOs. Please look at the engineers bench marks on the website. They are similar to the engineers bench mark. The CPOs will merge theirs with the engineers bench marks. The hazardous duty precept is still being developed.
- This year seems to be the first year that categories were broken down with varied success rates. The dental, pharmacy, veterinarian, and scientist categories have different success rates this year. In the past there was one success rate for all the categories.
- This years promotion success rates were higher than last years. For this year the temporary O-6 success rate will be 32%. Last year the temporary O-6 success rate was 25%, and two years ago was approximately 15%. For this year the success rate for temporary O-5 is 45% and for temporary O-4 is 80%.
- RADM Barror indicated that the promotion announcements should be out this week or next. However, the promotion scores have been submitted to each officer's file. Please keep in mind that these scores are relative to this year's promotion board. For example, if you received a lower score that last year, it doesn't necessarily mean you did worst than last year.
- This year 27 officers were not promoted because they didn't either meet basic readiness requirements or had some other issue that made them ineligible to be promoted. Those 27 people have been removed and replaced.
- There were 1,595 officers eligible for promotion this year and approximately 786 are being promoted.

III. **OLD BUSINESS:**

A. **Standardization of PAC websites:** CDR Constant reported the following:

- CDR Constant didn't have any new information since the last EPAC meeting regarding the standardization of the PAC websites.
- Regarding the absence of an engineers list serve, CDR Beck is waiting for the OFRD and OCCO list serves to merge. Consequently, an EPAC list serve will be created.
- Update of the existing NIH engineer list serve: CDR Mosser indicated that the current list serve still works. However, any modifications that are made need to be manually changed. The OFRD database currently has the capability that anytime a change is made the database will trigger other related changes automatically. OCCO is bringing this capability to their data bases, such that any modifications done will automatically update other related information throughout the system. Regarding the existing engineer NIH list serve, CDR Beck and Mike Coney have been waiting for this new OCCO system to be implemented and then they will link the two systems together. Some other "house keeping" measures will be done too. We can still continue to use the existing list serve, however any changes will need to be completed manually.

IV. **NEW BUSINESS**

A. **Engineer Recruitment:** RADM Barror reported the following:

- The engineer category is presently down to 395 engineers and appears to be dropping. RADM Barror and CAPT Ludington plan to have a conference call with the Associate Recruiter leads to discuss a plan of action that would involve the associate recruiters to help this situation.
- CAPT Ludington stated that this issue is more of an "opportunity problem" as opposed to a "recruitment problem".

B. **Manual Circular 377:**

- CDR Bond commented that she could not find the revisions for the Manual Circular on the engineers website.
- CDR Mosser indicated that all officers will get a chance to review the new Manual Circular 377. However it needs to go through several other agencies and reviews first. Therefore, it's not currently on the engineers website. Thus far, the goal is to get officers aware of the new document and to let them know that they will have a chance to review it.
- RADM Barror shared the same sentiments and added that all comments made by officers should be consolidated through the EPAC to the CPOs, then eventually to OSG.
- CAPT Ludington suggested that RADM Barror send the new Manual Circular 377 to all engineers via the NIH list serve and have all comments funneled back to the EPAC through CDR Ausdemore and his subcommittee. RADM Barror shared this sentiment and will look into this being done.

- CDR Mosser indicated that she would investigate the intentions of the review process regarding the proper chain of command and who should review it. Once she determines this, she will update CAPT Ludington and RADM Barror so that they can determine a strategy for sending it out. [see Editor's Note under Chief Engineers' Announcements (section II.A., above). Future draft will circulate to all officers – this early draft was circulated only to PAC membership.]

**C. Draft PHS Commissioned Corps Improvement Act:** CDR Nelson Mix reported the following:

- A new 2006 draft PHS Commissioned Corps Improvement Act Bill that is being circulated around various department and agencies for comments.
- This basically act deals with the reserve corps, warrant officers, officers that are detailed outside of DHHS, and other related issues.

**V. SUBCOMMITTEE REPORTS**

**A. Awards:** CDR Bradley Harris was absent:

- No report

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

- The last meetings were held on May 9 and June 13, 2006. The next meeting is scheduled for August 15, 2006, from 2:00pm-3:00pm
- A new member from FDA introduced herself to the group.
- Another one of our newer members is involved in the sustainable design concept and will be presenting the concepts to us at an upcoming meeting.
- The subcommittee is looking into the issues of guidelines for the use of existing buildings as temporary shelters. One of our members discussed this with a contractor while on a military deployment and received some useful information.
- The committee was informed of the following:
  - The 2006 edition of AIA's Guidelines for Design and Construction of Hospital and Health Care Facilities will be released in early July.
  - The committee was informed that the Surgeon General's Report on the Healthy Building Initiative is moving forward.
  - OMB requires that capital requests be captured and submitted electronically in a consistent format known as Exhibits 300 and 53. OMB plans to update the exhibits 53 and 300 for the fiscal year 2008 budget submission. The Circular A-11 Capital Planning Guide is being updated as well.
- They are awaiting the release of the HHS Facilities Manual and will discuss it at a future meeting.
- One of our committee members plans to attend the upcoming Construction Industry Institute's annual conference in July, and provide a report of highlights at the next meeting.

- C. **Career Development:** CDR Sue Neurath was absent:
- No report
- D. **Emergency Preparedness:** CDR Jarrell reported the following for CDR Ausdemore:
- The Emergency Preparedness Subcommittee met on June 14th.
  - Discussion was held regarding the new PHS response teams. The progress of the various teams were shared by members of the subcommittee.
  - One of the projects that the subcommittee is working on is the development of an Engineer Deployment Playbook. The goal of the Playbook is to provide “prescribed” mission assignments and tasks that will inform disaster coordinators on the type of PHS engineer capabilities that are available during disasters and identify a suggested mix of resources with associated mission goals. The committee is currently reviewing all of the Emergency Support Functions which the PHS leads or supports and will vet response scenarios.
  - CAPT Ludington mentioned he will forward all returning comments regarding the Circular Manual 377 to CDR Ausdemore and his subcommittee.
- E. **Information:** CDR Mitch Constant reported the following:
- The last meeting was on Tuesday, June 20, 2006.
  - The subcommittee would like to add a building design and construction page to the engineers website. CDR Constant will contact CDR Natour to coordinate this effort.
  - The subcommittee has been working with the information technology advisory group. LCDR Geoffrey Wachs will participate in this effort by attending various meetings to determine what activities are relevant to the information subcommittee.
  - The subcommittee is going to make the engineers website more “pazzazy”, which means that minor modifications will be made to the website in order to make it better esthetically.
  - The engineer news letter is still developing. The news letter will entail information about the EPAC and related topics. The first publication is planned to be released in July 2006 with a fall back issue in October 2006. RADM Barror and CAPT Ludington will forward any information that the subcommittee needs. A conference call is planned for next Friday, in which the subcommittee will discuss exactly what information they need from RADM Barror and CAPT Ludington.
- F. **Leadership Development Seminar:** CDR John Longstaff reported the following:
- The assistant secretary for administration and management has approved the leadership seminar in San Diego, CA.

- The announcement for the seminar is presently on the engineers website. This includes information about the seminar, links regarding the location and registration, with a separate form to secure a room at the Navy Lodge. Please forward this form to CDR Longstaff to reserve your room. Officers may email or fax the form to CDR Longstaff.
- You may secure plan tickets for yourself and family, now that the seminar is officially confirmed.
- Thank you CDR Longstaff for your work with planning and organizing this seminar! “Lets fill up the house”.

**G. Mentoring:** CDR Tom Heintzman reported the following:

- Subcommittee last met on June 6<sup>th</sup>, 2006.
- A questionnaire has been developed for gathering feedback from mentoring teams and is being used by the subcommittee. Establishing this feedback was identified as part of the Subcommittee 2006 Goals and Action Plan. Teams will be contacted quarterly to assess progress, provide assistance if needed, and make any changes to the program.
- Two new protégé applications were received in May-June and there have been 10 new teams initiated so far in 2006. Notice of the program in the CPO Welcome Package and personal calls from the subcommittee to recent hires seem to be effective in forming teams.
- Mentors are needed. Mid-level and senior engineers who want to participate are requested to complete a Mentor application. Applications are available on the web page.
- Next meeting will be July 11, 2006, 11 AM PST.

**H. Recruiting & Retention:** CDR Churci Kardous reported the following:

- The last meeting was on June 13, 2006.
- The subcommittee is working on their strategic goals and trying to assign coordinators and liaisons for each designated goal.
- For the month of May:
  - ✓ General Duty Applications: 11
  - ✓ Senior COSTEP Applications: 6
  - ✓ Junior COSTEP Applications: 28
  - ✓ Calls to Active Duty: 4 (short tours for the OSG)
  - ✓ Current Status of Engineer Category: 397
  - ✓ Largest Agency with Engineering Officers: IHS 243
- There was concern regarding the bench marks for the Associate Recruiter program. The committee discussed the fact that it is becoming evident that the Associate Recruiter program is becoming a simple method of putting a “check mark” for promotion.
- CAPT Ludington commented that this is a common issue with officership and involvement. With the Associate Recruiter program there is an existing policy which outlines requirements that each recruiter must maintain. This issue will be addressed during the planned conference call between the associate recruiter leads and RADM Barror.

- Progress has been made regarding the “engineer civil service to commissioned officers conversion” campaign that has been ongoing. Some engineers did not qualify. Now that there is an established database, comments can be noted for people who are not qualified such that no back tracking will be done in the future. There has been moderate success.
  - It was discussed that it is difficult for people to locate Associate Recruiters who are not in IHS. 243 of 397 PHS engineers are within the IHS. There are many more Associate Recruiters within the IHS.
  - The next meeting will be on July 11, 2006 at 1:00PM EST.
- I. **Rules:** CDR Longstaff reported the following for CDR Ausdemore:
- The rules subcommittee is currently accepting nominations for EPAC membership for the upcoming year. The deadline is June 30, 2006 and you may forward your self nominating form to CDR Ausdemore.
  - It is still unknown as to how many open slots there will be.
  - Those current EPAC members who are reaching the end of their 3-year tour, you will need to reapply if you wish to remain on the committee.
  - Two applications have been submitted thus far. More information will be sent out with the Chief Engineer’s announcement.

## VI. ANNOUNCEMENTS

- A. **OCCO/DCCR liaison:** LCDR Rhondalyn Cox was absent:
- No report.
- B. **TISP Liaison:** CDR Dan Beck was absent.
- No report.
- C. **COA Liason:** CDR Nate Tatum was absent.
- No report.
- D. **SAME Liaison:** CDR Randall Gardner was absent:
- No report from CDR Gardner.
  - RADM Barror mentioned that the SAME National Conference in New Orleans was held a few weeks ago. The conference was very good. Tours heavily damaged areas of New Orleans were taken by several engineers attending the conference.
  - Next year the national meeting is going to be held in Philadelphia, Pennsylvania. CDR Kathy Poneleit is planning the scientific agenda for this meeting.
  - SAME has embraced the PHS commissioned corps and an effort needs to be made to have more PHS officers involved.
- E. **Junior Engineer Report: LCDR Geoffrey Wachs reported the following:**
- The JOAG meeting was held on 9 June 2006.
  - Assistant Secretary for Health and Surgeon General meeting:

- In the event of discrepancies between the information contained in this report and information from the Office of the Secretary for Health (OASH) or from the Office of the Surgeon General, the OASH/OSG will be the authoritative source.
- ADM Agwunobi would like to have an open dialogue with junior officers about the current and future state of the Corps. <http://www.hhs.gov/about/bios/asstsechealth.html>
- ADM Agwunobi introduced by VADM Carmona, ADM Agwunobi gave thanks for this opportunity to speak. He recognizes that junior officers are the most affected by the ASH/SG. He thinks about how policies affect all officers (Junior Officers, Flag Officers, etc.) and that he wants to represent everyone equally. He has a passion for junior officers' future of the corps. The corps of the future is the corps today. Has service, heart, focus, motivation, history, future, proud, compassion, and pride drives excellence. Junior officers should inspire to be the Surgeon General. The Surgeon General of the future will come from within USPHS. Expose the World of who we are, going forward, that USPHS is there at time of their need.
  - We will see a lot of changes, and will ask for our thoughts, changes relate to transformation, training of teams, organization and role within HHS, human resource needed, simpler faster more efficient.
  - The new CC should have a clear path of their future; system shouldn't get in the way. Should be able to know what the steps are from the beginning.
  - Transformation to help get what you need for a career in the corps, foster esprit de corps, support each other, Culture that foster cooperation, so that everyone wins, no losers
  - As a leader may do something that we don't like, but needs our help, ideas, thoughts, wants the truth, pass thru chain of command, be courageous, selfless service, participate.
  - Sign up for response team - [http://oep.osophs.dhhs.gov/ccrf/OFRD\\_Officer\\_Questionnaire.htm](http://oep.osophs.dhhs.gov/ccrf/OFRD_Officer_Questionnaire.htm)
  - To make transformation more transparent and help with communicating that information. Marketing team. Articles, media, public relations, etc. Many changes to happen over the next few months.
  - Increase commitment to global health
- VADM Richard H. Carmona, U.S. Surgeon General
  - <http://www.surgeongeneral.gov/aboutoffice.html#biosg>
  - OPDIV is responsible to allow deployments, not supervisor. Supervisor to be held accountable for their support of CC officers. Reference pending memo to be sent out. Will address those circumstances (Tribal supervisor) to find best solution as needed. Communications may go thru JOAG/PAC's to help with the information.

- Trying to recapture the culture to reestablish the USPHS traditions, Looking at training academy, increasing funding, improve billet system, improvements in BOTC, has a Vision for the USPHS Commissioned Corps
- You're the future, inspired by the friendship, professionalism, pride, accomplishments, best job he ever had, family, to improve the World. Works at the pleasure of the President of the United States and Congress approval. Thanks
- JOAG Chair comments during open dialogue with ASH/SG
- JOAG Chair talked about the vision of the corps in the year 2015, key issues: Readiness, Mission, Career paths, Force managed, CC/SG be recognized.
- JOAG Chair talked about Topics: transformation, communications of proposed changes,
- 14 July 2006 JOAG meeting:
  - RADM Robert C. Williams, OSG Chief of Staff, will discuss "Ethics for Field Leaders".
  - Friday, 14 July 2006 will be the next scheduled JOAG meeting.
  - For Official JOAG meeting minutes and other JOAG information, reference the JOAG website at <http://www.joag.org/minutes.html>

#### VII. VACANCIES

- Please refer to the Chief Engineer's Report regarding the 12 OCCO positions involving the implementation of the transformation workgroup's recommendations.
- Please refer to the Chief Engineer's Report regarding the positions in the South Pacific.

#### VIII. ADJOURNMENT

Any officer that missed the roll call, please submit your contact information to LT Roger Dahozy at [roger.dahozy@ihs.gov](mailto:roger.dahozy@ihs.gov).

CAPT Ludington adjourned the meeting at 3:23 PM EST.

#### IX. EPAC MEETING PARTICIPATION

**Participants:** (Voting Members in bold)

**CDR Meredith Bond (At Large), CDR Mitch Constant (IHS), LTJG Bradley Cunningham (FDA), CDR Tom Heintzman (IHS), LT Vivian Iskander (IHS), CDR Allen Jarrell , CDR Churci Kardous (CDC), CDR John Longstaff (IHS), CAPT James Ludington (IHS), LCDR Jennifer Mosser (OS), RADM Richard Barror (CPO, ex-officio), LT Roger Dahozy (Recorder, ex-officio).**

**Voting Members Absent:**

**CDR David Ausdemore (CDC), CDR Bradley Harris (NPS), (EPA), CDR Jamie Natour (HRSA), CDR Sue Neurath (CDC), LT Varsha Savalia (FDA), LCDR**

**Hilda Scharen-Guivel (At Large), CDR Adam Scully (FDA), LCDR Emil Wang (FDA).**

**Official Alternates Present:**

LTJG Nazmul Hassan (for LT Savalia).

**Guests:**

CDR Nelson Mix, Mr. Bill Banerjee (for CDR Natour), CDR Ramsey Hawasly (IHS), CAPT Mark Thomas (IHS).

**X. AUTHORIZATION**

I have recorded the above EPAC meeting minutes:

_____	_____
LT Roger N. Dahozy Recorder, EPAC	Date

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

_____	_____
CAPT James Ludington, P.E. Chair, EPAC	Date

I authorize distribution of these minutes:

_____	_____
RADM Rick Barror, P.E. Chief Engineer, USPHS	Date