

**Meeting Minutes of the
Engineer Professional Advisory Committee
Thursday, May 22, 2008**

The Engineer Professional Advisory Committee (EPAC) welcomes your input and participation. Meetings are open to all Public Health Service Engineers and Architects.

Next meeting date: July 24th, 2008, 3:30-5PM Eastern Standard Time

Conference Line Information:

Toll-free: 1-866-614-6551

Passcode: 8768444

I. CALL TO ORDER

CDR Sue Neurath called the meeting to order at 3:30 PM EST. Attendance was taken and a quorum of EPAC members was present. Tab A shows the EPAC meeting attendance to date.

II. APPROVAL OF MINUTES

CDR Neurath stated that minutes for meetings will remain open until the end of the following month. Please submit your comments. At the end of that month, the minutes will be considered finalized.

III. ANNOUNCEMENTS

A. Office of the Chief Engineer (OCE): RADM Rick Barror provided the following announcements:

- RADM Barror offered congratulations to the Engineers who will soon be promoted. He also stressed to those who did not receive their promotions yet to not be discouraged and to feel free to contact him to discuss their promotability.
- RADM Barror was attending the SAME meeting in Minneapolis during the call and stressed what excellent Leadership Training was being offered at the meeting. He offered a reminder that other valuable Leadership Training would be offered at the upcoming COF meeting in Tucson and the AMSUS meeting.
- RADM Barror encouraged the EPAC to relay their thoughts to him regarding what the Chief Engineer can do to better the committee's effectiveness.

B. EPAC Chair: CDR Neurath provided the following announcements:

- Results of the Annual Performance Scorecard evaluating communication efficiency by Federal agencies noted a significant improvement in the HHS score – we went from 19th to 5th.
 - Improvement was attributed to detailed strategic planning that emphasized outcome and performance measures

- The CPO Board is gathering/reviewing PAC comments on the 2009 Promotion Benchmarks – expect to release soon.
 - Expect few changes from the 2008 Benchmarks
 - PACs will have the opportunity to provide comments to the 2010 Benchmarks, will be a discussion item for the August EPAC meeting concentrating on professional development
- COER Revisions:
 - There is an effort to redesign the COER to primarily address concerns about score inflation
 - Focus group meetings were convened to ensure comments and concerns from CPOs, Agency Liaisons, and civilian supervisors are considered; included 24 attendees
- Promotion Details:
 - About 1500 officer records were reviewed for Temporary Promotion
 - 764 Temporary Promotions were awarded
 - 5 Officers removed from consideration for readiness or administrative concerns
 - 65 Officers received a deferral
 - Sufficient information to illustrate the officer is performing well in his job, but insufficient information to ‘Recommend for Promotion’
- Associate Recruiter Program – based on a presentation from LCDR Pryor to the SG Combined meeting
 - All officers are expected to develop a *Core Awareness*, every officer is an ambassador.
 - Hold on new Associate Recruiter applicants to review/improve the Associate Recruiter Program and support to Associate Recruiters

IV. Subcommittee Reports:

- A. No subcommittee reports were presented at this meeting.

V. Liaison Reports:

- A. No liaison reports were presented at this meeting.

VI. NEW BUSINESS

A. Recruitment:

- Presentation by LCDR Thomas Pryor, OCCO/OCCR
 - LCDR Pryor described the role of OCCR and the Associate Recruitment Program (ARP) for targeted efforts to effectively meet PHS recruitment goals. These programs will compliment PAC efforts.
- Presentation by CDR Churci Kardous, OCCO/ARS
 - The slides for CDR Kardous' presentation attached below.



EPAC Recruitment
and Retention...

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VII. OLD BUSINESS

C. None Discussed.

VIII. ADJOURNMENT


CDR Neurath adjourned the meeting at 5:07 PM EST.

TAB A
2008 EPAC Member and Guest Attendance

| Rank | First | Last | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|------|----------|------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|
| ADM | Richard | Barror | x | x | E | x | x | | | | | | | |
| CAPT | David | Apanian | | x | x | E | x | | | | | | | |
| CDR | Dan | Beck | | x | x | x | | | | | | | | |
| CDR | Steven | Bosiljevac | x | x | x | x | x | | | | | | | |
| LT | Bradley | Cunningham | | x | x | x | x | | | | | | | |
| CDR | Mary | Dahl | x | x | x | x | | | | | | | | |
| LCDR | Roger | Dahozy | x | | E | x | | | | | | | | |
| CAPT | Bradley | Harris | x | x | | x | E | | | | | | | |
| CDR | Charles | Hayden | x | E | x | x | E | | | | | | | |
| CDR | Churci | Kardous | x | x | E | x | x | | | | | | | |
| CDR | John | Longstaff | x | x | x | x | x | | | | | | | |
| CAPT | James | Ludington | x | | x | x | | | | | | | | |
| LCDR | Michael | MarcAurele | x | x | x | x | x | | | | | | | |
| CDR | Susan | Neurath | x | x | x | x | x | | | | | | | |
| LT | Vivian | Porter | | | | | | | | | | | | |
| LCDR | Varsha | Savalia | x | x | x | x | x | | | | | | | |
| CDR | Hilda | Scharen | x | x | E | E | x | | | | | | | |
| CDR | Adam | Scully | x | x | x | x | | | | | | | | |
| CDR | James | Simpson | x | x | x | x | x | | | | | | | |
| CDR | Emil P. | Wang | x | x | x | x | x | | | | | | | |
| Dr. | Tonia | Burk | E | x | x | E | | | | | | | | |
| CDR | Keith | Foy | x | x | x | x | | | | | | | | |
| CAPT | Raelene | Skerda | x | | | | | | | | | | | |
| CAPT | Randy | Gardner | | x | | | | | | | | | | |
| LCDR | Jonathan | Rash | E | x | x | x | x | | | | | | | |
| CDR | Geoffrey | Wachs | | x | x | x | | | | | | | | |
| LCDR | Jennifer | Caparoso | | x | | x | | | | | | | | |
| LCDR | Ed | Dieser | | x | | x | | | | | | | | |
| | Nazmul | Hassan | | x | | | | | | | | | | |
| LTJG | Kim | Love | | x | x | x | x | | | | | | | |
| LCDR | David | Mazorra | | x | | | | | | | | | | |
| CDR | Jamie | Natour | x | x | x | x | | | | | | | | |
| CAPT | Kathleen | Downs | | | | | x | | | | | | | |
| LCDR | Thomas | Pryor | | | | | x | | | | | | | |

IX. AUTHORIZATION

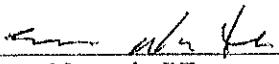
I have recorded the above EPAC meeting minutes:



Ms. Tonia Burk
EPAC, Recorder

1/22/09
Date

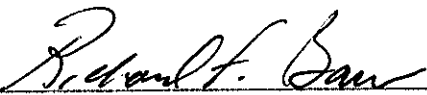
I have read the above minutes, which accurately describe this meeting, and on behalf of the EPAC approve their distribution:



CDR Susan Neurath, PE
EPAC, Chair

1/22/09
Date

I authorize distribution of these minutes:



RADM Rick Barror, PE
Chief Engineer, USPHS

1-22-09
Date