

19 Mar 04

From: Acting Chair, Navy Entomology Steering Committee
To: Commanding Officer, Navy Environmental Health Center, 620 John Paul Jones Circle,
Suite 1100, Norfolk, VA 23708-2103
Via: Executive Director, Field Activities, Navy Environmental Health Center *MRP 3-23-04*
Subj: CHARTER AND FEB 04 MINUTES OF THE NAVY ENTOMOLOGY STEERING
COMMITTEE

Encl: (1) Revised Charter of the Navy Entomology Steering Committee
(2) Minutes of the Feb 04 Navy Entomology Steering Committee

1. The recently re-established Navy Entomology Steering Committee (NESC) met from 16-18 February 2004 at Navy Disease Vector Ecology and Control Center, Jacksonville, FL, in conjunction with the triennial Navy Operational Entomology Training workshop. The purpose of the NESC, as reflected in enclosure (1), is to "improve the professionalism of Navy Entomologists to better support the mission of the Navy and Marine Corps".
2. Enclosure (1) contains the revised charter of the NESC, provided for your review, comments and approval. A summary of the significant revisions to the charter, approved by the NESC, include:
 - a. Revision of the NESC purpose statement;
 - b. Assignment of the Navy Entomology Specialty Leader as the Chair of the NESC, as well as other committee membership changes;
 - c. Meeting frequency was changed to a minimum of once per year, ideally in conjunction with the NEHC conference.
3. Enclosure (2) is provided for your information regarding the discussion and recommendations that came from the NESC meeting.
4. Respectfully request your review of enclosure (1). If this document meets your approval, I additionally request that a signed copy be returned to me for dissemination to the NESC members. On behalf of the NESC, I would like to express our appreciation for your support of the NESC.
5. If you have any questions or require further information, please contact me at 360-315-4452, DSN at 322-4452, or email at george.schoeler@ndvecc.navy.mil.


G. B. SCHOELER

Navy Entomology Steering Committee CHARTER

Purpose:

To improve the professionalism and capabilities of Navy Entomologists in order to better support the Navy and Marine Corps mission.

Committee Structure:

The Committee will consist of the following voting members:

- Officer in Charge, NDVECC Jacksonville
- Officer in Charge, NDVECC Bangor
- One entomologist from NEHC
- One entomologist from a CONUS NEPMU (either 2 or 5)
- One entomologist from an OCONUS EPMU (either 6 or 7)
- One entomologist from the Marine forces
- One entomologist from a research unit.

The Entomology Specialty Leader will be appointed as the Chair of the Navy Entomology Steering Committee. The Chair will serve as a non-voting member of the Steering Committee and will vote only in the event of a tie of votes by the voting members of the Committee.

The entomologist assigned to NEHC will function as the Central Coordinator and will coordinate meeting times and locations, prepare travel requests for members, coordinate the agenda with the committee chair, act as recorder, and prepare and distribute the minutes.

Members appointed to the Steering Committee will serve on the committee until they transfer from the command that they represent. Replacement members will be appointed by the Committee Chair. One member of the committee should be on his or her first or second tour, and will serve as the "junior officer" representative.

Substitutes or alternates will be allowed by position or billet. The appointed member that cannot attend a scheduled meeting will designate an alternate member for that meeting that he or she cannot attend. The member that designates an alternate will inform the Committee Chair of the substitution prior to the meeting. A quorum of four members will be required. Decisions will be made by simple majority vote, except changes in the charter, which will require a two thirds majority.

**Navy Entomology Steering Committee
CHARTER**

An O6 entomologist will be invited to serve as a mentor to the Entomology Steering Committee.

Meetings:

Meetings will be held a minimum of once a year, ideally in conjunction with the annual NEHC Conference.

Chairmanship:

The Entomology Specialty Leader will serve as Chair of the Entomology Steering Committee. The Chair will be a non-voting member and will vote only in the event of a tie.

Reporting:

Minutes will be prepared and distributed to the committee members for approval within two weeks of the meeting. The minutes will be submitted to the Commanding Officer of NEHC following committee approval. In addition, the Entomology Community Resume will be provided to CO NEHC annually to highlight the accomplishments of the Entomology Community from the previous year.

Resources:

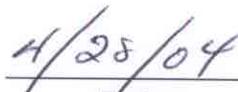
The committee will be centrally funded by NEHC.

APPROVED:





CAPT D. A. Hiland, MC, USN
Commanding Officer
Navy Environmental Health Center



Date

Navy Entomology Steering Committee (NESC) Minutes
February 2004

Meeting Place: Navy Disease Vector Ecology & Control Center, Jacksonville, FL
Meeting Time: 16-18 Feb 04

Members Present: CDR D. Claborn, NDVECC Jax
LCDR M. Zyzak – AFPMB/DPMIAC (Asst. Specialty Leader)
LCDR G. Schoeler – NDVECC Bangor
LCDR B. Prendergast – NEPMU-2
LCDR G. Tetrault - NEHC
LT M. Smith – 2nd Medical BN/2d FSSG (FMF)
LT J. Stancil – NMRCDC, Lima, Peru (research, Junior Officer)

Visitors: CAPT G. Breeden – AFPMB
CDR S. Rankin - NEHC

Old Business

Because the Navy Entomology Steering Committee (ESC) had not met since Oct 2000, no old business was presented. In addition, only one member that attended the last meeting was present (LCDR Zyzak).

NEW Business

I. Election of officers. New committee members were selected and include:

Entomology Specialty Leader – Chair
DVECC Jax OIC – CDR Claborn
DVECC Bangor OIC – CDR Bangs
NEHC rep – LCDR Tetrault
EPMU reps – LCDR Prendergast (EPMU-2), LT Obenauer (EPMU-6)
Marine Forces rep – LT Smith (2nd Med BN/2nd FSSG)
Research rep – LT Stancil (NMRCDC Lima).

LCDR Schoeler was selected as Chair of the ESC for the current meeting, since the Entomology Specialty Leader could not attend. Due to changes in the ESC charter (see below), the Chair of the ESC will be the Entomology Specialty Leader for the next scheduled Navy ESC.

All approved.

II. Review/revision of ESC Charter. The committee began by reviewing and significantly revising the ESC Charter. All changes were accepted unanimously by the committee. A copy of the revised charter is attached and will be forwarded to CO NEHC for approval. A summary of the changes to the charter include:

Navy Entomology Steering Committee (NESC) Minutes
February 2004

Purpose: The purpose of the Navy Entomology Steering Committee was changed to: “Improve the professionalism and capabilities of Navy Entomologists to support the Navy and Marine Corps mission”.

Committee Structure: The structure of the committee was changed. Significant changes include –

- Chair – the Chair of the ESC will be the Entomology Specialty Leader who will be a non-voting member of the ESC and will vote only in the event of a tie.
- The entomologist serving at NEHC was appointed as a voting member of the Committee and will serve as the Central Coordinator for the ESC.
- Substitutions will be allowed for appointed members that may not be able to attend a scheduled meeting. Substitutions will be made by the member unable to attend and be provided to the Chair prior to the scheduled meeting.
- Members appointed to the ESC will serve until they transfer from the Command that they represent. New representatives will be appointed by the Chair.

Meetings: Meetings will be held at minimum once a year, ideally in conjunction with the annual NEHC conference.

Reporting: Minutes will be prepared and distributed to committee members within 2 weeks of the meeting. Approved minutes will then be submitted to CO NEHC. The revised charter is included as attachment (a).

All approved.

III. Action items. The committee discussed action items that would come out of the meeting. It was agreed that action items would be developed during the meeting, as agenda items were discussed. Any action items would then be discussed, recommendations developed and taskings assigned as issues arose.

All approved.

IV. Recruitment, eligibility for commissioning, rank/billet structure. The committee discussed changes in the educational background of new accessions. Recent new accessions seem not to have strong medical entomology backgrounds. Because of this, and due to current operational tempo, it is essential that new accession entomologists be trained in entomology and vector control as soon as possible. The importance of the NDVECC’s in training and mentoring new entomologists was discussed. One of the strengths of the entomology community is that new accessions are usually assigned to one of the two NDVECCs for their first tour. This ensures that new entomologists serve their first tours with more senior and experienced entomologists. The purpose of this first tour is to ensure that new accession entomologists are trained and prepared for their next tour where they likely will have to function independently. Therefore, the committee agreed that one of the important functions of the NDVECCs is training of new accession entomologists.

The committee also discussed distance learning programs. Because of the current availability of distance learning programs, the committee discussed eligibility of new accessions who may apply for Navy entomology and who may have entomology (or

Navy Entomology Steering Committee (NESC) Minutes
February 2004

related) degrees earned through distance learning programs. The committee was unsure of what entomology distance learning programs may be available and of what quality these programs may be.

Recommendation/Action item: The committee made a recommendation that someone be assigned to research what distance learning programs are available leading to a Masters degree in entomology or public health.

Motion: CDR Claborn.

Second by LCDR Prendergast.

All approved. LTJG Gourdine, NDVECC Bangor, was tasked with this action item.

V. Entomology Community Structure/Billet Distribution. The committee discussed the current billet structure and distribution within the entomology community. In particular, the committee discussed the fact that currently there are two entomology billets at each of the CONUS NEPMUs. The usefulness of having two billets at each of the NEPMUs was discussed and the committee felt that it might be beneficial to move one of the entomology billets from each CONUS NEPMU to another command. The committee discussed where they billets might be transferred to benefit the community and individuals assigned to these billets. Potential places where the billets could be moved include the research units, the NDVECCs, and Naval Medical Research Center.

Recommendation/Action item: The committee recommended that someone be assigned to look into the pros and cons of redistributing the second entomology billets assigned to the CONUS NEPMUs to other commands.

Motion: LT Stancil

Second by LCDR Prendergast.

All approved. LCDR Prendergast and LT Stancil were tasked with this action item.

VI. Retention and promotion. The committee discussed current morale and issues among the junior entomologists. The committee suggested that perhaps a survey could be developed and distributed to junior officers to try and ascertain the climate of the junior officers in regard to retention, promotion, and job satisfaction. The committee felt that at this time no survey is required since the entomology community is small. LT Stancil, as the junior officer representative, felt that it would be easy for him to contact the junior officers and discuss issues with them.

Recommendation/Action item: None.

VII. Retrograde inspections. LT Smith discussed changes in retrograde (washdowns) inspections. A recent DOD instruction assigned the responsibility for retrograde inspections to Army Provost Marshals under the direction of the USDA. In the past, Navy entomologists and Preventive Medicine Technicians were responsible for retrograde inspections for materiel returning to the US. With this change, the role of Navy entomologists and PMTs in retrograde inspections will be reduced. The entomologist at 1st Medical Battalion is currently not doing retrograde inspections. The entomologist at 2nd Medical Battalion will still be involved in retrograde inspections in Rota; the entomologist assigned to 3rd Medical Battalion will still be involved since retrograde inspections will still be conducted for materiel returning to Okinawa. The

Navy Entomology Steering Committee (NESC) Minutes
February 2004

committee discussed these changes and the effect on the entomology community. The committee felt that no action was required by the community in regard to this matter.

Recommendation/Action item: None.

VIII. Marine Corps Preventive Medicine/Entomology equipment. LT Smith discussed changes in Marine Corps preventive medicine authorized medical allowance listings (AMALs). The previous preventive medicine AMALs, (637/638 blocks) are being significantly revised. The USMC preventive medicine blocks will consist of a PMR block, designed for corpsmen at the company level, a PMT block, designed for PMTs assigned to MEUs, and a PMU block, designed for a preventive medicine unit to support a MEB/MEF. This set includes entomology surveillance and control equipment. The committee was interested in what entomology equipment was to be included in the new USMC preventive medicine blocks. The committee felt that it would be beneficial to try and standardize the USMC blocks with what is in the FDPMU disease vector block.

Recommendation/Action item: The committee recommended that NEHC authorize a working group be formed to look in to the possibility of standardizing equipment among the USMC preventive medicine AMALs and the FDPMU disease vector block, in order to improve vector control capabilities among the USMC and FDPMU. The working group would consist of USMC representative and the FDPMU disease vector component manager.

Motion: LT Smith

Second by LT Stancil.

All approved. CDR Claborn was tasked with this action item.

IX. ITRO/DOD Pest Management Training update. LCDR Schoeler provided an update on the Interservice Training Review Organization (ITRO) initiative to consolidate pest management training among the three services. LCDR Schoeler attended the ITRO meeting held in January at Ft. Sam Houston, TX. The recommendations that came from this meeting were:

- a. DOD initial pesticide applicator training (civilian) should be consolidated among the three services at Ft. Sam Houston, TX.
- b. DOD pesticide applicator recertification training (civilian) and Quality Assurance Evaluator training be consolidated regionally with Naval Facilities Engineering Command taking the lead role in providing this training. Pesticide applicator recertification training for Navy enlisted (PMTs) will remain the responsibility of the NDVECCs.
- c. DOD initial entry pest management training (Navy-preventive medicine technician "C" school). The Army and Air Force will consolidate enlisted pest management training at Ft. Sam Houston. Navy PMT "C" school will continue to be held at Naval School of Health Sciences in San Diego because of the differences in this training among the services.

The committee discussed the medical entomology/pest management training conducted at PMT "C" school that is currently provided by NDVECC Bangor. There is the potential that the responsibility for teaching PMT "C" school will be transferred from NDVECC Bangor to either NEPMU-5 or NSHS. The committee felt that this transfer might benefit

Navy Entomology Steering Committee (NESC) Minutes

February 2004

NDVECC Bangor because of manning and funding issues and assist NDVECC Bangor in concentrating on NDVECC Bangor's core mission.

Recommendation/Action item: None.

X. Impact of FDPMU on the entomology community. CDR Rankin discussed current issues with the FDPMU. Currently there are four FDPMU platforms supported by the NEPMUs and NDVECCs. There is a potential that 8-12 FDPMUs may be required in the future, which will greatly affect the entomology community. In addition, CDR Rankin discussed the MAP program; currently NEPMU entomologists are MAPed to the Marine Corps and do not deploy as part of the FDPMU. This issue has been discussed repeatedly among NEHC and the field activity OICs and aside from minor concerns regarding team training, the current personnel sourcing structure of the FDPMU works well. In addition, CDR Rankin discussed the role of entomologists in Environmental Health Site Assessments (EHSAs). There is an entomology component to EHSAs and Mr. Steve Sorgen, NEHC, previously provided some of the Navy entomologists a copy of a document that the Army uses to conduct the entomology component of EHSAs. Mr. Sorgen requested review and comments of this document; therefore, no action was required of the ESC. CDR Rankin mentioned that at this time it is somewhat unclear what the role of entomologists are in EHSAs, and that entomologists from either the FDPMUs or NEPMUs may be involved in conducting EHSAs in the future.

Recommendation/Action item: None.

X. Professional Development. LCDR Schoeler presented and provided background regarding the new accession entomologist professional development plan (PDP) that was created jointly by NDVECC Bangor and Jax. The plan is designed to be a guide for new accessions to ensure that they develop as Navy entomologists during their first tour and prepare them for their next tour where they may be functioning independently. LCDR Schoeler provided each ESC member and guests a copy of the ESC and requested that committee members review and provide comments.

Recommendation/Action item: The committee recommended that the PDP be approved with minor modification as provided by the ESC.

Motion: LT Stancil

Second by CDR Claborn.

All approved. LCDR Schoeler will make the minor modifications to the PDP and provide to the NDVECC OICs, Navy Entomology Specialty Leader and NEHC.

XI. New Products and Services. CDR Claborn discussed the Deployed War Fighters Protection Research Program, which potentially may become an important program for each of the NDVECCs. CAPT Breeden mentioned that the reason that he created this program was so that research could be conducted into new public health insecticide formulations, application equipment and repellents; research that is not currently being conducted in the US. CAPT Breeden was pleased with the response to this new program from the two NDVECCs and believes that if the NDVECC proposals are funded, it will assist the NDVECCs in becoming national leaders in this type of applied research and potentially help to redefine the mission of the NDVECCs.

Navy Entomology Steering Committee (NESC) Minutes
February 2004

The committee then discussed the impact that reduced funding is having on the ability of the NDVECCs and NEPMUs to accomplish their missions. CDR Claborn mentioned that NEHC's guidance is that the field activities should be looking at ways to reduce costs, including evaluating and prioritizing mission requirements. As an example, the committee discussed shore station reviews (SSRs), which are traditionally considered part of the mission of the NDVECCs. It was noted that in the past, the NEPMUs typically conducted SSRs for installations located in their AORs and the NDVECCs conducted SSRs on installations in their areas as well as any installations that the NEPMUs may not be able to visit. The utility of the SSR program was discussed and it was mentioned that it is a program mandated by a DOD and OPNAV instruction. In addition there was concern that if entomologists did not visit installations on a regular basis, significant problems may arise in pest management and vector control programs, and installations may not feel supported. Options were discussed regarding whether the NDVECCs and NEPMUs should continue to conduct SSRs, whether the interval for visiting installations should be increased (from 3 to 5 years) or the option that SSRs would only be conducted on a reimbursable basis. LT Smith mentioned the possibility of transferring the mission of conducting SSRs from the NDVECCs to the NEPMU entomologists, due to the current reduced staffing for entomologists at the NDVECCs, the involvement of the NDVECCs with the FDPMU, and the potential for the NDVECCs to be involved in the research program developed by the AFPMB.

Recommendation/Action item: The committee recommended that an entomologist assigned to an NEPMU look in to the pros and cons of moving the responsibility for the facility support mission (e.g. SSRs) be transferred from the NDVECCs to the NEPMUs.

Motion: LT Smith

Second by LT Stancil.

Approved by a vote of 5-1. LCDR Prendergast and LT Smith will look into this issue, develop written pros and cons, and forward to the NDVECC OICs for their comments.

XII. Mission of the NDVECCs. The ESC discussed the "core" missions of the NDVECCs. With significant cuts in funding seen during this FY, some of the "traditional" missions of the NDVECCs should be examined and reassessed. For example, as discussed above, the NDVECCs have been responsible for conducting reviews of pest management programs on Navy/Marine Corps installations (Shore Station Reviews) in their areas of responsibility, every 3 years, as outlined in DOD instruction 4150.7. The utility of conducting these reviews was discussed, with some ESC members feeling that they should be discontinued, and other members stating that the reviews should continue as they provide important oversight and feedback to shore installations. Other factors discussed that impact the mission of the NDVECCs include the Deployed War Fighter Protection Research Program (DWFPRP, discussed above), the role of the NDVECCs in the FDPMUs, and the participation of NDVECC Bangor in instructing at PMT "C" School. CAPT Breeden mentioned that the core mission of the NDVECCs should focus on insecticides, insecticide application equipment, maintenance of application equipment, and personal protection against arthropods. The ESC felt that if the NDVECCs are awarded funds from the DWFPRP, this will greatly assist in allowing the NDVECCs to focus on their mission of testing and evaluating new public health insecticides, personal protection, and application equipment.

Navy Entomology Steering Committee (NESC) Minutes
February 2004

Recommendation/Action item: With significant funding cuts and shortage of personnel, the NDVECCs should examine their current missions and operations, assess the potential for divesting themselves of non-essential or non-critical functions, so that the NDVECCs can focus on the mission of testing and evaluating public health insecticides, personal protection measures, insecticide application equipment and maintenance of application equipment. No individual was tasked with this recommendation at the present time.

The ESC adjourned at 1200 on Wednesday, February 18 2004.