



NAVY ENVIRONMENTAL HEALTH BOARD
2510 WALMER AVENUE
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01 Jun 98

From: Secretary, Navy Environmental Health Board
To: Commanding Officer, Navy Environmental Health Center
Via: Chairman, Navy Environmental Health Board

Subj: NAVY ENVIRONMENTAL HEALTH BOARD MINUTES

Encl: (1) Navy Environmental Health Board Minutes for 26-27 Mar 98
(2) Open Log
(3) Closed Log

1. Enclosure (1) contains minutes from the most recent Navy Environmental Health Board meeting. These minutes will be posted on NEHC's EHO Specialty Leader Home Page and on the Preventive Medicine Environmental Health Topics web site.
2. Enclosures (2) and (3) are tracking mechanisms for each item that the Board has discussed.
3. If there are any questions or comments regarding the enclosed information please feel free to contact me at (207) 921-2916 or DSN 476-2916 or e-mail at por1sdj@por10.med.navy.mil.


S. D. JOHNSON
LT, MSC, USN

Minutes reviewed and approved by Chairman, Navy Environmental Health Board.

Date: 6/8/98
CDR, MSC, USN/RET


C. ROBINSON

Subj: NAVY ENVIRONMENTAL HEALTH BOARD MINUTES

Minutes reviewed by Commanding Officer, NAVENVIRHLHCEN.

Approved/~~Disapproved~~

Comments:

except for page 7, issue 980308
(see attached memo of 6 Jul 98
from Ms Patterson)

Date:

6 Jul 98

R. L. Buck
R. L. BUCK

NAVY ENVIRONMENTAL HEALTH BOARD MINUTES

MEETING PLACE: 39th Occupational Health and Preventive Medicine Workshop, San Diego, CA
MEETING TIME: 26-27 MAR 98

MEMBERS PRESENT: CAPT J. COYNE, MSC, USN
CDR R. RENDIN, MSC, USN
CDR C. ROBINSON, MSC, USN
CDR R. WILLIAMS, MSC, USN
LCDR M. HENDERSON, MSC, USN
LCDR R. ROCKFORD, MSC, USN
LT C. HENRY, MSC, USN
LT S. JOHNSON, MSC, USN
LT S. MCKENZIE, MSC, USN
LT(s) W. CHARDON, MSC, USN

OLD BUSINESS

950402 EHO RECRUITING SLIDE SHOW

DISCUSSION: The slide show was put on a CD which took approximately 20 minutes to make (> 5 MB). The file is in Power Point and the slide show self starts when the CD is put in the CD-ROM player. The slide show was presented to fourteen graduate students at Colorado State, which resulted in one of them being recruited as an EHO.

RECOMMENDATION: Put on the NEHC Homepage for download. NEHC to mass-produce approximately 50 copies for distribution to universities with public health programs and to medical recruiters. **NOTE: A new action item for distribution of the CD has been created (980301).**

ACTION: CDR Rendin for funding at NEHC.

FOLLOW-UP: Closed.

950403 EHO CREDENTIALING

DISCUSSION: There has been no movement on this issue. It was brought up that commands are hit during JCAHO inspections for having non-authorized providers when EHOs are credentialed since it is not in the BUMED instruction. In addition, our community does not have a retention problem so higher authority does not want to approve this. If the issue were not tied to monetary reimbursement, it would probably be approved.

RECOMMENDATION: Seek approval for credentialing of EHOs, for professional growth only, to be included in BUMEDINST 6320.66A.

ACTION: All, next meeting.

FOLLOW-UP: Closed. **NOTE: A new action item has been created to seek this approval (980304).**

960201 P-5010 CHAPTER 1 REVIEW

DISCUSSION: The revision is available on floppy disk and on the NEHC Homepage. It has been sent to BUMED for approval (late March 98). Implementation is currently being tested at Naval Hospital, Jacksonville, FL under ADM Delaney, including Mayport, FL and Kings Bay, GA. Many thanks go to CDR Rendin, LT Cardwell, LT McKenzie and the Area Subgroups whose hard work is appreciated. Bravo Zulu to all who made this revision a success!

FOLLOW-UP: Closed.

960203 EH SUPPORT FOR MARINE CORPS

DISCUSSION: The description was submitted for insertion into FM 4-50. We are still waiting to see if HQMC has made the changes.

RECOMMENDATION: Some personnel changes are occurring at the higher authority. In light of this, it was decided to resubmit the descriptions at our next meeting.

ACTION: CDR Williams

FOLLOW-UP: Next meeting.

960204 BILLET DESCRIPTIONS FOR MARINE CORPS SUPPORT

DISCUSSION: The billet descriptions for Preventive Medicine Teams and the Environmental Health Officer (Preventive Medicine Team Leader) were submitted for insertion into FM 4-50. We are still waiting to see if HQMC has made the changes. The Marine Corps has approved EHO billets at each of the MEFs and the Wings, but only for mobilization purposes, i.e. unfunded.

There was much discussion on what rank and what organizational level to pursue for the billets. An upgrade to an O-4 billet for the Wings (M+1 billets) was discussed. Also discussed was an upgrade for the FSSG billets to O-3. We would also like to see MEF level billets across the board. It is also important to get these billets funded by HQMC so the billet coordinator at BUMED doesn't delete them. The Medical Augmentation Personnel System (MAPS) policy is being revised and will be published by MED-02 when finished.

It was recommended that education for the physicians going to Marine Corps units be revitalized. It is currently in place but we may want to ensure that the EHO in the area stresses the importance of our role in field settings.

RECOMMENDATION: Dust off and resubmit when the change of personnel takes place at higher authority.

ACTION: CDR Williams

FOLLOW-UP: Next meeting.

960205 EHO CAREER PROGRESSION/AQDs

DISCUSSION: The board reviewed the list of billets to see if we had the required 15 billets to pursue new AQDs and found that approximately 25 billets would meet the criteria. We are interested in pursuing an operational AQD and a CHEM/BIO AQD at this time. It would be favorable for our community to have another specialty specific AQD.

RECOMMENDATION: We will look at the rest of the criteria for submission of AQD request at our next meeting.

ACTION: All

FOLLOW-UP: Next meeting.

960901 EHO PROGRAM AUTHORIZATION (Minimum Requirements)

DISCUSSION: The criteria for selection as an EHO has not changed. It is approved at BUMED but not yet at BUPERS. LT Henry reported back the information he gathered regarding what courses are available at universities with graduate level Public Health/ Environmental Health programs. He found that the title of MPH, Public Health or MPH, Environmental Health isn't consistent as far as course work is concerned. It doesn't let us know if the candidate is a good selection or not; they could specialize in Health Promotion and get these titles which would not give the candidates the background necessary for all aspects of an EHO's job.

The consensus of the board was that what was submitted for our program authorization was too restrictive. It may be better to require just a MPH or MS degree coupled with the REHS certification and specific undergraduate requirements. We all agreed that the requirement must be at the MPH or MS level to increase our professionalism so our community can be competitive for selection at the O-4 level. We would like to see the specialty advisor (or possibly a panel of other EHOs) review prospective candidate's packages to check the course work to ensure it is appropriate.

There was also discussion on flow points. It could be that the authorization hasn't passed BUPERS if they are worried about our community not bringing in our fair share on O-1 level candidates. We could ease their minds regarding this issue because those candidates with an appropriate MPH or MS but not possessing the required undergraduate course work would come in as Ensigns.

RECOMMENDATION: If this is dead in the water at BUPERS, we would like to resubmit with broader wording to be replaced with an MPH or MS **and** the requirement for REHS certification. If the authorization is near approval at BUPERS, we would like to reword as indicated above. Resubmit with CAPT Buck's endorsement from the specialty advisor and the NEHB.

ACTION: CDR Williams

FOLLOW-UP: Next meeting.

970503 EHO ORIENTATION

DISCUSSION: We received input from CAPT Stein and LTJG Enriques regarding the status of work on curriculums already started at NEPMUs 2 and 5. The curriculum at NEPMU-2 is not very structured. The curriculum at NEPMU-5 is very structured but could not be duplicated on the East Coast. It is possible to have a single site for pipeline training like the Civil Engineers, once the curriculum is approved. It will have to be addressed about why our community needs specific EHO training.

We also discussed replacing the pipeline training with course requirements to be done prior to the end of the first tour of duty. Some examples would be Operational Preventive Medicine Course, Operational Entomology Course, a shipboard course to include Marine Sanitation Devices, Chem/Bio Course in Aberdeen, etc. If possible, see if HSETC/MED-05 funding could be used to ease the burden on the gaining command. This plan would also dovetail with the new AQDs we hope to start.

We still want to create a reference CD-ROM to give new EHOs at OIS.

RECOMMENDATION: Form a working group to look at these various issues.

ACTION: Board. Form the working group.

FOLLOW-UP: Next meeting.

970504 EHO INSERVICE PROCUREMENT

DISCUSSION: CDR Robinson looked into the Masters program at USHS and they do not have a specific MPH there. CDR Williams/CDR Robinson met with CAPT Patee and the community manager and received favorable comments. The consensus is to push forward with this idea.

RECOMMENDATION: Put together a point paper for consideration to the 3P.

ACTION: LT Henry to write the point paper; LT Chardon volunteered to help him.

FOLLOW-UP: Next meeting.

970505 FUTURE MPH ALTERNATIVES

DISCUSSION: Competition will be tough to advance to LCDR without a Masters degree and our community has many that will need to pursue higher education. Only 2 per year will be selected for DUINS (includes MPH/MS and PHD billets). So the possibility of attending the USHS MPH program as an alternative to DUINS is desirable. It is still prudent to advise current EHOs to get their masters degree on their own where they are assigned if possible.

The consensus of the board was to let the EHOs apply and if accepted, let them go for the year to complete the program. We would like to have this board set up the criteria and make the decision regarding who will attend, what rank, PRD match ups, etc. We would like to try this out with one person and see how it goes regarding implementation.

RECOMMENDATION: See if someone is interested. Check to see if one-year orders are feasible.

ACTION: CDR Williams

FOLLOW-UP: Next meeting.

970506 EHO OF THE YEAR PROGRAM

DISCUSSION: The winner of the vote for the name of the award was CAPT George Hansel. A plaque with a ship's bell and room for successive EHO of the year names was crafted.

Next year we would like send an official message from the specialty advisor to let commands know the award is out there.

Nomination for this award does not preclude nomination for any NEHC awards.

RECOMMENDATION: None.

ACTION: CDR Williams

FOLLOW-UP: Closed.

970508 NAVY ENVIRONMENTAL HEALTH BOARD CHARTER/INSTRUCTION

DISCUSSION: To be recognized as an official body of NEHC the board needs a charter/instruction to guide its functioning. Work began on this project at this meeting. The place and time of the meeting was also discussed. It doesn't have to be held at NEHC. The place may be varied depending on board preference, member's locations, and cost. The time of the meeting will be changed to Tuesday through Thursday vice Wednesday through Friday to allow for travel days. The composition of the board will be as follows:

1. The Navy Environmental Health Board will be comprised of experienced officers from a variety of rank levels and duty assignments. It will consist of 10 members:

- a. 8 members selected by present board
 - b. 2 standing members
- (1) NEHC representative
 - (2) specialty leader
2. The chairman will be selected by the present board members and may not be the specialty leader.
 3. The 8 selected members will serve on the board for two years with the term beginning at the first meeting attended. No selected member will serve two consecutive terms.

MISSION: Provide advice and recommendations to the Navy Environmental Health Center (NEHC) on Environmental Health issues and policies. Ensure Navy and Marine Corps readiness by providing guidance and direction for sustaining the optimal effectiveness and professional development of Environmental Health Officers.

VISION:

1. We are dynamic, responsive, and innovative.
2. We are recognized world leaders in the science of Environmental Health.
3. We address and respond to Environmental Health issues impacting the Navy and Marine Corps.
4. We champion Environmental Health specialty development.
5. We empower the Environmental Health community.

RECOMMENDATION: Continue work on the charter/instruction at the next meeting. All board members will bring one guiding principle for consideration at the next meeting.

ACTION: Board. Finish guiding principles via e-mail.

FOLLOW-UP: Next meeting.

970509 RECRUITING STRATEGIES

DISCUSSION: Letterhead was developed to use with the recruiting letter. This letter and the brochures will be sent to LT Wertz at Recruiting Command. He will then send them to universities and follow up.

ACTION: LCDR Henderson

FOLLOW-UP: Closed.

971101 POLICY FOR HEPATITIS A VACCINE IN FOOD SERVICE WORKERS

DISCUSSION: Since the Navy is requiring the total force to receive the Hepatitis A vaccine series it was deemed that this policy would be unnecessary for force protection.

RECOMMENDATION: Close without action.

971102 BILLET DESCRIPTION FOR EHOs WITH MAWs

DISCUSSION: The one billet in San Diego with the MAW will not be filled when the current EHO transfers. So at this time there is not a need for a billet description.

RECOMMENDATION: Close without action.

NEW BUSINESS

980301 NEW FOOD SERVICE SANITATION LESSON TRAINING GUIDES (LTG)

DISCUSSION: The revised Chapter 1 of the NAVMED P-5010 requires a 4 hour employee course and an 18 hour supervisor course. There was much discussion around whether to mold the LTGs available at the NEPMUs to fit the two courses or use an existing commercial product. The Air Force and Army have gotten a site license and have centrally funded the National Restaurant Association (NRA) course for their use to accomplish this training. Supplemental Navy specific issues not in the NRA course would have to be addressed. NEPMU-2 is the lead for Navy Food Service Sanitation LTGs.

RECOMMENDATION: Bring cost figures to the next meeting for getting a license to use the NRA course. Invite CAPT Stein as an adhoc member for the next meeting to discuss the Navy LTGs.

ACTION: CDR Rendin to invite CAPT Stein. LT McKenzie to do the cost analysis.

FOLLOW-UP: Next meeting.

980302 POMI DESIGNATOR FOR EHOs

DISCUSSION: EHOs provide many of the same functions to an exercise/command that a POMI does. It was felt that the HCA community is the only community being allowed to get this designator. We would like to investigate the issue and push for this designator for our community.

FOLLOW-UP: Next meeting.

980303 NAVY ENVIRONMENTAL HEALTH COMMUNITY RESUME

DISCUSSION: CDR Rendin brought in a copy of the Navy Entomology Community Resume-1997. This document contains information about Navy Entomologists such as: significant positions held, major deployments, professional publications authored, articles for newsletters authored, professional presentations given, professional training received, awards received, professional positions held, and other significant achievements. We would like to explore creating a similar document for the EHO community.

FOLLOW-UP: Next meeting.

980304 CREDENTIALING CRITERIA APPROVAL

DISCUSSION: We will work next meeting on the criteria sheet for Environmental Health – Core Privileges and seek to have it included in BUMEDINST 6320.66A.

FOLLOW-UP: Next meeting.

980305 DISTRIBUTION OF EHO RECRUITING SLIDE SHOW

DISCUSSION: Now that the slide show is ready to mass-produce we need to decide how to distribute it. We will discuss the strategies next meeting.

FOLLOW-UP: Next meeting.

980306 RETENTION OF JUNIOR EHOs

DISCUSSION: We don't know for sure that this is an issue and would like more data to analyze. Maybe a questionnaire to be sent to every EHO regarding retention issues. If funding is required for this study it may be possible to prepare a research protocol request and get the funding through OOMSC.

FOLLOW-UP: Discuss further next meeting.

980307 REVIEW OF EHO BILLETS

DISCUSSION: It was brought up that a complete review of EHO billets and their appropriateness as far as placement, rank, need, etc. has not been done recently. The board feels it should be accomplished since some recent billet changes have occurred.

RECOMMENDATION: CDR Williams to bring billet documentation so the board can discuss at the next meeting.

ACTION: CDR Williams

FOLLOW-UP: Next meeting.

980308 THERESA A. BONHAM MEMORIAL SCHOLARSHIP

DISCUSSION: Gail Reagan gave a presentation to the board regarding the Theresa A. Bonham Memorial Scholarship. HMC Bonham died from a breast tumor on July 7, 1996. She was a Preventive Medicine Technician. There is an ongoing effort to start an endowment in conjunction with the Jackson Foundation. Contributions in the amount of \$10,000 are necessary to set up a \$1,000 perpetual award given out yearly to an enlisted service member who has been selected to attend a program leading to commissioning as a Naval Officer.

The consensus of the board is that we would like to support this charity in any way possible but the legality of fund raising by this body is concerning. We would like more information regarding what can and cannot be taken on by this board. There was also discussion about putting this charity on the CFC list for annual contribution drives.

The board would be happy to help with the administrative burden by spearheading the selection process and promulgating policies for the application procedures.

RECOMMENDATION: Check on some legal aspects of fund raising and supporting charities as a board. Explore how to go about getting this charity on the CFC list nationally.

ACTION: CAPT Coyne to compile information regarding CFC listing. LCDR Henderson to investigate legal matters.

FOLLOW-UP: Next meeting.

970507 ZERO BASED REVIEW OF CHAPTER 22 OF THE MANMED

DISCUSSION: The board received information that it is possible to revise just the Environmental Health section of the manual. This line item is being re-opened for this purpose. We will start the revision the next time we meet.

FOLLOW-UP: Next meeting.

FUTURE AGENDA ITEMS

1. Discuss AMAL requirements for Preventive Medicine deployments.
2. Brainstorm research ideas that would fundamentally change the practices of EHOs and PMTs.
3. Discuss the possibility of a questionnaire for departing board members to provide feedback to the board on their experience.
4. Revisit mentoring and how to make it work.
5. Look at creating a Tool Box/EHO Readiness Kit for deploying EHOs.
6. Implement the use of a "Request for Action Paper" for new business items.
7. Discuss a plan for educating the community on the new Chapter 1 revision.

ADMINISTRATIVE REMARKS

1. CDR Robinson, the current chairman, has retired and CDR Rendin was voted as the new chairman for the NEHB.
2. Since CDR Rendin was the standing member representing NEHC, the board is requesting that the Commanding Officer, NEHC appoint his replacement.
3. The board decided to institute a Vice-Chairman position. We will discuss the role of the position and the mechanism for selection during our next meeting. Also mentioned was the idea to have permanent members from the two stateside NEPMUs. More discussion on this point is needed.
4. An annual report of the significant accomplishments of the NEHB for calendar year 1997 was submitted to CO, NEHC for signature.
5. The O-6 EHO billet at NEHC is in jeopardy of being changed to 2XXX (Medical Corps). This billet is extremely important to our community. The person is a key player at NEHC and this board is concerned over the potential loss. We would rather see it filled with a CDR than to lose it altogether. Much effort has gone into developing a career path for the past 2½ years; now the top billet may be removed. The NEHB firmly recommends retention of this billet as a senior EHO.
6. A certificate template and card stock was chosen from examples that LT Henry provided. These certificates will be sent to retiring EHOs. The board decided to retroactively send certificates to those who have retired in the past two years.

NEXT MEETING

The board recommends the next meeting be held at NEHC, Norfolk, VA on **1-3 SEP 98**. CDR Rendin will consult with the Commanding Officer, NEHC for funding availability and notify members accordingly.

950410	OH/PM INDICATORS - MEPRS/CHCS/ADS	CDR ROBINSON	11/97
950411	PMT CREDENTIALING	LT SHUEMAKER	10/95
950412	RESERVIST NEWSLETTER	CDR BEDDARD	10/95
950413	EHO INSTRUCTORS AT PMT SCHOOL	CDR BEDDARD	10/95
950414	NEHC CONFERENCE 1996	CDR BEDDARD	10/95
950415	NAVY EPIDEMIOLOGY BOARD	LCDR WINTER	10/95
951001	EHO BILLET SPECIFIC BOOK	LT CUMMINGS	10/96
951002	TRISERVICE FIELD WATER DOCUMENT	BOARD	02/96
951003	PUBLIC HEALTH TRAINING NETWORK	LTJG MASSART	10/96
951004	PREVENTIVE MEDICINE ISSUES IN REFUGEE AND DISPLACED POPULATIONS	LTJG MASSART	10/96
951005	NEW FITREP SYSTEM	BOARD	02/96
951006	CRITICAL ELEMENTS OF AN EXCELLENT EH PROGRAM	BOARD	02/96
951007	TYPE COMMAND BILLETS	CDR NOVAK/LCDR HENDERSON	05/97
951008	RESEARCH IDEAS	CDR BEDDARD/LC DR HENDERSON	10/95
951009	NEW ACCESSION MINIMUM REQUIREMENTS	CDR BEDDARD	02/96
951010	IMPROVING MEDICAL SURVEILLANCE IN COMBAT ENVIRONMENT	BOARD	02/96
960201	P-5010 CHAPTER 1 REVIEW	CDR RENDIN, LT MCKENZIE, LT CARDWELL	03/98
960202	MED IG CHECKLIST	CDR BEDDARD (RESERVIST)	10/96
960206	OPERATIONAL PREVENTIVE MEDICINE COURSE AQD	CDR WILLIAMS	05/97
960207	PRIORITIZATION OF INSTRUCTIONS	BOARD	02/96

960208	BOARD PRESENTATION AT NEHC CONFERENCE	CDR WILLIAMS	10/96
960209	NEW BOARD MEMBERS	BOARD	10/96
960210	EPI BOARD ADHOC MEMBER	BOARD	02/96
960211	EH BOARD NEW CHAIRMAN	BOARD	02/96
960212	APPOINTMENT/APPRECIA TION LETTERS	CDR RENDIN/CDR ROBINSON	05/97
960902	NEW BOARD MEMBERS	CDR WILLIAMS/ BOARD	02/97
970501	STRATEGIC GOAL #2	CDR WILLIAMS	11/97
970502	INTERACTIVE CD-ROM FOR NEW EHO ACCESSIONS	BOARD	11/97
970506	EHO OF THE YEAR PROGRAM	CAPT COYNE	03/98
970507	ZERO BASED REVIEW OF CHAPTER 22 OF THE MANMED	LCDR HENDERSON	11/97
970509	RECRUITING STRATEGIES	LCDR HENDERSON	03/98
971101	POLICY FOR HEPATITIS A VACCINE IN FOOD SERVICE WORKERS	BOARD	03/98
971102	BILLET DESCRIPTION FOR EHOs WITH MAWs	BOARD	03/98

15 June 98

MEMORANDUM

From: Chairman, Navy Environmental Health Board (NEHB)
To: Commanding Officer

Subj: NEHB MINUTES FOR 26-27 MAR

1. As the incoming Chairman, I draw your particular attention to page 7, issue 980308, Theresa A. Bonham Memorial Scholarship. Although some Board members desire to support this initiative, others feel that this may not be an appropriate use of NEHB time and resources.
2. I request you specifically comment on this issue in your remarks section and indicate whether you feel the Board should focus on environmental health policy matters/EHO community development only, or if it also appropriate to assist with this type of fundraising. In my view, this is not an EH issue and therefore any time spent on this private initiative should be on one's off duty time and not a legitimate NEHB activity. Having missed much of this meeting due to Stephenson Award Committee and other Workshop duties, I did not have an opportunity to comment at the time.

Very respectfully,



R. W. RENDIN

6 July 1998

From: Amy Patterson
To: Captain R. L. Buck

Subj: PARTICIPATION IN SCHOLARSHIP

1. CDR Rendin is correct. If the NEHB supports this scholarship it is showing preferential treatment. This is, in essence, the committee sponsoring one person, they would be spending Navy time on something that is not available to everyone.

V/R
Amy