

DEHS Director Meeting: 12/08/2011
Next quarterly meeting is scheduled for
Thursday March 1st at 1:00 pm EST

These abbreviated minutes will be put on the DEHS website under the "Conference Call Minutes" section of "Documents".

Aberdeen:	Not on Call	Nashville:	Not on Call
Albuquerque:	Jeff Dickson for Leisa Cook	Navajo:	Steve Breithaupt, Sandra Mastandrea
Alaska:	Denman Ondelacy, Jeff Smith	Oklahoma:	Richard Turner
Bemidji:	Not on Call	Phoenix:	Vincent Garcia for Kenny Hicks
Billings:	Darcy Merchant	Portland:	Celeste Davis
California:	Martin Smith for Gordon Tsatoke	Tucson:	Not on Call

Environmental Health Support Center: Not on Call

Rockville: Kelly Taylor, Darren Buchanan, Dave McMahon, Susan McCracken

- 1. Performance Measures: Kelly**
 - a. Each EHS Director should have gotten a survey monkey invitation regarding the performance measures. If you have any questions or problems please let us know. Each area should fill out the survey before DEC 16, 2011.
- 2. DEHS Directors/Injury Prevention/Institutional Meeting: Kelly**
 - a. The meeting will be here in Rockville March 26-30, 2012. This meeting will be held in conjunction with the Institutional Environmental Health (IEH) and Injury Prevention (IP) meetings. We will be revisiting the strategic plan (two days, with IEH and IP) and one day of separate sessions. The agenda has yet to be set. Please contact Kelly or Susan with topics you would like to see on the agenda.
- 3. Listserv: Kelly**
 - a. Division of Environmental Health Services (DEHS) has a listserv available. There are currently only 27 members. We would like for all of the field staff to join, please encourage them to. It can be found on the IHS website at: http://www.ihs.gov/listserver/index.cfm?module=signUpForm&list_id=219 The listserv is meant to be a discussion forum and is moderated by Kelly and Susan. If you have a question, issue, or interesting information to share please forward it to the listserv at dehs@listserv.ihs.gov.
- 4. Commissioned Officer Student Training and Extern Program (COSTEP) and Commissioned Corps (CC) Hiring: Kelly**
 - a. There have been issues with the CC hiring process. No new applications will be accepted for Environmental Health Officers (EHO) after 1/1/2012. COSTEPs may still apply.
 - b. There is a list of conference calls on the USPHS Facebook page if you would like to call in to find out what is going on and how the process is changing. Everyone is encouraged to listen in if you have questions about the process.

- c. Please let Kelly know how many COSTEPs you would like selected for 2012 and if there are any particular names you would like files for.
- 5. Data from Web-based Environmental Health Reporting System (WebEHRS) and RRM**
 - a. Data was frozen on 10/14/2011 so that the 2012 Environmental Health RRM could be calculated. Kelly has not sent out the data yet, but numbers for the Injury Prevention (IP) RRM went down for three areas (Alaska, Bemidji, Phoenix) as a result of the unintentional injury mortality rates going down for these areas. Because of these IP RRM changes the total national IP RRM went up approximately 2%, but the IP RRM for the three areas who saw decreases went down. The formulas for these calculations can be found in WebEHRS under reports. Kelly will work on a consolidated email for the Directors.
- 6. Team #5 "Marketing" Update: Susan**
 - a. The team has done a great job making a logo for the program, template for business cards, a PowerPoint presentation near finalization, and a marketing brochure is with the Program Support Center designer to finalize that soon. There will also be a national program display board which is in the works.
- 7. EHS of the Year Nominations: Susan**
 - a. The Directors should have all received an email with a call for nominations. They are due back by 1/13/2012. Once they are submitted Susan will compile a spreadsheet and send it back out to the Directors for scoring, which will be due 2/10/2012.
- 8. Photo Contest and Annual Report Data Call: Susan**
 - a. There will be another photo contest this year. The announcement will be forthcoming in the next month. Please encourage your staff to submit photos. There will be a need to get a photo release for children, and for people who are in a non-public setting. The form for release will be sent with the announcement.
 - b. There will be a call for data for the Annual Report. There will be some changes to the data we will be asking for. Please keep an eye out for an email.
- 9. Commercial Off the Shelf Web Environmental Health Reporting System (COTS WebEHRS) Training and Rollout: Darren**
 - a. Darren has been emailing about the new data system regarding dates for rollout. Thank you to the 8 areas that have responded. If you have not responded please do so as soon as possible. Oklahoma will be the first at bat after the training.
 - b. Training will be a train-the-trainer type of format and will be face-to-face with at least one representative from each area. Please register all of the folks you wanted to send through Environmental Health Support Center. Please also send the names of the folks you are intending to send to Darren separately.
 - c. The training will be at a computer-based training space in Albuquerque. You should have gotten information regarding hotels after registering people. Trainees will most likely need a car to get between the hotel and the training center.
 - d. Important dates for people to keep in mind: January 10th -12th is training. January 13th the data transfers begin, rollout days are the 17th , 26th , and 30th . 2/1/2012 is the full-system go-live date. A call center help desk will be available after the rollout, as well as a user manual and screen shot walk-through scenarios built into the system. There may be a web-based training available later in the year.
- 10. Institutional Environmental Health (IEH) Updates: Dave**
 - a. The solid waste data call and the annual department of labor safety report data call was held in November. Thank you to everyone who sent data to make those reports possible.

- b. www.ihs.gov/sustainability was developed by Chris Couture our EH contractor and Dave McMahon. The website is very informational and helpful, and you should visit it for more information.
- c. The IEH Residency announcement came out and deadline for application is close of business 12/14/2011. You should encourage folks to apply if they are interested.

11. Injury Prevention (IP) Updates: Susan

- a. Fellowship announcement went out there were 17 applicants and they are under review.
- b. The Tribal Injury Prevention Cooperative Agreement Program (TIPCAP) annual workshop will be April 4th -5th in San Diego, California
- c. Project managers for the Part I TIPCAP sites will be receiving an email to complete a survey monkey for the performance measures for IP.
- d. Nancy attended the CDC Tribal Injury Prevention Workshop in Albuquerque in November, there were 60 attendees and the final report should be coming out soon
- e. CDC and IHS Injury Surveillance Course is being developed. Each of the areas have a representative on the committee planning the course.
- f. New contractor to monitor the TIPCAP program is in place and they are Econometrica, and they are working with several contractors including the University of Colorado Injury Research Center. They are in communication with the TIPCAP Coordinators.

12. Deputy Director, EHS in Rockville: Kelly

- a. There was a panel for the original announcement and no one was selected. The announcement was changed to Deputy Director and a GS 14 and a selection factor of an REHS. We hope to have it advertised soon. Please call if you have any questions about it.

13. Area Reports:

- a. **AB: Not on call**
- b. **AK: Denman Ondelacy and Jeff Smith**
 - i. No COSTEPs requested.
 - ii. No vacancies.
 - iii. Bethel hired Ryan Autenrieth.
 - iv. Troy Ritter has been working with CDC to help children with chronic respiratory disease by modifying home environments.
 - v. They have had ongoing issues with submitting CC fingerprints and them not going through the system. It seems to be an ongoing issue.
 - vi. OEHE will be taking part in the Leadership Development 360 reviews sometime in early 2012.
- c. **AQ: Jeff Dickson**
 - i. Two vacancies working with HR to advertise one in Albuquerque district office and one in Ignacio, Colorado.
 - ii. Requesting one COSTEP.
- d. **BE: Not on call**
- e. **BI: Darcy Merchant**
 - i. Billings Area DEHS and Rocky Mountain Tribal Epidemiology Center are working on building up the notifiable diseases data.
 - ii. Still yet to select for the Blackfeet vacancy, it had to be advertised twice.
 - iii. Ft. Peck will likely have an opening in March.
 - iv. Will check on how many COSTEPs to request.
- f. **CA: Martin Smith**
 - i. Participating in the Canadian Exchange and have developed an area wide work plan. The exchange staff will be in the area from February 27th -March 10th .
 - ii. Martin will check with Gordon on the number of COSTEPs requested.

- g. **NS: Not on call**
- h. **NV : Sandy Mastandrea and Steve Breithaupt**
 - i. Will request 3 COSTEPs, and requested the file for Talena Wood from East Central University.
 - ii. District IP vacancy in the Ft. Defiance District Office to be advertised soon.
 - iii. Crown Point Safety Officer position recently closed
 - iv. Shiprock Safety Officer position will be open 2/1/2012, so it should be advertised soon
 - v. CMS Infection Control
 - vi. 12/4/2011 Arizona did a statewide disaster management exercise that they were heavily involved in.
- i. **OK: Richard Turner**
 - i. Will request 2-3 COSTEPs
 - ii. Pat Bohan and John Sarisky will be coming on the 12/12/2011 to work on training for program gap analysis and community health assessments.
- j. **PH: Vincent Garcia**
 - i. In the process of interviewing applicants for Hopi, Reno and Yuma.
 - ii. Working with Larry Berger on the fellowship field course.
 - iii. CDC has been in Parker and Hopi for the Tribal Injury Prevention Motorvehicle grant project.
 - iv. OEHE workshop will be April 24th -26th in Phoenix.
 - v. Will request 3-5 COSTEPs for this year
- k. **PO: Celeste Davis**
 - i. Interagency agreement with EPA Region X, and have hired someone for the position and she will be starting 1/17/2012.
 - ii. Portland was able to set aside prior year funds for two public health improvement projects. One for two field employees on a term-based process, and the other is an infection control training project.
 - iii. No COSTEPs requested
- l. **TU: Not on call**

END OF NOTES