



TO: The Record
• Health Facilities Advisory Committee (HFAC)
Members

FROM: Recording HFAC Secretary

SUBJECT: February 14, 1996 Meeting As Corrected

Members and Attendance:

CAPT Gary Radtke, Chairman, IHS HQ/DFPC*
CAPT Kenneth Harper, Vice-Chairman, ES-Seattle*
RADM Thomas Gallegos, Member, ES-Dallas**
CAPT Jay Farmwald, Member, IHS/Alaska Area**
CAPT Dennis Taylor, Member, IHS/Albuquerque Area
Office*
CAPT Gary McFarland, Member, IHS/Billings Area
Office**
CAPT George Byrns, Member, IHS HQ/DEH*
CAPT Kerry Gragg, Member, IHS/California Area Office*
Mr. William Johnson, Member, IHS HQ/DFM*
CAPT Gordon Wilcox, ES-Dallas Representative
CAPT Wayne Mohler, ES-Seattle Representative
CDR William Lowe, IHS HQ/DFPC
Mr. Henry Cruz, Recording Secretary, IHS HQ/DFPC

(* - voting members present)

(**- voting members not present due to previous
commitment)

Introductions:

Meeting via conference call started 12:00 Noon. Total present: 10 with 6 voting members. Minutes of the November 1, 1995, meeting were approved.

Items discussed:

I. Old Business:

P-3, Design Review Meetings Checklist, Architect/Engineer (A/E) Guide - CAPT Wilcox briefly discussed the design review meetings checklist, A/E Guide, which will be given to an A/E as a guideline. CAPT Radtke indicated that the approved A/E's guide will be included as part of the Technical Handbook. Any comments or corrections should be mailed or electronically mailed (e-mail) to CAPT Wilcox before the April meeting.

P-4, Project Final Reports - CAPT Radtke asked the HFAC members for a motion to approve the project final reports. Since there was no motion, CAPT Radtke suggested that the project final reports be sent out one more time to the HFAC members for further review and discussion. The project final reports will be voted upon on at the March meeting.

P-20, Nitrous Oxide, Portable vs Fixed Piping - Discussion was postponed until CAPT McFarland returns. It was suggested to send out the corrected draft of the nitrous oxide for review and comment. Any comments or corrections can be mailed or e-mailed to CAPT McFarland.

P-25, Protocol for Environmental Assessment and Review - CAPT Byrns briefly discussed the protocol for environmental assessment and review. Copies were previously mailed out to Area office Facility Engineers. CAPT Mohler was concerned that the protocol document is not complete due to missing indices, tabs, etc. CAPT Byrns indicated that this is a working document and can be fully developed as experience is gained from the environmental assessments at various IHS facilities. A motion was made by CAPT Harper, seconded by Mr. Johnson, and was voted in favor by the six HFAC members present, to accept the draft chapter dated March 1995. A decision notice will be prepared and a signed copy will be mailed at a later date.

P-27, Partnering - CAPT Radtke asked the HFAC members if the partnering is acceptable to entertain a motion for approval. A motion was made by Mr. Johnson, seconded By CAPT Taylor, and voted in favor by the six voting members present. A decision notice will be prepared and a signed copy of the decision notice together with the formatted chapter will be mailed at a later date. A copy of the formatted chapter can be distributed to the Area offices. This chapter will be submitted for approval by the OEHE Acting Associate Director.

P-32, Dental Shielding - CAPT Harper requested that a copy of the National Council on Radiation Protection and Measurements (NCRP) Report No. 49 "Structural Shielding Design and Evaluation for Medical Use of X-rays and Gamma Rays of Energies up to 10 MeV" be mailed to the HFAC members. However, it was found out that information contained in the report is copyright protected. Pending the availability of this copy, discussion will be postponed at a later date.

P-33, Lead-Based Paint - CAPT Byrns indicated that a preliminary draft will be available in June 1996. Discussion was postponed until August meeting.

P-34, Darkroom Ventilation - CAPT Byrns indicated that the darkroom ventilation proposed guideline is not a design related issue; rather, it's a construction activity. Based on his observations at various health care facilities in the Alaska Area, he found out that some contractors are not following the manufacturer's suggested installation process. Several deficiencies were cited by CAPT Byrns. Following CAPT Byrns's discussion, CAPT Harper will work with the Alaska Area office and he will determine the causes of these deficiencies. Based on CAPT Harper's findings, HFAC will determine if it is necessary to issue some guidelines or a written provision to be included as part of the contract document. Discussion will be postponed until the May meeting.

II. New Business:

P-36, Energy Savings Performance Contracting - CAPT Radtke gave a brief discussion why IHS should not get into the energy savings performance contracting. A lengthy discussion was made by ES-Seattle, ES-Dallas, and some Area offices on their experiences regarding this issue. Further discussion will be made on the March meeting.

III. Other Issues:

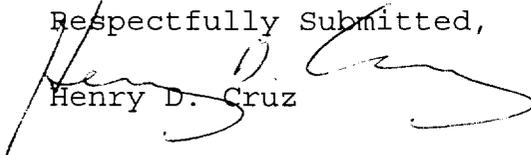
- (1) HFAC membership vacated by CAPT Brumbaugh who retired on February 1, 1996 - CAPT Radtke accepted CAPT Brumbaugh's selection of CAPT Jay Farmwald as the HFAC representative from the IHS/Alaska Area office.
- (2) Interim Life Safety Measures - CAPT Radtke briefly discussed this issue and had asked Mr. Johnson to investigate some accreditation options besides the Joint Commission on Accreditation on Healthcare Organization (JCAHO). Mr. Johnson will report his findings at the March meeting.
- (3) Upgrading Government Buildings Security - CDR Lowe briefly discussed this issue. He developed a list of recommendations limited to the design of new facilities only. A copy of his suggested recommendations and the President's memorandum on upgrading security at Federal facilities will be mailed to the HFAC members for their review. CDR Lowe proposes that the HFAC determine the levels of security for various facilities.
- (4) Election of HFAC Chairperson/Vice-Chairperson - CAPT Radtke briefly discussed the terms of various offices from Chairperson to Vice-Chairperson and four at-large membership.

IV. Next Meeting:

March 6, 1996, 12:00 noon, Eastern Time (EDT).

V. Meeting was closed at 1:15 PM EDST.

Respectfully Submitted,


Henry D. Cruz

3/11/96

Attachments

cc:

ES-Dallas

ES-Seattle

DFPC/PDB

DEH

DFM

Area Offices (Alaska, Albuquerque, Billings, & California)