



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

Indian Health Service  
Rockville MD 20857

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

**FROM:** Recording HFAC Secretary

**SUBJECT:** June 5, 1996, Meeting

**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\*\*  
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 12:05 PM. Total  
present: 6 with 5 voting members. Minutes of the  
May 8, 1996, meeting were approved.

**Items discussed:**

I. Old Business:

P-3, A/E's Guide - HFAC final vote was deferred until July 10, 1996, meeting.

P-38, Interim Life Safety Measures - Discussion was deferred until Mr. Johnson returns.

Nomination and Election of Chairperson and

Vice-Chairperson - The nominees for the Chairperson were CAPT Radtke, CAPT Harper, CAPT Taylor, CAPT Gragg, and Mr. Johnson. The nominees for the Vice-Chairperson were CAPT Harper, CAPT Gragg, CAPT Farmwald, Mr. Johnson, and CAPT McFarland. CAPT Radtke had indicated that he plans to retire next month and that his name be dropped from the Chairperson nominees. He also indicated that a secret ballot was mailed and election will be done via fax machine. There was a question about electing a nominee without being present. CAPT Radtke indicated that each member had accepted their position and he finds no problem even if the nominee is not present. The final votes show that CAPT Harper is the new HFAC Chairperson and CAPT Farmwald is the new Vice-Chairperson. Their names were verified by CAPT Byrns.

Authority Having Jurisdiction - A copy of the PHS letter dated April 19, 1991, in reference to Codes and Construction Standards was faxed to the members. CAPT Radtke asked if the membership had a chance to review this document. He suggested that IHS should issue a written memorandum with a recommendation that the Office Of Environmental Health and Engineering Associate Director be the designated IHS Agency Facilities Officer (also known as "Authority Having Jurisdiction") delegating the responsibility to the Engineering Services in Dallas and Seattle. A draft letter will be prepared and mailed at a later date to the membership.

Tribal representation - CAPT Radtke had indicated that he will consult with RADM Hartz about having a tribal representative on the HFAC.

II. New Business:

P-22, On Site Incineration - Discussion was deferred until Mr. Johnson returns.

P-33, Lead-Based Paint - Discussion will be deferred until August 7, 1996 meeting.

New Proposal - CAPT Radtke indicated that the list of issues and/or proposals is getting low and he also indicated that there is a guideline for submitting a proposal.

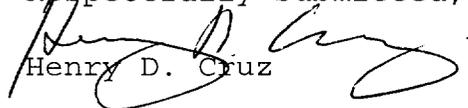
Open Discussion - CAPT Farmwald suggested adding in the HFAC list of proposals and decisions a status column indicating a final chapter or still in development. CAPT Harper indicated that all decision notices adopted by the membership are final and signed by the Chairperson. CAPT Radtke indicated that there are some referenced draft guidelines that will be finalized by OEHE/DFPC as part of the Technical Handbook.

III. Other Issues:

Next Meeting - July 10, 1996, 12:00 noon, Eastern Time.

IV. Meeting was closed at 12:50 PM, Eastern Time.

Respectfully Submitted,

  
Henry D. Cruz

cc:

ES-Dallas

ES-Seattle

DFPC/PDB

DEH

DFM

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