

USEHA Executive Council Teleconference Meeting Minutes
Tuesday, 1 October 2019
1300 EDT

Join by phone
+1-210-795-0506 US Toll
+1-877-465-7975 US Toll Free
Access code: 902 832 914

I. Welcome/Roll Call/Introductions of new members

Present = [√]

Affiliate Officers:

President	LCDR Kazu Okumura, USPHS √
President-elect	CPT Nathaniel Sheehan, USA √
Vice President:	LCDR Steven Galvez, USPHS √
Past-President:	MAJ Sean Beeman, USA
Secretary/Treasurer:	LCDR Katie Bante, USPHS √

Service Representatives:

Air Force:	COL Goff MAJ Raymond Mak
Army:	LTC William Whitaker √
Navy:	CDR Karen Corson LCDR Gardener √ CDR Lori Christensen, USN (Alternate)
Coast Guard:	Ms. Carolyn Onye, USCG √
Public Health Service:	RADM Kelly Taylor LCDR Kazuhiro Okumura, USPHS √ LCDR James Speckhart, USPHS √
Retirees:	CAPT (Ret) Bruce Etchison, USPHS

Committee Chairs:

Constitution & By-Laws Committee:	CAPT (Ret) Bruce Etchison, USPHS
Finance Committee:	MAJ Bjorn Listerud, USA
Membership Committee:	CDR Michelle Noonan-Smith, USPHS
Nominating Committee:	LCDR Steven Galvez, USPHS
Program Committee:	LTC (Ret) Welford Roberts, USA √

Appointed Positions:

Webmaster /Historian/Social Media:	LCDR John Masters USPHS
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Guests:

None

II. Committee Reports

- a. Constitution and By-Laws—CAPT (Ret) Bruce Etchison
 - Pending review and updates. Would like to put a group together to accomplish this.

- b. Finance Committee—MAJ Bjorn Listerud
- c. Webmaster/Historian—LCDR John Masters
 - A lot of work on revamping website and social media accounts in previous year. Would like to get more action photos from the field. To be used for landing page slide show. Please reach out if you have ideas for additional content on website.
- d. Membership Committee—CDR Noonan-Smith
- e. Nominating Committee – LCDR Steve Galvez
 - The VP serves as chair of nominating committee and has responsibility for advertising vacancies within the organization.
- f. Program Committee – LTC (Ret) Welford Roberts
 - Would like to eventually shift responsibilities to education/training committee with multiple members.
 - Recap from NEHA conference and 50th Anniversary Celebration
 - Successful educational sessions event, business meeting, and additional activities (reception with door prizes and recognition of members publications/contributions). Also presented NEHA with a gift as a token of appreciation for their support over the years; NEHA supports all the logistics for USEHA at no charge.
 - Very good speakers at our educational program this year.
 - Planning for 2020 NEHA conference in New York City, Times Square.
 - NEHA has announced its call for abstracts.
 - USEHA will announce call for abstracts around DEC.
- g. Strategy Committee—LTC (Ret) Welford Roberts
 - Need new people to recruit for Strategy Committee.
 - Need to review current strategy for relevancy; had 4 members volunteer during NEHA. Will be contacting volunteers in late OCT.
- Current strategic committees reflect what is in our current strategic plan. These committees will be looked at along with plan review. More information TBD.

USEHA Strategic Committees (more info TBD)

Committee	Finance and Budget	Membership	Education & Training	Communications	Marketing
Chair			LTC (Ret) Welford C. Roberts, PhD		CAPT (Ret) Bruce Etchison
Members					

III. Service Representatives – Updates

- a. Army – LTC William Whitaker
 - No updates
- b. Navy – CDR Gardener
 - No updates
- c. Coast Guard – Ms. Carolyn Onye
 - No updates
- d. Public Health Service – RADM Kelly Taylor
 - Not present
- e. Air Force COL Goff (alternate MAJ Mak)
 - Not present
- f. Retirees – LTC (Ret) Welford Roberts
 - Have a vacancy for CIV EH director would like to share with retirees.

IV. Treasurer’s Report – LCDR Katie Bante

- Wells Fargo Bank checking account balance = \$4882.08
- Wells Fargo Bank savings account balance = \$2813.52
- Wild Apricot annual plan increase of 20% if we do not use their payment system by January 2020.

V. Old Business

- Annual Incorporation paperwork for State of Virginia submission in December. LTC (Ret) Roberts donated registration fee and is handling the annual report submission. Annual report updated with the names of the new officers on Executive Council.

VI. New Business

- Need to address the issue of participation. May need to change bylaws. If you have ideas reach out to LCDR Okumura directly.
- Opportunity at 2020 USPHS COF Symposium. FDA sponsored food safety in disasters training; trying to see if USEHA can sponsor part of this training and open to all USEHA members.
- New items from those on the call.
 - LCDR Speckhart, as regional VP (RVP), is trying to liaise between NEHA midatlantic region and USEHA. Encourage members to read NEHA e-news and the JEH regularly.

VII. Next Meeting

- Next teleconference: Tuesday, 3 December 2019, 1300 hours EST.

VIII. Adjournment

- 1352 EDT