



**Commissioned Officers Association  
of the U.S. Public Health Service**

**Fort Detrick Branch**

**Fort Detrick COA Branch  
Meeting March 8, 2005**

**Members Attendance**

LCDR Amy Anderson, President, (FDA)  
LCDR Anne Emshoff, Vice President, (USDA)  
LCDR Celissa Stephens, (IHS)  
CDR Jeff McKinney, Member, (NIH)  
LCDR Rick Gussio, Member, (NIH)  
LCDR Leigh Ann Matheny, Member, (NIH)  
CDR Katherine Berkhusen, Member, (FDA)  
CDR Tom Doss, Member, (NOAA)  
LCDR Jeasmine Aizvera, Member, (NIH)  
CDR Lucienne Nelson, Member, (OCFM)  
Jack Lynch, Guest  
Andy Geuder, Guest  
LT Sean Bryd, Treasurer, (FDA)

**I. Introduction of Members Attending**

**II. Acceptance of Minutes: January 2005**

- A. LCDR Leigh Ann Matheny made a motion to accept the minutes. LCDR Rick Gussio seconds the motion.

**III. President's Report: LCDR Amy Anderson**

**A. Meeting Dates, Time and Presentations**

1. The presentation from Mr. Ken Bransford will be rescheduled to September 13, 2005 due to today's weather. The next meeting will be held on May 3, 2005 with CAPT Potter (RET) and CAPT Wickizer conducting a presentation on Space A Travel.
2. LCDR Celissa Stephens was thanked for providing the gift basket that was auctioned off at the last meeting. She will be leaving our Branch to accept a position as a Senior Nurse Consultant for the Oklahoma City Area in IHS.
3. The new Branch mission statement was read to the group and will be placed on the website via LCDR Gussio.



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**IV. Administrative Reports**

- A. Treasurer's and Fund Raising Activities Report: LT Sean Byrd
1. The previous balance from the last meeting was \$715.94. An additional \$45.00 was added from the proceeds of the silent basket auction, bringing the new total to \$760.94.
  2. Currently, there are no fund raising activities planned. Ideas were discussed to include a 50/50 raffle and obtaining gift certificates from local vendors.
  3. CDR Berkhausen suggested raising the current Branch member dues to \$10/year. The current dues are \$5.00/year. When she had reviewed other Branch dues, it was noted that some are as high as \$10/year. A decision was not made at this time and will be brought again before the members to make a final decision.
- B. Military Standards Cadre (MSC)/Physical Fitness: LCDR Rick Gussio  
Physical fitness testing will be preformed during the first week in May. A specific date is to be determined.
- C. Webmaster: LCDR Rick Gussio
1. The website has been brought up to date, including the member list. LCDR Gussio requested each member verify the information on the website to ensure it was correct and if any changes were required, please contact him.
  2. A request to place pictures from the last Dining Out was discussed. LCDR Gussio informed the group that he did not have pictures from the event. LCDR Anderson will try to locate some and send them to LCDR Gussio for inclusion on the website.
- D. Community Activities: CDR Katherine Berkhausen
1. Mr. Jack Lynch, Medical Reserve Corps/Emergency Volunteer Coordinator, from the Volunteer Frederick Inc. conducted a presentation on the proposed Frederick County mock anthrax response disaster drill, which is to be held on May 5, 2005.
  2. He informed the group that there will be a large response over the next six months and any one can participate, as one does not require a medical background. Only active duty participants who will need to fill out a SF520 and no forms are needed if the participant is retired.
  3. The question regarding liability was raised with Mr. Lynch stating he will need to get further clarification.
  4. Details of the response have not been formalized, but there will be a training session on May 5<sup>th</sup>, which will include lunch. CDR Berkhausen will act as the liaison for this event.



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- E. Social Activities: LCDR Claire Karlson
  - 1. No report was given.
  - 2. Two social activities are planned for the year. The first one will be a picnic and take place on July 16, 2005 at Fort Detrick. The pavilion has not yet been reserved. LCDR Gussio will contact the approving authorities on Fort Detrick to reserve the date.
  - 3. The second activity is the annual Dining Out, which will be held on December 3, 2005. LCDR Karlson will be contacted to start working with her committee for these two activities.
- F. Membership: LCDR Amy Anderson
  - 1. There are currently 53 members noted within our Branch. LCDR Ron Keats and his wife LT Kathleen Keats are planning to join the Branch also, which will bring the total up to 55 members.

**V. Ongoing Business**

- A. Flag: CDR Tom Doss
  - 1. CDR Doss will develop a possible descriptive example of a USPHS Commissioned Corps flag. He will also develop supportive documentation and send it forward to LCDR Anderson. This documentation will be reviewed at an upcoming meeting with the final approved documents being forwarded to CDR Lynn Slepiski for her review and to bring before National COA.

**VI. New Business**

- A. Volunteer Frederick, Inc. : Jack Lynch
  - 1. See Community Activities for further details.
- B. COA Conference, What's needed? LCDR Ron Keats (deferred to May 2005)

**VII. Round the Table**

- A. Final Comments from Members and Attendees: Branch Members
  - 1. LCDR Anne Emshoff informed the group she is leaving the Corps to go back home to Texas. This would be her last meeting, resulting in the Vice President position becoming available. LCDR Anderson informed the group that any individual interested in assuming this position to let her know.

**VIII. Guest Speaker: Ken Bransford was rescheduled for September 13, 2005**

The next Fort Detrick COA Branch Meeting will be May 3, 2005. The meeting will be held from 1900-2000. The leader is LCDR Amy Anderson and the guest speakers are



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CAPT Steve Wickizer and CAPT (RET) Richard Potter.

If you have questions or comments, please contact:

LCDR Amy Anderson

President, Fort Detrick COA Branch

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