



Commissioned Officers Association  
U.S. Public Health Service

Fort Detrick Branch

**Fort Detrick COA Branch  
Executive Committee Member Meeting  
December 21, 2006**

**Members Attendance**

LCDR Rick Gussio, President, (NIH/Ft. Detrick)  
LCDR Candido Alicea, Vice President, (NIH/Ft. Detrick)  
LCDR Leigh Ann Matheny, Treasurer, (FDA/ Rockville)  
CDR Lisa Barnhart, Secretary, (NIH/Bethesda)

- I. Introduction of Members Attending
- II. Discussion of 2007 planning for Branch
  - A. Planning and Participation
    1. **New Items for Year 2007:**
      - a. Fort Detrick Deployment Presentation
      - b. Space-A Book Presentation and Book Raffle
      - c. Promotion Ceremony
      - d. Awards Ceremony

**2. Meeting/Events schedule:**

30 Jan 07-Planning Meeting for all members  
6 Mar 07-COA deployment CDs and presentation (each member)  
8 May 07-Space-A (Raffle for Space-A book) CAPT Potter  
28 Jul 07-Family Picnic/Raffles; Pot luck-everyone brings a dish.  
11 Sep 07-Promotion Ceremony (pinning)  
6 Nov 07- Awards Ceremony: Awards/Certificates of Appreciation with a letter to each contributing member.  
8 Dec 07-Family Bowl & Pizza and Santa Claus Visit with Prizes.  
15 Dec 07-Formal Dining Out (Brewers Alley Brew Pub). Swearing-in of new Executive Committee; Raffle & Prizes.

**3. Committees/Activities:** In the past, the following committees were led by the following members:

Military Standards Cadre/Physical Fitness-LCDR Rick Gussio  
Webmaster-LCDR Rick Gussio  
Community Activities-CDR Katherine Berkhausen



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Social Activities-CDR Clair Karlson  
Picnic Subcommittee: *Vacant*  
Xmas Family Bowl & Pizza Subcommittee: *Vacant*  
Formal Dining Out Subcommittee: *Vacant*  
Membership: CDR Amy Anderson  
Professional: CDR Rossi-Coajou  
Barquist Health Center Volunteer: CDR Rossi-Coajou  
Fundraising Committee: LCDR Matheny  
Awards Committee: *Vacant*  
Resolutions Committee: CDR Tom Doss  
Election Committee: LCDR Rick Gussio

\*\*Anyone interested in signing up as either new lead or continuing lead, please let Pres. Rick Gussio or Committee Chairs know via email (see branch website under Committees for contact information)

III. Administrative Reports

- A. Treasurer's and Fund Raising Activities: LCDR Leigh Ann Matheny
1. LCDR Leigh Ann Matheny informed the group that she recently received the Branch's financial statement with a balance of \$1017.56. The current Branch balance is **\$1017.56 + \$31.00 (cash for deposit) + \$286.76 (checks for deposit) = \$1358.32.**

IV. Date and Time for Next Meeting

- A. The next Fort Detrick COA Branch Meeting will be 30 January, 2007.  
The meeting will be held from 1900-2030.

V. Possible Resolutions

- A. Hazardous Duty Award for BSL3, BSL4 Assignments

If you have questions or comments, please contact:

Submitted by:

CDR Lisa Barnhart at [lbarnhart@niaid.nih.gov](mailto:lbarnhart@niaid.nih.gov)

Ft Detrick Branch COA, Secretary