



CHARTER

of the

NATIONAL PUBLIC HEALTH SURVEILLANCE AND BIOSURVEILLANCE ADVISORY COMMITTEE

Authority

Homeland Security Presidential Directive HSPD-21, directed the Secretary of Health and Human Services, in coordination with the Secretaries of Defense, Veterans Affairs, and Homeland Security, to establish an epidemiologic surveillance Federal Advisory Committee, to include representatives from State and local government public health authorities and appropriate private sector health care entities, in order to ensure that the Federal Government is meeting the goal of enabling State and local government public health surveillance capabilities. This committee is established under Homeland Security Presidential Directive-21 (HSPD-21), October 2007, Public Health and Medical Preparedness, as well as Section 222 of the Public Health Service Act, [42 U.S.C. Section 217a], as amended. The committee is governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App.), which sets forth standards for the formation and use of advisory committees.

Objectives and Scope of Activities

This HSPD-21 mandated advisory committee will include representatives from State and local government public health authorities and appropriate private sector health care entities, in order to ensure that the Federal Government is meeting the goal of enabling State and local government public health surveillance capabilities. Specifically, this includes recommendations related to both traditional and innovative information sources of human health related data and information from State and local government public health authorities and appropriate private sector health care entities. This also includes recommendations for enabling State and local government public health surveillance capabilities as well as recommendations to enable healthcare and public health information exchange.

Description of Duties

The National Public Health Surveillance and Biosurveillance Advisory Committee (NPHSBAC) shall advise the Secretary, HHS; the Assistant Secretary for Health; the Assistant Secretary for Preparedness and Response; the Director, CDC; and the Director, Office of Surveillance,

Epidemiology and Laboratory Services regarding the broad range of issues impacting the human health component of biosurveillance.

Agency or Official to Whom the Committee Reports

The committee reports to the Secretary HHS, and the Director, CDC.

Support

Management and support services shall be provided by the Office of Surveillance, Epidemiology and Laboratory Services, Public Health Surveillance and Informatics Program Office (proposed), Biosurveillance Coordination Activity at the Centers for Disease Control and Prevention.

Estimated Annual Operating Cost and Staff Years

Estimated annual cost for operating the committee, including compensation and travel expenses for members, but excluding staff support is \$63,450. Estimate of annual person years required is 1.65 at an estimated annual cost of \$200,504. Total annual operating costs are estimated to be \$263,954 for FY 2013.

Designated Federal Officer

The CDC will select a full-time or permanent part-time Federal employee to serve as the Designated Federal Officer (DFO) to attend each meeting and ensure that all procedures are within acceptable statutory, regulatory, and HHS General Administration Manual directives. The DFO will also approve and prepare all meeting agendas, call all of the committee and subcommittee meetings, adjourn any meetings when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the CDC Director. The DFO or his/her designee shall be present at all meetings of the full committee and subcommittees.

Estimated Number and Frequency of Meetings

Meetings shall be held approximately twice a year at the call of the DFO, in consultation with the Chair(s). Meetings shall be open to the public except as determined otherwise by the Secretary, HHS, the Director, CDC, or other official to whom the authority has been delegated; in accordance with the Government in the Sunshine Act (5 U.S.C. §552b(c)) and Section 10(d) to the Federal Advisory Committee Act; notice of all meetings shall be given to the public.

Duration

Continuing

Termination

Unless renewed by appropriate action prior to its expiration, the NPHSBAC will terminate two years from the date the charter is filed.

Membership and Designation

The committee shall consist of up to 15 voting members, including the Chair(s). Members and the Chair(s) shall be selected by the Director, CDC and shall include organizations and individuals from State, tribal, local and territorial government the public health authorities and the private sector. Members shall be deemed Special Government Employees.

The committee shall also include non-voting ex-officio members representing Federal Departments and Agencies (D/A) with an active role in biosurveillance including: Department of Defense; Department of Agriculture; Department of Veterans Affairs; Department of Homeland Security; Food and Drug Administration; Assistant Secretary for Preparedness and Response and other HHS entities.

Members shall be invited to serve for overlapping terms of up to four years, except that any member appointed to fill a vacancy for an unexpired term shall be appointed for the remainder of that term. Terms of more than two years are contingent upon the renewal of the committee by appropriate action prior to its termination. A member may serve 180 days after the expiration of that member's term if a successor has not taken office.

Subcommittees and Work Groups

Subcommittees composed of members and nonmembers of the parent committee may be established with the approval of the Secretary, HHS, or the Director, CDC. The subcommittees must report back to the parent committee and do not provide advice or work products directly to the agency. The HHS Committee Management Officer will be notified upon establishment of each subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

Recordkeeping

The records of the committee and any established subcommittees of the committee shall be managed in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. The records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

OCT 17 2012

Filing Date

Approved:

AUG 29 2012

Date

A handwritten signature in black ink that reads "Kathleen Sebelius". The signature is written in a cursive style with a large initial "K".

Kathleen Sebelius