



## CHARTER

### BOARD OF SCIENTIFIC COUNSELORS COORDINATING CENTER FOR INFECTIOUS DISEASES

(formerly known as the  
Board of Scientific Counselors, National Center for Infectious Diseases)

#### Purpose

The Secretary is mandated under Section 301 (42 U.S.C. Section 241) and Section 311 (42 U.S.C. Section 243) of the Public Health Service Act, as amended, to: (1) conduct, encourage, cooperate with, and assist other appropriate public authorities, scientific institutions, and scientists in the conduct of research, investigations, experiments, demonstrations, and studies relating to the causes, diagnosis, treatment, control, and prevention of physical and mental diseases, and other impairments; (2) assist States and their political subdivisions in the prevention of infectious diseases and other preventable conditions, and in promoting health and well-being; and (3) train State and local personnel in public health work.

#### Authority

Section 222 of the Public Health Service Act (42 U.S.C. § 217a), as amended. The board is governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App. 2), which sets forth standards for the formation and use of advisory committees.

#### Function

The Board of Scientific Counselors, Coordinating Center for Infectious Diseases, shall advise the Secretary, HHS, and the Director, CDC, concerning strategies and goals for the programs and research within the national centers; shall conduct peer-review of scientific programs; and monitor the overall strategic direction and focus of the national centers. The board, after conducting its periodic reviews, shall submit a written description of the results of the review and its recommendations to the Director, CDC.

The board shall perform second-level peer review of applications for grants-in-aid for research and research training activities, cooperative agreements, and research contract proposals relating to the broad areas within the national centers.

## **Structure**

The Board of Scientific Counselors, Coordinating Center for Infectious Diseases, shall consist of 17 members, including the Chair. Members and the Chair shall be selected by the Secretary, HHS, or designee, from authorities knowledgeable in the fields relevant to the issues addressed by the Coordinating Center, e.g., infectious diseases and related disciplines, including epidemiology, microbiology, bacteriology, virology, parasitology, mycology, immunology, public health, entomology, bioterrorism threats, clinical medicine, and from the general public. Members shall be deemed Special Government Employees.

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 board 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.

Ad hoc consultants/reviewers, which may include Federal employees, may be utilized as deemed necessary for the board to carry out its functions. Ad hoc consultants/reviewers provide subject matter expertise in the formulation of advice or recommendations; however, they do not count towards the quorum and may not vote.

Subcommittees may be established from time to time with the approval of the Secretary, HHS, or designee. The Department 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.

Management and support services shall be provided by the Office of the Director, Coordinating Center for Infectious Diseases, Centers for Disease Control and Prevention.

## **Meetings**

Meetings shall be held approximately three times a year at the call of the Designated Federal Officer, in consultation with the Chair. The Designated Federal Officer shall also approve the agenda and shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary, HHS, 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) of the Federal Advisory Committee Act; notice of all meetings shall be given to the public.

Meetings shall be conducted and records of the proceedings kept as required by applicable laws and Departmental regulations.

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### **Compensation**

Members who are not full-time Federal employees shall be paid at the rate of \$250 per day, or at the rate of \$31.25 per hour, as determined by the agency, not to exceed \$250 per day; plus per diem and travel expenses in accordance with standard government travel regulations.

### **Annual Cost Estimate**

Estimated annual cost for operating the board, including compensation and travel expenses for members but excluding staff support, is \$238,488. Estimate of annual person-years of staff support required is 1.10 at an estimated annual cost of \$112,605.

### **Reports**

In the event a portion of a meeting is closed to the public, as determined by the Secretary, HHS, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and Section 10(d) of the Federal Advisory Committee Act, a report shall be prepared which shall contain, as a minimum, a list of members and their business addresses, the committee's activities, and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

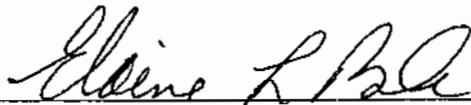
### **Termination Date**

Unless renewed by appropriate action prior to its expiration, the Board of Scientific Counselors, Coordinating Center for Infectious Diseases, will terminate on October 31, 2009.

APPROVED:

10/18/07

Date



Acting Director

Management Analysis and Services Office

**CHARTER FILING DATE** 10/31/07