UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
OFFICE OF MARINE AND AVIATION OPERATIONS
Silver Spring, Maryland 20910

MAY 10 2018

MEMORANDUM FOR: Chair, Officer Personnel Board

FROM: Rear Admiral Michael J. Silah, NOAA
Director, NOAA Corps

SUBJECT: Precept for Captain Selection Board

Pursuant to NOAA Corps Directives 04203, 04204, and 04205, a Selection Board is appointed to consider officers for promotion to the grade of captain.

In accordance with NOAA Corps Directives, Chapter 4, Part 3, Qualifications, NOAA Corps officers eligible for promotion shall be found to be mentally, physically, and professionally qualified. The Board's criteria for selection should include performance, leadership ability, management ability, professional development, and breadth of experience. The NOAA Corps' operational excellence requires an array of skills and expertise. The officers you recommend should be those who have demonstrated by past performance that they retain the qualities necessary to lead and manage NOAA's programs and the officers of the NOAA Corps. The Board is required to review at least the last 5 years of OPF data.

Command at sea, ashore, or in the air is an indication of an officer's operational and leadership capabilities, and strong consideration should be given to those officers that continue to take on the heavy demands, risks, and responsibilities of command. Those officers recommended for promotion must have shown potential to assume a senior marine or aviation operational center command. Strong consideration should be given to officers who have demonstrated the ability to lead NOAA and OMAO into the future, especially by bringing management expertise and strategic thinking into leadership decision making, developing our workforce, and supporting a mission ready fleet.

All proceedings of this Board will be undertaken consistent with NOAA-wide policies concerning equal employment opportunity and equal treatment, as well as Executive Branch Principles of Ethical Conduct. To assist the Board deliberations, the Director, CPC, will provide summaries of NOAA's current policies that can have a determining factor on this Board. The NOAA Corps' commitment to equal opportunity, without regard to race, creed, color, gender, national origin, or occupational specialty, must be without question and readily apparent to all whom would independently review this commitment.

The promotion zone shall consist of eleven (11) commanders on the lineal list consisting of the most senior officers in the grade of commander; namely, CDR George M. Miller and those ten (10) officers junior thereto who have not been previously selected for promotion nor have an approved retirement.

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The Board may, but is not required to, recommend up to six (6) best qualified officers for promotion. The officers selected must have the breadth of experience required to fill senior positions within OMAO and NOAA. Specifically, the best qualified officers will have completed successful land and command tours. Finally, their experience and potential to assume senior leadership positions must be demonstrated by a history of assignments increasing in responsibility and authority over the past 5 years. It is imperative that the Board select only the best qualified.

Subject to existing law, directives, and the oath taken, each Board member is to be governed by his/her own judgment when giving weight to the broad qualification criteria, which are contained in NOAA Corps Directives, Section 04303. You should emphasize to the members of the Board the importance of their obligation to confine themselves to facts of records and not predicate judgments on rumor or hearsay. At the end of your deliberations, all members must be able to say that the officers recommended for promotion are in the opinion of at least a majority of the Board, the best qualified to carry out the duties and responsibilities of the grade for which they are selected.

The Board shall convene at 0900 on Monday, May 14, 2018, at OMAO, 8403 Colesville Road, Suite 500, Large Conference Room, or as soon thereafter as practicable, for the purpose of considering all officers in the grade of commander who are eligible for consideration for promotion to the grade of captain. Members of the Board shall swear or affirm that they will, without prejudice or partialities, and having in view both the records of the officers and the efficiency of the NOAA Corps, perform the duties imposed upon them.

The following officers will comprise the Board membership:
Captain James M. Crocker, NOAA – Chair
Captain Keith W. Roberts, NOAA
Captain Scott M. Sirois, NOAA
Captain Elizabeth I. Kretovic, NOAA
Captain Kristie J. Twining, NOAA

The following non-voting members are authorized to assist the Board as needed.
Captain Devin R. Brakob, Director, Commissioned Personnel Center (CPC)
Katherine Raymond – Chief, OPMD
Charise C. Stewart – Human Resource Specialist, OPMD
LCDR Laura Gibson –Staff Officer, OPMD

The Board shall submit a report in writing signed by all members of the Board. Except for the report of this Board, the proceedings of the Board will not be disclosed to any person not a member of the Board. You will direct the members of the Board that their recommendations and deliberations will be kept confidential and that any violation of the confidentiality of the Board may result in disciplinary action.