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**General Meeting Minutes****Date: February 21, 2015****Start 1:00 pm ET****Finished 2:00 pm ET**

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**NPAC Chair: CDR Mary Brooks****NPAC Executive Secretary: LCDR Keith Marin**

<b>AGENDA TOPIC</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP, RECOMMENDATIONS and ACTIONS</b>	<b>RESPONSIBLE PARTY</b>
<b>Introduction: CDR Mary Brooks</b>	<ul style="list-style-type: none"><li>Attendees were reminded to place their phones on mute by pressing #5 (in addition to being placed on mute through WebEx) to not disturb the meeting. WebEx webinar was used for communication during meeting in addition to the meeting being recorded.</li></ul>	<ul style="list-style-type: none"><li>Meeting recording and minutes will be sent to CDR Lamberson to be posted to the NPAC webpage after approval.</li><li>There were technical difficulties with the operation of WebEx. We will attempt to remedy for next month's meeting and continue recording minutes on local computer as it was more effective and the server was down during this meeting</li></ul>	<ul style="list-style-type: none"><li>LCDR Keith Marin</li></ul>
<b>Approval of January 2016 General Meeting Minutes</b>	<ul style="list-style-type: none"><li>No minutes were taken for the January meeting as it was cancelled due to blizzard.</li></ul>		
<b>CNO Remarks: RADM Sylvia Trent-Adams</b>	<ul style="list-style-type: none"><li>CNO was unable to make the NPAC General Meeting. As a result, no remarks were made.</li></ul>		
<b>Presentation: LCDR Keith Marin</b>	<ul style="list-style-type: none"><li>Nursing History: Anna Caroline Maxwell, referred to as the "American Florence Nightingale"</li></ul>		
<b>Presentation: CAPT Postelle Birch-Smith</b>	<ul style="list-style-type: none"><li>CAPT Postelle Birch-Smith "Topics in Public Health Series"</li></ul>		

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<b>NPAC Chair remarks: CDR Mary Brooks</b>	<ul style="list-style-type: none"><li>• Nurse Recognition day approaching, May 10, 2016 hosted virtually 11am. Questions or comments, email CDR Steve Morin or CDR Casey Hasall</li><li>• Survey sent out for Nurse category day at COA who attending what presentations you would be interested in. Survey went out February 22, 2016.</li><li>• Registration Disaster Health Symposium is scheduled for September 8, 2016.</li><li>• There were no JOAG updates discussed during meeting</li><li>• There were no COA updates discussed during meeting</li></ul>		
<b>Round Table Discussion</b>	<ul style="list-style-type: none"><li>• No round table discussion occurred.</li></ul>		
<b>Discussion of Next Meeting: CDR Brooks</b>	<ul style="list-style-type: none"><li>• Next NPAC general meeting will be held on March 21, 2016</li></ul>		

**Submitted: LCDR Keith Marin**

**Approved: LCDR Tiffany Moore/CDR Margarita Velarde**