

## General Meeting Minutes

Date: May 23, 2016

Start 1:00 pm ET

Finished 2:00 pm ET

NPAC Chair: CDR Mary Brooks

NPAC Executive Secretary: LCDR Keith Marin

AGENDA TOPIC	DISCUSSION	FOLLOW-UP, RECOMMENDATIONS and ACTIONS	RESPONSIBLE PARTY
<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> </ul>	
<b>Approval of April 2016 General Meeting Minutes</b>	<ul style="list-style-type: none"> <li>Meeting minutes were confirmed and posted to the list serve on April 21, 2016.</li> </ul>		
<b>CNO Remarks: RADM Susan Orsega</b>	<ul style="list-style-type: none"> <li>CNO RADM Susan Orsega provided welcome and several remarks from the WHO CNO meeting.</li> </ul>		
<b>Presentation: LCDR Tiffany Moore</b>	<ul style="list-style-type: none"> <li>Nursing History Presentation: Mary Breckinridge, American nurse-midwife and the founder of the Frontier Nursing Service.</li> </ul>		
<b>Presentation: LCDR Waite Rodney</b>	<ul style="list-style-type: none"> <li>Presentation by LCDDR Rodney on 508 compliance. Temporary 508 help page can be found at: <a href="http://www.phs-dental.org/depac/508compliance.html">http://www.phs-dental.org/depac/508compliance.html</a></li> <li>508 Workgroup contact is: <a href="mailto:PHS508@list.nih.gov">PHS508@list.nih.gov</a></li> </ul>		
<b>Final CNO Report: RADM Sylvia Trent Adams</b>	<p>RADM Trent Adams provided an update on the COA meeting in addition to changes occurring in the USPHS.</p> <p>Wifi upgrade at Tower Building</p>		

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- For those of you who may have had the opportunity to visit the Tower Building in Rockville, you may have lived through the experience of not being able to have network access due to the poor quality of the wifi connection in the building.
- We are pleased to inform you the wifi connectivity has been upgraded and greatly improved the ability to remain connected throughout the building.

### G360 Contract

- We are making every effort to bring Corps operations into the 21<sup>st</sup> century.
- As of July 1, you will be able to upload documents directly into your electronic personnel file.
- No more faxing or having to wait for weeks to see your documents in the file.
- This will hopefully streamline the document submission process and provide better tracking of personnel documents.

### PT uniform

- Designed and prototype is on display in the exhibit hall
- Will include a full line of PT uniforms for the Corps

### USPHS Spirit wear

- In the design phase and will be available by Fall of 2016
- A line of optional active wear with the

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	<p>Commissioned Corps insignia and signage</p> <ul style="list-style-type: none"><li>• Will include a number of non-uniform components for officers and others to wear while exercising or as casual wear to show PHS pride</li></ul> <p>Ensemble Device</p> <ul style="list-style-type: none"><li>• To recognize members of the Surgeon General's music and choral ensemble</li><li>• Has been designed and is under review by heraldry</li><li>• Expected to be available for wear by July 1</li><li>• Criteria for wear will be outline in forthcoming policy</li></ul> <p>Service and Supply Fund increase in rate</p> <ul style="list-style-type: none"><li>• Increase in resources for Corps operations at headquarters</li><li>• Funded 10 new positions in DCCPR</li><li>• Support for IT infrastructure needs</li></ul> <p>Commissioned Corps Doctrine</p> <ul style="list-style-type: none"><li>• Draft completed and will be finalized Summer 2016</li><li>• First ever for the Corps</li><li>• Outlines our role as a uniformed service and value to the Department and Agencies</li></ul> <p>USPHS Commissioned Corps Strategic Plan</p> <ul style="list-style-type: none"><li>• Draft completed and will be finalized Summer</li></ul>		
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	<p>2016</p> <ul style="list-style-type: none"><li>• Sets forth the strategic vision for the Corps</li><li>• Will help drive the direction for building a stronger Corps</li></ul> <p>Corps Cares</p> <ul style="list-style-type: none"><li>• Behavioral Support Program to assist officers before, during, and post deployment</li><li>• Booth in the exhibit hall to provide more information about the program</li><li>• Your input is incredibly valuable and we hope you complete the survey to help us identify the services you feel would be most helpful to officers and their families</li></ul> <p>Step it Up Campaign</p> <ul style="list-style-type: none"><li>• How the Corps can get involved – many corps officers have organized activities to support the rollout of the CTA including Florida-area corps hosting an 8 week Walking Challenge, Corps officers at the NIH, hosting Walks in the DC area</li></ul> <p>Opioid Campaign</p> <ul style="list-style-type: none"><li>• Roll out is underway</li><li>• Provider pledge – providers across the US will be invited to sign a pledge to work to improve knowledge and prevention of Opioid Addiction.</li><li>• Role of the Commissioned Corps – education, community awareness, and provider engagement to prevent Opioid Addiction.</li></ul> <p>Tobacco</p>		
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	<ul style="list-style-type: none"><li>• Deeming</li><li>• E-cigarettes</li></ul> <p>MOU with PHS, Veterans Administration, and Uniformed Services University</p> <ul style="list-style-type: none"><li>• Will establish an agreement for VA to fund up to 10 students to attend medical school at USU as USPHS Commissioned Corps officers</li><li>• Upon graduation these officers will serve with VA for at least 10 years as payback for their training</li><li>• This will not provide for officers to work at VA in other assignments at this time.</li></ul> <p>MOU with Peace Corps</p> <ul style="list-style-type: none"><li>• Agreement will increase the number of slots for USPHS officers at Peace Corps</li><li>• Expanded to include 4 additional officers</li></ul> <p>Presidential Unit Citation -</p> <ul style="list-style-type: none"><li>• President Obama presented the PUC on September 24, 2015 to the Commissioned Corps during an Oval Office ceremony.</li><li>• The event was even more distinctive as Oval Office ceremonies for unit awards rarely occur.</li><li>• This PUC was awarded to all Corps officers, including Ready Reserve officers for “extraordinary courage and the highest level of performance in action throughout the... response to the Ebola outbreak.” Whether deployed to West Africa, staffing quarantine stations or emergency operations centers domestically, back-filling positions or</li></ul>		
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volunteering, this was an all-Corps response.

### Ebola Campaign Medal

- Happy to inform you that officers who deployed to Africa for Ebola and meet the >7 day requirement in the Commissioned Officer Awards Program will be awarded the Global Response Service Award
- In addition to the Ebola Campaign Medal (ECM), and the Foreign Duty Award MMU officers will also be awarded the Expeditionary Attachment for their ECM.
- Commitment that all Ebola awards will be in officers' OPFs by the end of the calendar year (2016)

### Development of the Commissioned Corps Newsletter

- Over the next couple of months we plan to hire a Communications Specialist to improve Corpwide Communication
- One of the tasks this individual will be responsible for is developing a comprehensive communications plan for the Corps, to include a monthly newsletter to share information about OSG, DCCPR, and DHHS
- We plan to send out the first email this Summer

### IHS Mission in the Great Plains Area

- We are actively engaged in assisting the Great Plains Area with staffing to support Rosebud, Pine Ridge, and Winnebago
- To date the focus has been on Emergency Department support, but resources will be

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needed to support the inpatient services also

- IHS is examining their needs nationally and expect there will be needs in other areas of the country
- The Corps will remain actively involved in this response until IHS is able to hire sufficient staff to maintain services longterm

### Dashboard

- DCCPR and DSI are exploring use of dashboards to assist in managing and tracking critical activities (call to active duty process, retirements, promotion boards, awards, etc.)
- Over the next year each area of DCCPR will have a dashboard to improve transparency and management of data important to assess efficiency of systems and processes
- The dashboard will provide the Key Performance Indicators needed to track on a periodic (daily, weekly or monthly basis)
- It will provide DCCPR leadership with a high-level overview of the state of the business operations and opportunities

### Direct Access

- Status update – over the past several months we have become aware of significant challenges with the Direct Access System.
- We are working with the Department and Coast Guard to address critical system issues to determine if DA is the system to best meet the Corps needs

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	<ul style="list-style-type: none"><li>• We are holding off on further migration to Direct Access until we determine the best way forward</li><li>• A consultant firm is being hired to conduct a comprehensive assessment of all Corps IT systems to better understand our business needs</li></ul>		
<b>Presentation: CDR Mary Brooks</b>	<ul style="list-style-type: none"><li>• CDR Mary Brooks provided additional updates on what occurred at the COA Conference. Presentations will be provided in the future in webinar format.</li><li>• Topics during COA included: health promotion (CAPT McGuire), (CAPT McGibbons): Cultural health, tribal community health (local tribal community), 2nd annual care program (CAPT Danridge), Federal Health Strategic Plan, and "Mindfulness in a nutshell", and the awards ceremony.</li><li>• Attendance was very good, 144 nurses attended category, 50 nurses for skills day, 24 nurses for career day.</li></ul>		
<b>Round Table Discussion</b>	<ul style="list-style-type: none"><li>• RADM Orsega: Appreciation for all of RADM Trent Adams work.</li><li>• CAPT Belsito: Question about Direct Access (DA) transfer with leave and tracking purposes. Any more conversation regarding technical issues? RADM Trent-Adams: we are in conversations with coast guard and doing IT assessment looking at entire systems trying to find what needs to be fixed. Leave is being done in direct access. Keep a separate tracking of leave.</li><li>• CAPT Dandridge: Offer scheduled time for</li></ul>		

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	mentoring to allow more officers to take advantage of the mentoring.		
<b>Discussion of Next Meeting: CDR Brooks</b>	<ul style="list-style-type: none"><li>• Next NPAC general meeting will be held on June 20, 2016</li></ul>		

**Submitted: LCDR Keith Marin**

**Approved: CDR Reginald Smith/CDR Margarita Velarde**