

Meeting called by:

LCDR Emily Warnstadt, Chair

Executive Committee Attendance: (In Order of Committee Roster)

- LCDR Emily Warnstadt Chair
- LCDR Cynthia Chennault (Chair-Elect)
- LCDR Olivia Barrow
- CDR Amy Strain-**excused**
- LCDR Paula Arango
- LCDR Marie-Elena Puleo-**excused**
- LCDR Suzanne Redmond-**excused**
- LCDR Tiffany Smith
- LCDR Doretha M. Tonkins
- LCDR Diane Weidley
- LT Theresa Chennault

Executive Secretary LCDR Olivia Barrow:

Quorum (5): Yes

Non-Voting Member Present:

- CAPT Mylene Santulan
- LCDR Charles Brucklier
- LCDR Angelica Chica
- LCDR Jennie Eng
- LCDR Andrew Felix
- LCDR Keasha Myrick
- LCDR Miranda S. Nelson
- LT Natasha Bennet
- LT Johnna Bleem
- LT Erin C Heap
- LT Alyssa Rowe
- LT Sylvester Smith

AGENDA TOPIC:	DISCUSSION:	RECOMMENDATIONS/ ACTIONS:	Action Item:	
			Open Date	Due Date
Welcome: LCDR Emily Warnstadt	Meeting commenced by Chair LCDR Emily Warnstadt			

Action on previous meeting minutes:	Motion to pass Minutes with edits from previous meeting in: Dec 8th, 2020: 1 st : LCDR Emily Warnstadt 2 nd			
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Agenda Items:	<p>Welcome: LCDR Emily Warnstadt Roll Call: LCDR Olivia Barrow</p> <p>Approve Dec 8th, 2020, Meeting Minutes:</p> <p>Operations Subgroup reports:</p> <ul style="list-style-type: none"> • Awards: LT Theresa Chennault • Communications: LCDR Marie-Elena C. Puleo-excused LCDR Keasha Myrick presented on behalf of LCDR Puleo • Stakeholder & Community Engagement: LCDR Tiffany Smith <p>Officer Support Subgroup reports:</p> <ul style="list-style-type: none"> • Data & Evaluations: LCDR Suzanne Redmon-excused LT Natasha Bennet presented on behalf of LCDR Redmon • Recruitment (ad hoc): LCDR Dorthea M. Tonkins • Technical Readiness CDR Amy Strain-excused LCDR Barrow presented on behalf of LCDR Strain • Training, Education, & Mentorship: LCDR Paula Arango <p>Management Subgroup reports:</p>	<p>If you are a non-voting member of the DHPAG and attended the meeting, to log your attendance please send your name and rank in an e-mail to the DHPAG Executive Secretary, LCDR Olivia Barrow at oliviab@searhc.org</p>		
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	<ul style="list-style-type: none"> • Administrative Management: LCDR Diane Weidley • Policy: LCDR Cynthia Chennault 			
<p>Chair Report: LCDR Emily Warnstadt</p>	<ul style="list-style-type: none"> • 			
<p><u>SUBGROUP REPORTS</u> <u>(OPERATIONS)</u> Awards LT Theresa Chenault</p>	<ul style="list-style-type: none"> • Widely promote the DHPAG Awards well in advance to increase the number of applicants that apply each year by advertising across the DHPAG list serve and HSPAC list serve (I am currently working with HSPAC to update the DHPAG website...I have updated my contact info on there but HSPAC still needs to update the format that we are wanting) • Increase Commissioned Corps dental hygienists knowledge of dental hygiene awards and award requirements through hosting of informational Q&A sessions prior to award announcements • Continue to ensure anonymity of Commissioned Corps dental hygiene applicants • Collaborate with HSPAC Awards Committee and ensure timely communication of award recipients. • Send award applicants Certificates or Letters of Appreciation for applying <p>Planned Activity/Event/Project/Product -</p> <ul style="list-style-type: none"> • Held a virtual Awards Presentation on how to apply for awards on 			

	<p>1/12/21 (15 people attended and 5 have listened to the recorded presentation) and another one will be held 2/23/21. DHs come and listen to the significance of the awards and are able to ask questions</p> <ul style="list-style-type: none"> • The awards season is in full swing. I have sent multiple emails across the listserve promoting awards with the nomination cover sheets. • Awards will be due Friday March 12th, 2021 by midnight. Must include the nomination cover sheet, narrative addressing the 4 criteria, and HSO CV. 			
<p>Communications LCDR Marie-Elena Puleo-excused. LCDR Keasha Myrick presented on behalf of LCDR Puleo</p>	<p><u>Communications Subgroup List of (Goals) for 2021:</u></p> <ul style="list-style-type: none"> • Encourage continued officer participation in DHPAG newsletters for 2021 – might be more of challenge due to no longer being permitted to provide officers with Certificates of Appreciation for article submissions. (LCDR Emily Warnstadt was going to inquire with HSPAC Chair if we can still give out Certificates for Articles) • Encourage officers to continue to utilize the DHPAG Newsletter Submission Request Form (We updated the DHPAG website link in December 2020 which now accesses the 2021 form found on our website; the 2021 link also is accessible in Fall III December 2020 Newsletter) when submitting articles or Subgroup Updates. 			

	<ul style="list-style-type: none"> • Subgroup updates continue to be a challenge as not all Chairs/Co-Chairs are automatically providing us with their updates via the DHPAG Newsletter Submission Request Form prior to each newsletter deadline. Remains a challenge to have to try to obtain this information from Subgroups. This form was created to ease this process and is still not being utilized fully by members. • Planning on publishing three Newsletters for 2021: Spring I (April), Summer II (August) and Fall III (Nov-Dec) • Working on updating the DHPAG Roster webpage (Update was completed to website on 1/28/2021) https://dep.psc.gov/OSG/hso/pags-dhpag-roster.aspx . • Remind everyone that they can start to submit their articles, updates, etc. via the 2021 DHPAG Newsletter Submission Request Form on our webpage (and attached so you can see due dates) **Due dates for submissions for Spring I Newsletter is by 4/23/2021** 			
<p>Stakeholder & Community Engagement LCDR Tiffany Smith</p>	<p>I want to thank LCDR Nicki Bennett for doing an excellent job with the subgroup and providing guidance as past chair.</p> <ol style="list-style-type: none"> 1. Sent an e-mail advertising for co-chair position and LCDR Charles Brucklier has been selected for the position. 2. LCDR Brucklier (or HSPAC Analytics) has a Survey Monkey account, so will assist to create a survey to send out to the DHPAG 			

	<p>listserv projected by March 31, 2021, or earlier. (RDH Agency-Specific Spotlight):</p> <ul style="list-style-type: none"> a. Rank b. Name c. Agency d. Duty Station Location e. Position Title f. Clinical/Non-clinical g. Billet h. Types of deployment roles i. Phone number j. E-mail k. Data will be collected to establish: <ul style="list-style-type: none"> i. RDH agency-specific presentations to learn more about the agency and job opportunities available for fellow RDH's (ongoing project). ii. Create a spread sheet of volunteer opportunities in duty station locations (ongoing project). <p>3. Create agency-specific job vacancy lists. Projected to be sent to the DHPAG listserv by May 1, 2021, or prior (ongoing project). Previous Survey Monkey to possibly assist with POC for each agency (e.g., DePAC sends out a monthly job vacancy list for dentist on DePAC listserv).</p>			
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	<p>4. Promote future community outreach activities-timeframe pending, due to COVID-19. Possible outreach resource opportunities listed below. Reminder to complete an Outside Activities HHS-520 form and upload into eOPF.</p> <p>a. Remote Area Medical (RAM) – www.ramusa.org</p> <p>b. Special Smiles hosted by the Special Olympics.</p> <p>i. Provide free oral screenings and education on proper brushing and flossing. ii. https://resources.specialolympics.org/health/special-smiles</p> <p>c. Colgate Bright Smiles, Bright Futures</p> <p>i. Provide oral health screenings, preventive care and oral health education to children ages 3 to 12; may provide free CE credits when you volunteer. ii. https://www.colgate.com/en-us/oral-health-education iii. https://www.colgate.com/en-us/oral-health-education/dental-volunteers/volunteer-interest</p> <p>d. Various food banks (e.g., United Food Bank, Feeding America, St. Mary’s Food Bank, etc.)</p> <p>e. Habitat for Humanity, Clothing the Homeless, Veterans of America (clothing/household).</p> <p>5. Collaboration</p> <p>a. Attend future HSPAC subcommittee teleconference.</p> <p>b. American Dental Hygienists Association (ADHA): booth or break out session about PHS activities and PHS in general. ADHA</p>			
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	<p>2021 Annual Conference, Friday, June 18, 2021-Sunday, June 20, 2021, in Phoenix, AZ. (Pending...Virtual?).</p> <p>c. Partner with Dental Professional Advisory Committee (DePAC)</p> <p>i. Association of Military Surgeons of the U.S. (AMSUS) 130th Annual Meeting, 7-11 February 2022, in National Harbor, MD.</p> <p>ii. USPHS Scientific & Training Symposium, 23-27 May 2022, in Glendale, AZ</p>			
<p><u>SUBGROUP REPORTS</u> <u>(OFFICE SUPPORT)</u> Data & Evaluation LCDR Suzanne Redmon- excused. LT Natasha Bennet presented on behalf of LCDR Redmon</p>	<ul style="list-style-type: none"> • Goal for the year to gather info from the RDH's on the DHPAG via survey and requesting them voluntarily submit their CV's for review so we can pull data on all the skills, experience, education, and knowledge RDH's possess to make us more valuable than "just as an RDH" as people tend to think. This will benefit us all in deployments to be able to show leadership that RDH's can be utilized in many rolls. Work on gathering what we have all done in our regular duty station positions, volunteer work, additional certifications or education, and in things done deployments, etc. • We are having our next meeting on Friday, Feb. 12th from 10-11am to collaborate and create questions for our survey as well as an encouraging statement to go out with the survey in the email the will empower RDH's to want 			

	<p>to complete the survey and submit their CV to improve all of our value in the eyes of PHS leadership and readiness and deployment, and quite possibly all Officers in PHS.</p>			
<p>Recruitment (AD HOC) LCDR Doretha M. Tonkins</p>	<ul style="list-style-type: none"> • Accepted appointments for DHPAG Recruitment Subgroup • Created a PPT for DHPAG that was provided to leadership for review • Identified 1 commissioned Dental Hygienist that recently completed the SRCOSTEP (LTJG • Communicated with recently commissioned Dental Hygienist providing resources pertaining to USPHS, HSPAC, and DHPAG • Attended the Jan 2021 Recruitment and Retention Subcommittee Meeting • Established goals and accomplishments for the DHPAG Recruitment Subgroup that was provided to DHPAG leadership. <p>Current/Ongoing/Upcoming Initiatives or Activities:</p> <ul style="list-style-type: none"> • Identifying recruitment activities to participate in during the current Pandemic-19 for FY 2021 <p>Volunteer Opportunities within Team:</p> <ul style="list-style-type: none"> • Volunteers welcome 			

<p>Technical Readiness CDR Amy Strain-excused. LCDR Olivia Barrow presented on CDR Strains behalf</p>	<ul style="list-style-type: none"> • Team meeting by the end of February. If you are interested in joining the team, please send an email to Astrain@hrsa.gov • Resurrect bi-monthly meetings for officers within the program for refreshing purposes as well as gain insight into successes and struggles to bring forward to leadership. We currently have 12 active officers in the program with 1st graduating class coming around October 2021. • Provide semi-annual meetings for all officers to get to know the Advanced Readiness Program • Plan on increasing newsletter submissions <p>Accomplishments:</p> <ul style="list-style-type: none"> • Attended monthly PAC meetings • Advocated regarding clinical hours a barrier for many officers • Provided a platform to perform Q & A for successful applicants into the program. <p>Does anyone have access to webinar platform that the team can utilize? Please send an email to astrain@hrsa.gov if you wouldn't mind allowing us to use it to share a screen for better learning.</p>			
<p>Training, Education & Mentorship Chair LCDR Paula Arango Co-Chair Mylene Santulan</p>	<ul style="list-style-type: none"> • To conduct Training, Education, and Mentoring (TEM) Subgroup meeting every other month—January, March, May, July, September, and November 2021—for discussion and progression of TEM initiatives • To provide environment for each TEM Subgroup member to actively 			

	<p>participate in the initiatives by serving as lead, co-lead, and active member task participant</p> <ul style="list-style-type: none"> • To update DHPAG Directory quarterly • To implement 2021 CV Review Project 2021 • Objective: CV review process within DHPAG • Goal: To enhance officer career progression utilizing peer leadership and internal skills amongst the PAG. Pending approval of DHPAG Executive Members • To implement presentations—with possible clinical and non-clinical topics contributing to DHPAG officers professional pursuits. Pending approval from DHPAG Executive Members • To continue relaying dental continuing education courses via DHPAG newsletter • Attached is the link to the registration form for any HSO officer who wish to apply to the Official HSO Mentoring program. Interested DHPAG officers may submit the form to: <p>POC CDR Thornton, Jemekia akn1@cdc.gov and Mentoring.HSPAC@gmail.com</p> <p>More information can be access at https://dcp.psc.gov/OSG/hso/sub-mentoring-program.aspx</p>			
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<p><u>SUBGROUP REPORTS</u> <u>(MANAGEMENT)</u> Administrative Management LCDR Diane Weidley</p>	<ul style="list-style-type: none"> • 			
<p>Policy LCDR Cynthia Chennault</p>	<ul style="list-style-type: none"> • Reviewed current DHPAG Bylaw • Current Bylaws listed on the DHPAG website are out of date (last review was October 2016). • We are currently in the process of updating and ensuring that the 2021 revised Bylaws are in alignment with the HSPAC bylaws • Approximate estimated time to have updated and submitted to the DHPAG Chair for approval and HSPAC for review is April 2021 • Reviewed current DHPAG SOP • In process of revising, a few errors were noted • Sent emails to all Committee Chairs (and cc'd Co-Chairs) on 5 FEB requesting to review and input and have returned to me by 31 MAR 2021 • Sent email to HSPAC Policy Committee on 3 FEB 2021, requesting to be included in the 2021 HSPAC Policy Subcommittee meetings, no response received as of yet. 			
<p>Old Business</p>	<ul style="list-style-type: none"> • Chair LCDR Emily Warnstadt-encouraged project collaboration. "Many hands make light work". 			
<p>New Business</p>	<ul style="list-style-type: none"> • N/A 			
<p>Next Meeting</p>	<ul style="list-style-type: none"> • April 13th, 2021 from 1400-1500 EST. 	<p>**WebEx Meeting Number has been disseminated on the Listserv.</p>		

Adjournment	Motion for Adjournment: 1 st : Chair LCDR Emily Warnstadt 2 nd : LCDR Paula Arango		Time Meeting Adjourned: (EST)	14:35
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