

**Meeting called by:**

LCDR Cynthia Chennault, Chair

**Executive Secretary** LT Erin Heap  
**Time Meeting Commenced:** 1403 EST

**Executive Committee Attendance:** (In Order of Committee Roster)

**Quorum (5): Yes**

LCDR Cynthia Chennault, Chair

LCDR Jen Eng, Chair-Elect

LT Erin Heap

LCDR Theresa Chennault

LCDR Tanya Sumner

LCDR Tiffany Smith

LT Darion Smith

LCDR Olivia Barrow

LCDR Kesha Myrick

LCDR Suzanne Redmon

LCDR Diane Weidley- **Absent**

**Non-Voting Member Present:**

CDR Amy Strain

LCDR Paula Arango

LCDR Joan Fillaus

LCDR Emily Warnstadt

LT Johnna Bleem

LT Jessica Criss

LT Valerie Favela

LT Alyssa Rowe

LT Sylvester Smith

LT Melaku Woldeamanual

LTJG Andrea Bankston

LTJG Courtney Jackson

AGENDA TOPIC:	DISCUSSION:	RECOMMENDATIONS/ ACTIONS:	Action Item:	
			Open Date	Due Date
<b>Welcome: LCDR Cynthia Chennault</b>	Meeting commenced by Chair LCDR Cynthia Chennault.			
<b>Action on previous meeting minutes:</b>	Motion to pass April 12, 2022 Meeting Minutes: 1 <sup>st</sup> : LCDR Cynthia Chennault 2 <sup>nd</sup> : LCDR Jen Eng None Opposed.			

<b>Agenda Items:</b>	<p><b>Welcome:</b> LCDR Cynthia Chennault  <b>Roll Call:</b> LT Erin Heap  <b>Chair Announcements:</b> LCDR Cynthia Chennault  <b>Approve April 12th, 2022 Meeting Minutes</b></p> <p><b>Operations Subgroup reports:</b></p> <ul style="list-style-type: none"> <li>• <b>Awards:</b> LCDR Theresa Chennault</li> <li>• <b>Communications:</b> LCDR Tanya Sumner</li> <li>• <b>Stakeholder &amp; Community Engagement:</b> LCDR Tiffany Smith</li> </ul> <p><b>Officer Support Subgroup reports:</b></p> <ul style="list-style-type: none"> <li>• <b>Data &amp; Evaluations:</b> LCDR Suzanne Redmon</li> <li>• <b>Recruitment &amp; Retention</b> LT Darion Smith</li> <li>• <b>Technical Readiness</b> LCDR Keasha Myrick</li> <li>• <b>Training, Education, &amp; Mentorship:</b> LCDR Olivia Barrow</li> </ul> <p><b>Management Subgroup reports:</b></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, LT Erin Heap at <a href="mailto:cheap@bop.gov">cheap@bop.gov</a></p>		
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<p><b>Chair Report:</b> LCDR Cynthia Chennault</p>	<ul style="list-style-type: none"> <li>• Congratulations given and addressed DH officers who promoted: <ul style="list-style-type: none"> <li>○ O-5 Suzanne Redmon, effective July 1, 2022</li> <li>○ O-4 Johnna Bleem, effective July 1, 2022</li> <li>○ O-4 Valerie Favela, effective October 1, 2022</li> <li>○ O-4 Erin Heap, effective July 1, 2022</li> <li>○ O-4 Darion Smith, effective October 1, 2022</li> <li>○ O-4 Shea Thomas, effective July 1, 2022</li> <li>○ O-4 Demario Walls, effective July 1, 2022</li> </ul> </li> <li>• Encouragement given for those that did not promote this year, continue great work and giving 150%. DHPAG is here to help support you in any way, please reach out if you so desire.</li> <li>• 2022 USPHS Scientific &amp; Training Symposium was held in Glendale, AZ at the Renaissance Phoenix Glendale Hotel on May 23-27, 2022.</li> <li>• Connect Sessions have concluded if you have not listened to them, it is strongly encouraged to find and listen to all these recordings in the Officer secure area.</li> <li>• HSO Senior Officer Consortium: support and advise the HS CPO, and promote and organize sustained senior officer engagement in Health Services Category initiatives. You can find more information here: <a href="https://dcp.psc.gov/OSG/hso/hsosoc.aspx">https://dcp.psc.gov/OSG/hso/hsosoc.aspx</a></li> <li>• Standing Operating Procedures (SOP) Manual Changes and updates are being completed, Policy chair will speak on that next. DHPAG will focus on each subcommittee working within their scopes.</li> <li>• A partnership between the DePAC and DHPAG has begun. The subcommittee Recruitment and Retention</li> </ul>			

	will spear head this, with plans to work on a dental vacancy list that can be shared between the DePAC and DHPAG.			
<b><u>SUBGROUP REPORTS</u></b> <b><u>(OPERATIONS)</u></b>				
<b>Awards</b> LCDR Theresa Chenault	<ul style="list-style-type: none"> <li>Reviewed this year’s 2022 DHPAG Award winners <ul style="list-style-type: none"> <li>Candace M. Jones Dental Hygienist of the Year: LCDR Emily Warnstadt, plaque mailed to home.</li> <li>Junior Dental Hygienist of the Year: LCDR Andrew Felix, plaque given at symposium on category day.</li> </ul> </li> <li>Winner’s picture and bio was sent to HSPAC and presented in the awards presentation on Category Day.</li> <li>Plaques were paid for by Chair LCDR C. Chennault.</li> <li>Website has been updated with 2022 Award winners.</li> <li>This year there were 3 Candace Jones applicants and 4 Junior Dental Hygienist of the Year Applicants. Encouraged everyone to apply for next year’s Awards, as competition was very close.</li> <li>COA’s were distributed to all applicants.</li> </ul>	Consider applying for 2023 awards.		
<b>Communications</b> LCDR Tanya Sumner	<ul style="list-style-type: none"> <li>Next deadline for The Fulcrum is August 26<sup>th</sup>, 2022.</li> <li>Articles and content requested for those that attended the symposium and CE articles wanted.</li> </ul>	Consider writing an article for submission.  Chair leads please submit announcements/ updates for newsletter.		
<b>Stakeholder &amp; Community Engagement</b> LCDR Tiffany Smith	<ul style="list-style-type: none"> <li>Since 2021-22, five e-mails have been sent to the HSPAC Community Wellness Subcommittee’s email box, chair, and co-chair for future collaboration and growth between the HSPAC and DHPAG. The e-mail sent last week included the HSPAC Event Subcommittee’s e-mail box, chair, and co-chair. At this time, we have not received a response, but will continue to reach out to both subcommittees.</li> <li>The SCE Subgroup, DHPAG Chair, and the DePAC Recruitment Workgroup had our first meeting on May 12, 2022, to modernize and streamline an integrated</li> </ul>			

	<p>Dentist + Dental Hygienist Vacancy List. Next meeting is July 14, 2022. During the May meeting, it was discussed that we would add available clinical positions and consider who would be utilized as POCs for the various agencies for both clinical and non-clinical positions. Pending approval for the DePAC to e-mail the vacancy list on the RDH Listserv at the end of each month, watch out for the first integrated vacancy list.</p> <ul style="list-style-type: none"> <li>• The SCE Subgroup is continuing to develop a state-by-state spread sheet to include ways RDHs in non-clinical billets can volunteer to obtain the required 80 clinical practice hours. More to come for this initiative spearheaded by LTJG Andrea Bankston.</li> <li>• LT Valerie Favela is leading an initiative and collaborating with the DHPAG Executive Secretary, LT Erin Heap to present on “PHS Dental Hygienists and Professional Organizations: A Winning Relationship!” The presentation’s intent is to educate Commissioned Corps (CC) Dental Hygienists, on how professional organizations and CC Dental Hygienists can mutually benefit from CC Dental Hygienists’ involvement. We look to provide this presentation in August upon approval from DHPAG leadership.</li> <li>• If you are not already active with your local COA branch by being in one of the officer positions, we encourage you to get involved with the next election. Show career progression based on elected positions. Volunteer and network with the officers in your area. The East Valley COA branch in Eloy, AZ has resurrected our local branch. The EV COA has created a newsletter, Facebook page, new logo design for our coins and t-shirts. To increase our participation numbers, we collaborated with the Tucson and Phoenix COA branches by participating in an Escape Room event, United Food Bank event, Veterans and First Responders Memorial 5K/10K, presentation on Managing and Understanding Promotion Anxiety, and the 2022 USPHS Symposium. We also submitted an article to COA Frontline, which was published in the April 2022. Participating and networking with your local branches will assist with</li> </ul>	<p>Watch for Listserv announcement and plan to attend.</p> <p>Consider joining and/or become active in your local COA.</p>		
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	<p>getting to know officers in your area and give back to the community, while remaining active in athletic events. In addition, it would fulfill benchmark requirements, which includes submitting articles for publication. Let us make a difference in each of our communities.</p> <ul style="list-style-type: none"> <li>• Thanks to everyone that attended the 2022 USPHS Scientific &amp; Training Symposium. The Dental Category Day Committee was comprised of both the DePAC and DHPAG officers and the event was a success. RADM Tim Ricks appreciated that dental hygienists volunteered this year. We had some RDH's working on initiatives prior to the DePAC Category Day and others helped in-person the day of the DePAC Category Day.</li> <li>• Next year, the 2023 USPHS Scientific &amp; Training Symposium will be held in Tulsa, Oklahoma on May 8-11, 2023.</li> <li>• Congratulations to all the dental hygienists that promoted during the PY2022 promotion cycle.</li> </ul>			
<p><b><u>SUBGROUP REPORTS</u></b> <b><u>(OFFICE SUPPORT)</u></b></p>				
<p><b>Data &amp; Evaluation</b> LCDR Suzanne Redmon</p>	<ul style="list-style-type: none"> <li>• A survey has been completed to allow officers to provide feedback on any difficulties they are encountering in scheduling/obtaining clinical practice hours. This will help to notify HQ of the hardships faced. <ul style="list-style-type: none"> <li>○ It will be a short survey and a way for our voices to keep HQ abreast of the difficulties imposed from the new CPH mandated policy.</li> <li>○ Survey will be sent out at a later date to provide more time for officers to have information to provide.</li> </ul> </li> <li>• Keep track of time spent trying to obtain clinical hours, this information will be requested and noteworthy to send up the chain.</li> </ul>	<p>When survey is sent out, please consider filling out and returning.</p>		
<p><b>Recruitment &amp; Retention</b> LT Darion Smith</p>	<ul style="list-style-type: none"> <li>• Central vacancy location Max.gov for agency vacancy publishing is ongoing.</li> <li>• CADs <ul style="list-style-type: none"> <li>○ <u>New-0</u></li> </ul> </li> </ul>			

	<ul style="list-style-type: none"> <li>○ <u>Quad Clearing-1</u>. Juliana Romero, BOP, Clearing Security, cleared medical, boarding, and nomination.</li> <li>○ o Potential-1, Kayla Pope, BOP-USP Thomson. Interested in applying. I sent her guidance on the commissioning process and PHS in general. ·</li> <li>● Review new policies and advise on matters that effect accession/retention (on-going) <ul style="list-style-type: none"> <li>○ Force Distribution and Management - CCD 122.02 - 10 FEB 2022</li> <li>○ Regular Corps effective 1 JUNE 2022 Commissioned Service Obligation (CSO) <ul style="list-style-type: none"> <li>▪ Minimum of eight years total (combined active and/or Ready Reserve duty).</li> <li>▪ CCHQ expectation is 4 years active duty</li> <li>▪ CCHQ requirement is 2 years active duty or forfeit benefits (i.e., travel, HHG transportation, lump-sum pay of unused annual leave etc...). ·</li> </ul> </li> <li>○ There are several recruitment resources in the Officer Secure Area: CCMIS&gt; Officer Secure Area&gt; CC Headquarters&gt; Communications Tools &amp; Resources</li> <li>○ The PHS PowerPoint for dental hygienist is available but needs to be edited.</li> </ul> </li> </ul>	<p>If someone knows this individual, feel free to reach out to her if she needs anything.</p> <p>If you notice errors in any recruitment content, please notify DHPAG R&amp;R Subgroup.</p>		
<p><b>Technical Readiness</b> LCDR Keasha Myrick</p>	<ul style="list-style-type: none"> <li>● CCHQ Readiness Updates as of June 7, 2022: <ul style="list-style-type: none"> <li>○ 2022 JUNE 1 readiness check: monthly "Not Qualified" readiness verifications are under review. Any officer who has lapsed in readiness can view their status in RDB Self-Service, under "Readiness Information" section and is notified via system-generated "Readiness Disqualification" email sent to their agency liaison and supervisor on 6/15/22. Please work to submit any missing item(s) as they may apply.</li> <li>○ Retention Weight Standards (RWS): Officers who are "non-compliant" with RWS and are required to submit quarterly weight reports must plan for the upcoming JULY 1, 2022 quarterly reporting period.</li> <li>○ Field Medical Readiness Badge (FMRB) - The current eligibility report was generated APRIL 1 and</li> </ul> </li> </ul>			

is currently under review. Eligibility status is displayed in RDB Self-Service, under "Certification and Training" section. Officers confirmed as eligible for awarding of the FMRB will be notified by RDB upon conclusion of the review period (~end of June).

- HSPAC Readiness Updates:
  - Reassigned Deployment Teams are effective as of June 1, 2022
  - There are five teams: PHS1, PHS2, PHS3, PHS4, and PHS5
  - All PHS Officers as assigned to one of the five teams on a five month rotation. You can find the month in which you are assigned on the Dashboard. This information is located beside your PHU details information.
  - Be sure that your primary deployment role listed is Dental Hygienist. It, also, states on RDB website, in Deployment Role section that Primary deployment role is assigned by CCHQ. Officers are required to identify/save at least one Sub-Specialty. Additional roles may only be added if at least one Sub-Specialty is saved.
  - Should you test positive for COVID, submit information to e-DOC (document upload) to Medical, Medical Records your name, serno #, date, and photo copy of results. You may obtain a medical wavier, if needed.
  - Please use the following resource boxes to reach the RDB team:
    - [PHSReadiness@hhs.gov](mailto:PHSReadiness@hhs.gov) (non-medical readiness and weight standards inquiries)
    - [PHSDeployment@hhs.gov](mailto:PHSDeployment@hhs.gov) (for awards, roster updates, deployment-related inquiries)
    - [PHSPreparedness@hhs.gov](mailto:PHSPreparedness@hhs.gov) (FMRB; training & exercises; evaluations/metrics)
    - [PHSCorpsCare@hhs.gov](mailto:PHSCorpsCare@hhs.gov) (force health protection; physical, behavioral, spiritual support)
- Advanced Readiness Program updates:

Check to ensure your primary role is listed.



	<ul style="list-style-type: none"> <li>○ 10 applicants for June 2022 completion program: 9 approved and 1 incomplete</li> <li>○ Cohort July 2022: a total of 15 HSO applicants to start July 1st; 3- DHPAG</li> <li>● HSO Info <ul style="list-style-type: none"> <li>○ The Push-Up Challenge is back, beginning July 1, 2022-an all categories competition. Registration is required to document your daily push-up log.</li> <li>○ HSPAC Readiness Chair, CAPT Kwan, is soliciting submission of articles for the HSPAC Fall Newsletter by COB August 17. 2022</li> <li>○ HSPAC Readiness is also asking officers who are participating in the ARP to submit a testimonial of how the ARP has increased their readiness knowledge and possibly helped better prepare them for deployment.</li> </ul> </li> <li>● Upcoming RAM events: <ul style="list-style-type: none"> <li>○ Weatherford, OK, July 15 – 17, 2022 @ the Pioneer Cellular Event Center. Historically RDF4 team participated.</li> <li>○ RAM event announced by LCDR Jennifer Curtis scheduled in Dallas, TX, December 2 – 4, 2022. The location has not been determined as stated on the <a href="https://www.ramusa.org/clinic-schedule/">https://www.ramusa.org/clinic-schedule/</a> website.</li> <li>○ If there are any RAM or dental events in your area upcoming and would like to announce to the PAG as a group participation, please, share. It was also shared that RAM events will be back in rotation through PHS as deployments in the future. Submit a completed application to RDB and a selected group of officers will be called upon for duty.</li> </ul> </li> </ul>	<p>Consider registering and supporting the HSO category in this fitness activity.</p> <p>Consider submitting an article to HSPAC</p> <p>Let Technical Readiness know of upcoming RAM events in your area.</p>		
<p><b>Training, Education &amp; Mentorship</b> LCDR Olivia Barrow</p>	<ul style="list-style-type: none"> <li>● CV review project received approval from DHPAG Executive Committee. <ul style="list-style-type: none"> <li>○ CV Review Project to the DHPAG listerv on June 27th, 2022 and re announce on July 11, 2022</li> <li>○ Listserv announcement is a call for DHPAG volunteer to serve as reviewers and/or reviewees. Reviewer/reviewee participants to inform of their interest no later than July 25th, 2022</li> </ul> </li> </ul>	<p>Consider participation in DHPAG CV Review Project as Reviewer or Reviewee</p>		

	<ul style="list-style-type: none"> <li>○ CV reviewers and reviewees will be matched by August 1st, 2022. CV reviewers and reviewees will be introduced to each other no later August 8th, 2022. Confidential via email to each party by the TEM Subcommittee.</li> <li>○ CV Review Project end date will be October 3rd, 2022.</li> <li>● Submitted request to Chair for TEM Annual Presentation <ul style="list-style-type: none"> <li>○ This year's topic is on DH's that have gone through PCSing with potential date of Oct 11th, 2022.</li> <li>○ LT Erin Heap (moderator), LT Alyssa Rowe (Presenter), &amp; LT Valerie Favela (Presenter).</li> </ul> </li> <li>● Congratulations given to all those that promoted this year and to those that were successful in qualifying to promote.</li> </ul>	Watch for announcement of presentation and save the date to plan to attend.		
<b><u>SUBGROUP REPORTS</u></b> <b><u>(MANAGEMENT)</u></b>				
<b>Administrative Management</b> LT Johnna Bleem	<ul style="list-style-type: none"> <li>● No updates at this time</li> </ul>			
<b>Policy</b> LCDR Eng	<ul style="list-style-type: none"> <li>● Congratulation given to promoted officers.</li> <li>● SOP review completed in early June; changes from Awards, Technical Readiness, and Recruitment and Retention.</li> <li>● SOP review #2; additional changes, procedures, revisions (invite will be sent out soon)</li> <li>● Final draft of DHPAG SOP will be sent to HSPAC August 2022.</li> </ul>			
<b>Old Business</b>	None			
<b>New Business</b>	None			

<b>Announcements</b>	<ul style="list-style-type: none"> <li>Announced that a state license in the state which a RAM event is being held is needed if you are volunteering and not on an official UPSHS deployment.</li> <li>CDR Strain updated on latest research into interstate licensure and issues with obtaining clinical hours. An extension may be possible for officers who are having trouble securing clinical hours.</li> </ul>			
<b>Next Meeting</b>	August 9 <sup>th</sup> , 2022 via Microsoft Teams			
<b>Adjournment</b>	Motion for Adjournment: 1 <sup>st</sup> : LCDR Cynthia Chennault 2 <sup>nd</sup> : LCDR Olivia Barrow	<b>Time Meeting Adjourned</b> 14:51 EST		