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| **­­Dental Hygiene Professional Advisory Group (DHPAG)** | **Tuesday, February 12, 2019** |
| **Meeting called by:** CDR Kari Pinsonneault, Chair | **Executive Secretary** LT Michele Gottshall**:** |
| **Executive Committee Attendance:** (In Order of Committee Roster)CDR Kari Pinsonneault LCDR Jennifer Curtis (Chair-Elect)LT Michele GottshallLCDR Marie-Elena Puleo-**absent**  LCDR Tammy Thomason **– excused**LCDR Nicolette BennettLCDR Doretha M. Tonkins LCDR Paula ArangoCDR Amy StrainLCDR Charles Brucklier LCDR Emily Warnstadt LCDR Diane Weidley-**excused** | **Quorum (5): Yes**  |
| **Non-Voting Member Present:**CAPT Sherlene B. JacquesLCDR Ruth A. WilliamsLT Theresa Chennault |
| **AGENDA TOPIC:** | **DISCUSSION:** | **RECOMMENDATIONS/****ACTIONS:** | **Action Item:** |
| **Open Date** | **Due Date** |
| **Welcome:****CDR Kari Pinsonneault**  | Meeting commenced by Chair CDR Kari Pinsonneault. |  |  |  |
| **Action on previous meeting minutes:** | Motion to pass Minutes with edits from previous meeting in: December 11, 2018: 1st: LCDR Nicolette Bennett 2nd: LCDR Jennifer Curtis  |  |  |  |

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| **Agenda Items:** | **Welcome:** CDR Kari Pinsonneault**Roll Call:** LT Michele GottshallApprove December 11, 2018, Meeting Minutes:**Operations Subgroup reports:*** **Communications:**

LCDR Marie-Elena C. Puleo **– absent*** **Awards:**

LCDR Tammy Thomason **– excused*** **Stakeholder & Community Engagement:**

LCDR Nicolette Bennett**Officer Support Subgroup reports:** * **Recruitment (ad hoc):**

LCDR Dorthea M. Tonkins * **Training, Education, & Mentorship:** LCDR Paula Arango
* **Technical Readiness**

CDR Amy StrainLCDR Dorthea M. Tonkins * **Data & Evaluations:**

LCDR Charles Brucklier **Management Subgroup reports:** * **Policy:**

LCDR Emily Warnstadt**Administrative Management:** * LCDR Diane Weidley **– excused**
 | 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 Michele Gottshall mbedford@bop.gov.  |  |  |
| **Chair Report:** | * Professional Advisory Groups (PAG) SOP revisions which will be due in May.  It would behoove us to start on this sooner than later.
* I had submitted a wealth of updates to our website to the PAC a few months ago.  These updates are not reflected on our page, I will work with LCDR Marie-Elena Puleo as our new Communications Chair, to follow up on this.
* LCDR Tammy Thomason will be sending the announcement for the Candace Jones and Junior Dental Hygienist of the Year nomination requests.  Please watch for this over the listserv.  LCDR Thomason will work to put together the review team for these awards which will be presented at the annual USPHS Scientific and Training Symposium to be held in Minneapolis, MN from May 6-9, 2019.
* Last year we had submitted an update of our clinical competencies to the Health Services Officer (HSO).  The Physician’s Assistant Professional Advisory Group (PAPAG) is spearheading a project which will produce liaisons for the PAG within the HSO category.  There will be a clinical and a non-clinical liaison and they are now accepting nominations for this position.  The nominees are to be an ex-officer, preferably someone from the past couple of years.  The HSO is stressing this because these officers will be the most familiar with the project from the framework already laid.  The deadline for nomination submission is February 28, 2019.  The HSO apologies for the short turn-around time on this.
* Stakeholder Subgroup, can we please determine why the HSO has the American Dental Association listed as our Professional Association and not the American Dental Hygiene Association.
* The HSO is beginning to publish the PAG One-Pagers which is a brief over-view of each PAG, who they are, what they do, and where they are represented.  The deadline for our submission has not been determined yet, but I wanted to plant the seed on brainstorming for this!
* If anyone has not had an opportunity to schedule a hand-off between last year’s and this year’s chairs, please get this scheduled.  I will be sending appointment requests for LCDR Jennifer Curtis and myself to meet with each subgroup to discuss goals and projects for the year.  I had sent out a list of officers interested in joining as co-chairs and team members.  We will discuss this and reach out to those officers at that time.
* Please make note that each of our quarterly meetings has a different WebEx Meeting Number.  The call-in number is the same, but the Meeting number is different for each meeting.  Last year it was brought to our attention that officers weren’t able to join because they were looking at a prior agenda thus they were not entering the correct meeting number and were unable to attend.  All meetings will be recorded and sent out following the calls.
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| **SUBGROUP REPORTS****(OPERATIONS)** **Communications** LCDR Marie-Elena Puleo **- absent**  | * Nothing to report.
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| **Awards**LCDR Tammy Thomason **- excused** | * Nothing to report.
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| **Stakeholder & Community Engagement**LCDR Nicolette Bennett | According to the latest POM dated December 3, 2018 (<https://dcp.psc.gov/ccmis/ccis/documents/CCI_241.01.pdf>) Deployment Role. The Corps requires officers to select a deployment role for which they are professionally licensed / credentialed or otherwise trained and competent; and to maintain those skills through training and recertification commensurate with that professional qualification. DCCPR will validate the role(s) selected by the officer. Officers billeted in clinical positions are required to select a corresponding clinical deployment role as their primary role. Officers with clinical expertise who are not currently billeted in a clinical position but elect a clinical deployment role as their primary role will be required to complete clinical hours in accordance with Section 6-2.d.* Officers that cannot meet the minimal clinical requirements must select alternate roles for which they are qualified. Officers who cannot meet the minimal clinical requirements are not deployable in clinical roles, and should identify a non-clinical deployment role for which they are adequately trained and currently competent

Clinical Hours. All officers deploying in clinical positions must perform a minimum of 80 clinical hours per year in their clinical discipline or specialty, consistent with current professional license, certification, or registration. Proof of completion of the performance of clinical hours must be submitted on an annual basis and include formal documentation from the institution(s) where the officer completed the clinical services. The SG will establish procedures for documentation and submission. |  |  |  |
| **SUBGROUP REPORTS****(OFFICE SUPPORT)****Recruitment (AD HOC)** LCDR Doretha M. Tonkins | * Nothing to report.
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| **Training, Education & Mentorship**LCDR Paula Arango | * Continue projects and initiatives that we started last year.
* Directory-will be updated quarterly: send new rank and any changes to maintain the directory updated to Andrew.Felix@ice.dhs.gov.
* Meeting with the Training, Education & Mentorship subgroup by next week to discuss projects and goals for year 2019
* Create a Survey Monkey for our DH HSO Officers to provide PAG leadership issues and concerns about the HSPAG Mentor Program
* Dental Continuing Education Courses:
* Courses Available CE Credits: 297
* <https://www.colgateoralhealthnetwork.com/webinar/?cwF=1&fr=all-formats>
* <https://www.dentalacademyofce.com/dace/courses.aspx?s=Dental%20Hygienist&c=Hygiene>
* National Board of Public Health Examiners
* <https://www.nbphe.org/>
* CPH - Certified Public Health
* National Commission on Correctional Health Care for the Certified Correctional Health Professional (CCHP) certificate:
* <https://www.ncchc.org/CCHP-exam>
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| **Technical Readiness**CDR Amy StrainLCDR Doretha M. Tonkins | * If you not have received any notifications yet, RedDOG is sending out notification for non-basic readiness for officers.
* PHS Loose It program is in draft stages. Tacking 150 minutes of exercise per week. You can compete against other PHS teams.
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| **Data & Evaluation**LCDR Charles Brucklier  | * Research being conducted for providers to volunteer at Federally Qualified Health Centers. This will help officer meet their hourly requirements.
* A meeting will be held at the end of March.
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| **SUBGROUP REPORTS****(MANAGEMENT)****Policy**LCDR Emily Warnstadt  | * Nothing to report.
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| **Administrative Management**LCDR Diane Weidley - **excused** | * Nothing to report.
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| **Old Business** | * none
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| New Business | * none
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| Next Meeting | * Tuesday, April 09, 2019, from 1400-1500 ESTand the WebEx number will be **1-877-267-1577**; WebEx Meeting Number **#**: 993 710 159. If this information changes an e-mail will go out.
 | \*\*WebEx Meeting Number has been disseminated on the Listserv. |  |  |
| Adjournment | Motion for Adjournment: 1st: LCDR Nicolette Bennett2nd: LCDR Jennifer Curtis |  | **Time Meeting Adjourned**:14:57 (EST) |  |