



**Health Services Officer Category**  
**OF THE U.S. PUBLIC HEALTH SERVICE**  
*Strength Through Diversity*



**Medical Laboratory Scientist Professional Advisory Group - MLSPAG**

**April 8, 2019**

**Time: 1500 to 1600 EST**

**Teleconference call number: 1-877-465-7975 Meeting #: 908 153 872**

**MEETING Minutes**

Attendance		Voting MEMBERS			Subgroup/Role
	Rank	Last Name	First Name	OP DIV	
<input checked="" type="checkbox"/>	CDR	Flores	Lisa	BOP	<b>Chair</b> <a href="mailto:Lisa.Flores@fda.hhs.gov">Lisa.Flores@fda.hhs.gov</a>
<b>Operations</b>					
<input checked="" type="checkbox"/>	CDR	Bledsoe	Toni	CDC	<b>Communications</b> <a href="mailto:tab4@cdc.gov">tab4@cdc.gov</a>
<input checked="" type="checkbox"/>	LCDR	Richard	Bashay	FDA	<b>Awards</b> <a href="mailto:Richard.Bashay@fda.hhs.gov">Richard.Bashay@fda.hhs.gov</a>
<input checked="" type="checkbox"/>	CDR	Babatunde	Oloyede	BOP	<b>Stakeholder Community Engagement</b> <a href="mailto:BOloyede@bop.gov">BOloyede@bop.gov</a>
<b>Officer Support</b>					
<input checked="" type="checkbox"/>	LCDR	Patrick	Lundy	FDA	<b>Training, Education &amp; Mentorship</b> <a href="mailto:Lundy.Patrick@fda.hhs.gov">Lundy.Patrick@fda.hhs.gov</a>
<input checked="" type="checkbox"/>	LCDR	Damon	Jessica	CDC	<b>Chair-Elect/ Technical Readiness</b> <a href="mailto:lyy0@cdc.gov">lyy0@cdc.gov</a>
<input checked="" type="checkbox"/>	LT	Danielle	Baquero	FDA	<b>Data &amp; Evaluation</b> <a href="mailto:Danielle.Baquero@fda.hhs.gov">Danielle.Baquero@fda.hhs.gov</a>
<b>Management</b>					
<input type="checkbox"/>	LCDR	Thomas	Maruna	FDA	<b>Policy</b> <a href="mailto:Thomas.Maruna@fda.hhs.gov">Thomas.Maruna@fda.hhs.gov</a>
<input type="checkbox"/>	LCDR	Camille	Mitchell	FDA	<b>Administrative &amp; MGT.</b> <a href="mailto:C2Mitchell@bop.gov">C2Mitchell@bop.gov</a>
Note: Full Attendance Roster is captured by SurveyMonkey. Use link <a href="https://www.surveymonkey.com/r/P3DGDHXH">https://www.surveymonkey.com/r/P3DGDHXH</a> to register your attendance for the April 2019 meeting.					



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- I. Call to Order: Chair, Lisa Flores (at 1500 EST)
- II. Roll Call: Secretary, LCDR O. Chris Onaghise
- III. Introduction: Chair, Lisa Flores
  - A) Welcome
  - B) Approval of February 2019 Minutes (LCDR Bashay & CDR Oloyede)
  - C) Chair updates:
    1. CDR Flores and LCDR Damon had meeting with CPO and discussed 4 topics:
      - a. **Vision for 2019:** Will like to see an increase in available resources to support MLS officers in compliance with changing policies. Will like to make categorically-informed policy implementation strategies. Work in collaboration in support of officers so they have ability access TDY opportunities in their area to meet clinical hours requirement. Establish procedure for recertification prior to expiration of certification. Encourage PAG subgroup chairs to attend PAC subcommittee meetings to foster effective communication and alignment between PAC and PAG.
      - b. **Deployment roles and developing competencies around them:** Currently working on proposal to identify where MLS officers practice (hospital, clinics, Lab Cache, etc.). Identify what we do to inform others in the PAC of what we do and equipment we work with. Also working to clarify what certifications are required for our PAG. Minimum competence for all suggested deployment roles. Three factors: (1) current certification with AMT or ASCP (2) verification of clinical practice hours (3) Continuing education as provided by certification agency or developed by MLSPAG TEM subgroup.
      - c. **PAG stakeholder engagement:** 45% of MLS officers have certification that expires every 3 years. Had meetings with ASCP and CPO on how to tackle working with ASCP and DCCPR/RedDOG to determine a method where officers could possibly get a letter from ASCP prior to the month that their certification expires. MLSPAG is not the only profession or PAG encountering this problem with certifications but we are one of the ones trying to address the issue as quickly as possible. MLSPAG will present information to the Council of Laboratory Professionals and Board of Certifications during the annual leadership forum later this month. As soon as a resolution is identified, it will be shared with all MLS officers, with steps on how to maintain certification to ensure basic readiness.
      - d. **Mentoring circles:** This is something that was initially discussed in 2016. We started an informal professional partners group which was a voluntary group of MLS professionals that will work together to enhance each other's career and provide guidance based on current MLS challenges and criteria that we've identified as relevant for our profession. It has been submitted to the CPO and she has requested more information. This is still in the early



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stages of development and more information will be provided when available.

2. 2019 USPHS Symposium: Reminder to officers to attend if possible. Theme is Better Health through Better Partnerships.
3. Congratulations to our Junior and Senior Officers of the Year (2018): LT Shercoda Smaw and CDR Cara Nichols.

#### IV. Subgroup Reports:

##### A) **Communications Chair: CDR Toni Bledsoe; Co-Chair: CDR Cara Nichols**

###### **Updates (sent via email):**

1. Updated the Communications Subgroup SOP to incorporate the HSPAC format changes from subcommittee to subgroup, HS PAC to HSPAC and MLS PAG to MLSPAG.
2. Drafted article for HSPAC on history of our profession and National Lab Professionals Week (NLPW) to be released by the HSPAC
3. Solicited and forwarded 4 MLS Officers for the HSPAC's Officers in the Spotlight column.
4. Received and responded to request for lab games/ activities for NLPW
5. Created Resources folder in Max.gov for NLPW games, photos, activities, references, etc.
6. Working on Spring Newsletter; Newsletter will be released to coincide with NLPW
7. Collaborated with TEM and TR subgroups to disseminate information for technical readiness training opportunity for MLS officers
8. Requested that Subgroup Chairs send meeting dates and times of their subgroups for inclusion in the Spring Newsletter

##### B) **Awards Chair: LCDR Richard Bashay; Co-Chair: LT Yen B. Phan**

###### **Updates (sent via email):**

1. Since our last meeting, we have received a total of 8 application packets for the 2019 Senior and Junior Medical Laboratory Scientist of the Year Award. With the help of MLSPAG Awards Members, we have selected one senior, CDR Cara Nichols and one junior, LCDR Shercoda Smaw for the award. We have reached out to them and to other applicants regarding their application status. Lastly, we have finalized and ordered the plaques for the awards and they will be shipped out on the last week of April. Our current activities included revising our SOPs and working with MLSPAG Data & Evaluation Subgroup to update MLSPAG roster for 2019 operational year.

##### C) **Stakeholder and Community Engagement Chair: CDR Babatunde Oloyede; Co-Chair: LCDR Emmanuel Ndenga**



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**Updates (by CDR Oloyede):**

1. Met last month and discussed what the subgroup will be doing this year. Discussed how to engage local schools on awareness of Medical Laboratory Science on their college campuses. We have tasked ourselves with going out to create this awareness and seek participants in the program. Subgroup members are working hard to ensure this happens and that we reach students and help grow our profession.
2. Updates will be provided in the coming weeks on the certification renewal issue that CDR Flores earlier mentioned. Discussions are ongoing with ASCP but the focus going forward should be on what DCCPR could do on their end to help address the issue.
3. Stakeholder subgroup currently has five members and currently seeking additional members to join the subgroup and assist with the activities planned for the operational year.

**D) Training, Education & Mentorship Chair: LCDR Lundy Patrick; Co-Chair: CDR Julie Holifield**

**Updates (by LCDR Patrick):**

1. Submitted case studies to CDR Bledsoe last month and they should be available for review on Max.gov.
2. Submitted several games sent by officers for Lab Week later this month. CDR Bledsoe confirmed that they've been received.
3. There will be a collaborative Technical Readiness training presentation on April 22 at 1500. It will be an hour long with content presented by LCDR Damon and LCDR Patrick.
4. Thanks to CDR Holifield for assistance with getting emails out and updating things as needed.

**E) Technical Readiness: Chair: LCDR Jessica Damon; Co-Chair: CAPT Daisy Mitchell**

**Updates (by LCDR Damon):**

1. LCDR Damon followed up on LCDR Patrick's report on the training presentation planned for April 22. The training is open to the entire PAG but it is a requirement for officers enrolled in the Advanced Readiness Program. The training will encompass a PowerPoint introduction to the basic contents of the Lab Cache. LCDR Patrick will give a presentation on urinalysis then there will be a video on the Clinitek operation that was shot and edited by the Technical Readiness subgroup. The goal of this training is to help an officer successfully deploy with the Lab Cache and be familiar with the use of the



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- Clinitek. Both the Technical Readiness (TR) and TEM subgroups will appreciate feedback after the training to help with preparing future trainings.
2. Updated the FMRB survey of officers. As a reminder, having the FMRB is a requirement to be enrolled in the Advanced Readiness Program so the TR subgroup is using this survey to get a snapshot of MLS officers' FMRB statuses. To date, 101 officers have responded out of an approximate 124 total MLS officers and this is a very good response rate. The survey will be redeployed periodically to continually assess MLS officers' FMRB statuses.
  3. Emails will be sent to the eleven officers that were accepted in the 2<sup>nd</sup> Quarter 2019 Cohort of the Advanced Readiness Program. The total number of officers we've had in the Advanced Readiness Program to date is almost 18% of the eligible officers.
  4. The technical readiness videos that the TR subgroup has been working on for the past several months are now being finalized with a few already available for viewing on Max.gov. Once they are all completed, information will be shared via the Listserv on how to best access them. As a reminder, these videos were prepared as a tool to introduce every MLS officer to the equipment in the ASPR Lab Cache.
  5. Continuing on CDR Flores' report on ways to provide resources and opportunities to officers to meet basic readiness requirements and new policy changes, the TR subgroup has a team currently working on identifying and promoting TDY opportunities. The goal is to provide information to officers on locations offering TDY opportunities, their hours of operation, types of equipment available onsite, etc., so that officers can connect with the people offering the TDY and hopefully get their required clinical hours.

**Question:** CDR Bledsoe asked whether the planned April 22 training presentation will be uploaded unto Max.gov.

**Answer:** LCDR Damon responded affirmative that she can do that.

### **F) Data & Evaluation: Chair: LT Danielle Baquero; Co-Chair: LT Danielle Terrett**

#### **Updates (sent via email):**

1. The Data & Evaluation Subgroup has a current survey out that was distributed last Thursday. Last time I checked we only had 19 responses out of the roughly 100 MLS officers on the MLS PAG listserv distribution list. We are asking that you please complete this survey. Reminder emails will continue to be sent out until we get an adequate response.
2. Additionally, the subgroup compared the MLS PAG listserv distribution list and the HSPAC roster to determine any discrepancies as well for accuracy. The findings are as followed:



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- 1) It was found that 11 officers only had their personal email registered with the MLS PAG listserv and not their work email.
- 2) It was found that 11 people were on the MLS PAG listserv distribution list but were not on the HSPAC roster at all.
- 3) It was noted that 2 MLS officers were not found underneath the MLS tab within the HSPAC roster.
- 4) 1 officer was found to be on the MLS PAG listserv distribution list but was not an MLS officer and belonged to a different category.
- 5) In closing, there were 117 total emails registered for the MLS Listserv, but of those 117, there were only 103 that belonged to MLS officers.
- 6) Additionally, there are 123 MLS officers included on the HSPAC Roster, which means 20 MLS officers are not registered with the MLS PAG listserv distribution list.

**Additional Input:** CDR Flores reported that she plans to send a personal invitation to the 20 officers not on the MLS listserv.

### **G) Policy: Chair: LCDR Thomas Maruna; Co-Chair: CAPT Todd Alspach**

#### **Updates:**

1. Policy chair and co-chair were absent on this call. No updates at this time.

### **H) Administrative Management: Chair: LCDR Camille Mitchell; Co-Chair: LCDR Charles Boison**

#### **Updates (by LCDR Boison):**

1. Had 2<sup>nd</sup> meeting of the year last Friday with the following action items:
  - a. Develop evaluation rubric for the selection of new voting members.
  - b. Revise voting member nomination form to include items required in the bylaws like restrictions on serving simultaneously as both PAC and PAG voting member and the basic readiness requirement for voting members.
  - c. Develop a voting membership roster that will be passed down from outgoing Executive Secretary to the incoming. This will help track voting members' expiration dates and the years left for them to max out.
  - d. Revise Roles and Responsibilities section of Article II.
  - e. Convert PAG SOPs to new HSPAC format so they can be uploaded to Max.gov.

**Question:** CDR Bledsoe asked to clarify whether the HSPAC is implementing additional formatting to SOPs other than the change from “subcommittee” to “subgroup.”

**Answer:** LCDR Boison said it appears the HSPAC is changing the formatting of SOPs, but details are sparse so stay tuned and more will be shared once the PAC provides more details.



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- D) **Ad Hoc Recruitment & Retention**: Lead: LCDR Katrina Redman; Co-Lead: LT Angela Hatzenbuhler; Implementation Lead: LCDR Renee Smith

**Updates:**

1. Lead and Co-lead were absent on this call. No updates at this time.

**Open Floor:**

1. Secretary asked whether **Action Item** from last meeting could be considered satisfactorily addressed. This is on the topic of the MLSPAG listserv, roster, and keeping them up-to-date. CDR Flores advised that the first part of the action item is addressed as the Data Evaluation subgroup has provided a breakdown of membership. However **more work is still needed to clean up the roster by purging officers that are no longer active and including new or missed officers.**
2. CDR Bledsoe asked that Chairs of subgroups send her any regularly scheduled meeting times they have so she could include them in the Spring Newsletter in case some officers would like to participate.
3. CDR Flores reminded officers of the April 22 training and also that the case studies earlier mentioned by LCDR Patrick are available on Max. gov and you must pass them with at least 80% proficiency to get credit for ASCP.
4. LCDR Bashay reminded officers that they could write up and be considered for individual awards for work done solely for the PAG that merits award.

**V. Meeting adjourned at 1550 EST.**

**Next Meeting Date: 06/10/2019 @ 1500 EST**