



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



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

**October 15, 2018**  
**Time: 3:00 PM to 4:00 PM EST**

**Teleconference call number: 1-866-882-1054 Passcode: 2066464**

**MEETING Minutes**

Attendance		Voting MEMBERS			Subcommittee/Role
	Rank	Last Name	First Name	OP DIV	
P	CDR	Oloyede	Babatunde	BOP	Chair <i>boloyede@bop.gov</i>
NP	CDR	Flores	Lisa	FDA	Chair-Elect/ Communications <i>lisa.flores@fda.hhs.gov</i>
P	LCDR	Boison	Charles	FDA	Administrative & MGT. <i>charles.boison@fda.hhs.gov</i>
P	CDR	Bledsoe	Toni	CDC	Data & Evaluation <i>tab4@cdc.gov</i>
P	LCDR	Damon	Jessica	CDC	Technical Readiness <i>lyy0@cdc.gov</i>
P	LCDR	Patrick	Lundy	FDA	Stakeholder Community Engagement <i>lundy.patrick@fda.hhs.gov</i>
P	LCDR	Mitchell	Camille	BOP	Policy <i>c2mitchell@bop.gov</i>
NP	LCDR	Ndenga	Emmanuel	BOP	Awards <i>endenga@bop.gov</i>
P	LCDR	Bashay	Richard	FDA	Training, Education & Membership <i>richard.bashay@fda.hhs.gov</i>
<b>Note: Full Attendance Roster on record with Secretary</b>					



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- I. Call to Order: Chair, Babatunde Oloyede
- II. Roll Call: Secretary, LCDR Renee Smith
- III. Introduction: Chair, Babatunde Oloyede
  1. **Welcome**
  2. **Approval of August 2018 Minutes**
    - **Congratulation to New Voting Members LCDR Thomas Maruna and LT Danielle Baquero**
    - Look for Opportunities for growth through collateral duties
    - Leadership training and ASCP Ambassador 2.0
- IV. **Subcommittee Reports:**
  - A) **Awards Chair: LCDR Emmanuel Ndenga; Co-Chair: CDR Andrea Peay**

**Updates:**  
No Updates
  - B) **Communications Chair: LCDR Lisa Flores; Co-Chair: LCDR David Young**

**Updates:**

    - 2018 Fall News Letter has been released
    - Kudos to those officers who authored their first-time articles
    - Call for articles, recipes, & stories for holiday newsletter. Articles due 11/30/18. Plan for newsletter release 12/17/18
  - C) **Data Evaluation Chair: CDR Toni Bledsoe; Co-Chair: CDR Cara Nichols**

**Updates:** Award Survey results

    - 35 MLSPAG officers complete the surveys with no 20+ year officer responded. Majority of responders are 04 and 05 rank.
    - 34% majority of survey responders said the award system had very little help & most officers got help from a mentor or coworker.
    - Tips for award writing: Write-ups need to be impactful and data filled, & written similar to previous successful awards for that agency.
    - Variation of responses for knowing what is worthy of an award.
    - FMRB question - 44% of responders are clinical ready- rest 8 have the FMRB before the changes to the APFT, 7 people don't have the FMRB, and 2 did received it after APFT the changes.



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- More detailed data to come at next PAG Meeting. Data will also be in PAG Holiday Newsletter.

**D) Management – Administrative: Chair: LCDR Charles Boison; Co-Chair: LT Helen Chavez**

**Updates:**

- Selected new voting members
- Currently updating PAG Roster
- Request for chair-elect nomination coming soon

**E) Policy: Chair: LCDR Camille Mitchell; Co-Chair: CAPT Todd Alspach**

**Updates:**

- Policy, Technical Readiness & TEAM have formed a work group to determine how new clinical hour requirements impacts officers
- Contact [c2mitchell@bop.gov](mailto:c2mitchell@bop.gov) if you have had any issues with proving recertification (3 yr. renewal) while waiting on documentation from ASCP

**F) Stakeholder and Community Engagement Chair: LCDR Lundy Patrick; Co-Chair: LT Danielle Baquero**

**Updates:**

- Continuing to work on SOP updates and will be completed/submitted soon.

**G) Technical Readiness: Chair: LCDR Jessica Damon; Co-Chair: LT Christopher Le**

**Updates:**

**FMRB Survey**

- Purpose was to identify percentage of officers eligible to apply to the Advanced Readiness Program
- Thanks to all participating officers (90/119 officers responded = 75.63%)
- 48/90 possessed their FMRB = 53.33%
- 13/90 met all requirements but had not yet been awarded the FMRB = 14.44%

**Advanced Readiness Program (ARP)**

- ARP is now open to our PAG
- We had 5 officers apply - 4 officers were accepted



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- Next application period will be between Nov 15<sup>th</sup> and Dec 15<sup>th</sup> for a January 1<sup>st</sup> start date
- Information on applying will be distributed by the Technical Readiness Subcommittee

### **Fall Newsletter Article**

- Thanks to CAPT Daisy Mitchell who produced a fantastic article for the Fall Newsletter on Lab Cache deployment lessons learned-includes 2 interviews of officers who previously deployed with the lab cache w/ cache pictures

### **Clinical Hours**

- Technical Readiness, Policy & Education/Training/Mentoring Subcommittees are examining the clinical hours requirement
- CPO indicated that changes to the new policy are forthcoming
- 120 clinical hour requirement will reduce back to the historical 80 hour requirement for Tier 3 officers
- Other concerns and issues on this topic are being researched. More info to come

### **H) Training, Education, and Mentorship: Chair: LCDR Richard Bashay III Co-Chair: CDR Karen Romancito**

#### **Updates:**

- Know your expiration/due dates when loading information in eOPF (i.e. APFT due 10/1 should be entered before 10/1) to avoid not being basic ready
- Begin preparing COER
- Reach out to your mentor and begin working on you CV, ROS & OS

### **I) AdHoc Recruitment & Retention: Lead: LCDR Katrina Redman; Co-Leads: LCDR Renee Smith & LCDR Charles Boison**

#### **Updates:**

- Per HSPAC recruitment and retention committee, there will not be an open call for MLS as previously planned.

**Next Meeting Date: 12/10/2018 @ 3 pm**