

OPAG Minutes 12/06/2017

Mission: Represent and advocate for the professional discipline of optometry and its Commissioned officers, civil servants, contract and tribal optometrists serving within the Public Health Service and affiliated services.

OPAG Voting members

Present:

- CAPT Cameron Scott (Chair)
- CDR Robert Chelberg (Chair-Elect)
- CAPT Chris Nield
- CAPT Kathleen Wooten
- CDR Nima Desai
- CDR Robert Kesead
- CDR Craig Rennard
- LCDR Laura Alexander
- LT Jill Thompson

2018 Voting Member

LT Albert Licup

Liaisons/Co-Chairs

CDR Sarah Stienbarger

Final Thoughts: CAPT Cameron Scott

Congratulations to new Voting Members: CDR Patrick Britton, CDR Christopher Cordes, and LT Albert Licup!

Thank you to those completing their term for their dedication and service: CAPT Chris Nield, CAPT Cameron Scott, and CAPT Kathleen Wooten!

Thank you to all the Subcommittee Chairs and Voting Members who helped out so much over the year.

Thank you to CDR Chelberg, who helped out a ton over the year and helped develop ideas on how to forward Optometry in the PHS.

Thank you to Jill for serving as Secretary and to everyone else who helped throughout the year.

Please continue to show Rob the same support that was given this year. Attending HS PAC Subcommittee meetings and coming back with reports was very helpful. Made coordinating messages and reports easier as Chair. We're still in a time of transition so continue to help Rob and get involved when possible with HS PAC by attending All Hands calls and networking. Stay in touch!

Opening Comments: CDR Robert Chelberg (Chair)

CAPT Scott did a wonderful job this last year and came in at a time where HS PAC was going to initiate some big changes, primarily the uniform by-laws. He spent a lot of time the first few months seeing how the new by-laws could be incorporated into our current by-laws to be in compliance. The first 3-4 months were pretty intense so congratulations to CAPT Scott for getting us through that and making our job this year a lot easier. Cameron also did a lot of communicating to make OPAG more credible especially via

stakeholder engagement. There was important feedback out of the Stakeholder Subcommittee that really helped the credibility of OPAG amongst all the PAGs, which is exciting going into the New Year. He also worked with the HS PAC leadership and Dawn Clary to better define our deployment role with the PHS to figure out what kind of training we need to be deployable. There were 2 RAM missions that were participated in this last year and we had representation at the COA meeting. It's important to maintain visibility amongst the PACs and the PAGs moving forward. Caplan, Hamilton, Hatch and Student awards were given out. These are just some of the highlights of the last year so thank you again to CAPT Scott for all you did!

Leadership and involvement is important for each of us and helps with promotion. Make sure you're getting involved and getting your name out there. National leadership is important when going for promotion to O-6.

Leadership of subcommittees will be discussed and established at the next meeting but the information that comes out of the subcommittee meetings is helpful and important and should be funneled to the Chair. Meeting schedules will be laid out and you will know in advance when they will be held. There's an extra meeting scheduled for January to establish these subcommittee roles, select Chair Elect, and appoint someone as Executive Secretary. Certificates for 2017 Subcommittee Chairs and Executive Leadership will be distributed.

Approval of Minutes

All in favor; Minutes approved.

Subcommittee Chair Reports

1. **Administrative Management:** CDR Rob Chelberg
Summarized during opening comments.
2. **Awards:** LCDR Laura Alexander
Deadline for Caplan, Hamilton & Hatch awards is December 31. Not much of a response has been received yet so will send a reminder email. Last year's deadline was voted to be extended and may need to be considered for this year as well.
3. **Communications:** LT Jill Thompson/LT Emily Mathiak
Discussion during last HS PAC Communications Subcommittee call regarding development of an elevator speech that will be distributed once finalized. This was initiated during the COA meeting last summer. Also working on a 1-page template for resume highlighting. This will be available from the HS PAC toolkit once it's approved. Volunteers being sought to assist with CPO Wikipedia page. There was a lot of discussion regarding Career Development and they're looking to start a job listing on Max.gov instead of listing in the eNews. Max.gov is also where 2018 promotion guidance was published but it was distributed via email after discussion regarding officers not being able to access. Officers are strongly encouraged to request and gain access to max.gov through sponsorship if needed as HS PAC is moving towards utilizing the site more in the future for information sharing. There's not currently any information being shared on the OPAG page of max.gov but this can be considered down the road once sponsorship becomes more accessible.
4. **Data & Evaluations:** CAPT Chris Nield
Still lacking direction from the PAC Subcommittee so that will need to be pursued further by the next Subcommittee Chair. Discussed during last OPAG meeting conducting survey on IHS

Optometrists' interest in the Corps. Four question survey was developed and approved by Cameron, Rob and Dawn. Survey was sent out to non-Corps OD's last week. Summary report will be forwarded to Rob. There was also an option to enter an email address to be contacted if interested in joining the Corps.

5. **Policy:** CDR Craig Rennard
Format for policies has been rolled out by HS PAC. Graph of general OPAG SOP available if anyone wants to review it. There are 3 appendixes, one of which is a member roster, one is a subcommittee report format, and other is PAG's calendar. Please forward any templates that have already been developed that can be utilized for these. Each subcommittee will have its own SOP, the Policy SOP has already been completed. Should be able to adjust slightly to fit each subcommittee then each will need to be merged into the general OPAG SOP.
6. **Recruitment (Ad Hoc):** CDR Sarah Stienbarger
DS, AS and MG awaiting medical clearance. WT, AT and RA awaiting security and medical clearance. RS and KG have been boarded but haven't responded to emails so no further status known. Currently have 4 individuals interested in the Corps that are with the Navy, one that's civil service DOD and one that's working at IHS in Santa Fe. These individuals may start the application process soon.
7. **Stakeholder & Community Engagement:** CAPT Kathleen Wooten
No updates.
8. **Technical Readiness:** CDR Robert Kesead/CAPT Larry Zobel
Haven't been able to find any training courses that would apply for deployment readiness. Previously submitted feedback to HS PAC regarding Optometry's role during deployment based on CAPT Zobel's write up regarding response during Hurricane Katrina. HS PAC is still proceeding with Advanced/Technical Readiness standards even though clear direction as to what that involves has been provided. There was discussion of requiring ACLS training for OD's but currently looks like Optometry will be bundled with non-clinical professions for requirements.
9. **Training, Education & Mentorship:** CDR Nima Desai/CDR Sarah Stienbarger
No updates to report, last couple subcommittee meetings were cancelled.

Liaison Reports

Chief Clinical Consultant: CAPT Dawn Clary
No Report.

JVN: CDR Chris Nield
Optos are being distributed and receiving positive feedback from locations where they're being utilized.

Discussion Topics

Extra meeting will be held in January to establish subcommittee roles.

Meeting adjourned

Upcoming OPAG meetings

January 3, 2018

February 7, 2018

April 4, 2018

June 13, 2018 (2nd Wednesday)

August 1, 2018

October 3, 2018

December 5, 2018

All meetings are:

8:00 AM Alaska

9:00 AM Pacific

10:00 AM Mountain

11:00 AM Central

12:00 PM Eastern

Call in number for January 3, 2018 OPAG meeting: 1(877)267-1577

Meeting number 998 077 961

Call in number for February 7, 2018 OPAG meeting: 1(877)267-1577

Meeting number 998 634 444