



Social Work Professional Advisory Group

General Meeting Minutes

19 December 1300-1400 HRS EST

Conference Dial in: (866) 803-2146; Passcode: 1511890#

- I. **Welcome/Attendance**
- II. **(11/21/19) Minutes Review (Motion 1st CDR Tricia Booker: 2nd CDR Stephanie Felder)**
- III. **SWPAG Chair**
 - **End of Year Close Out:** CDR Caldwell expressed gratitude for serving the PAG. She acknowledge the years accomplishments (e.g. deployment competencies, SOP, promotion forum, shout-out to Subcommittee Chairs); CDR Caldwell will assume the Senior Advisor role in 2020. CDR Caldwell congratulated CDR Stephanie Felder for new role as Co-Chair and LT Janelle Phillip as Executive Secretary
 - **Self-Care Initiative:** Thanks to CDR Holly Berilla. CDR Caldwell expressed the importance of Self-Care and the importance of learning how to develop a work-life balance.
 - **Promotion Forum:** It went well! There are plans for another forum in 2020
- IV. **CDR Stephanie Felder:** Thanks for selection of new role 2020 Chair-Elect and expressed excitement for serving the PAG.
- V. **LT Janelle Phillip:** Thanks for selection of the new role 2020 Executive Secretary and expressed excitement toward continuing the role.
- VI. **CDR Tricia Booker:** Expressed excitement toward leading out for 2020 as Chair and thanked CDR Caldwell for her service and leadership. Currently meeting with all the Subgroup Chairs to initiate a plan for next year. General Body meeting may change, but January meeting will likely be on the same schedule (January 16th 1300 EST), there will be new conference call information shared prior to the meeting. Happy Holidays!
- VII. **SubGroup Reports**
- VIII. **General Membership Discussion/Questions**

- **CAPT Castillo:** If up for promotion please submit information to eOPF; check your PIR and eOPF for any corrections needed; Thanked CDR Caldwell for her services and wished everyone a Happy Holiday!

NOTE: Please email your attendance to Executive Secretary Oretade-Branch at doretade@bop.gov




OPERATIONS

Communications <i>Chair:</i> CAPT Julie Niven <i>Co-Chair:</i> LCDR Lorener Brayboy	<ul style="list-style-type: none"> • Nothing to Report
Awards <i>Chair:</i> CDR Kymberly Spady-Grove <i>Co-Chair:</i> CDR Preston Shumaker	<ul style="list-style-type: none"> • Nothing to Report
Stakeholder & Community Engagement <i>Chair:</i> LT Jamillah Bynum <i>Co-Chair:</i> CDR Sonsy Fermin	<ul style="list-style-type: none"> • Nothing to report.

OFFICER SUPPORT

Training, Education, and Mentorship <i>Chair:</i> LCDR Monique Richards <i>Co-Chairs:</i> LCDR Monique Worrell CDR Kimberley Jones	<ul style="list-style-type: none"> • Promotion Forum: Pre-Planning stage for next year.
Readiness <i>Chair:</i> CDR Tricia Booker <i>Co-Chair:</i> CDR Kari Harris	<ul style="list-style-type: none"> • CDR Booker met with new Chair LT Desirrae Harris and reported that CDR Kari Harris will remain as Co-Chair.
Data and Evaluation <i>Chair:</i> CDR Allah-Fard Sharrieff <i>Co-Chair:</i> CDR Alysa Jackson (Ward)	<ul style="list-style-type: none"> • Nothing to Report

MANAGEMENT

<p>Policy <i>Chair:</i> CAPT William Bolduc <i>Co-Chair:</i> CAPT Karen Hearod</p> <p> Appointment Standards <i>Team Lead:</i> LCDR Mark Durham CDR Tina Bryant</p>	<ul style="list-style-type: none"> • Nothing to Report
<p>Administrative Management <i>Chair:</i> CDR Dan Stanley <i>Co-Chair:</i> CDR Cole Weeks</p> <p> Membership <i>Team Lead:</i> CDR LaMar Henderson</p> <p> Treasurer/Coin Sales <i>Team Leads:</i> CDR Sheila Houghton-Antonucci CDR Nancy Mautone-Smith CDR Teresa Baptiste</p>	<p>Administrative Management Updates:</p> <p>1- Membership</p> <ul style="list-style-type: none"> - Ongoing management of the SWPAG Roster. Will continue to send out roster every 60 days to solicit updates. Last call for updates sent out on 10/29/19 and next call for updates will be the week of 1/03/20. - Currently 184 officers on the roster. - Continuing to cross-reference HSPAC rosters with SWPAG Roster and directly contacting newly added officers for possible addition to SWPAG Roster. - Number of new CAD/other Social Work officers contacted directly in the past 30 day by the Membership Subgroup: 2 <p>2- Treasurer/Coin Sales</p> <ul style="list-style-type: none"> - Official SWPAG Coin sales continue. Simply click on "Coin" under the "Quick Links" section of the SWPAG website to access the order form. - Number of SWPAG Coins sold in the past 30 days: PENDING - SWPAG Treasury Account Balance: PENDING

AdHOC SUBGROUP

<p>Recruitment and Retention <i>Chair:</i> LCDR Robert VanMeir <i>Co-Chair:</i> LCDR Tanya Barragan</p>	<ul style="list-style-type: none"> • Nothing to Report
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Meeting Adjourned at 1:20 PM EST

ATTENDANCE

CDR Deloris Caldwell	LT Dierdra Oretade-Branch	LT Jamillah Bynum	CDR Teresa Baptiste
CDR Dan Stanley	CDR Alys Jackson (Ward)	CDR Tricia Booker	CDR Kimberley Jones
LCDR Monique Worrell	LCDR Monique Richards	LCDR Kimberly Calvery	LT Katana Jackson
CAPT Carlos Castillo	CDR Marlene Nicholson	LCDR Andrea Cunningham	LT Janelle Phillip
CDR Stephanie Felder			