



Social Work Professional Advisory Group

General Meeting Minutes

21 November 1300-1400 HRS EST

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

- I. **Welcome/Attendance**
- II. **(10/17/19) Minutes Review (Motion 1st CDR Daniel Stanley : 2nd CDR Kymberly Spady-Grove)**
- III. **SWPAG Chair**
 - **Voting Membership:** Voting membership must mirror HSPAC voting member's process. Subcommittee Chair roles with a 3 year term, must be voted into the position. To receive credit for the position you will receive an appointment letter. There are no term limits for non-voting members.
 - **Updates of the accomplishments:** Due November 22nd to HSPAC
 - **Promotion Forum:** December 9th at 2:30 PM EST, Forum Panel from the newly promoted officers and providing insight into promotion process. Please feel free to call into the forum call-information is (605) 313-6244 and access code is 302870.
 - **Advanced Readiness:** Open applications currently. Additional courses regarding readiness to be completed within a 2 year period. Announcement sent out regarding additional information.
 - **Nomination Selections Announcement:** 2020 Chair-Elect/ Executive Secretary and SubGroup Chairs
- IV. **SubGroup Reports**
- V. **Senior Advisor, CAPT Indira Harris:** Acknowledge all of the work done this year. Expressed excitement with the selection of the Chair-Elect CDR Stephanie Felder. "The SWPAG is being left in very capable hands. It's been an honor to serve."
- VI. **General Membership Discussion/Questions**

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

2020 SUBGROUP NOMINATION SELECTION

SWPAG Chair-Elect
CDR Stephanie Felder

SWPAG Executive Secretary
LT Janelle Phillip

SWPAG Communication
LCDR Lorener Brayboy

SWPAG Technical Readiness
LT Desirrae Harris

SWPAG Awards
CDR Spady Grove

SWPAG Data and Evaluation
LCDR Allah-Fard Sharrieff

SWPAG Stakeholder and Community
Engagement
LCDR Monique Worrell

SWPAG Policy
CDR Stephanie Felder

SWPAG Training, Education, and Mentoring
LCDR Monique Richards

SWPAG Administrative Management
CDR Cole Weeks

Ad-HOC SubSWPAG Recruitment and
Retention
LCDR Robert VanMeir




OPERATIONS

<p>Communications <i>Chair:</i> CAPT Julie Niven <i>Co-Chair:</i> LCDR Lorener Brayboy</p>	<ul style="list-style-type: none"> • Call for articles for the upcoming SWPAG Winter Issue Newsletter. Theme: End of Year Wrap-up & Accomplishments. Looking for inserts for the “Shout-Out Page” of the Newsletter, Submission Deadline is December 9th and release date is December 16th Release date
<p>Awards <i>Chair:</i> CDR Kymberly Spady-Grove <i>Co-Chair:</i> CDR Preston Shumaker</p>	<ul style="list-style-type: none"> • Thanks for submitting list for LOA/COA. To date all LOA/COA have been sent out. • If missing please contact the subgroup chair/co-chair
<p>Stakeholder & Community Engagement <i>Chair:</i> LT Jamillah Bynum <i>Co-Chair:</i> CDR Sony Fermin</p>	<ul style="list-style-type: none"> • Nothing to report.

OFFICER SUPPORT

<p>Training, Education, and Mentorship <i>Chair:</i> LCDR Monique Richards <i>Co-Chairs:</i> LCDR Monique Worrell CDR Kimberley Jones</p>	<ul style="list-style-type: none"> • All activities have been completed for the year. All LOA/COA have been submitted.
<p>Readiness <i>Chair:</i> CDR Tricia Booker <i>Co-Chair:</i> CDR Kari Harris</p>	<ul style="list-style-type: none"> • Nothing to Reported
<p>Data and Evaluation <i>Chair:</i> CDR Allah-Fard Sharrieff <i>Co-Chair:</i> CDR Alysa Jackson LCDR Kimberly Calvery (FILLING IN)</p>	<ul style="list-style-type: none"> • All activities have been completed for the year. All LOA/COA have been submitted.

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: CDR Dan Stanley</i> <i>Co-Chair: CDR Cole Weeks</i></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>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 183 officers on the roster. - SWPAG Roster has been updated with a new column titled, "Response Team Assignment". This new roster feature went out on the 10/29/19 call for updates. Have received updates for only about 35 officers so far. Once the majority of officers update their assignment on the roster a corresponding graph will be placed on the "Statistics" tab. - 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: 7 <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 Chair: LCDR Robert VanMeir Co-Chair: LCDR Tanya Barragan</p>	<p>Here are the updates for the R & R subcommittee:</p> <ul style="list-style-type: none"> • Working with IHSC about 1st virtual job fair • Working with DoD for a 2nd virtual job fair for DoD vacancies. • Final edits of the SWPAG Brochure with leadership. • CDR Booker gave the SWPAG PP at NCSU. • Working with UTEP to partner with providing mental health screening to the homeless.
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	<ul style="list-style-type: none"> Presenting the SWPAG PP to New Mexico University next semester.
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Meeting Adjourned at 1:30 PM EST: 1st Motion CDR Stanley / 2nd Motion CAPT Finch

ATTENDANCE

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|--------------------------|---------------------------|-----------------------|----------------------|
| CDR Deloris Caldwell | LT Dierdra Oretade-Branch | CAPT Indira Harris | CAPT Scott Conner |
| LT Jennifer Weekes | CAPT Todd Lennon | LCDR Tyson Baize | LT Candice Karber |
| LCDR Kim Calvery | CAPT Kristin Kelly | CAPT William Bolduc | CDR Daniel Stanley |
| CDR Marlene Nicholson | CAPT Judy Pyant | LCDR Kimberly Calvery | LCDR Monique Worrell |
| CDR Kymberly Spady-Grove | LCDR Lorener Brayboy | | |