

**Meeting called by:**

LCDR Jennifer Curtis, Chair

**Executive Committee Attendance:** (In Order of Committee Roster)

- LCDR Jennifer Curtis, Chair
- LCDR Emily Warnstadt (Chair-Elect)
- LCDR Olivia Barrow
- LCDR Tammy Thomason-**absent**
- LCDR Marie-Elena Puleo
- LCDR Nicolette Bennett-**absent**
- LCDR Charles Brucklier
- LCDR Doretha M. Tonkins-**excused**
- CDR Amy Strain-**excused**
- LCDR Paula Arango-**excused**
- LCDR Diane Weidley

**Non-Voting Member Present:**

- CDR Kari Pinsonneault
- LCDR Andrew Felix
- LCDR Joan Fillaus
- LCDR Rochelle Hampton
- LCDR Miranda Nelson
- LCDR Sandra Peltó
- LCDR Daniel Rector
- LCDR Suzanne Redmon
- LCDR Tanya Selling
- LCDR Belinda Slaughter
- LCDR Tiffany Smith
- LT Johnna Bleem
- LT Theresa Chennault
- LT Jennie Eng
- LT Valerie Favela
- LT Darion Smith

**Executive Secretary** LCDR Olivia Barrow:

**Quorum (5): Yes**

AGENDA TOPIC:	DISCUSSION:	RECOMMENDATIONS/	Action Item:
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		<b>ACTIONS:</b>	<b>Open Date</b>	<b>Due Date</b>
<b>Welcome: LCDR Jennifer Curtis</b>	Meeting commenced by Chair LCDR Jennifer Curtis.			
<b>Action on previous meeting minutes:</b>	Motion to pass Minutes with edits from previous meeting in: April 14, 2019: 1 <sup>st</sup> : LCDR Jennifer Curtis 2 <sup>nd</sup> : LCDR Emily Warnstadt			

<b>Agenda Items:</b>	<p><b>Welcome:</b> LCDR Jennifer Curtis <b>Roll Call:</b> LCDR Olivia Barrow</p> <p>Approve April 14, 2019, Meeting Minutes:</p> <p><b>Operations Subgroup reports:</b></p> <ul style="list-style-type: none"> <li>• <b>Awards:</b> LCDR Tammy Thomason-<b>absent</b> LT Theresa Chennault</li> <li>• <b>Communications:</b> LCDR Marie-Elena C. Puleo</li> <li>• <b>Stakeholder &amp; Community Engagement:</b> LCDR Nicolette Bennett-<b>absent</b></li> </ul> <p><b>Officer Support Subgroup reports:</b></p> <ul style="list-style-type: none"> <li>• <b>Data &amp; Evaluations:</b> LCDR Charles Brucklier</li> <li>• <b>Recruitment (ad hoc):</b> LCDR Dorthea M. Tonkins-<b>excused</b> LCDR Miranda Nelson</li> <li>• <b>Technical Readiness</b> CDR Amy Strain-<b>excused</b> LCDR Olivia Barrow</li> <li>• <b>Training, Education, &amp; Mentorship:</b></li> </ul>	<p>If you are a non-voting member of the DHPAG and attended the meeting, to log your attendance please send your name and rank in an e-mail to the DHPAG Executive Secretary, LCDR Olivia Barrow at <a href="mailto:oliviab@searhc.org">oliviab@searhc.org</a></p>		
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	<p>LCDR Paula Arango-<b>excused</b>  LCDR Olivia Barrow</p> <p><b>Management Subgroup reports:</b></p> <ul style="list-style-type: none"> <li>• <b>Administrative Management:</b>  LCDR Diane Weidley</li> <li>• <b>Policy:</b>  LCDR Emily Warnstadt</li> </ul>			
<p><b>Chair Report:</b></p>	<ul style="list-style-type: none"> <li>• Advised by leadership not to start any new projects.</li> <li>• There are currently three DHPAG voting members deployed</li> <li>• We are aware that the training module depicts an RDH receiving special pay. We are currently working with leadership to advocate for RDH in regard to receiving special pay.</li> <li>• It is a good time to get applications in if you know someone wanting to commission as an RDH. USPHS is planning on commissioning 500 new officers this year.</li> </ul>			
<p><b><u>SUBGROUP REPORTS</u></b>  <u><b>(OPERATIONS)</b></u>  <b>Communications</b>  LCDR Marie-Elena Puleo</p>	<ul style="list-style-type: none"> <li>• 2020 Spring I Newsletter was uploaded onto DHPAG website- <a href="https://dcp.psc.gov/OSG/hso/pags-dhpag-newsletters.aspx">https://dcp.psc.gov/OSG/hso/pags-dhpag-newsletters.aspx</a></li> <li>• Thank you for ALL the wonderful articles submitted! A special thank you to LCDR Tanya Selling and LT Keasha Myrick for all their hard work. Please continue to submit articles, new officer contact information, subgroup updates, any</li> </ul>			

	awards received information via the DHPAG Newsletter Submission Request Form also located on the DHPAG website under "Newsletters".			
<p style="text-align: right;"><b>Awards</b></p> <p>LCDR Tammy Thomason- <b>absent</b></p> <p>LT Theresa Chennault</p>	<ul style="list-style-type: none"> <li>Two winners have been cleared for readiness requirements and they will be announced at the HSPAC All Hands Meeting on June 26th. The DHPAG will be asking the winners for a bio and a pic for the PAC presentation.</li> </ul>			
<p><b>Stakeholder &amp; Community Engagement</b></p> <p>LCDR Nicolette Bennett- <b>absent</b></p>				
<p><b><u>SUBGROUP REPORTS</u></b> <b><u>(OFFICE SUPPORT)</u></b></p> <p><b>Recruitment (AD HOC)</b></p> <p>LCDR Doretha M. Tonkins- <b>excused</b></p> <p>LCDR Miranda Nelson</p>	<ul style="list-style-type: none"> <li>The SRCOSTEP application window is now open until September 30, for DH and for those who are in a DH bachelors program, can apply if they graduate the DH BA program in 2022. There are also flyers were made for SRCOSTEP that I can be shared.</li> <li>LT Smith has advertising flyer that can be shared for RDH students to be distributed.</li> </ul>			
<p><b>Training, Education &amp; Mentorship</b></p> <p>LCDR Paula Arango-<b>excused</b></p> <p>LCDR Olivia Barrow</p>	<ul style="list-style-type: none"> <li>Continued request for updates with the DHPAG directory from all DHPAG members. Send updates to CAPT Santulan, LCDR Arango, LCDR Barrow.</li> </ul>			

	<ul style="list-style-type: none"> <li>CV Review Project for 2020 has been approved by DHPAG Exec Members. Release date pending at this time. Possibly Summer 2020. Will be announced via email.</li> </ul>			
<p><b>Technical Readiness</b> CDR Amy Strain-<del>excused</del> LCDR Olivia Barrow</p>	<ul style="list-style-type: none"> <li>The team is awaiting notification of the Advanced Readiness Selected Officers.</li> </ul>			
<p><b>Data &amp; Evaluation</b> LCDR Charles Brucklier</p>	<ul style="list-style-type: none"> <li>Nothing to report at this time.</li> </ul>			
<p><b><u>SUBGROUP REPORTS</u></b> <b><u>(MANAGEMENT)</u></b> <b>Policy</b> LCDR Emily Warnstadt</p>	<ul style="list-style-type: none"> <li>The following webinar, "POM 821.77 Certification of Practice Hours Requirements" has been posted on the Commissioned Corps Learning Management System (CCLMS). This webinar is required for all officers who are required to submit certification of their practice hours. If this applies to you, please complete the training by May 31, 2020. Officers deployed in a primary clinical role must perform a minimum of 80 clinical practice hours annually in their clinical discipline or specialty. A Corps officer must submit Form PHS-7047 when he/she: (1) Is in a clinical billet/position and is requesting Health Professional Special Pay (IP or RB); or (2) Is in a primary clinical deployment role.</li> <li>CCHQ has developed Frequently Asked Questions (FAQs) to help officers understand these policy</li> </ul>			

	<p>updates. Additional information will be posted on the Commissioned Corps Management Information Systems (CCMIS) page in the Officer Secure Area.</p> <ul style="list-style-type: none"> <li>• LCDR Curtis and I are aware that in the webinar, a dental hygienist is used as an example of receiving BCIP (Board Certified Incentive Pay); however, policy CCI 633.01 regarding special pay does not list dental hygienists as qualifying for BCIP. We have reached out to leadership for clarification.</li> <li>• PHS 7047 can now be uploaded into via e-DocU under "PHS7085." If you emailed your document, it wouldn't hurt to upload it as well.</li> </ul>			
<b>Administrative Management</b> LCDR Diane Weidley	<ul style="list-style-type: none"> <li>• Nothing to report at this time.</li> </ul>			
<b>Old Business</b>				
<b>New Business</b>				
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>• Aug 11,2020 from 1400-1500 EST.</li> </ul>	**WebEx Meeting Number has been disseminated on the Listserv.		
<b>Adjournment</b>	<p>Motion for Adjournment: 1<sup>st</sup>: LCDR Jennifer Curtis 2<sup>nd</sup>: LCDR Emily Warnstadt</p>		<b>Time Meeting Adjourned:</b>	14:25 EST