

U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES

United States Public Health Service

Office of the Surgeon General

Rockville MD 20857



MINORITY OFFICER LIASION COUNCIL MEETING MINUTES

Date/Time: FEBRUARY 23, 2021; 1500-1600 EST

Teleconference Call: 1-877-465-7975 passcode: 199 348 3684

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2021 MOLC Voting Representatives/Members:

Chair (HOAC): LCDR Peng Zhou (FDA)/LT Adelaida Rosario (OASH)

Vice Chair (APAOC): CAPT Teresa Ramson (FDA)/CDR Honeylit Cueco (BOP)

Secretary (AI/ANCOAC): CDR Seneca Smith (IHS)/CDR Karly Lucero (DHS)

Liaison (BCOAG): CDR Chinyelum Olele (FDA)/LCDR Folaremi Adeyemo (FDA)

Attendance	Rank	Name	Position	CMAG	Agency
Present	LCDR	Peng "Jeff" Zhou	Chair	HOAC	FDA
Present	LT	Adelaida Rosario	Chair	HOAC	OASH
Present	CAPT	Teresa Ramson	Vice Chair	APAOC	FDA
Present	CDR	Honeylit Cueco	Vice Chair	APAOC	BOP
Present	CDR	Seneca Smith	Secretary	AIANCOAC	IHS
Present	CDR	Karly Lucero	Secretary	AIANCOAC	DHS
Deployed	LCDR	Folaremi Adeyemo	Liaison	BCOAG	FDA
Present	CDR	Chinyelum Olele	Liaison	BCOAG	FDA
Present	LCDR	Ogochukwu Ogoegbunam	Past Chair	BCOAG	FDA
Deployed	LCDR	Gayle Tuckett	Past Chair	BCOAG	FDA
Present	LCDR	Dustin Tran	JOAG Liaison	JOAG	FDA
Present	CDR	Hamet Toure	COA Liaison	BCOAG	FDA
Present	RADM	Aisha Mix (DHS)	Senior Advisor	Senior Advisor	DHS
Present	CAPT	David Lau (FDA)	AMSUS/RDB Liaison	APAOC	FDA

MEETING AGENDA

- I. Call to Order – MOLC Chairs called the meeting to order 1500.
- II. Council Roll Call – MOLC Secretary conducted the roll call. Quorum met at 1505.
- III. MOLC meeting minutes – January 2020 minutes approved.

IV. MOLC Senior Advisor Updates – RADM Aisha Mix

- The OSG has not yet resumed quarterly meetings with the OSG chartered groups. At this time Dr. Roula Sweis has been identified as the point of contact for each chartered group to connect with the OSG. The APAOC newsletter was sent forward prior to this update will follow up to determine the status for this review. Subsequent requests that would normally have been sent to the DSG should instead be sent from the CMAG Chair to Dr. Sweis.
- PHS COVID-19 Training – note the extension communicated by CCHQ (to March 14, 2021)
 - Of particular importance is that you ensure that you link your CDC TRAIN account using the designated code so that CCHQ can track your completion.

V. MOLC Executive Committee Updates

1. Chair / HOAC

MOLC

- Topics in Public Health Conversation in Equity Presentation Update:
 - It was agreed that MOLC would continue to partner with Topics in Public Health, however, the content/speaker approval will now come through RADM Mix and MOLC, and not the PharmPAC.
 - Each CMAG has a Liaisons from Topics in Public Health that have reached out.
 - The dates for each CMAGs presentation were proposed and have been confirmed for Sept thru Dec.
 - The activity remains eligible for continuing education credits.
 - A meeting was held on Feb 19, 2021 to finalize the submission and review process which is as follows:
 - 5/7/2021: CMAG’s will submit package to MOLC Chairs and TPH Liaison
 - 5/14/2021: MOLC Chairs will assign to the Executive Committee reviewers
 - 5/28/2021: When review complete, it is returned to MOLC Chairs for verification
 - 6/25/2021: MOLC Chairs will consult with RADM Mix for approval sign-off
 - 6/28/2021: MOLC Chairs will route “Complete Package” (to include final presentations signed off by RADM Mix and FDA CE 1-page document which was provided to CMAGs in introduction email) over to the respective TPH CMAG liaison by no later than 6/28/2021
 - 6/29/2021: TPH CMAG liaison will provide “Complete Package” to TPH Administrative Subcommittee Lead
 - 7/1/2021: TPH Administrative Subcommittee Lead will provide “Complete Package” to FDA CE Team
 - Anticipate delays and pushbacks
- PACE Lesson Plan Reviews
 - STI: due on 2/19/2021

- If you have not turn in your review, please turn in by this Friday, February 26th, 2021.
 - Diabetes in Adults: Prevention and Management due March 19th, 2021
- CMAG publications have a new routing process (Update provided by RADM Mix).
- Update about the status of DSG: Currently in transition; all quarterly meetings currently suspended.
- Virtual MOLC Award Ceremony:
 - MOLC to coordinate Virtual Awards Ceremony
 - Support from leadership
 - Vice Chair, APOAC will be the main organizer
 - All CMAGs will assist
- Announcements:
 - Please forward any suggestions on what to present RADM Brandon Taylor in appreciation for his service as MOLC Senior Advisor.
 - All pre-deployment online training is due in March 14th, 2021.
 - CMAG Honor Award Timeline:
 - March: Review submitted awards; Conduct verification of basic readiness, receipt of supervisory approval, and no adverse action
 - April 10th: CMAG Awards Committee submit finalized list of selected awardees to CMAG EC
 - April 17th: CMAG EC reviews and votes on submitted awardees
 - April 24th: CMAG Awards Committee submits award names, descriptions, awardees, and awardees' packets to MOLC via MOLC Representatives
 - May 1st: Awardee packets due to the DSG

HOAC

- HOAC Chair and Chair-Elect have met with our Senior Advisor CAPT Ivonne Arena to discuss next steps moving forward to achieve its operational goals.
- The Education and Outreach Subcommittee has identified resources for officers to conduct remote volunteer activities to promote safe education and outreach activities during the pandemic. Two resources include 1) Translators without Borders (<https://translatorswithoutborders.org/volunteer/>) ; and 2) United Nations Online Volunteers (<https://www.onlinevolunteering.org/en>). Please feel free to share with those who are interested.
- CDR Gustavo Ceinos has been actively looking for a presenter for the TPH-Conversation in Equity. He has reached out to Office of Minority Health, OASH, and is awaiting a response.
- The Communications and Public Relationships Subcommittee has opened our Closed Hispanic Officer Facebook Group to civilians that are working with PHS officers to increase community engagement and partnership.
- HOAC Awards and Recognition Subcommittee have updated the nomination packages and disseminate the information through multiple USPHS Listserv. Deadline to apply is March 7th, 2021.

2. Vice Chair/APAOC

MOLC

- Completed two PACE lesson plans: Chronic Disease Prevention and Health Promotion Through Nutrition. We are currently reviewing the third lesson plan (Preventing Sexually Transmitted Infections) to be completed by the due date in March.
- We received news that we will be MOLC will be proceeding with holding a MOLC coordinated Virtual Awards Ceremony for 2021.
 - MOLC Vice Chairs and our alternates will discuss internally and start scheduling meetings to discuss how MOLC Executive Committee and the CMAGs can collaborate in planning this event.

APAOC

- APAOC Executive Committee members, subcommittees, and workgroups have established the strategic plans for 2021.
- APAOC Executive Committee members, subcommittees, and workgroups are reviewing the SOPs and bylaws to make any necessary revisions.
- APAOC hosted a virtual social event for members to celebrate Lunar New Year on Friday, February 19, 2021.
- APAOC will host an Education & Training session on “COVID-19 Vaccine Development” on Wednesday, March 10, 2021, @ 1200-1300 EST. All CMAGs are welcome to attend. More detailed information about the event can be found in the meeting minutes.
- APAOC is soliciting 2021 honor award nominations with a due date of March 12, 2021.
- APAOC is working with the Topics in Public Health Series Committee and we are proposing to present on Healthy People 2030: Eliminating Health Disparities and Achieving Health Equity among Asian American and Native American Pacific Islander Populations (AANAPI). Once this proposed presentation is approved, we will send out more information on the speakers and on the dates of the presentation.

3. Secretary / AIANCOAC

MOLC

- Please note the new call in number/will remain for rest of operational year-calendar invite was updated.
- PowerPoint presentations, roster, agendas, and minutes are available on the Max.gov website.
- Thanks to all who have turned in their monthly reports/we ask those be submitted no later than the Friday after the meeting to allow us to efficiently devise the draft minutes in order to send draft out to facilitate your reports to your respective CMAGs.

AIANCOAC

- One of the AI/ANCOAC initiatives for 2021:
 - Network or collaborate with colleagues from other CMAGs:
 - For our February meeting, had CDR Tran, APAOC Chair and LCDR Kimbo Lee as guest speakers to promote collaboration

between the two CMAGs...several subcommittees would like to collaborate with APAOC and other CMAGs in joint ventures such as mentoring and career development, planning for a virtual intercultural diversity series, community outreach, and CMAG Chairs, for example, the AIANCOAC Chair and Chair elect will be presenting at the next APAOC meeting.

- PharmPAC MOLC Topics in Public Health Conversations in Equity series; still looking for a speaker-CDR Lucero will be POC for AIANCOAC and have been assigned in month of November which is AIANCOAC heritage month.
- CMAG Honor Awards are open for nominations, to include 5 different awards.
- Communications sub-committee plans to produce two AIANCOAC Newsletters- Spring/Winter 2021; Call for Articles out now-April 30 deadline.
- Final Honor Song decision and approval awaiting. Details are pending on copyrights and awaiting further guidance from the OSG.

4. Liaison / BCOAG

BCOAG

- BCOAG welcomed RADM(ret) Michelle Dunwoody during the February general body meeting as part of the Ubuntu series. RADM(ret) Dunwoody spoke on black commissioned officer's contribution to the Corp.
- This month is Black History Month and BCOAG's OSG Social Media Takeover. Using this platform, BCOAG has highlighted Historically Black Colleges & Universities (HBCUs), past and present African American PHS leaders and submissions of BCOAG officers obtaining the COVID-19 vaccinations.
- BCOAG held a Recruitment event at Vanderbilt graduate and undergraduate students on Monday, February 22nd.
- Virtual Movie Night held: Just Mercy on Fri. 2/12 in honor of Black History Month and to hold a virtual Book Club Discussion: "The Vanishing Half" by Britt Bennett on Sat. February 27th.
- This Thursday, hosting a panel discussion on African American contribution to Science, Technology, Engineering, Art, and Math (STEAM) on February 25, 2021 from 1100-1230 EST.

VI. Abbreviated Reports

1. COA Liaison: CDR Hamet Touré (FDA)

- The last COA meeting was held on February 2, 2021. CDR Touré attended the meeting to provide the MOLC report, updates on MOLC and CMAG activities. During the meeting, COA committees provided a report and discussed ongoing activities.
- COA's contact with nominees for Assistant Secretary for Health and Surgeon General:
 - Jacqueline Rychnovsky, PhD, RN, CPNP, FAANP, Captain (Ret.), Executive Director mentioned COA made contact with the Drs. Rachel Levine, nominee for Assistant Secretary for Health, and Dr. Vivek Murphy, Former Surgeon General and nominee for Surgeon General.

- Lunch and Learn Series
 - COA is planning a Lunch and Learn series for its members on a variety of topics. A survey was sent to active and retired members to assess interests for these topics. A session on leadership pearls presented by retirees is being planned.
- COA attendance at OBC Open House
 - A few officers who are members of COA will probably attend the OBC Open House events virtually, when they resume, to make new officers aware of COA and its mission.
- Publication of Frontline
 - The January publication of COA's Frontline included, among other things, the closing remarks Admiral Giroir addressed to COA members during his last meeting with COA as ASH on January 12, 2021.
 - The publication also included the letter sent by the COA Executive Director to President Biden regarding the omission of the USPHS and NOAA flags at Federal Ceremonies and to request their inclusion in future federal ceremonies.
- February COA Gathering
 - COA members are cordially invited to the February COA Gathering featuring RADM (ret.) Anne Schuchat on Tuesday, February 23rd at 1700, Eastern Time. She will be presenting her talk "Pandemics are Personal. Public Service, Private Resilience." Registration for this event is required. A Zoom link will be sent to registered members on the day of the event.
- Awards Portal Open
 - COA members are encouraged to nominate outstanding individuals and Local Branches for a 2021 COA Award. The deadline for all award nominations is February 28, 2021. Nominations are being solicited for Health Leader of the Year, Local Branch of the Year, Local Branch Leader of the Year, Local Branch Member of the Year, Civilian Outstanding Support of the USPHS, Retiree of the Year. For more information, visit <https://coausphs.org/page/Awards>.
- COA Board Nominations are now open:
 - COA will have six positions open for the Board cycle beginning July 1, 2021, in the categories of Dental, EHO, Engineer, Field Representative (any category, must reside outside of the DC area), Retiree (any category), and Scientist. Deadline is COB April 2. Apply online at <https://www.surveymonkey.com/r/RTQMGZS>. For the active duty categories, you must have a minimum of 2 years remaining on active duty.
- RADM Mishoe's Scholarship for High School Seniors
 - The PHS Commissioned Officers Foundation for the Advancement of Public Health welcomes applications for the 2021 RADM Mishoe Believe Scholarship. The application deadline is February 28 at 2359, Eastern Time. Awards are expected to be announced in April. The program is available to all eligible high school seniors.
- DD Form 214 issues

- COA still wants to hear details of COA members' problems using a PHS 1867 Statement of Service instead of a DD Form 214 to access their retirement benefits. COA's top legislative priority is to convince leaders to look at this problem and support a fix. Please send details to jrensberger@coausphs.org if you have experienced such issues.
- The next COA Executive Board meeting is planned for March 10, 2021.

2. AMSUS/RDB Liaison: CAPT David Lau (FDA)

RDB

- PHU waivers end on MAR 1, 2021. PHU requirements resumed beginning JAN 2021. See CCHQ e-mails for additional details and CCMIS website: https://dcp.psc.gov/ccmis/Medical%20Affairs/MA_Periodic_Health_Update.aspx ; <https://dcp.psc.gov/RedDOG/default.aspx>.
- APFT & BLS: both are extended through MAR 1, 2021 readiness check. Both items will be required for submission (at the latest) in March and before the APR 1, 2021 readiness check.
- The COVID-19 Pre-Deployment Vaccine training completion date has been extended to March 14, 2021.
- *As a reminder, all Public Health Service officers are required to complete the "COVID-19 Vaccines Knowledge Course" on Commissioned Corps Learning Management System (CCLMS). This training to ensure our officers have the basic knowledge on vaccinations if called upon to deploy.*

In addition, Public Health Service officers who are credentialed in the clinical disciplines of Physicians, Nurses, Nurse Practitioners, Pharmacists, Physician Assistants, Dentists, Dental Hygienists, Therapist, Veterinarians, Podiatrists, and Optometrists, are required to complete the additional Centers for Disease Control and Prevention (CDC) courses within the training plan titled "COVID-19 Vaccination Training Programs for Healthcare Professionals" on the CDC's website. The courses to complete within the training plan are:

- *Vaccine Storage and Handling*
- *Vaccine Administration*
- *Communicating with Patients about Vaccines*
- *COVID-19 Vaccine Training and Clinical Materials*

Lastly, we amended the following guidance documents for officers' improved understanding:

- *CDC TRAIN learning management system registration guide*
- *CDC TRAIN learning management system training plan registration steps*
- *Instructions regarding required courses by deployment role*
- *Clarification on how course completion tracking will be done*

These documents are located on the Commissioned Corps Management Information System under the Training section and will help with questions you may have regarding the COVID-19 Pre-Deployment Vaccine training request.

The USPHS Commissioned Corps will play a role in achieving that goal, to include delivering direct clinical training and supporting vaccination program development across the country. Please continue to prepare for deployment in support of this very important public health crisis.

Questions regarding the trainings should be submitted to PHSCOTA@hhs.gov.

Additional helpful info:

All officers should review the two documents on CCMIS under the training section banner:

- CDC TRAIN Registration Assistance Guide- https://dcp.psc.gov/ccmis/PDF_docs/CDC%20Train%20Registration%20Assistance%20Guide.pdf
- COVID-19 Training Plan Registration Guide- https://dcp.psc.gov/ccmis/PDF_docs/CDCTRAIN_USPHS_Training_plan_access.pdf

Officers are divided into two groups:

1. Vaccinators (12 required trainings): Physicians, Nurses, Nurse Practitioners, Pharmacists, Physician Assistants, Dentists, Dental Hygienists, Veterinarians, Podiatrists, and Optometrists
2. Non-Vaccinators (7 required trainings)

Training is split between two Learning Management Systems:

- ❖ CCLMS - the official Commissioned Corps learning management system
- ❖ CDC TRAIN - the CDC learning management system
 - a. CCLMS - [USPHS Commissioned Corps Learning Management System: Log in to the site \(hhs.gov\)](#)
 - COVID-19 Vaccines Knowledge Course
 - 1 training course; **(REQUIRED FOR ALL OFFICERS)**
- ❖ CDC TRAIN - <https://www.train.org/cdctrain/welcome> (11 Training Courses Total)
 - Vaccine Storage and Handling Section - **(REQUIRED FOR ALL OFFICERS)**
 - Immunization: You Call the Shots-Module Ten-Storage and Handling
 - Keys to Storing and Handling Your Vaccine Supply
 - Epidemiology and Prevention of Vaccine-Preventable Diseases Pink Book Web on Demand Series: Vaccine Storage and Handling
 - Communicating with Patients about Vaccines **(REQUIRED FOR ALL OFFICERS)**
 - How Nurses and Medical Assistants Can Foster a Culture of Immunization in the Practice
 - “#HowIRecommend” Vaccination Video Series
 - Epidemiology and Prevention of Vaccine-Preventable Diseases Pink Book Web on Demand Series: Immunization Strategies

- Vaccine Administration - **(REQUIRED ONLY FOR OFFICERS WITHIN THE "VACCINATOR" ROLE)**
 - ELEARNS: VACCINE ADMINISTRATION
 - Vaccine Administration Videos
- COVID-19 Vaccine Training and Clinical Materials **(REQUIRED ONLY FOR OFFICERS WITHIN THE "VACCINATOR" ROLE)**
 - COVID-19 Vaccine Training: General Overview of Immunization Best Practices for Healthcare Providers
 - Pfizer-BioNTech COVID-19 Vaccine: What Healthcare Professionals Need to Know
 - Moderna COVID-19 Vaccine: What Healthcare Professionals Need to Know

AMSUS:

- The 130th AMSUS Annual Meeting will be 7-11 FEB 2022.;
- Planning for the 130th AMSUS Annual Meeting is underway. If conditions allow for the safe participation of attendees in-person, the Annual Meeting will be a hybrid planned for in-person attendees at the Gaylord National Resort and Convention Center in National Harbor, Maryland, with virtual opportunities for those unable to participate in-person.
- The USPHS AMSUS Planning Committee will start the planning process shortly for this meeting.
- AMSUS COVID-19 Resources - <https://www.amsus.org/covid-19-resources/>
- AMSUS Awards – great opportunity to start thinking about and preparing the nominations and awards write ups.
- AMSUS Presentations and Poster Presentations – Time to start thinking about your abstract submissions.
- AMSUS/DoD webinars – See attached.
- AMSUS Online CME/CE/CEU Opportunities: <https://www.amsus.org/professional-development/journal-ce/>.

3. JOAG: LCDR Dustin Tran (FDA)

JOAG

- No updates at this time

VII. Old Business-

1. Email MOLC with any suggestions for a plaque or a token of appreciation for RADM Taylor's role as the Senior Advisor for MOLC

VIII. Open Floor

IX. Announcements and Adjournment-meeting adjourned at 1450.

1. LCDR Zhou- Reminder of the timeline for the CMAG awards
 - i. CMAG Honor Award Timeline:
 - ii. March: Review submitted awards; Conduct verification of basic readiness, receipt of supervisory approval, and no adverse action.

- iii. April 10th: CMAG Awards Committee submit finalized list of selected awardees to CMAG EC.
 - iv. April 17th: CMAG EC reviews and votes on submitted awardees.
 - v. April 24th: CMAG Awards Committee submits award names, descriptions, awardees, and awardees' packets to MOLC via MOLC Representatives
 - vi. May 1st: Awardee packets due to the DSG.
2. CAPT Lau-What's the status of the VA/USPHS MOU that expired three years ago in terms of PHS officers being able to clinical hours at the VA- *RADM Mix*- there are no finalization of the agreements at this point. The discussion will resume once the new SG is in place.
 3. RADM Mix-Question-Are there any existing recruitment strategies they have been discussed with MOLC collectively and across the CMAGs? CCHQ will be finalizing their headquarters recruitment approach and will be ready to collaborate at some point. Their looking to collaborate across the categories and there should be opportunity to collaborate with MOLC/CMAGs. Has there ever been a coordinate approach in MOLC in regards to recruitment and the CMAGs that are ongoing at this time?
 4. RADM Mix- The large recruitment slide deck will be available in CCMIS. CCHQ is allowing category specific information to be added for recruitment purposes.
 - i. CDR Olele- Will you be able to help with the recruitment of Medical Students in the Caribbean or provide guidance on how CCHQ can expand that collaboration-RADM Mix-Review appointment standards and check to make sure what you're composing does not conflict.

NEXT MEETING: March 23, 2021 at 1500-1600 EST