

**Commissioned Corps of the US Public Health Service
Scientist Professional Advisory Committee**

From the SciPAC Chair



Scientist Professional Advisory Committee (SciPAC)

**Annual Report
September 2017 – August 2018**

Prepared by:
CDR Robin Toblin
SciPAC Chairperson

A. SCIPAC EXECUTIVE BOARD ACTIVITY

The SciPAC Executive Board for the period September 1, 2017 - August 31, 2018 was:

CDR Robin Toblin

Chairperson

Associate Director, Division of Population Health Science, Office of Science

Center for Tobacco Products, Food and Drug Administration

robin.toblin@fda.hhs.gov (May-August 2018) and

Branch Chief, Research Transition Office, Center for Military Psychiatry and Neuroscience

Walter Reed Army Institute of Research, Army Medical Command, Department of the Army

robin.l.toblin.mil@mail.mil (September 2017-April 2018)

CDR Jennifer Thomas

Vice Chairperson

Team Lead, Biological Rapid Response and Advanced Technology Laboratory, National Center for Emerging and Zoonotic Infectious Diseases, Centers for Disease Control and Prevention

fsu8@cdc.gov

CDR Loren Rodgers

Executive Secretary

Team Lead, Evaluation Team, Immunization Information System Support Branch, National Center for Immunization and Respiratory Diseases, Centers for Disease Control and Prevention

LRodgers@cdc.gov

LCDR Jason Wilken

Commissioned Officers Foundation (COF) Liaison

Career Epidemiology Field Officer, State of California

Center for Preparedness and Response, Centers for Disease Control and Prevention

jason.wilken@cdph.ca.gov; vxj9@cdc.gov

CDR Jennifer Adjemian

Immediate Past Chairperson

Deputy Chief, Epidemiology Unit, Division of Intramural Research

National Institute of Allergy and Infectious Diseases, National Institutes of Health

Jennifer.Adjemian@nih.gov

Mission:

The duties of the Executive Board (EB) shall be to provide leadership that ensures timely completion of responsibilities listed in the Scientist Professional Advisory Committee (SciPAC) Charter and to recommend to the SciPAC strategies/actions that address issues that affect the professional careers of Scientist officers. In cases where no established policies exist and immediate action is necessary, the EB is authorized to act but shall immediately notify the membership of its action.

Chairperson: CDR Robin Toblin

The SciPAC EB members provided advice and consultation to leadership and to the members of the 11 subcommittees (SCs) that function within the Scientist PAC. The EB met on a monthly basis for 90 minutes and conversed by e-mail between meetings. The EB also provided comments to policies/documents from Commissioned Corps leadership as well as comments on documents from the subcommittees (e.g, standard operating procedures, policies, curriculum vitae, surveys).

In addition to the daily functions, the EB went above and beyond to accomplish new initiatives that substantially benefited the Scientist PAC. This year saw the EB initiate:

- The first annual large Esprit de Corps events aimed at raising capital for the PAC (see Visibility and COF Liaison reports).
 - With that, we were able to fund numerous socials including the Category Day Social and develop criteria for and fund three COF travel awards.
- Several other initiatives specific to the COF Liaison and Executive Secretary (see reports).
- The first SciPAC Program Evaluation by conducting a survey of the functions of the four subcommittees that will be reviewed in the next operational year so that those SCs could make improvements ahead of their official SOP update.
- A new Readiness SC, a clear need as the emphasis of the Corps shifts toward deployments.
- The consolidation and editing of the Curriculum Vitae (CV) Guidance documents. We hope that this guidance provides substantially improved assistance as officers face the challenge of promotion.

We also made notable governance changes this year:

- A plan and timeline for systematically reviewing SC SOPs.
- The creation of alternate voting members in the SOP and their subsequent selection for the 2018-2019 operational year.
- The addition of a permanent \$200 line item in the budget for the Category Day Social.
- This was the first year without a Historian or Civil Service Representative.
- The EB assumed ownership over the listserv, a multi-year challenge.

Additionally, our subcommittees achieved many great accomplishments this year, which include the following:

- The Awards Subcommittee implemented a team structure, reinstated the Retiring Scientist awards including plaques for the Distinguished Retiring Scientist Award for two former CPOs, RADM Mishoe and CAPT Williams-Fleetwood, developed an awards timeline matrix so people could plan out award nominations, revised award scoring for the updated SOP, and established a team to track SciPAC-associated awards.
- The Career Development Subcommittee completed the monumental task of revising CV guidance and began the very popular weekly jobs vacancy listing.
- The Mentoring Subcommittee streamlined its mentor matching process and ensured widespread dissemination of the O5 and O6 promotion panel results.

- The Policy Subcommittee released the first SciPAC communications policy after two years of work.
- The Readiness Subcommittee saw its first year in operation including developing an SOP and numerous initiatives. Most critically, they helped ensure our readiness numbers were amongst the highest categories at each check.
- The Recruitment and Retention Subcommittee developed the very successful Peer Support Network to help applicants during the application process and help retain new officers by providing an extra level of support through peer support and new call to active duty seminars. This year was also the first that OBC officer attendance was moved from the Career Development SC to R&R.
- The Rules and Membership Subcommittee established a new Subcommittee SOP review matrix to give structure to that process to allow planning by both the SCs and the Executive Board.
- The Science Subcommittee began working with the Visibility SC to highlight high impact publications from our officers.
- The Visibility Subcommittee established a SciPAC History Team after the Historian position was disbanded, the Fist Bump team to recognize Scientist officers' noteworthy accomplishments, and worked with Policy to lay out guidance for social media platforms.
- The Website Subcommittee established liaisons for each SC and developed an interactive events calendar.

Finally, we would be remiss if we did not acknowledge the tragic passing of one of our Subcommittee co-chairs, CDR Timothy Cunningham. His passing was a significant loss for our category and one felt deeply by many of our officers. A tribute was held at Category Day and a beautiful article about his life and memorial was featured in our newsletter.

Vice Chairperson: CDR Jennie Thomas – *See Section B, Rules and Membership Report*

Executive Secretary: CDR Loren Rodgers

- Reviewed, edited, and posted 211 messages to the listserv since November 2017. (427 listserv subscribers). Aided new officers in subscribing. Removed all personal email addresses (migrated to government accounts).
- Wrote an SOP to govern usage of the listserv. Substantially bolstered handoff of Executive Secretary skills, ensuring smooth transitions in this role. Established and documented a procedure for assigning listserv administrative rights, which eliminated reliance on former SciPAC officials for assigning listserv roles.
- Created a new SciPAC document template, which unified the appearance of SciPAC work products. Wrote an SOP to govern usage of the template.
- Implemented a new attendance tracking system, which reduced the administrative burden on the Executive Secretary.
- Managed reserving the SciPAC conference line for 12 different groups.

COF Report: LCDR Jason Wilken

- Changed PAC fundraising focus from merchandise sales to soliciting donations at Scientist-led social events.
 - SciPAC raised \$1,435 this operational year (OY), the most since 2011 (the year of the earliest available records).

- The majority of this year's funds (\$855) were raised at social events.
- Our end of OY balance is \$180 greater than the beginning of the OY. This is only the second time since 2011 that the PAC ended an OY with greater funds than the beginning of the OY.
- Increased PAC funds allowed us to pay for committed costs and fund new initiatives:
 - Used a different vendor for Category Day plaques, saving \$72.
 - Paid for two Distinguished Retiring Scientist plaques (new initiative).
 - Provided reimbursements for a DC area Scientist picnic and for food and refreshments for an in-person monthly Scientist meeting (new initiative).
 - Provided reimbursement for the State of Scientists survey and the Subcommittee survey (see below; new initiative).
 - Paid for COF Symposium Travel Awards (see below; new initiative).
 - Paid for Category Day social (new initiative).
- Piloted COF Symposium Travel Awards for Scientist Officers, providing three \$100 awards for Scientists attending the COF Symposium in Dallas, TX. Developed the concept and criteria, secured support by vote of Voting Members, wrote announcement for the award, received and scored applications, ensured disbursement of the award, and linked award winners to the Visibility Subcommittee for a Scientist Newsletter article.
- Developed a new annual 10–15 minute Subcommittee Survey, designed to gather data about Scientists' use of and knowledge of Subcommittees services. Each year, questions will focus on Subcommittees that will revise their SOPs in the next operational year.
 - Worked with Career Development, Recruitment and Retention, Rules and Membership, and Visibility to develop questions specific to these Subcommittees.
 - Created an online survey and deployed to the PAC, receiving ~105 responses over a 3 week period.
 - Provided line-list and frequency data to the four SCs listed above for each of their questions.
- Served as the PAC's MAX.gov administrator, ensuring that officers have access on an as-needed basis to restricted pages, troubleshooting for Subcommittees, and maintaining and updating PAC pages.

Summary

The 2017-2018 operational year was important for the Scientist Category as evidenced by increased involvement in SciPAC activities across all 11 subcommittees and strong monthly meeting attendance. While diverse, the Category has strengthened in unity and Esprit de Corps as a direct result of the dedicated Scientist officers serving on active duty.

B. SUBCOMMITTEE REPORTS

The subcommittees within SciPAC focused on maintaining excellence while beginning new initiatives and tasks. It is noteworthy that we started a new subcommittee this year: the Readiness Subcommittee, an offshoot of the Recruitment, Retention, and Readiness Subcommittee, which is now the Recruitment and Retention SC. The Historian role was eliminated in favor of spreading the duties out across the Visibility, Website, and Rules and Membership SCs. In addition to these changes, the Awards and Career Development Subcommittee saw substantial increases in their scope and Visibility SC began hosting more large-scale esprit de corps events

in partnership with the Executive Board. The following section describes the mission, duties, activities and accomplishments and impacts of each of the subcommittees. The reports were developed and submitted by each subcommittee Chair(s).

AWARDS

Chair: CDR Seth Green

Co-Chair: CDR Jennifer Adjemian

Mission:

To coordinate the distribution of information, solicitation of nominations, selection of recipients and the awards presentations of all SciPAC awards including the Derek Dunn Memorial Senior Scientist of the Year, Shalon Irving Junior Scientist of the Year, Scientist Responder of the Year, Mentor of the Year, and Retiring Scientist Service Awards.

Major Duties:

- Prepare and schedule annual nominations for the Scientist the Responder of the Year, the Shalon Irving Junior Scientist of the Year, the Derek Dunn Senior Scientist of the Year, and Scientist Mentor of the Year Awards. Develop draft example award write-ups and evaluation criteria for Scientist award nominations. Distribute reminders regarding annual awards notices to SciPAC members.
- Coordinate the award nomination process for the Scientist Responder of the Year Award so the recipient's name is submitted to the Director of the Readiness and Deployment Operations Group (RedDOG) by December 1st for consideration for the USPHS Responder of the Year Award. Assist the Chief Professional Officer (CPO) in his/her submission to the Director of RedDOG. Assistance may include, but is not limited to, drafting a nomination letter to the Director of RedDOG detailing the recipient's accomplishments and rationale for consideration for the USPHS Responder of the Year Award. Ensure that the recipient of the Scientist Responder of the Year Award is presented with a plaque during Category Day at the annual USPHS Scientific and Training Symposium.
- Coordinate the award nomination process for both the Junior and Senior Scientist of the Year, and Mentor of the Year Awards to ensure that recipients are presented with a plaque during Category Day at the annual USPHS Scientific and Training Symposium.
- Draft an awards briefing summarizing the accomplishments of each awardee, (i.e., the Scientist Responder of the Year, Junior Scientist of the Year, Senior Scientist of the Year, and Mentor of the Year) for use by the SciPAC Chair and/or CPO during Category Day at the annual USPHS Scientific and Training Symposium. In addition, provide names of the awards recipients to the Category Day Chair for use in the USPHS Scientific and Training program.
- Recommend scientist officers for the CPO's approval to serve on the judging committee; provide guidance and nominee ranking criteria to assist the confirmed members of the judging committee in their judging duties; evaluate nominee award packets, including basic readiness requirements, to ensure that they meet the criteria for the submitted awards before sending them to the judges for review and rankings; advise SciPAC on ways to pro-actively encourage supervisors to nominate Scientist Officers for awards.

- Rate each nomination and average all ranked nominees; as permitted, discuss and comment on nominee rankings prior to selecting final nominations for each award.
- Forward the reviewers' nominations and justifications for each award to the CPO for approval and confirmation.
- Solicit pictures and bios from each awardee for publication on SciPAC's website and Newsletter.
- Update the Awards Subcommittee's Standard Operating Procedures.
- Update the Awards Subcommittee's webpage on the SciPAC website.
- Order awards plaques in time for Category Day at the USPHS Scientific and Training Symposium.
- Track SciPAC-related Awards
- Identify and award retiring Scientists

Accomplishments:

- Created teams with team leaders (none existed before)
- Ensured timely development and dissemination of calls for nominations for each of the four SciPAC Awards.
- Revised award submission timeline and posted to the SciPAC website.
- Verified basic readiness of nominees for all four SciPAC awards. Requested a screenshot of nominee's basic readiness status for inclusion in the nomination packet.
- Selected subcommittee members to comprise the selection board for the four SciPAC awards and assigned team leads for different subcommittee endeavors.
- Coordinated the review and selection process for all four SciPAC awards.
- Submitted awardee's pictures and brief biographies to the SciPAC Category Day Subcommittee and the Website Subcommittee for posting to the SciPAC website.
- Ordered award plaques for all four SciPAC awards and coordinated presentation of the plaques at the USPHS Scientific and Training Symposium.
- Ordered two award plaques for distinguished retiring officers in the Scientist category (i.e., two former CPOs).
- Developed Category Day award presentation script and accompanying PowerPoint presentation.
- Developed tracking tool to ensure continuity of awards within the PAC from one year to the next.
- Established relationship with CDR Ball, Manager of COAP to facilitate awards submission and tracking.
- Updated the Awards Subcommittee SOP detailing those functions required by the Subcommittee to clarify and reflect the current processes used by the Subcommittee.

Impact:

- Ensured recognition of Scientist Officers for the exceptional service through the Scientist the Responder of the Year, Junior and Senior Scientist of the Year, and Mentor of the Year Awards.
- Ensured recognition of former CPOs that were retiring through plaques recognizing their contributions to the Commissioned Corps and the Scientist PAC.
- Ensured officers are recognized for their PAC-related contributions with a tracking system for award continuity.

- Ensured SOP accurately reflected the current processes used by the Subcommittee.

Recommendations:

- Continue to update the Awards Subcommittee SOP every year.
- Ensure that the Awards Subcommittee SOP remains consistent with the SciPAC Charter and other governing documents.
- Ensure the award submission process is posted to the SciPAC website.
- Work with the Mentoring SC to encourage Mentor of the Year nominees
- Develop a system to identify retiring Scientists

CAREER DEVELOPMENT

Chair: LCDR Alice Shumate

Co-Chairs: CAPT Mark Clayton and LCDR Tajah Blackburn

Purpose:

To advise the SciPAC on issues affecting Commissioned Corps Scientists' career progression, assignments, evaluations, and promotions.

Major Duties:

- Review CVs and Officer Statements for promotion eligible Scientists.
- Provide SciPAC representative to greet and provide guidance to new Scientist Officers attending the Office Basic Course.
- Review and update the Scientist Officer Handbook.
- Provide information regarding promotion, position classification (billets), performance evaluations (COERs), pay and allowance, and training (long- and short-term).

Accomplishments:

- Harmonized the 2012 CV guidance and the 2016 CV summary sheet guidance documents into one document, and updated the format for the CV summary and CV to better highlight officer accomplishments related to benchmarks. Additionally, the sample CV summary sheet, sample CV, and sample continuing education guidance were updated with additional concrete examples.
- Developed and implemented a weekly Scientist Jobs List, collecting information on relevant billets in six categories: epidemiology, laboratory science, policy development and regulatory science, programmatic leadership, psychology, and research.
- Published a SciPAC Newsletter article on findings from the O-6 Promotion Panels.
- Published a Combined Category Newsletter article on the SciPAC Promotion Panels, highlighting the methodology used as well as findings.
- Drafted and conducted a survey of officers recently promoted to O-5 and O-6. The survey captured information on their billets, awards, deployments, publications, and other accomplishments at the time of promotion, as well as their impressions regarding the factors that aided in their selection for promotion. Drafted report on findings.
- Recruited 13 CAPTs, 32 CDRs and 3 LCDRs to be members of the CV Review Team.
- Coordinated a training session on the findings from the O-6 Promotion Panels, highlighting the accomplishments of officers promoted to O-6, and their impressions of factors that contributed to their success.

- In conjunction with Mentoring Subcommittee, presented a training session on the Exceptional Proficiency Promotion (EPP) process, with information for officers considering an EPP as well as their mentors.
- Revised and approved the following sections of the SciPAC Handbook: Honor and Integrity, Training, Awards, Mobility, COA Involvement, and Basic Readiness.

Impact:

- The harmonized CV guidance document provides up-to-date guidance to all scientist officers eligible for promotion in 2019, and will make it easier for Promotion Boards to evaluate officer achievements.
- Scientist officers receive a weekly list of available billets in six different categories that are highly relevant for scientists; this assists officers currently seeking a new billet as well as those considering possible next career steps.
- Scientist officers are able to learn about the accomplishments of officers successfully promoted to O-5 and O-6, and hear about their experiences in tailoring their promotion documents. This is helpful both to officers seeking promotion, as well as to those mentoring officers who are seeking promotion.
- A total of 36 CVs and 28 OSs were reviewed for officers who were eligible for promotion in 2018, thereby, increasing their chances of promotion.
- The six revised handbook sections provide updated guidance for scientists.
- Officers were able to hear about the Exceptional Proficiency Promotion Process, as well as about Promotion Panel findings, to help them strategize about career development and better tailor their documents.

Recommendations:

- A training session should be presented in September or October on the newly updated CV guidance document, to help officers understand the format changes.
- Draft a Sample Officer Statement and revise the guidance that accompanies it
- Continue to refine the Jobs List to ensure that we're targeting the right types of jobs, and to include contact information for Scientist officers who can answer questions about the billet, when relevant.
- Use the SciPAC survey results to inform additional changes and improvements in CD activities.
- Continue to broaden the work of the CD Subcommittee to more broadly support officer career development, and not just focus on promotion. In particular, the SciPAC survey results may help identify training topics of interest.

CATEGORY DAY

Chair: LCDR John Pesce

Co-Chair: CDR Eric Zhou

Mission:

To organize, plan and implement Scientist Category Day for the USPHS annual Scientific and Training Symposium.

Major Duties:

- Prepare the agenda for the Scientist Category Day.
- Ensure Category Day activities/topics are of current scientific or professional interest.
- Solicit abstracts from Scientists officers and systematically review each to select the highest quality abstracts for presentation during Category Day.
- Recruit a keynote speaker to support the theme of the Symposium.
- Coordinate with symposium planners throughout the year to ensure logistical support Category Day and to inform officers about symposium-wide events.
- Provide detailed information regarding relevant USPHS Symposium events.
- Organize and advertise a Scientist officer social event that coincides with category day.
- Provide networking opportunities that focus on meeting officers throughout the category as well as those at one's agency and/or discipline, specifically.
- Engage in mentorship through a session dedicated to key topics in mentoring.
- Provide recognition to winners of yearly Category awards through the presentation of plaques and holding a ceremony.
- Provide the CPO with an opportunity to address the category to discuss current topics that are of significance to officers and to accept questions from the category.
- Conduct a post-Category Day evaluation to inform future Category Day planning.
- Review and update the SOP annually.

Accomplishments:

- Utilized evaluation feedback from the year prior to alter the focus of the agenda toward networking, mentoring, and modified presentation styles.
- Successfully developed, organized and implemented a diverse and scientifically relevant agenda for Scientist Category Day (June 5th) at the 2018 USPHS Symposium which was held in Dallas, TX (see agenda) attended by ~60 officers.
- Solicited abstracts for Category Day presentations in three tracks: Science/Epidemiology, Program/Policy, and Deployment/Leadership. Also offered 2 Presentation Styles: Traditional (15 minute briefing style) and SciTALK (5 minute format akin to TedTalk & Ignite).
 - Received and reviewed 24 abstracts.
 - Selected 12 presentations for inclusion in the Category Day agenda as SciTALKs.
 - Selected 2 presentations for inclusion in the Category Day agenda as Traditional presentations.
 - Presentations reflected the diverse contributions of Scientist officers from multiple disciplines.
 - Presentations included one focused on data collected by SciPAC regarding recruitment and retention trends.
 - Modified presentation style afforded more opportunity to showcase a wider array of work being done by officers as well as increased funding for officers to travel to CD.
- The agenda included a panel discussion focused on promotion progression and the difficulties junior officers will face in the future. Officers on the panel included officers from multiple agencies and included: CAPT Margaret Riggs, CAPT Sara Newman, CAPT Mehran Massoudi and CAPT Armen Thoumanian.

- Developed a list of potential keynote speakers and selected and confirmed a high-profile speaker. This year we were able to secure Mr. David Gruber and Mr. Jeff Hoogheem who provided a lively presentation and discussion regarding the State of Texas and their ability to respond to Hurricane Harvey which hit the state in 2017.
- Executed one networking events to facilitate networking and professional development among Scientist officers: agency networking to learn about billet opportunities within one's agency.
- CAPT Eckert provided the State of the Category address as our CPO with questions solicited from officers.
- Reworked the awards ceremony to accommodate for memorial service for Scientist officer, CDR Timothy Cunningham who passed away tragically this year.
- Changed agenda at the last minute to incorporate suicide prevention presentation.
- Incorporated mentoring into the main agenda with senior officers running roundtable events on key topics solicited from officer feedback.
- Planned a Scientist Category Day Social following the completion of the Category Day program, which included dinner and bowling at a popular local establishment attended by ~35 Scientist officers and with over \$300 of food sponsored by SciPAC.
- Collected and analyzed 26 post-Category Day evaluations completed by Category Day attendees and non-attendees. Of the attendees, we had a 50% response rate, a decrease of 30% from last year's rate of 80%.
- Reviewed and updated the Category Day Subcommittee Standard Operating Procedures.
- Provided personalized letters of appreciation the day after the operational year ended.
- Maintained the number of teams based on feedback from previous years evaluation and experience at 10 but added Team Lead and Deputy Leads to each team, also kept the secretary role, increasing the number of leadership opportunities 13. Team sizes were kept small to ensure an opportunities to learn and move up if desired next year.
 - Teams were: Abstract, Panel, Keynote Speaker, Social, Mentoring, Awards-State of the Category (includes Awards SC liaison), Speed Networking, Agency Networking, Symposium Liaison, and On-Site Logistics.

Impact:

- ~60 Scientist officers actively participated in the 2017 Category Day, providing each with extensive opportunities to network within and contribute to the SciPAC and develop professionally.
 - This represented a 10% increase in size from the previous year. This increase may be due in part to the travel scholarship that was provided by SciPAC this year to three junior officers.
- 23 officers demonstrated officership while also receiving professional development and experience by serving as speakers and/or panelists for Category Day.
- 13 officers held leadership positions enhancing their officership and leadership skills
- Almost 35 Scientist officers attended the SciPAC Category Day social held that evening with ~20 bowling, facilitating camaraderie among fellow Scientist officers and additional networking opportunities in a casual setting.

Recommendations:

- Limit number on teams based on need and delegate to TL/DL to find members based on Chair/Co-Chair concurrence.
- Maintain Team Lead/Deputy Team Lead structure to provide pathways for officers to progress in CD Subcommittee. Start early as establishing the Category Day agenda is a time-sensitive issue. This is especially true for the Abstract, Keynote, and Panel Discussion teams as presentation titles and names of presenters must be finalized along with the Category Day agenda by early December.
- Discuss ideas for panel and keynote with the Executive Board prior to selection.
- Chair/Co-Chair need to pay close attention to the topics to be presented to ensure a diverse and inclusive representation of ideas and disciplines that reflects our own categorical makeup.
- If travel funds are available for a Keynote speaker again through COA begin this process earlier on to avoid the last minute nature of this eventuality. With this in mind, identify and secure a keynote speaker earlier on than has been the case both this and last year to ensure a smooth continuity for planning and logistics. We've had our Keynote poached two years in a row leading to last minute efforts to secure a speaker.
- Continue with the rigorous attention to the agenda and time allotments for State of the Category, presentations, keynote/panels to ensure sufficient time for Q&A.
 - Timekeeper has worked well in this regard, continue on site on CD.
- Limit the number of officers on a panel to no more than four (Deployment Panel from 2017 a good example of too many).
- The evaluation team should provide more time for post conference to obtain a higher response rate. This year was a significant decrease from last year. Recommendation: Complete survey within 1 week post event so adequate time can be allotted to increase response rate as needed.
 - Consider online evaluation available day after CD.
 - Assign Eval Team to send regular reminders.
- Hand out completed SOPs to TL/DL as early as possible.

MENTORING

Chair: CDR Lana Rossiter

Co-Chair: CAPT Tony Satterfield and CAPT Tracy MacGill

Mission:

The mission of the SciPAC Mentoring Program is to provide the opportunity to all officers of the Scientist Category to achieve their full professional potential by benefiting from being mentored by a senior officer.

Major Duties:

The program will achieve its mission by:

- Providing support and services to all mentors and mentees.
- Promoting the program.
- Keeping records of the matched pairs and providing recognition to those involved.
- Monitoring the success of the program and making any necessary changes.

Accomplishments:

- The Mentor Matching team:
 - On-boarded one new mentor matching coordinator for CDC matches (CDR Ted Garnett).
 - Facilitated 23 mentor-mentee matches during 9/1/2017-8/24/2018.
 - Queried all officers (nearly 60 officers) with inactive agreements to remind them to renew agreements if desired.
- The Mentor-led Discussion Team distributed two documents to mentors, on deployment teams and JOAG. They are working on additional topics and broadening the scope of the topics to career planning and self-development.
- The Category Day Team provided multiple mentoring related opportunities and events:
 - Facilitated a panel discussion with four Senior Scientists during the Category Day agenda that highlighted mentoring as a resource for career and personal development.
 - Facilitated an informal mentoring session between Junior and Senior Scientist officers to share opportunities, best practices, and career and personal advice.
 - Collaborated with the Career Development SC Category Day Team to share the multifaceted benefits of mentoring.
- The mission of the Agency Specific Mentor team is to keep an inventory of officers at the different OPDIVs they operate, where they can serve as mentors to scientist officers who are interested or in the process of changing OPDIVs to where the mentor is stationed at. Through conversations with CDR Dee and CAPT Satterfield, questions were included in the Mentor/Mentee agreement tailored in identifying those mentors interested in participating the Agency Specific Mentoring program. This program is getting closer to launch, with a check to make sure no efforts are being duplicated.

Impact:

- Enhanced awareness of the benefits of having multiple mentors and the benefits of serving as a mentor to fellow officers.
- Enhanced awareness to the benefits of mentoring which includes career progression, personal wellness, and overall guidance.
- Provided personal experiences where having mentoring support can result in valuable guidance that shaped Scientist careers.
- Approximately 50% of all Scientists are actively involved in a formal mentoring relationship within the category.
- The ability to have agency specific mentors with the duty to help other scientist officers provides for a smooth transition from another OPDIV. This opportunity makes a bigger impact for those who are just starting their PHS officership as the mentor will provide, not only mentorship and reliance but also a warm welcome to officers just beginning their careers.

Recommendations:

- Potential Activities for 2018–2019:
 - Revisit and revive the Mentoring survey. Once sent, analyze data from survey and develop recommendations for SciPAC Mentoring Subcommittee based on data.

- Promotion Mentoring- Continue to coordinate with Career Development to support this initiative.
- Continue to improve tracking of mentoring agreements, ensure that mentors are engaged, and increase the number of active mentor-mentee agreements.
- For the Agency-specific mentoring team, finalize the questions in the Mentor/Mentee agreement form. We have reached out to CDR Dee for her review of the questions. Also, need to identify a new project for the team to continue with its efforts.
- Develop and distribute additional topics for mentor-led discussions and send out to mentors and mentees.
- Complete an evaluation to see if the mentor-led topics are helpful to mentors and mentees.
- Complete guidance document for Letters of Appreciation from the Mentoring Subcommittee.
- Identify additional opportunities for interactive and one-on-one mentoring opportunities during the 2019 USPHS Training Symposium.
- Continue to collaborate with other SCs to highlight mentoring benefits and techniques to promote mentoring.
- Determine the best path forward for maintaining the mentor/mentee database currently in Microsoft Access.
 - Move to a simpler version that can possibly be housed on Max.gov (Excel).
 - Consider routine process to solicit mentor volunteers from among newly promoted officers.
 - Develop routine process for posting mentor agreements to Max.gov (ensuring restricted access).
- Work with the recently established a Max.gov point person to move all of the subcommittee documentation to the Max.gov page.

POLICY

Chair: CDR Jessica Chiaruttini

Co-Chair: CAPT Mike Smith

Co-Chair: LCDR Adam Bjork (Acting Chair from 01 July to 31 August 2018)

Mission:

The mission of the Scientist Professional Advisory Committee (SciPAC) Policy Subcommittee (SC) is to support the SciPAC and the Scientist Chief Professional Officer (CPO) in the review and implementation of U.S. Public Health Service Commissioned Corps (PHS) policies and agency policies that affect PHS Scientist Officers. The SciPAC Policy SC will review proposed or enacted SciPAC policies, procedures, and guidelines; provide feedback and recommendations on the implementation of proposed or enacted policies, procedures, and guidelines to the SciPAC Chair and Scientist CPO; and educate SciPAC members on enacted policies, procedures, and guidelines through summary reports or briefings.

Major Duties:

- Review proposed or enacted SciPAC policies, procedures, and guidelines.
- Provide feedback and recommendations on the implementation of proposed or enacted policies, procedures, and guidelines to the SciPAC Chair and Scientist CPO.

- Educate SciPAC members on enacted policies, procedures, and guidelines through summary reports or briefings.
- Development and maintenance of the SciPAC Communications Policy.
- Review and update the current versions of the Subcommittee's SOP and Comments Matrix.

Accomplishments:

- Reviewed the draft category appointment standards and the proposed merge of Clinical Psychologist Scientist and HSO officers into the Scientist category.
- Identified a list of sources to monitor for policies which may impact PHS and the Scientist Category.
- Drafted a policy on how to replace SciPAC members that resign or are removed. This policy was forwarded to Rules and Membership for incorporation into the SOP and approval by the voting membership.
- Provided recommendations on updates to the category's appointments standards, including options for approaches to appoint scientists with foreign degrees, and the pros and cons of altering the requirements for "original and independent research".
- Posted the U.S. Public Health Service Benefits Factsheet to the SciPAC website. The Benefits Factsheet was originally created by the Physician PAC; it is a compilation of 19 factsheets covering topics such as the new BRS, dependent children, disability, the post-9/11 GI bill, leave, life insurance, educational loan repayment, Space-A travel, survivor benefits, taxes, telework, training opportunities, and the VA loan guaranty program. The 42-page document was originally intended for email distribution. Posting to the website required converting the factsheets to Microsoft Word and making extensive edits to ensure 508 compliance. The factsheet is now posted online so that all U.S. Public Health Service officers have access to the information.
- Drafted detailed communications to the scientist officer community regarding the following policies: (1) Conditions of Service Commissioned Corps Directive (CCD); (2) Blended Retirement System (BRS) opt-in process; (3) Revision of the Substance Use Commissioned Corps Instruction; and (4) Updated Medical Accession Standards.
- Coordinated a presentation on implementation of the Weight Standards with the Readiness Subcommittee on 03 July 2018.
- Drafted the SciPAC Communication Policy, approval process, and associated SOPs for implementation. Documents included the policy, steps to request approval of a new communication platform, and an SOP template for all communication platforms. These documents are posted on the SciPAC website.
- In collaboration with other SciPAC subcommittees, platform-specific SOPs were drafted for the Twitter, website, listserv, and Facebook platforms.
- The Subcommittee significantly revised the SOP.
- The finalized SOP is posted to max.gov and the SciPAC website.
- The subcommittee met monthly by teleconference throughout the operational year, with the exception of December 2017 and August 2018 when email-only meetings were held.

Impact:

- Kept Scientist Officers informed regarding current PHS policies and posted 19 factsheets to the SciPAC website for future reference.

- The newly developed Communication Policy for SciPAC will allow for appropriate clearance and release of pertinent information on the SciPAC listserv, website and social media platforms.
- Assisted Rules and Membership decision making by researching and recommending how resigning voting members should be replaced.
- Assisted Executive Board decision making by researching and recommending changes to the Scientist Appointment Standards.

Recommendations:

- For 2018-2019, the subcommittee needs to post finalized SOPs on the SciPAC website for the following platforms: website, Facebook, Twitter, and listserv. The Twitter SOP was submitted to the Executive Board for review. In August 2018, the SciPAC Secretary completed a draft listserv SOP, the Website Subcommittee completed a draft website SOP, and the Visibility Subcommittee completed a draft Facebook SOP. The Policy Subcommittee needs to review these draft SOPs early in the 2018-2019 operational year and submit them to the Executive Board.
- The Policy Review Team was inactive, and previous plans to post summaries (one page or less) of existing policies to the website were not implemented. The Subcommittee did, however, identify the following policies to consider for review:
 - What is the Commissioned Corps Issuance System? Source: <https://dcp.psc.gov/ccmis/ccis/CCISForeword.aspx>
 - New tax laws and impact on PHS relocations- There is not impact for PHS relocations unlike civilian counterparts.
 - Uniforms-Female combination cover; Proper wear of gold and silver starts with ribbons
 - Deployments with other Agencies outside of RedDOG.
 - POM 18-001: Promotion Precept Weights (signed by SG Jerome Adams 10/10/17)
 - CCI 672.03: Domestic/Family and Workplace Violence (signed by aASH Don Wright 8/10/17) Replaces CC29.3.3, dated 24 July 2001. The major updates include: reformatting, technical name updates, introducing domestic/family and workplace violence awareness training at COTA, informing officers of their responsibilities to legal family members, providing guidance to supervisors and officers who are victims, and updated Medical Affairs responsibilities.

READINESS

Chair: LCDR Elizabeth Irvin-Barnwell

Co-Chairs: LCDR Tyann Blessington and CAPT Dominic Frasca

Mission:

The goal of the Scientist Professional Advisory Committee (SciPAC) Readiness Subcommittee (SC) is to support the SciPAC on issues related to scientist readiness. As stated in the SciPAC SOP, the Readiness SC shall optimize the preparedness of scientists to serve during public health emergencies. In addition, the SC will strive to enhance efforts to assist Scientist Officers with obtaining and maintaining their basic readiness.

Major Duties:

- Identify emergency response training opportunities and deployment processes.
- Assist and promote the effective use of scientists in response to emergencies affecting public health.
- Assist scientist officers in maintaining basic readiness.

Accomplishments:

Among the Readiness SC's accomplishments were the following:

- Began a new subcommittee requiring a brand new SOP and formation of teams and a mission.
- Initiated and implemented two new teams.
- Developed and implemented a survey on deployments, including specific roles and responsibilities and skill sets.
- Presented to the USPHS Chief Professional Officers (CPOs) on deployment-related skillsets that Scientist Category officers possess.
- Developed and distributed the Healthy Scientist Bulletin every month.
- Notified Scientist officers who were projected not to be basic ready and provided invaluable guidance on readiness requirements resulting in a consistently reduced percentage of officers who were not basic ready.
- Initiated a new quarterly seminar series on preparedness, readiness and deployment topics.
 - Seminars included: "Preparing for Deployment" (December 2017); "Tier 1 USPHS Response Teams: Panel of Experts" (April 2018); "USPHS Weight Standards for Retention: Policy Update and Q & A" (July 2018).
- Solicited, collated, and published 10 response narratives on the SCIPAC website.
- Developed a "Deployment Tips" document for Scientists.
- Revised and updated readiness and deployment documents for the SCIPAC website, to include: a Basic Readiness Checklist; and instructions on entering basic life support documentation into officers' personnel files.
- Initiated the first Weight Management Support Group. The initial cohort for the Weight Management Support group included 21 officers from six agencies who participated in bimonthly teleconferences and Skype sessions for 11 weeks.
- Established cross-PAC collaboration with the Dietician PAC to use the PHS weight management modules for the Weight Management Support Group.

Impact:

As a result of the Readiness SC's activities:

- The Deployment Skills Inventory Survey will allow for dissemination of critical information regarding past deployments of Scientist officers and an inventory of the skillsets contained within the category.
- The CPOs have a better understanding of the wide variety of deployment skillsets Scientist Officers possess. This is especially important in light of USPHS senior leadership's emphasis on force shaping and deployability.
- Outreach to non-basic ready Scientist officers has led to a dramatic decrease in the number of officers deemed not basic ready.
- Healthy Scientist Bulletins, which details fitness and nutrition information, increases knowledge among Scientist officers on nutrition, exercise, and health. The bulletin also

provides important information on readiness tips and monthly deployment resources, such as on-call information.

- The Response Narratives serve as a method to highlight officers who have participated in Agency and Corps deployments. Additionally, the narratives serve as a learning experience for officers who have not yet deployed and for those preparing to deploy.
- The Response Preparedness Seminar Series increased knowledge in a number of areas, including tips on deploying, how to join a Tier 1 team, and guidance on the new height and weight standards.
- The readiness documents have provided Scientist officers with critical information on maintaining their basic readiness.
- The Weight Management Support Group provided over 20 Scientist officers with a forum for discussion regarding how to reach and maintain their weight goal, along with key information on optimizing their health.

Recommendations:

- Consider feasibility of administering the Deployment Skills Inventory Survey on a biennial basis.
- Discuss the need for additional workgroups as identified by senior SciPAC leadership (e.g. Deployment Skills Inventory Survey Workgroup).

RECRUITMENT AND RETENTION

Chair: CDR Anne Purfield

Co-Chairs: CDR Qiao Bobo and LCDR Erika Odom

Mission:

The Recruitment and Retention (RR) subcommittee strives to enhance efforts to recruit and retain highly qualified Scientist officers. Teams dedicated to specific objectives for recruitment and retention comprise the subcommittee.

Major Duties:

- Coordinate and advise OPDIV (or PHS) recruiting contacts on scientist-specific information needed for effective recruitment.
- Create, review and revise resources for recruitment and retention.
- Maintain a database of scientists interested in applying to Corps and boarded applicants.
- Provide guidance for recruitment of Scientist officer applicants through available mechanisms, including the Epidemic Intelligence Service.
- Design a standard State of the Scientists survey and collect responses on Scientist officer activities and accomplishments to assess the strength of the Category.
- Develop and facilitate support activities for new call to active duty officers.

Accomplishments

Resources Team

- Revised and posted to SciPAC website the Top Tips for Scientist officers.
- Initiated updates to Best Kept Secrets document, however communication from DCCPR suggests this document may not be posted.

- Created and finalized a standard power point presentation for use by Scientist officers at recruitment or alumni events to provide visibility to Scientist officers serving in the USPHS.
- Created and finalized a document to share with Scientist officers at OBC that highlights leaders in SciPAC and helpful tips/points of contact for new CADs to immediately get involved in mentoring, Peer Support Network, and attending SciPAC calls.

Recruitment Core Team

- Maintained the following resources to assist with recruitment of officers (although these resources are no longer in use):
 - Google Forms: A forum to track and capture information about candidates. Within 48 hours of submission, candidates receive an email with information about the application process (<https://goo.gl/forms/1KKNha2AdSV0AiCk1>).
 - Google Group: A group to help boarded officers find a qualifying job. Boarded officer CV and other information is available to group members (<https://groups.google.com/forum/#!forum/scipac-recruitment>).
- Maintained a database for interested or boarded applicants.
- Tracked the 50 candidates from the 2016 open enrollment/recruitment cohort to monitor progress toward obtaining a job offer and PHS-1662 form during the allotted 1 year period after being boarded, submitting the 1662 form and receiving their CAD/attending OBC. To the best of our knowledge, of the 50 candidates:
 - 1 (2%) was medically disqualified.
 - 2 (4%) decided to stop seeking a commission.
 - 16 (32%) were called to active duty by August 31, 2018.
 - 14 (28%) have 1662 forms submitted to DCCPR for approval.
 - 13 (26%) did not have 1662s within 1 year of boarding.
 - 3 (6%) are unknown and did not reply to queries.
- Assigned interested applicants to Recruitment Core team members for guidance based on their skill set and interests. For example, a clinical psychologist interested in positions at BOP was connected with an officer who held a clinical psychology billet at a BOP facility.
- Maintained a database of Scientist officers appointed to the Corps and the method of recruitment, such as entrance through Epidemic Intelligence Service (EIS), open enrollment/recruitment windows or through federal conversion. In some instances, an applicant occupying a FTE at an eligible HHS Agency converted to Commissioned Corps and submitted their application during the open enrollment/recruitment period.
- Served as a point of contact for Agency liaisons with questions about potential Scientist applicants and serve as a mediator to link qualified boarded applicants with Agency needs.
- Forwarded career opportunity announcements to boarded applicants.
- Informed interested applicants about opportunities to enter Corps through open enrollment, Agency requests or Epidemic Intelligence Service (EIS).
- Obtained consent and circulated CVs of boarded applicants to SciPAC list serv to facilitate boarded applicants finding an eligible position.
- Found positions for two boarded officers.
- Provided information to 11 candidates to support their decision to apply to the Corps.

- Tracked the method of recruitment/onboarding for all recently new CADs (Table 2). Thirty-two Scientist officers received a CAD during the nine OBCs occurring during the SciPAC 2017-18 operational year. Of those, 11 (34%) entered through the EIS program, 1 (3%) through open enrollment, and 20 (63%) through conversion from civil servant.

| Table 2. Number of Scientist Officers* attending OBC | | | | |
|---|------------|-------------|----------------|--------------|
| | EIS | Open | Federal | Total |
| OBC 86 | 2 | 1 | 0 | 3 |
| OBC 87 | 5 | 1 | 1 | 7 |
| OBC 88 | 1 | 0 | 0 | 1 |
| OBC 89 | 4 | 0 | 0 | 4 |
| OBC 90 | 4 | 0 | 1 | 5 |
| OBC 91 | 5 | 0 | 0 | 5 |
| OBC 92 | 0 | 0 | 2 | 2 |
| OBC 93 | 0 | 1 | 1 | 2 |
| OBC 94 | 0 | 0 | 0 | 0 |
| OBC 95 | 0 | 0 | 1 | 1 |
| OBC 96 | 0 | 0 | 1 | 1 |
| OBC 97 (Aug 2017) | 4 | 0 | 2 | 6 |
| OBC 98 | 6 | 0 | 0 | 6 |
| OBC 99 | 0 | 0 | 2 | 2 |
| OBC 100 | 0 | 1 | 1 | 2 |
| OBC 101 | 0 | 0 | 3 | 3 |
| OBC 102 | 1 | 0 | 4 | 5 |
| OBC 103 | 0 | 0 | 2 | 2 |
| OBC 104 | 0 | 0 | 6 | 6 |
| OBC 105 (Aug 2018) | 0 | 0 | 0 | 0 |
| Total | 32 | 4 | 27 | 63 |

*Officers entered through EIS, open enrollment, or conversion from civil servant.

OBC Representation and Recruitment Team

- Welcomed 32 new Scientist officer CADs attending 8 OBC.
- Collated the names, duty station locations, and email addresses of new Scientist officers. to share with the New CAD Seminar and Peer Support Network Teams for retention activities.
- Followed-up with new Scientists and provided additional information.
- Shared photos of OBC events with SciPAC website and Facebook representatives for visibility.
- Assisted SciPAC leadership and CPO during OBC event activities when necessary.
- Published an article entitled “Five Scientist Officers Commissioned During the 102nd OBC” Scientist Officer Newsletter, Summer 2018 issue.

State of Scientists (SOS) Survey Team

- Revised the 2016 SoS Survey for use in 2017, which will allow year over year analysis of information on the Scientist Category.

- Deployed the 2017 SoS Survey and achieved an 80+ % response rate from Scientist officers in a period of approximately one month.
- Cleaned data from 2016 and 2017 surveys in preparation for analysis.

Data Collection for Separation Work Group

- The Separation Survey Workgroup successfully developed a pilot web survey and optional extended interview to collect information about officers separating or retiring.
- The pilot web survey was given to three EIS officers who recently separated. In addition, two of the three officers also participated in an extended interview to further explore reasons for separating, as well as benefits and challenges of serving as a Commissioned Corps Officer.
- Data have been collected and organized in preparation for further analysis.

New CAD Seminars Team

- >50 PHS officers spanning multiple professional categories, including scientist, physician, veterinarian, and nursing, attended 5 CAD seminars during October 2017-February 2018.
- Seminars were available for in-person attendance and via Business Skype to increase participation.
- Engaged 5 junior officers with less than two years of service to develop and present topics. Junior officer presenters were paired with a senior officer for mentoring during topic development and presentation. This facilitated junior and senior officer engagement and allowed for practical, informal exchange of information.
- Junior officers paired with senior officers to present information on topics related to PHS from a junior officer's perspective, including:
 - Awards
 - Benefits/Perks of Commissioned Corps
 - COERs
 - CVs
 - Promotions
- Documents and past slides can be found at max.gov.

Peer Support Network (PSN) Team

This was a new initiative in 2017-18, to address the disconnected feelings that boarded Scientist officers and new CADs feel when they enter Corps. The PSN is a team of very junior officers who identify with the challenges and questions—no matter how small or big—that new CADs or boarded applicants feel as they try to assimilate to the Corps. PSN aims to increase morale, esprit de corps, and officership among new CADs to develop Scientist officer leaders in Corps.

- All boarded applicants from the 2016 open recruitment period were matched to PSN team members. Each boarded applicant was invited to participate in calls to help identify/answer questions and then monthly contacted for updated status information on obtaining and submitting 1662s.
- Identified common questions and/or concerns (i.e., medical clearance, security clearance, 1662, hiring freeze, etc.) among boarded applicants and add any new items to the PSN FAQ document housed on Max.gov. Questions and concerns were discussed among PSN members to ensure consistent guidance provided. Challenges and frustrations identified

were shared with SciPAC leadership, including the difficulties in getting 1662 forms approved in a timely manner and the lack of parity for pay between civilian and Corps billets for new Scientist officers.

- Updated status in boarded applicant tracker for boarded applicants obtaining job offers, submitting 1662 forms, and attending OBC/CAD.
- All new CADs were contacted and invited to participate in a new CAD cohort. Participants were then assigned PSN advocates to help answer questions and link new CADs to resources and activities to enhance officership and engagement in Corps.
- Completed evaluation survey among participants.
- Created SOP and maintained all documents in max.gov.

Impact:

- The RR subcommittee provided support and guidance for the applicants interested in joining the Corps, boarded Scientist officers, new CAD officers and junior officers acclimating to the culture of Corps. RR launched one new initiative this year – the Peer Support Network. Collectively, these efforts fostered an environment to strengthen the Scientist category by recruiting high-quality applicants, retaining junior Scientist officers, and linking junior officers with leadership and officership opportunities. Several officers who have engaged in the recent new CAD activities are now leading teams or co-chairing subcommittees in the new operational year, in addition to participating in PAC activities.
- The EIS retention team was dissolved shortly after the operational year when CDC decided not to offer commissions to incoming EIS officers. In the past, EIS has accounted for recruitment of over half of the Scientist officers currently on active duty. However, open recruitment periods in 2016 and 2017 allowed for a strong pool of non-EIS applicants to become Scientist officers. Recruitment Core Team and PSN engagement with the boarded applicants aided in successful onboarding.
- The subcommittee teams identified the following substantial challenges with the current recruitment process:
 - The time from open recruitment to onboarding can take more than a year. Some applicants cannot or choose not to wait.
 - The application review process is not transparent to the applicants and they feel disenfranchised with the organization/leadership because of this. They often send repeated inquiries to DCCPR without receiving an answer about the status of their application.
 - Medical boarding is not transparent and the applicants are often evaluated many months to more than a year after they submit their application and AFTER they have been boarded and (sometimes) found a position.
 - Hiring officials choose not to hire new CAD officers because the onboarding process takes too long and FTEs need to be filled.
 - The capped T and E represents a challenge for officers who have substantial experience (3-5 years) working at an HHS agency and wish to convert. Their GS-level positions are often 13, 14 or 15, and the pay differential for an O-3 is lopsided.
 - The morale among current officers in light of changes in recruitment policy, modernization, down-sizing, focus on clinical billets, challenges with promotion

potential, is filtering down to boarded applicants who question their decision to join Corps during this tumultuous time.

RULES AND MEMBERSHIP

Chair: CDR Jennifer Thomas

Co-Chair: LCDR Eric Jamoom

Mission:

Shall be responsible for overseeing SciPAC governance documents and the process for appointing new voting members, and evaluating/making recommendations on those issues that do not fall under the scope of other standing SCs.

Major Duties:

- SciPAC Charter triennial review.
- SciPAC SOP annual review.
- SciPAC Subcommittee SOP triennial review.
- SciPAC New Voting Member Selection Process.

Accomplishments & Impact:

SciPAC Charter

- The SciPAC Charter was revised during the 2016-2017 operational year and approved by the voting membership on August 31, 2017. The OSG subsequently approved the Charter on October 18, 2017.
- The Charter is posted to the Max.Gov page entitled “Governing Documents” and to the SciPAC website’s “About SciPAC” and Rules and Membership Subcommittee pages.

SciPAC SOP Review

- The SciPAC SOP is critical for communicating the key objectives and functions of each Executive Board role, Subcommittee, and Liaison role to all Scientist Officers. Co-Chair LCDR Eric Jamoom led a substantial review and revision of the SciPAC SOP to ensure the document accurately reflects SciPAC functions and activities.
- Over the course of the 2017-2018 operational year, the SciPAC SOP was closely reviewed, reformatted and updated to better reflect current activities, standards and needs, and to incorporate major updates and Executive Board comments into the document.
- Major changes included: 1) reorganization of the entire document; 2) addition of a section on letters of appreciation, as well as a format for letters; 3) addition of a Rules and Membership Subcommittee SOP Submission and Approval Matrix; 4) new SciPAC letterhead; 5) addition of process for creating letters of appreciation.
- The voting membership voted to approve the specific major changes as well as the SOP as a whole in July 2018. The finalized SciPAC SOP will be disseminated through the SciPAC listserv and posted to the SciPAC website.

SciPAC New Voting Member Nomination Process

- The Rules and Membership Chair reviewed the current membership and identified seven slots available for prospective voting membership. The formal call for voting member nominations was submitted via the SciPAC listserv. The process was started in late

March with applications due in April to ensure a longer transition period between executive board and subcommittee chairs, based on the experience and recommendations from the previous operational year.

- The Rules and Membership Chair received and compiled 24 potential applicants' self-nomination packets; requested supporting data from the SciPAC Executive Secretary (SciPAC call attendance); scheduled a Voting Membership Selection Team subcommittee meeting; and distributed the self-nomination packets to the subcommittee members for rankings. Prior to the teleconference, the Chair compiled the rankings and distributed to subcommittee members.
- The Voting Member Selection Team of the Rules and Membership subcommittee then met by teleconference to discuss each of the applicants, review the diversity, distribution, and qualifications, and select seven officers to recommend for voting membership. A nomination package was subsequently prepared and submitted to CPO for consideration.
- The OSG approved the seven officers for SciPAC Voting Membership, and the Rules and Membership Chair notified each officer individually by phone to inform them of their selection and welcome them to the PAC. Officers who were not selected were also notified of the decision by the Rules and Membership Chair via email. Feedback from the subcommittee was provided regarding areas where the officer could increase their support of the PAC.
- New this year, per the revised Charter, two alternate Voting Members were also selected. These officers were also notified of their selection via email, which was made based on their ranking in the Voting Member selection process.
- Postal mail (a.k.a. "snail mail") was removed from the Voting Member self-nomination form as an option for submission, making submissions possible only by email.

SciPAC Subcommittee SOP annual updates

- A team was established, led by CDR Dan-My Chu, to monitor, receive, edit, and facilitate Executive Board review of Subcommittee SOPs. The team also established a submission schedule for subcommittee SOPs, with each subcommittee submitting its SOP once every three years. The new submission schedule and process allowed for spaced review of Subcommittee SOPs by the Executive Board.
- The team used SciPAC's Max.Gov page to coordinate submission and review of Subcommittee SOPs, and the SciPAC calendar to share submission deadlines.
- The Rules and Membership Subcommittee ensured Executive Board review and approval of the Readiness, Awards, Policy, and Science subcommittee SOPs.

Other accomplishments

- The update of the Subcommittee roster early in the year to ensure that existing members were still available to participate on the Subcommittee in the new operational year.
- Informal revision of the Rules and Membership Subcommittee SOP, led by CDR Brian Harcourt, to provide 2018-2019 Subcommittee leaders with a clear description of the Subcommittee structure and roles.
- The transition of the SciPAC Voting Membership self-nomination form to a fillable pdf, coordinated by Subcommittee Secretary CDR Lara Misegades, to facilitate electronic signatures and submission of nomination packets by email.

Recommendations:

- Ensure the SciPAC SOP and Charter are sent to all voting members at the start of the operational year.
- Make revisions to the SciPAC SOP at the beginning of the operational year (per the SOP) and send for vote to the voting membership.
 - Update the responsibilities of each Subcommittee in the SciPAC SOP to reflect the Subcommittees' SOPs as approved by Executive Board to ensure consistency between the SciPAC SOP and the Subcommittees' SOPs.
- Per the new SOP submission matrix, the Rules and Membership Subcommittee SOP will be due to the Rules and Membership SOP Team by March 1, 2019. Recommend beginning those revisions as soon as possible in the operational year.
- Use both email and Max.Gov for relaying Voting Member self-nomination packages to the Voting Member Selection Team.
- When the Voting Member self-nomination form is updated with the new Rules and Membership Chair's contact information, submission deadline, and number of slots available, make this new form a fillable pdf.
- Recommend maintaining the position of Secretary for the Subcommittee, whose duties include acting as Liaison to the Website Subcommittee, assisting with scheduling meetings, assisting with non-close-hold portions of the Voting Member selection process, and drafting EOY report and letters of appreciation. Useful qualifications include Adobe Acrobat skills, close attention to detail, and proficiency with Max.Gov.

SCIENCE

Chair: CDR David Huang

Co-Chair: LCDR Jean Ko

Mission:

This mission of the Science Subcommittee (SC) is to highlight the importance of science in the U.S. Public Health Service Scientist Category.

Major Duties:

- Compile and maintain an active list of Scientist officers' scholarly works.
- Coordinate a teleconference seminar series focused on practical science skills.
- Coordinate the Scientist Officer Journal Club focused on priority areas of the OSG.
- Demonstrate how Scientist officers directly contribute to the priorities of the Office of the Surgeon General (OSG).

Accomplishments and Impact:**Bibliography & Publications Team (Lead: LCDR Sade Kembu)**

- Processed, organized and updated over four thousand submissions for the SciPAC bibliography (Table 3).
- Finalized reports for 2014, 2015, and 2016.
- Production for 2017 report is underway, in collaboration with the Visibility Manuscripts Team – a new collaboration for this operational year.
- Planning to post new reports (final 2016 and draft 2017) on SciPAC website as next steps for calendar year 2017.

- Planned reports/summaries allow individuals, including USPHS leadership to view productivity of Scientist Officers.

| Year | Publications | Books | Reports | Presentations | Total |
|--------------|---------------------|--------------|----------------|----------------------|--------------|
| 2017 | 504 | 4 | 11 | 105 | 624 |
| 2016 | 440 | 3 | 1 | 89 | 533 |
| 2015 | 150 | 7 | 6 | 96 | 259 |
| 2014 | 205 | 9 | 49 | 121 | 384 |
| 2013 | 319 | 15 | 66 | 277 | 677 |
| 2012 | 296 | 16 | 44 | 264 | 620 |
| 2011 | 256 | 8 | 24 | 309 | 597 |
| 2010 | 207 | 14 | 35 | 262 | 518 |
| Total | 2377 | 76 | 236 | 1523 | 4212 |

Research and Practice Team (Lead: CDR Cesar Perez)

- Formed a new team, combining what were formerly Research and Practice (practical science skill) and Journal Club (review/discussion of a journal article) webinars. The knowledge gained from the articles and the discussions facilitated the growth of Scientist Officers.
- Conducted 5 webinars over the operational year on various topics of interest to Scientist Officers (Table 4). SciPAC officers engaged in thought-provoking discussions. Webinar series provided a venue to junior and senior officers for highlighting the research they are doing and how it is related to the departmental priorities and real-world issues critical to officer practice.

| Date | Speaker | Type of Presentation | Presentation Title |
|--------------------|-----------------------|-----------------------------|---|
| September 19, 2017 | CDR Tim Cunningham | Science/Practice | Program Evaluation to Measure Collaboration |
| October 24, 2017 | LCDR Jean Ko | Journal Club | Public Health Approaches to Addressing Neonatal Abstinence Syndrome |
| November 14, 2017 | CAPT Mike Murry | Science/Practice | An Origin Story: History of the Bureau of Prisons’ BRAVE Program and the Role of Psychologists in the BOP |
| January 23, 2018 | LCDR Ginny Bowen | Journal Club | Post-Exposure with Doxycycline to Prevent Sexually Transmitted Infections in Men who Have Sex with Men: an Open-label Randomized Substudy of the ANRS IPERGAY Trial |
| August 21, 2018 | LCDR Leigh Ann Miller | Science/Practice | Practice Hacks for International TDY Trips |

Surgeon General’s Priorities Team (CDR Kanta Sircar)

- At the beginning of this operational year, the National Prevention Strategy (NPS) Team expanded its reach to include all of the Surgeon General's Priorities, including the NPS, and was renamed as such.
- The team discussed several ideas for taking the new Surgeon General's stated priorities and generating one or more manuscripts highlighting the value of Scientists and/or Commissioned Corps Officers.
- Planned product(s) will increase attention and visibility of USPHS Scientists with respect to the Surgeon General's priorities to the broader public health community.

Recommendations:

- The Bibliography and Publications Team should continue to streamline process for soliciting and inputting new submissions in collaboration with the Visibility Subcommittee's Manuscripts Team. The team should also determine how best to use the data and reports to highlight our vast scientific accomplishments and acumen to PHS leadership. The output of the group could be robustly developed.
- The Research and Practice Teams should continue to develop methods for increasing attendance and presentations for webinars.
- The Surgeon General's Priorities Team should continue to work towards refining its direction and target manuscript(s).
- The Science SC website should be updated to reflect the current state of the SC and its activities.

VISIBILITY

Chair: CDR Kamil Barbour

Co-Chair: CDR Timothy Cunningham and LCDR Johnathn Leshin

Mission:

The purpose of the Visibility subcommittee is to inform the SciPAC and Scientist officers on scientific activities, accomplishments, and opportunities available throughout the PHS and to increase the visibility of the Scientist category. Please find below a description of the Subcommittee's Major Duties and Accomplishments, broken out by Team.

Major Duties:

- Publish *The Scientist Officer* (SciPAC Newsletter).
- Increase Esprit de Corps through diverse initiatives, including local social events and meet-and-greet events.
- Highlight high-level scientific publications led by Scientist Officers.
- Increase scientific conferences networking and information sharing among Scientist Officers.
- Increase membership of the SciPAC Facebook group to help promote awareness of and comradery within SciPAC by promoting accomplishments of individual Scientist Officers and frequent updates during the PHS Symposium.
- Establish an official SciPAC Twitter Handle to promote visibility of Scientist Officers and the United States Public Health Service Commissioned Corps by establishing an outward-facing, timely platform for sharing news and accomplishments.
- Document the history of SciPAC.

- Highlight major life events of Scientist Officers.
- Create and present a poster at the annual USPHS Scientific and Training Symposium.
- Support the PACE (Prevention through Active Community Engagement) Workgroup. Note that PACE is led by Scientist officers and operates in close conjunction with the Visibility subcommittee; however, PACE includes officers from other professional categories and thus extends beyond SciPAC.
- Capture the diverse activities that Scientist Officers are involved in.

Accomplishments:

- The newsletter workgroup led by LCDRs Hassan and Cross published 3 editions of Scientist newsletter via the Scientist listserv and the Scientist website.
 - A newsletter “Editing Standards Checklist” was developed to improve consistency among articles and enhance professionalism of the SciPAC Newsletter.
 - A Max.gov page for the newsletter workgroup has been established and improvements have been made to streamline the editorial review process.
 - Introduced the following new columns: “SciPAC fist bump,” “Personal Update,” and “Did you know”. Anticipate these to be recurring columns in subsequent editions.
- ATL Socials Team led by CDR Cunningham and LCDR Demissie held 8 socials reaching ~80 officers.
 - Scientist Mardi Gras bash held at the home of LT Ruth Link-Gelles in February (19 officers and family members attended).
 - Four Trivia nights were held at Mellow Mushroom: August 2017, December 2017, and March 2018, and July 2018.
 - One EIS Officer Social was held in Fall 2017.
 - One BeltLine run/walk was held in Fall 2017.
 - Joint Visibility and RR SC Happy Hour at Papi's Social welcomed new CADs, August 2018.
- DC Socials Team led by LCDRs Leshin and Blessington held 6 socials reaching ~70 officers.
 - First Annual Halloween Party held at CDR Robin Toblin’s home.
 - Bowling event with 6 officers in attendance in December 2017.
 - Science Learning Night out in March 2018 with 4 officers, plus family in attendance.
 - Matchbox Happy Hour in April 2018 with 8 officers in attendance, including new CPO CAPT Eckert.
 - Play in the Park event in May 2018 with 5 officers plus family in attendance.
 - National Museum of Natural History: Fighting Zika social in August 2018.
- Publications Team led by LT Teresa Wang identified 496 publications across 151 officers.
 - Established a collaboration with the Science Subcommittee to standardize a systematic web-based search for Scientist Officer publications authored in 2017.
 - Voted on the top 10 publications of interest to spotlight through the newsletter and other venues.

- Conferences Team led by CAPT MacGill and CDR Barbour connected over 25 Scientist Officers presenting at IDWeek, APHA, CSTE.
 - Published 3 articles in the newsletter documenting Scientist Officer activities at these conferences.
 - Created conference agendas highlighting Scientist Officer Presentations.
 - Established networking opportunities for Scientist Officer attending these 3 conferences.
- Social media team led by LT Link-Gelles helped increase membership of the SciPAC Facebook group to 147 officers (45% of the category).
 - Used Facebook to promote Scientist publications.
 - SciPAC social events (including the Halloween and Mardi Gras parties).
 - Welcome new Scientist CADs.
 - Connect Scientist Officers at conferences and the PHS Symposium.
- Scientist Officers in the News Team led by LT Alaine Knipes made official pitch to SciPAC to obtain permission for creation of @USPHS Scientist Twitter handle. The USPHS Scientist Twitter Policy Document is currently under review by the EB.
- SciPAC History Team (new) led by LT Michael Gallaway documented the history of SciPAC.
 - They have successfully interviewed 4 past SciPAC CPOs and engaged in other forms of information gathering.
 - In the process of publishing their information in the Newsletter and other sources.
- SciPAC Fist Bump Team (new) led by LCDR Shondelle Wilson-Frederick collaborated with the newsletter subcommittee to have a permanent space in The Scientist Newsletter for acknowledging officers' phenomenal accomplishments to public health.
- Poster was successfully created and presented at 2017 USPHS Scientific and Training Symposium by LCDR Colleen Scott.
- 31 Scientist Officers participated in ATL and DC PACE events in the 2017-2018 cycle led by CDR Powell, and LCDRs Njai, Blackburn, Leshin, and Mathew.
 - Atlanta and DC PACE teams published several articles in Frontline and the Scientist.
 - CDR Mark Miller also lead a group of officers in NC to participate in a community event with over 800 people attending on Nutrition and Food labeling.

Impact:

- Published about 40 articles in the SciPAC Newsletter that highlighted the vast array of Scientist Officer activities from high-impact publications to high-profile deployments, presentations at major conferences, socials, community activities, and major life events, thereby supporting individual career development and increasing esprit de corps.
- Through collaboration with PACE, reached 4,700 adults and children (3,200 in DC and 1,500 in ATL) educating the public on major public health topics including opioid addiction, handwashing and healthy eating.
- 14 Scientist Officer Socials in DC and Atlanta occurred reaching about 150 Scientist Officers, increasing networking and comradery. A poll identified happy hour and picnic as top activities. The Subcommittee leadership will use the poll results to determine which activities to focus on.

- Raised about \$600 dollars for SciPAC from two socials: DC Halloween party (\$400) and Atlanta Mardi Gras Party (\$200).
- 10 high-impact Scientist Officer publications were highlighted for SciPAC with 5 officer spotlights sent to the Scientist Newsletter for publication, demonstrating the immense scientific capabilities of the Scientist Category.
- Connected about 25 Scientist Officers presenting at IDWeek, APHA, and CSTE increasing career networking opportunities in SciPAC.
- Demonstrated the immense research and publication abilities of Scientist Officers via a poster presentation at the USPHS Symposium that reached thousands of attendees. Poster received significant attention from several scientist officers. Officers from other categories were impressed by the publications and bibliographic data provided.
- Facebook membership was up to almost 150 members and was very active, promoting Scientist publications, SciPAC social events, new Scientist CADs, and was used to connect Scientist Officers at conferences including the USPHS Symposium. Facebook considers 80 of our members “active,” meaning they contribute to the page (posting, liking, RSVPing to events) on a semi-regular basis.
- Created a SciPAC booth focused on preparedness topics at the COF Symposium Surgeon General 5k Walk/Run. Many PHS officers and civilians stopped by to chat and take brochures or flyers on emergency preparedness. Overall it was a great success.
- Issued three celebratory fist bumps in the first year to Scientist Officers who led activities ranging from lead of an HHS Ignite Team, to presenting on behalf of Namibia's Field Epidemiology and Laboratory Training Program to high level officials, and award recognition for excellence in science education from DeKalb County Public Schools.
- Increased internal and external visibility of Scientist Officers by creating 3 new Visibility teams that highlighted major life events of Scientist Officers, documented the extensive history of SciPAC, and developed a SOP to establish an official Twitter account for SciPAC.

Recommendations:

- Continue to update the Visibility Subcommittee SOP every year.
- Continue to market Scientist Officers and share their accomplishments.
- Continue to publish 3-4 newsletter articles yearly.
- Continue having a high number of Visibility Events.
- Maintain consistent high profile social events in both DC and Atlanta (e.g., Halloween Party for DC and Mardi Gras for Atlanta).
- Expand systematic documentation and highlighting of Scientist Officer publications.
- Continue to connect Scientist Officers at major conferences.
- Continue to grow social media presence of Scientist Officers in Category Facebook Page and establish verified Twitter Handle.
- Continue to grow the impact of the SciPAC Fist Bump Team.
- Continue the process of documenting the Category's history.
- Transition newly chartered PACE to an independent Liaison position

WEBSITE

Chair: LCDR Oliver Ou

Co-Chair: LCDR Xinzhi Zhang

Mission:

To provide useful and up-to-date information to USPHS Scientist Officers and increase the visibility of the USPHS Scientist Category within the Commissioned Corps and to the general public via the Scientist Category website.

Major Duties:

- Receive and review material submitted for posting on the SciPAC website.
- Post new material to the website and remove old material as needed.
- Review website content for accuracy and relevance on a regular basis.
- Identify areas of improvement related to the efficiency, appearance, structure, and content of the website.

Accomplishments:

- Recruited and trained six new Website subcommittee members: LCDR Charlotte Francia, CDR Cynthia Prather, CDR Charlene Maddox, CDR Keisher Highsmith, LT Alesha Harris, and LT Roberta Horth.
- Trained all members how to review documents for section 508 compliance (a training session was provided by former Website Chair LCDR Jason Wilken, and LCDRs Xinzhi Zhang and Oliver Ou).
- In collaboration with the Recruitment, Readiness, and Retention Subcommittee, Posted more than ten deployment narratives.
- Fulfilled more than 50 Website edit requests to update content on the website.
- Posted OBC photos and monthly meeting minutes.
- Recruited Scientist Officers to serve as liaisons to SciPAC Website subcommittee for each SciPAC subcommittee (a total of ten).
- Maintained and updated the Scientist home page on the MAX.gov, a SharePoint-like site accessible to all federal agencies.
- Embedded SciPAC Calendar at the bottom of the SciPAC website homepage. Kept the Calendar up to date. SciPAC members can view the interactive SciPAC Calendar and also quickly save the calendar events onto their own Google Calendars.

Impact:

The Scientist Category website continues to be a valuable resource for USPHS Scientist Officers, promoting the PACs work and the activities of Scientist officers. It has become one-stop shop for SciPAC activities. The SciPAC Calendar captures SciPAC related events and reminds officers of upcoming deadlines. The robust authentication system of Max.gov has enabled working and sharing documents across agency boundaries.

Recommendations:

- The website navigation can be improved. It is hard for viewers to go back to where they've already been if they wish.
- Carefully check images of Scientist officers for proper uniform wear before posting to the website. We noted several instances of photos submitted for posting featuring Scientist officers with uniform mistakes, and some postings were delayed as a result while officers produced a replacement photo.

- Encourage that all photos for posting be high-resolution, and we recommend that OBC photos in particular be taken with high-resolution with forethought that these photos will be posted for posterity.

C. LIAISON REPORTS

COA LIAISON

Liaison : CAPT Diana Elson

Mission:

To keep the Scientists informed of major and emerging issues that the Commissioned Officers Association (COA) manages on behalf of its members, and to elicit input from the Scientists to ensure the Scientists' needs are met at the national level of COA.

Major Duties:

- Serve as a member of the Board of Directors of National COA and attend all meetings.
- Provide updates to the Scientists at SciPAC meetings or as needed to ensure our category is informed of critical issues that impact the Corps and COA activities in serving its members.
- Foster communications between SciPAC members and the COA Board of Directors.
- Encourage Scientists to participate as a committee member on one of the National COA committees.

Accomplishments:

- Provided our category with monthly updates on critical issues facing the Corps that the COA has been addressing at the national level to ensure our category is well informed.
- Offered information and opportunities for Scientists to become more actively involved in the COA at the national level.

Impact:

- Kept Scientists informed of critical issues on which COA is engaged.
- Ensured that Scientists have a voice with the COA Board of Directors.

JOAG LIAISON

Liaison: LCDR Victoria Jeisy Scott

Mission:

The JOAG Liaison is a junior Scientist Officer and voting member of JOAG who is selected by JOAG to serve as a liaison to the Scientist PAC.

Major Duties:

The duties of the JOAG Liaison include representing the interests of Scientist Officers to JOAG, regularly attending both JOAG and SciPAC meetings, and reporting back to each respective group.

Accomplishments:

- Provided our category with monthly updates on relevant JOAG activities to ensure our category is well informed.
- Offered information and opportunities for our Scientists to become more actively involved in JOAG.
- Shared JOAG-compiled resources for Symposium, which help officers keep Symposium costs down and maximize their time at Symposium.
- Actively recruited junior Scientist officers to participate in JOAG and consider applying for Voting Membership.

Impact:

- Kept junior Scientist officers well informed of upcoming JOAG events such as general meetings, Journeyman Speaker Series, awards, membership and JOAG activities related to the COF conference.

MINORITY OFFICERS LIAISON COUNCIL (MOLC) LIAISON

Liaison: LCDR Nancy Tian

Mission:

The MOLC was established by the U.S. Surgeon General and the USPHS to advise and serve the Office of the Surgeon General (OSG) on issues of professional development, and to advocate for the recognition of contributions made by minority officers in the USPHS. The MOLC is made up of four Chartered Minority Advisory Groups (CMAGs) in the USPHS: American Indian/Alaskan Native Commissioned Officers Advisory Committee (AIANCOAC), Asian Pacific American Officers Committee (APAOC), Black Commissioned Officers Advisory Group (BCOAG), and Hispanic Officers Advisory Committee (HOAC). APAOC liaison representatives are serving as the MOLC chair in 2018.

Major Duties:

The MOLC Liaison is a Scientist Officer and one of its CMAG liaison representatives in MOLC who serves to communicate information between MOLC and SciPAC. The liaison attends meetings, reports major events or activities and coordinates related projects between both groups.

Accomplishments:

- Provided SciPAC with monthly updates on relevant MOLC activities to increase the awareness of SciPAC on major events and initiatives led by the four CMAGs, MOLC's leadership, and the impactful work MOLC and its CMAGs do to serve the Commissioned Corps of the U.S. Public Health Service.

Impact:

- Increased SciPAC officers' knowledge of MOLC and their activities and events such as the MOLC monthly meetings and the annual MOLC breakfast at the USPHS Symposium.

PSYCHOLOGY PROFESSIONAL ADVISORY GROUP (PSYPAG) LIAISON

Liaison: LT Samantha DiMisa

Mission:

The PsyPAG mission is to consider discipline-specific professional issues and advise the Surgeon General through the Chief Professional Officers (CPOs) of the Health Services (HS) and Scientist (Sci) Categories and their respective Professional Advisory Committees (PAC) regarding such issues.

Major Duties:

- The Vice Chair of PAC Affairs handles all PAC requests requiring PsyPAG involvement and assists the Chair and/or Chair-Elect in carrying out the duties associated with their respective offices.

Accomplishments and Impact:

- PsyPAG currently has 117 members, both clinical and research-based psychologists.
- One-hour bimonthly PsyPAG teleconferences – meetings included reports and updates from Executive leadership and Committee Chairs. Regular meetings provide PsyPAG members an opportunity to share information, discuss business-related issues, plan and coordinate future events, and support PsyPAG members.
- Implemented SWAP meets to disseminate information amongst psychologists regarding a variety of mental health topics in an open forum telephonic discussion format.
- Enhanced communication – distribution of quarterly newsletters, featuring committees' activities and sharing information with PsyPAG members.
- Two psychologists, CDR Heidi Daniels and LCDR Sharyl Trail, were selected for the Senior Career and Early Career Achievement Awards this year respectively. The Awards Committee helped to maintain a robust awards program that fosters professional development and morale within Corps psychologists.
- Assisted the SciPAC chair gather data on psychologists conducting clinical work that was additional to their typical duties (i.e., private practice or weekly/monthly work at a clinic)
- Provided language to edit the usphs.gov recruitment webpage to accurately reflect the accession standards related to psychologists.
- PsyPAG maintains an active listserv.

Recommendations:

- We encourage the continued support of the Vice Chair of PAC Affairs position. The position continues to serve as an important mechanism for psychologists and other Scientists to collaborate and communicate.
- We would like to continue working with the Chief Professional Officers (CPOs) of the Health Services (HS) and Scientist (Sci) Categories on aligning all psychologists into one Category and on specialty pay for psychologists.

D. CONCLUSION

This year, SciPAC focused on internal improvements by beginning several high-impact initiatives including the creation of the Readiness SC, the consolidation and revision of the CV guidance documents, a weekly jobs list, annual esprit de corps events, an SOP review plan, and an internal program evaluation. Next year, SciPAC should focus on highlighting the pivotal role Scientists occupy in the Commissioned Corps.

Respectfully submitted March 2019

CDR Robin Toblin
Scientist PAC Chair 2017-2018