



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

Meeting Minutes; February 5, 2019



Via Webex meeting: [Join Webex meeting](#)

Or via phone: 1-210-795-0506; 1-877-465-7975; [Global call-in numbers](#)

Access code: 901 276 235

Total Attendance: 146

### Chief Scientist Officer and 2018–2019 SciPAC Executive Board Members

Rank	Name	Role	
CAPT	Eckert, John	Chief Scientist Officer	Present
CAPT	Thomas, Jennifer	Chair	Present
CDR	Rodgers, Loren	Vice Chair; Rules & Membership Chair Ex Officio Chairperson; Recruitment and Retention Subcommittee Co-Chair	Present
CDR	Toblin, Robin	Executive Secretary	Present
LCDR	Shumate, Alice	COF Liaison	Present
LCDR	Wilken, Jason		Present

### Voting Members

Rank	Name	Role	
CDR	Barbour, Kamil	Visibility Subcommittee Chair	Present
CDR	Chiaruttini, Jessica	Policy Subcommittee Co-Chair	Present
CDR	Dee, Deb Goodrich-Doctor,	Category Day Co-Chair	Present
CDR	Adrienne	Website Subcommittee Chair	Excused
CDR	Kenney, James	Awards Subcommittee Chair	Excused
CDR	Huang, David	Science Subcommittee Co-Chair	Excused
CDR	Rossiter, Lana	Mentoring Subcommittee Chair	Present
CDR	Zhou, Eric	Category Day Chair	Excused
LCDR	Bjork, Adam	Policy Subcommittee Chair	Present
LCDR	Blessington, Tyann Irvin-Barnwell,	Career Development Subcommittee Chair	Present
LCDR	Elizabeth	Readiness Subcommittee Chair	Present
LCDR	Jamoom, Eric	Science Subcommittee Chair	Present
LCDR	Leshin, Jonathan	Recruitment and Retention Subcommittee Chair	Present
LCDR	Ou, Oliver	Career Development Subcommittee Co-Chair	Present
LCDR	Pesce, John	Mentoring Subcommittee Co-Chair	Present

### Non-voting Liaisons

Rank	Name	Role	
CAPT	Sanders, Martin	COA Liaison	Present
CDR	Cua, Eduardo	PSYPAG Liaison	Present
CDR	Halldin, Cara	CCWIAB Liaison	Excused
CDR	Perez, Cesar	MOLC Liaison	Excused
LCDR	Iturriaga, Luis	SOAGDAG Liaison	Absent
LCDR	Jeisy Scott, Victoria	JOAG Liaison	Present
LCDR	Odom, Erika	PACE Liaison	Present

**Participation by Non-voting Scientist Officers:** CAPT Karon Abe; CAPT Nelson Adekoya; CAPT Rachel Avchen; CAPT Drue Barrett; CAPT Christine Benally; CAPT Marco Bennett; CAPT Pamela Ching; CAPT Jon Daugherty; CAPT Bryan Davidson; CAPT Anne Dobmeyer; CAPT Laura Draski; CAPT Danice Eaton; CAPT Diana Elson; CAPT Jeffrey Goodie; CAPT Sally Hu; CAPT Rosa Key-Schwartz; CAPT Mary Lawrence; CAPT Tracy Macgill; CAPT Armen Thoumaian; CDR Jennifer Adjemian; CDR Robert Belde; CDR Qiao Bobo; CDR Jennifer Bodart; CDR Sharyn Brown; CDR Renee Calanan; CDR Dianna Carroll; CDR Dan-My Chu; CDR Minglei Cui; CDR Heidi Daniels; CDR Samuel Dutton; CDR Brian Harcourt; CDR Frank Hershberger; CDR Keisher Highsmith; CDR Sara Lowther; CDR Andrea Mccollum; CDR Mark Miller; CDR Lara Misegades; CDR Todd Myers; CDR Carrie Nielsen; CDR Cria Perrine; CDR Tracy Powell; CDR Luz Rivera; CDR Sukhminder Sandhu; CDR Erin Sauber-Schatz; CDR Sharon Saydah; CDR Kenneth Sekulic; CDR Andrea Sharma; CDR John Stansberry; CDR Emily Streeter; CDR Peter Thomas; CDR Jeremy Wally; CDR Angela Williams; CDR Geoffrey Wu; CDR Fei Xu; CDR Ellen Yard; CDR Lauren Zapata; LCDR Tajah Blackburn; LCDR Virginia Bowen; LCDR Israel Cross; LCDR Mary Demby; LCDR Zewditu Demissie; LCDR Denise Duran; LCDR Amy Freeland; LCDR Rory Geyer; LCDR Iram Hassan; LCDR Kelsy Hoffman; LCDR Brooke Hoots; LCDR Gwendolyn Hudson; LCDR Shane Jack; LCDR Lisa Jarvis-Durham; LCDR Alaine Knipes; LCDR Jean Ko; LCDR Rebecca Levine; LCDR Kimberly Litton-Belcher; LCDR Terrence Lo; LCDR Xiaowu Lu; LCDR Jonetta Mpofu; LCDR Jorge Muniz-Ortiz; LCDR Eduardo O'Neill La Luz; LCDR Erin Parker; LCDR Alison Sheehan-Laufer Halpin; LCDR Rachel Slayton; LCDR Pilgrim Spikes; LCDR Matthew Steele; LCDR Scott Steffen; LCDR Angela Thompson-Paul; LCDR Esra Toussaint; LCDR Tyson Volkmann; LCDR Shondelle Wilson-Frederick; LCDR Marcienne Wright; LCDR Xinzhi Zhang; LCDR Julia Zucco; LT Francis Annor; LT Prince Awuah; LT Jonathan Burgos; LT Angela Coulliette-Salmond; LT William Davis; LT Samantha Dimisa; LT Jessica Dunn; LT Lacreisha Ejike-King; LT Leora Feldstein; LT Dianca Finch; LT Robert Gahl; LT Bradley Goodwin; LT Patrick High; LT Michelle Hughes; LT Michelle Johnson; LT Ana Lauer; LT Ruth Link-Gelles; LT Gina Masessa; LT Jamie Mells; LT Julie O'Donnell; LT Nazia Rahman; LT Hilda Razzaghi; LT Erica Rose; LT Amy Schuh; LT Kelly Shaw; LT Taneshia Shelton; LT Micheal Shields; LT Dantrell Simmons; LT Matthew Stuckey; LT Emily Ussery; LT Lindsay Womack; LT Lauran Woodard; and LT Marissa Zwald

**Excused Absences of Non-voting Scientist Officers:** CAPT Michael Smith; CDR Joanna Gaines; CDR Sanny Northbrook; CDR Kanta Sircar; LCDR Folasade Kemb; LCDR Leigh Ann

Miller; LCDR Mary Puckett; LCDR Colleen Scott; LT Carolyn Herzog; and LT Carrie Whitworth

- **Call to Order and Welcome:** CAPT Jennifer Thomas
- **CPO Report:** CAPT John Eckert
  - Welcome back everyone, and I'm very sorry that we were unable to hold a January meeting.
  - I want to extend a huge thanks to officers for their hard work through the partial shutdown, and can report that the Surgeon General and his office are very pleased with the commitment of PHS officers stationed at agencies affected by the shutdown. The CPO group has asked the Office of the Surgeon General for special recognition for affected officers, as we understand your many sacrifices as you worked to protect the health of the nation.
  - I encourage officers to attend the Commissioned Corps Town Hall on Monday, February 11<sup>th</sup> at 1300 Eastern. Officers can attend in person in the DC area or watch online. I also encourage you to send in questions; there is a February 7<sup>th</sup> deadline for those. One important topic that will be included in the Town Hall is the ongoing Modernization Initiative; that should be an interesting presentation and I'm looking forward to it on the basis of an update provided to the CPO group a few weeks ago.
  - As part of the Modernization Initiative, the Corps has looked at rates at which officers have participated in recent responses. The Scientist category had the highest per capita response rate! Congratulations.
  - EIS is once again open for officer commissioning, including in the Scientist category; it's great to have this route of entry to the category open once again.
  - Finally, the WHO recent released its list of Ten threats to global health in 2019, including topics that are relevant here in the U.S., such as air pollution and climate change, and vaccine hesitancy. The Surgeon General is aware of the list and interested in how the Commissioned Corps is engaging with these threats.
    - In response to this list I would like our category to review the list and draft preliminary white papers on how our category and the Corps at large can help to combat these threats.
    - I am writing an executive commentary for Public Health Reports, as Chief Scientist Officer, on the rise of vaccine hesitancy as a public health threat. I hope it can come out soon, while there is still a sense of urgency related to the current measles outbreak in Washington.
- **Chair Report:** CAPT Jennifer Thomas
  - Welcome back after lapse, and thank you to those officers who have represented the Corps and our category so well in their dedication to its and your agencies' missions by stepping up to keep operations moving forward in December and January.
  - A few brief announcements, as our subcommittees have been extremely busy and I want to leave them time for each a brief (3-4 sentence) report!
  - Congratulations to voting member David Huang and family on the arrival of his son, Godfrey, born on January 12.

- Please do log into RedDOG's readiness self-service system regularly to check your readiness status – even if you are certain that you are basic ready. I recommend setting up an Outlook invite reminder to do so monthly. Be sure to keep screenshots of your successful upload of APFT results, for instance.
  - Today's presentation will be an analysis of the 2018 State of the Scientists Survey, presented by LCDR Ginny Bowen and the Science SC.
- **Vice Chair Report:** CDR Loren Rodgers
  - No update.
- **Executive Secretary Report:** LCDR Alice Shumate
  - Thanks to everyone for your patience and cooperation during the shift to holding SciPAC meetings on Webex. The standing meeting invitation has now been updated for the remainder of the operational year. If anyone needs the meeting invitation, please email me ([wii5@cdc.gov](mailto:wii5@cdc.gov)).
  - Please note that attendance reporting has changed:
    - If you attend via the Webex online interface and can see your full first and last name listed in the WebEx window, you do NOT need to report attendance separately; it will be captured via the meeting participant list.
    - If you dial in to the meeting directly via phone, if your full name does not register in WebEx, or if you have an excused absence to report, please report your attendance either via this form: [http://bit.ly/SciPAC\\_Roll\\_Call\\_2018](http://bit.ly/SciPAC_Roll_Call_2018) or via email to LCDR Alice Shumate ([wii5@cdc.gov](mailto:wii5@cdc.gov)) with the email subject line "SciPAC Meeting Attendance."
    - Please do not report excused absences by adding a note to your declined meeting invitation; not all of these text responses reach me. Instead, please report using one of the regular reporting options listed above.
- **COF Liaison Report:** LCDR Jason Wilken
  - No PAC expenses in December and January. PAC revenue was \$40.00. The current SciPAC balance is \$2340.55.
  - PAC funds come from sale of merchandise and donations at social events. Any officer interested in hosting a social event should contact Visibility Chair CDR Kamil Barbour ([iyk1@cdc.gov](mailto:iyk1@cdc.gov)).
  - Reminder to all subcommittees, funds are available to support PAC activities. Contact LCDR Jason Wilken ([jason.wilken@cdph.ca.gov](mailto:jason.wilken@cdph.ca.gov)) for details.
  - Email [scipacmerchandise@gmail.com](mailto:scipacmerchandise@gmail.com) for information on esprit de corps items.
- **Subcommittee Reports**
  - **Awards:** CDR James Kenney; Co-chair: LCDR Nancy Tian
    - The SciPAC responder of the year awardee has been selected and their eligibility is in the confirmation process. The winner will be announced during next month's SciPAC meeting.
    - Nomination packets for the Senior, Junior and Mentor Scientist Officer of the Year awards have been received and the respective award teams are performing packet quality control checks before sending to their nomination review board.

- The draft CPO Award Board Guidance SOP is with the Policy SC for final revisions, I'll sure the Policy SC will provide more details during their report.
- **Career Development:** LCDR Tyann Blessington; Co-Chairs: LCDR Oliver Ou, LCDR Rory Geyer
  - At the end of 2018, the CV/Officer Statement (OS) Review Team completed the review and feedback of CV and OS documents for 44 officers with the help of 43 reviews. Also, at the end of 2018, the Promotion Specific Mentoring effort matched 17 officers to 21 senior reviewers for the review and feedback of promotion submitted documents.
    - We will be reaching out to the reviewers for their comments on the new CV guidance and the review process to improve the efforts in the future
    - Letters of appreciation will be written for all the volunteer reviewers.
  - The CV Guidance Team will be starting a new effort to develop guidance/ a helpful generic example of an OS. The Team has started the effort by first reaching out to PAC leadership for a recent copy of their OS for review.
  - The Promotion Panel Team is evaluating last year's efforts and will be reaching out to officers who successfully promoted during the previous year to determine participation in the next assessment scheduled to begin in March.
  - The Training Team is planning their next training presentation, which will be on "Uniform Wear" and is scheduled to occur on April 2, 2019.
  - CDR Sukhminder Sandhu will be serving as the new Team Lead for the Scientist Officer Handbook Team.
  - The Job List Team is continuing to send out weekly job lists. The Subcommittee is interested in receiving officer feedback and compiling successes due to this effort.
  - Many of the Career Development Teams are either planning for new activities in the spring or recognize that they may need additional assistance for their existing projects. Scientist Officers interesting in joining the Career Development Subcommittee should email the Subcommittee leads ([Tyann.Blessington@fda.hhs.gov](mailto:Tyann.Blessington@fda.hhs.gov); [Rory.Geyer@fda.hhs.gov](mailto:Rory.Geyer@fda.hhs.gov); [Oliver.Ou@fsis.usda.gov](mailto:Oliver.Ou@fsis.usda.gov)) and we can provide you with a list of the exciting opportunities.
- **Category Day:** Chair: CDR Eric Zhou; Co-Chair: CDR Deb Dee
  - The agenda and speakers for SciPAC Category Day were finalized, and all speakers' information was entered in the required format and location by the conference organizer;
  - The SciPAC mentoring session is tentatively from 9:00am-10:00am *on Tuesday, May 7, 2019*. CDR Matthew Newland is leading the effort. Note this is the same day as the SG's 5K Run/Walk, so please plan accordingly.
  - CDR Tracy Powell is leading Onsite Logistics and has arranged the room setup for SciPAC Category Day.
- **Mentoring:** CDR Lana Rossiter; Co-Chairs: LCDR John Pesce, CDR Cara Halldin
  - Mentor Matching: During December, there were 81 active agreements, 5 mentee requests for mentors, 3 mentor applications, 6 new matches, and 2 pending

agreements. During January, there were 87 active agreements, 1 mentee request for a mentor, 0 mentor applications, 0 new matches, and 3 pending agreements. A new and improved renewal process was initiated in December, resulting in 26 mentor/mentee agreement renewals. The team will initiate the renewal process for agreements expiring during OY2019 2nd quarter (Jan-Mar). Also, the team has made recent changes to the mentor matching process, and they will be updating the SOP to reflect these changes.

- The leads for the matching team have obtained max.gov site access for the Mentoring SC. They will be utilizing a secure area to track and archive mentoring agreements.
  - Mentor Outreach: A third mentor outreach publication was sent to leadership for review.
  - Agency Focused Mentoring: The team is in the process of sending out a new survey to Scientist Officers and developing a new agency-specific mentoring form.
  - Mentoring Guidebook: Review and update of the Mentoring Guidebook will begin in February.
  - We are always looking for mentors. If you are a senior officer and are not currently mentoring a junior officer, or feel that you could take on an additional mentor, please email LT Shayne Gallaway ([lnx7@cdc.gov](mailto:lnx7@cdc.gov)) or LT Patrick High ([Patrick.High@samhsa.hhs.gov](mailto:Patrick.High@samhsa.hhs.gov)) for an application.
- **Policy:** Chair: LCDR Adam Bjork ; Co-Chair: CDR Jessica Chiaruttini
    - Policy Development Team: Working on the draft Awards Policy that was recently sent back with edits/comments from the EB.
    - Policy Communication Team: Recently, the Policy Communication Team reviewed the newly submitted platform-specific communication SOPs (website, listserv, and facebook) and sent them to the respective subcommittees that authored the SOPs. Revised drafts will be shared with the EB.
    - Policy Watch Team:
      - Commissioned Corps Instruction: Readiness and Duty Requirements: Effective Date 12/3/2018
        - This Instruction establishes individual readiness standards and duty requirements to which officers in the Commissioned Corps of the U.S. Public Health Service (Corps) must adhere while on active duty in the Corps.
      - Personnel Operations Memorandum: Readiness Compliance: Effective Date: 01/01/2019
        - This Personnel Operations Memorandum (POM) outlines the enforcement of the Corps' basic force readiness standards, as established by the ASH; and specifies the progressive adverse action(s) that may occur if a Corps officer, absent a waiver under policy established by the ASH, fails to maintain continual compliance with the basic level of force readiness requirements in accordance with Commissioned Corps Directive (CCD) CCD 111.03, "Conditions of Service," and Commissioned Corps Instruction (CCI) CCI 241.01, "Readiness and Duty Requirements."
      - Personnel Operations Memorandum: HPSP Submission, Effective Dates, and Subspecialty Rates: Effective Date: 01/18/2019

- This Personnel Operations Memorandum (POM) sets forth the procedures that an officer and the Operating Division (OPDIV), Staff Division (STAFFDIV), or non-Health and Human Services (HHS) organization to which the officer is assigned must follow in submitting a Health Professions Special Pays (HPSP) agreement. This POM also establishes the criteria used by the Division of Commissioned Personnel and Readiness (DCCPR) in setting the effective date of an HPSP agreement. This POM is issued in accordance with CCI 633.01, “Special Pays.”
- Policy Review Team: Last week, on Tuesday, January 29, DCCPR sent out additional guidance relating to documentation and submission of agreements for 2019 Health Professions Special Pays. Specific procedures for the submission process may differ across agencies. Clinical psychologists should review their agency-specific guidance to ensure they complete the process properly.
  - We would also like to point out a specific detail included in the Commissioned Corps Instruction on special pays released on November 16, 2018 ([CCI 633.01](#)), which the Policy Subcommittee summarized in a December 7 email to the SciPAC listserv. That CCI document covers three types of special pay: accession bonuses, retention bonuses, and incentive pay. Section 6-3 covers accession bonuses. It states that officers may not transfer out of their OPDIV/STAFFDIV/non-HHS organization during the 4-year obligation required for accession bonuses. In other words, accession bonuses lock an officer into their agency for 4 years. There is no such language in the sections covering retention bonuses and incentive pay (Sections 6-4, 6-5, and 6-6).
  - In all cases, officers eligible for Health Professions Special Pays are urged to read all agreements carefully before signing them. This is especially important as some agreements may have additional expectations of an obligation for a set number of years to the officer’s agency.
- **Readiness:** LCDR Elizabeth Irvin-Barnwell; Co-Chairs: LCDR Angela Thompson-Paul, LCDR Rebecca Levine
  - For Readiness Reporting, the Readiness SC did not receive readiness information for December or January.
  - The Readiness Mentoring Workgroup will not be receiving individual information regarding basic readiness. This will result in a realigning of some workgroup’s roles and responsibilities.
  - The Response Narratives workgroup is continuing to collect and recognize fellow Scientist officers’ deployments on the SciPAC website. Many thanks to the SciPAC website team for uploading the two most recent posts, which feature CDR Kenneth Phillips and LT Patrick Sears’ deployment experiences for Hurricane Florence in 2018.
    - If you have recently deployed and would like to be featured, please contact LT Teresa Wang at [yxn7@cdc.gov](mailto:yxn7@cdc.gov).
  - In this month’s Healthy Scientist Bulletin, you’ll find a special feature from the Health Optimization workgroup on staying hydrated and healthy recipes to help maintain your nutrition goals. We also have a reminder of who is on call this month and athletic events taking place around DC, Atlanta, and other duty stations. If you

have anything you'd like to feature in a future issue, please contact LCDR Mary Puckett at [xdg6@cdc.gov](mailto:xdg6@cdc.gov).

- The Health Optimization workgroup invites officers to join us in “Forming Healthy Habits in 2019” by learning about and participating in the healthy challenge we present each month in the Healthy Scientist Bulletin. These monthly challenges are meant to help us with the persistence and accountability needed to make positive health changes. Last month we focused on Core Strength. This month we’re focusing on Hydration and tracking adequate water intake. If you’d like to participate, just track your daily water intake by whatever means you prefer (apps or a paper-based method) and submit your weekly totals every Friday via this Google Doc:  
[https://docs.google.com/forms/d/e/1FAIpQLScDRESeNck\\_bO0pAqapCTzbu3LOyVqDDxj59YwYQi6NKUvRMw/viewform?vc=0&c=0&w=1](https://docs.google.com/forms/d/e/1FAIpQLScDRESeNck_bO0pAqapCTzbu3LOyVqDDxj59YwYQi6NKUvRMw/viewform?vc=0&c=0&w=1). We welcome ideas for healthy challenges for upcoming months or feedback regarding these challenges! Please email LCDR Angela Thompson-Paul at [eup4@cdc.gov](mailto:eup4@cdc.gov) with ideas, comments, and questions.
  - The Fitness Achievement Workgroup awarded three certificates in January.
  - The Response Preparedness Workgroup continues to plan seminars for the operational year. The next seminar is planned for the March SciPAC call and will be on the Scientist Officer Deployment Skills survey.
  - If you recently deployed (last few months) or are currently deployed, please send LCDR Elizabeth Irvin-Barnwell ([jcx0@cdc.gov](mailto:jcx0@cdc.gov)) an email so that we can include your accomplishment in our monthly highlights.
- **Recruitment and Retention:** LCDR Jonathan Leshin; Co-Chairs: CDR Robin Toblin, LT Debra Chen
- BLUF
    - Top Tips document is available on DCCPR website now
    - Recruitment Presentation is available on request
    - We are looking for one or two officers to attend the next OBC Open House and Graduation. The Open House is February 27<sup>th</sup> and Graduation is March 8<sup>th</sup>. Please contact CDR Mark Schekelhoff ([mark.r.scheckelhoff.mil@mail.mil](mailto:mark.r.scheckelhoff.mil@mail.mil)) to participate
    - Many thanks to LT Michelle Hughes and CDR Robin Toblin, who presented the December seminar on CV writing for the New Call to Active Duty Seminars. This month’s seminar on awards, currently scheduled for Feb. 22, will be presented by LCDR Nancy Tian and CDR James Kenney.
    - If you are an officer looking to separate in the next few months, please contact CDR David Huang to complete a separation survey ([ihw4@cdc.gov](mailto:ihw4@cdc.gov))
  - Resources
    - The revised Top Tips for Scientists in the USPHS document was posted on our website in December. (sent this update previously, but the January meeting was cancelled)
    - Worked on the R&R SOP for submission this month
  - Interested Applicant
    - Finished: Come up with canned language for ‘not open for application right now’
    - Current:

- Meeting shortly with CDR Toblin to discuss the recruitment of psychologists via presentations at universities (will also connect with our PsyPAG Liaison, LT DiMisa) ([sdimisa@bop.gov](mailto:sdimisa@bop.gov))
  - Come up with language for the website and also come up with a plan for where to direct communication (work with website SC)
- Future: Maintain the database on max.gov to notify for open enrollment and direct them and help them to the site (assisting with requirements, etc.)
- New Recruit
  - We've consolidated a de-duplicated list of scientist applicants with email addresses.
  - We have sent out an email to all persons within that de-duped list to (1) confirm contact information and (2) get preliminary information about their application status so we can place them in the right "life cycle application process bucket." We gave applicants until next week to provide their responses, after which we will update the de-duped spreadsheet with any new information.
  - Email soliciting volunteers for the committee has been sent to the listserv (at this time there are approx. 9 volunteers)
  - Need leads for monitoring and tracking applicants in two areas: (1. Are awaiting interview results or whose application status is unknown; 2. Are awaiting medical clearance)
  - The team will discuss how to organize the volunteers and reach out to them with assignments (chair or committee member) and next steps later this week.
- OBC Engagement
  - One Scientist is attending the Feb/March OBC. We are looking for officers to be present at the Open House (Feb 27) and Graduation (Mar 8) for new Officer support.
  - The Top Tips Document will now be part of the OBC Open House package given to new officers.
- Peer Support Network
  - All new scientist officers have matched to peers for support. At this time we do not have any new officers to match.
  - A listserv request for additional midlevel officers may be coming soon to provide support for incoming EIS officers
- New CAD Seminars
  - Many thanks to LT Michelle Hughes and CDR Robin Toblin, who presented our December seminar on CV writing. Our upcoming seminars will cover promotions, awards, and navigating life changes in the Commissioned Corps.
  - Due to the shutdown, our January seminar on navigating life changes in the Corps was postponed to April. Many thanks to LCDRs Ellen Boundy and Michelle Dynes for their flexibility. They will instead present in April on life changes like getting married, having a baby, and more. This month's seminar on awards, currently scheduled for Feb. 22, will be presented by LCDR Nancy Tian and CDR James Kenney.

- If you are a junior officer interested in leading a seminar for new officers or a senior officer available to answer questions, please email LT Erica Rose, [nqx4@cdc.gov](mailto:nqx4@cdc.gov), or LT Kathleen Hartnett, [iul9@cdc.gov](mailto:iul9@cdc.gov).
- EIS
  - Applicants from EIS recruitment group had to make their discussion in late November.
  - Some applicants are hearing about medical disqualifications
  - Applicants for the 2018 class are currently under review by HQ
  - 2019 Applications are due week of Feb 4<sup>th</sup>
  - CDC is working with HQ to help collect EIS officer forms to help relieve the burden from HQ
  - Working to ensure parity of process between EIS and HQ direct application
  - Working with Visibility to have a EIS Scientist breakfast at the EIS conference
- Separation Survey
  - Team is working on analyzing data collected from our separation survey and extended interviews
  - Team had two additional officers participate, one in November and one in December
  - The dental PAC has reached out on a similar effort (collecting information on officers who separate), and there may be an opportunity to collaborate with them and other PACs in the future.
  - If you are or know an officer planning to separate in the next few months, please contact CDR David Huang at [ihw4@cdc.gov](mailto:ihw4@cdc.gov).
- **Rules and Membership:** CDR Loren Rodgers; Co-Chair: CDR Dan-My Chu
  - A substantial update of the Rules and Membership SOP is nearly complete.
  - We are continuing to update subcommittee SOPs. Adjusting timelines due to shut down.
  - We are scanning the Charter and SciPAC SOP for interim changes.
  - Subcommittees are encouraged to scan their SOPs for places that need updates. In particular, consider adding attachments that facilitate tasks that are done each year, such as including sample emails that are sent to the PAC annually. These documents should make subcommittee tasks as easy as possible, and facilitate knowledge transfer.
  - Any question should be emailed to CDR Loren Rodgers ([lrodgers@cdc.gov](mailto:lrodgers@cdc.gov))
- **Science:** LCDR Eric Jamoom; Co-Chairs: CDR David Huang, LCDR Ginny Bowen
  - SOS Team – by Analysis and Operations Unit work
    - Analysis Unit: The most recent State of the Scientist findings were presented brilliantly by LCDR Ginny Bowen to the SciPAC on 2/5.
      - SciPAC Science SC sponsored Presentation: “State of the Scientists: Result from the 2018 Category Survey.” LCDR Ginny Bowen. Acknowledgements: LCDR Eric Jamoom, CDR David Huang, LT Brad Goodwin, LT Ruth Link-Gelles, LCDR Iman Martin, CDR Anne Purfield, CDR Anne Marie France, and LCDR Jonathan Leshin.

- A formal analysis and dissemination plan of SoS data is under development.
- Operations Unit: This year's 2019 SoS websurvey was delayed due to the shutdown, and more information about timing is forthcoming.
  - This year's 2019 SoS survey represents an opportunity to collect information about all the outstanding contributions that Scientists have made in CY 2018 to respective agencies, during 2018's various emergency responses, and toward improving the health of our communities.
  - In process of finalizing the 2019 SoS Survey and timeline.
- SG Priorities Team: After first call - working toward identifying topics for white papers. Group is focused on a journal article to address public health challenges met by scientists/USPHS officers. SG Priorities Team is also engaged on the 2019 World Health Organization health challenges, to identify the overlap in the work USPHS Scientists are doing to address those public health challenges in the US.
- Bibliography and Publications Team: No updates
- Research and Practice Team: No updates.
  
- **Visibility:** CDR Kamil Barbour; Co-Chairs: LCDR Colleen Scott, LT Ruth Link-Gelles
  - Newsletter Team: The SciPAC newsletter team released the Fall 2018 edition of *The Scientist Officer* last Friday. Thank you for your submissions, feedback, and continued support. Please stay tuned for the call for articles for the next edition in the coming weeks.
  - ATL Socials
    - The Visibility Subcommittee is hosting a Mardi Gras party at the home of CAPT Jennie Thomas on Saturday, March 2. Invites have been distributed to the SciPAC membership. At this point, we are at 17 confirmed guests. We hope that you can join us.
    - Atlanta Socials Team is planning for their next Trivia Night for March. Exact date TBD. The trivia venue has bumped up trivia to a 7:30pm start time. We hope that this allows more officers to attend. Announcement will be distributed via the SciPAC listserv as sometime this month.
  - DC Socials: Planning for upcoming Mardi Gras party, tentatively scheduled for Saturday night, March 2, 2019.
    - Requesting venue ideas and volunteers. Please contact LT Harris by Jan 15<sup>th</sup> COB at [Alesha.Harris@hhs.gov](mailto:Alesha.Harris@hhs.gov).
  - Publications Team: Last year, the Highlights Team identified over 496 publications from 151 Scientist officers in 2017. Some of these impactful works were featured in the SciPAC newsletter and other social media platforms. The search process for 2018 publications is now underway. As part of this process, every officer will be receiving (or may have *already received*) an email requesting for their list of 2018 publications. This includes peer-reviewed journals, book chapters, and reports. If possible, please do take the time to aid these officers in their search by responding to the request, even if it is to report no publications. Otherwise, the team will be using a combination of PubMed, Scopus, and other search engines to supplement their search. Thank you in advance, and we look forward to sharing your accomplishments with the PAC!
  - History Team

- Published first article in the Scientist Newsletter entitled “History of Science Category: We have a lot to learn.”
  - Identified a large amount of information about Scientists in the Commissioned Corps from the textbook Plagues and Politics. Team members are continuing to review and will combine all findings.
  - Relevant facts about Scientists history are being combined into timeline to identify key accomplishments and contributions.
  - Team has identified several additional routes of communication to explore in the future (e.g., past CPO documentation, deployment team commanders, Executive Board documentation, DCCPR).
  - Developing poster abstract submission for PHS COF Symposium
- Twitter Team
  - Twitter team sought and received advice from Therapist Pac on establishing a Third Party Web Agreement/Privacy Impact Assessment (TPWA/PIA) for social media.
  - Twitter team communicated with the OS Privacy & Data Protection Division in the Office of the Chief Information Officer at Health and Human Services.
  - Twitter team: 1) notified the OS Privacy & Data Protection Division of the plan to establish a TPWA/PIA for “U.S. Public Health Service Scientist Professional Advisory Committee Program Support Center Twitter”; and 2) initiated process of creating TPWA/PIA.
- Facebook Team: 145 members currently. Welcomed the birth of two sons to the SciPAC Family on Facebook; congratulations to CDR David Huang and LCDR Israel Cross.
- SciPAC Fist Bump Team
  - Two Electronic Fist Bumps distributed via SciPAC listserv
    - CDR Robin Toblin, December 2018
    - Baby Edition featuring CDR David Huang’s newborn son and LCDR Israel Cross’ newborn son, January 2018
  - Via SciPAC listserv, distributed a Call for Volunteers to serve on the Planning Committee for the Battle of USPHS CC Categories Blood Drive
    - The blood drive will occur on Tuesday, May 7<sup>th</sup> during USPHS Symposium.
    - This event is being led by SciPAC Visibility SC
    - By February, 11<sup>th</sup> interested officers should contact LCDR Shondelle Wilson-Frederick, [Shondelle.Wilson-Frederick@cms.hhs.gov](mailto:Shondelle.Wilson-Frederick@cms.hhs.gov)
- **Website:** CDR Adrienne Goodrich-Doctor; Co-Chairs: LCDR Xinzhi Zhang, LCDR Iram Hassan
  - Current Progress towards meeting goals:
    - On December 20, 2018, LCDR Zhang led a Website Subcommittee training session “SciPAC Website 101” for subcommittee members and liaisons to review the new website change request form, 508 compliance, and PII requirements. The Subcommittee thanks LCDR Ou for serving as a presenter for the training.
    - Recently, the subcommittee updated the SciPAC meeting information on the website and is working towards updating that entire page. Archived minutes (from

the 2016-2017 operational year and earlier) have been moved to Max.gov (thanks to LCDR Wilkens). After the 2017-2018 minutes are reviewed for PII they will be available through the SciPAC website. If you don't have access to our Max site, you can contact LCDR Shumate for archived meeting minutes.

- The current Website Subcommittee SOP Team completed their review of the draft SOP update. The draft SOP will now be reviewed by the Chair/Co-Chairs.
- The Website Subcommittee will meet with the Visibility Subcommittee on March 14, 2019 to begin discussions for developing a history webpage on the SciPAC website.
- A special projects team within the subcommittee has been formed to assist with review and update of the SciPAC website; we will also rely heavily on our Website Liaisons. A meeting is planned on Feb. 8, 2019 to kick off the process.
- Draft procedures for the SciPAC Calendar Team have been developed and are currently being used by the team. The team will use the procedures for a trial period with the goal of finalizing the procedures this Spring.
- Other Activities:
  - Completed 20 website change requests; 4 requests are pending
  - Continue to update the SciPAC Calendar
  - Subcommittee members are currently reviewing draft questions for the SciPAC Annual Survey
  - Next Subcommittee Meeting: February 26, 2019; 1100-1200

- **Liaison Reports**

- **COA:** CAPT Martin Sanders
  - CAPT Sanders stated that membership in COA is critical as they are the only outside organization lobbying for Commissioned Corps Officers.
  - CAPT Sanders was appointed to be Co-chair of the COA Awards Board.
  - The following COA and COF Board accomplishments were provided for review by officers:
    - The Military Coalition sent its letter to Capitol Hill asking that the USPHS and NOAA be included in the “Pay Our Coast Guard Act.” COA was responsible for having the letter modified to include more than the Coast Guard. The letter can be found on the COA website at <http://www.coausphs.org/media/2001/the-military-coalition-letter-on-shut-down-pay-january-2019.pdf>
    - Lowe's home improvement stores finally yielded to COA's constant badgering and agreed to extend the 10 percent military discount to USPHS (and NOAA) officers. Sign-up for the discount can be done at <https://www.lowes.com/mylowes/military-validation>. There will be a notice of this change in the January-February issue of Frontline. We note that the language on Lowe's website has not caught up with its revised policy.
    - Jim Currie conducted an analysis of Permanent Promotion statistics for 2018 and presented the results to the COA Executive Committee. He drafted an email to ADM Giroir and VADM Adams sharing these statistics with them and pointing out how many officers would be passed over twice if the low promotion selection

rate continued for 2019 and what this would mean for the Commissioned Corps in terms of losing officers.

- **PSYPAG:** CDR Eduardo Cua
  - We are holding our first PsyPAG meeting Feb 6, 2019. Nothing to report at this time.
  - Please e-mail CDR Eduardo Cua at [ecua@bop.gov](mailto:ecua@bop.gov) with any psychology-related concerns, as CDR Cua is the liaison between the SCI and HS psychologists.
- **JOAG:** LCDR Victoria Jeisy Scott
  - Please join us for the JOAG General Member meeting this Friday, 2/8 at 1300 EST. Phone Number: 1-712-770-8020, Passcode: 860533
  - Sign up to share a ride or a room for the USPHS symposium by registering on the Room/Ride Share Sign-up Sheet
  - Join the JOAG listserv to receive our announcements, including the Spring HOSA volunteer opportunities, local meet and greets and APFT events, monthly behavioral health and professional development tips.
- **Minority Officers Liaison Council (MOLC):** CDR Cesar Perez
  - The first Minority Officers Liaison Council (MOLC) monthly meeting for 2019 took place on January 22, 2019.
  - New MOLC leadership- Chairs for 2019: LCDR Janet Hayes and LCDR Melissa Schossow.
  - CDR Cesar Perez will be the MOLC Liaison for SciPAC for 2019.
  - Some announcement that will be of interest for SciPAC:
    - BCOAG Annual Awards Call for Nominations Deadline is Friday, March 15, 2019.
    - BCOAG Hometown Mission (Formerly NOLA Mission), February 14-18, 2019
    - Heart Health Awareness and Warm Nights event to be held on Friday, February 22, 2019.
    - The 3rd APAOC Annual Leadership Summit has been scheduled for October 18, 2019, at the FDA White Oak Campus in Silver Spring, MD. APAOC would like to extend the invitation to all officers. This is an open event to all officers.
    - The next APAOC Healthy Mind Initiative (HMI) Train-the-Trainer session will be held at the FDA WO Campus on Friday, February 22nd, 2019, from 12 to 2 pm EST. FDA WO Building 51, Room 1211. Please send your RSVP to [helen.zhou@samhsa.hhs.gov](mailto:helen.zhou@samhsa.hhs.gov). Please note, this session fulfills 1 of 2 required trainings for the Healthy Mind Initiative event host. The next Mental Health First Aid course is to be determined. LCDRs Lee and Yeo will provide an update when the course is scheduled.
- **Sexual Orientation and Gender Diversity Advisory Group (SOAGDAG):** LCDR Luis Iturriaga
  - SOAGDAG has not yet had its first meeting, so nothing to report at this time.

- **Commissioned Corps Women's Issues Advisory Board (CCWIAB):** CDR Cara Halldin
  - CCWIAB has submitted various proposals to DCCPR for consideration. Proposals address updating the appearance and grooming standards for women which align with updates that the Navy has recently made to accommodate a variety of updated hair styles. Additionally, a proposal to update the uniform guidance allowing a breastfeeding-friendly undershirt with all uniforms was received positively. The uniform coordinator indicated:
    - *"the policies on "undergarments" are vague enough in regards to the undershirt, these would already be covered/authorized. The ODU blue undershirt would be the only exception due to the missing screen printed logo on the shirt, but this could easily be authorized by a temporary waiver of the ODU undershirt while breastfeeding. I will add for consideration when we re-open the uniform policies."*
    - Breastfeeding friendly T-shirts are commercially available at [www.missmilitarymom.com](http://www.missmilitarymom.com).
    - The Women's Leadership Support Group has drafted a Resource Guide for officers who are diagnosed with or who are survivors of cancer which is currently undergoing review within CCWIAB. This first guide focuses on breast cancer with the plan to expand to other cancers if this guide is received favorably. Once it has been reviewed it will be posted on the CCWIAB Resource Page (<https://dcp.psc.gov/OSG/ccwiab/ccwiabresources.aspx>)
    - You do not have to be a board member to participate in committee activities. If you are interested in joining a CCWIAB committee or if you have any questions about CCWIAB please contact CDR Halldin ([challdin@cdc.gov](mailto:challdin@cdc.gov)) or visit CCWIAB's website: <http://dcp.psc.gov/osc/ccwiab/>.
- **PACE:** LCDR Erika Odom
  - National PACE is asking officer to submit highlights of current events occurring in the next several weeks to the PACE National Social Media Coordinator LT Scott Vega (jared.vega@cms.hhs.gov). Photos of events that promote the Opioid Prevention, Tobacco/e-cig Prevention and Healthy Activity/Eating are HIGHLY encouraged! The best photo submitted between now and February 14, 2019 will receive a challenge coin from the PACE National Social Media Coordinator.
  - PACE Presentation Templates are now available! The Presentation Development Subcommittee is pleased to announce that the PACE presentation templates are now available. Officers interested in developing a PACE presentation must read the instructions document before developing templates. The instructions document explains how to submit the presentation package to PACE for final review and posting to the PACE website. See: <https://community.max.gov/x/rY1EYQ>
  - Join the PACE listserve at <https://list.nih.gov/cgi-bin/wa.exe?A0=nps-pace>
  - To join the PACE max.gov site join using your federal email address [https://portal.max.gov/home\(sa/group/register/AGY-HHS-USPHS.ACCESS.TO.PACE.GROUP](https://portal.max.gov/home(sa/group/register/AGY-HHS-USPHS.ACCESS.TO.PACE.GROUP). If you do not have a federal email (not .gov or .mil), please contact LCDR Leshin ([jonathan.leshin@fda.hhs.gov](mailto:jonathan.leshin@fda.hhs.gov)).
  - The max.gov site is now LIVE at <https://community.max.gov/x/YQXpTQ>. The new

Opioid presentations are now available on the site, so please review the information for the latest on opioid education. If you are having a problem accessing the max.gov site please try joining the group [https://portal.max.gov/home\(sa/group/register/AGY-HHS-USPHS.ACCESS.TO.PACE.GROUP](https://portal.max.gov/home(sa/group/register/AGY-HHS-USPHS.ACCESS.TO.PACE.GROUP) if you have a federal email. If you have a non-federal email (not .gov or .mil), please contact LCDR Leshin ([jonathan.leshin@fda.hhs.gov](mailto:jonathan.leshin@fda.hhs.gov)).

- **Presentation on The State of Scientists: Results from the 2018 Category Survey**
  - Presenter: LCDR Virginia Bowen, Science Subcommittee
  - Please see slides attached to the meeting invitation or email LCDR Alice Shumate ([wii5@cdc.gov](mailto:wii5@cdc.gov)) to request a copy.
- **Closing Remarks:** CAPT Jennifer Thomas
  - There are several scientist officers running for COA board field representative and people should vote if they are members.

**NOTE:** Next meeting **Tuesday, 5 March 2019 @ 1200–1300 EST**