



JOAG

JUNIOR OFFICER ADVISORY GROUP

General Meeting Minutes

Friday, April 8, 2016

1300 - 1500 EDT

 Call-in number: (218) 844-1930
 Passcode: 791-9605#

I. Roll Call – LCDR Lindsay Hatch (Lindsay.hatch@fda.hhs.gov)

Voting Membership					
Attendance	Rank	Last Name	First Name	OPDIV	Category
AWA	LCDR	Arroyo	Peter	BOP	THER
X	LCDR	Bailey	Daveta	FDA	EHO
X	LT	Bante	Katie	IHS	EHO
X	LT	Bates	Mekeshia	HRSA	NURSE
X	LCDR	Burns	Ashley	FDA	PHARM
AWA	LCDR	Buttke	Danielle	NPS	VET
AWA	LCDR	Garza	Elizabeth	CDC	HSO
X	LCDR	Halldin	Cara	CDC	SCI
X	LCDR	Hatch	Lindsay	FDA	HSO
X	LCDR	Huang	David	CDC	SCI
X	LCDR	Magill	Stephanie	CMS	DIET
X	LCDR	Marrero	Abraham	CDC	ENG
AWA	LCDR	Nguyen	Quynh Nhu	FDA	ENG
AWA	LCDR	Purdy	Kristie	IHS	DIET
AWA	LCDR	Shumate	Alice	CDC	SCI
X	LCDR	Spindel	Samantha	FDA	ENG
AWA	LCDR	Stein	Avi	CDC	HSO
X	LCDR	Whitehart	Jonathan	OS/DCCPR	HSO

X=Present, AA=Approved absence; AWA=Absent with alternate; UA=Unapproved absence

*Ex-Officio/Past Chair, non-Voting Member

JOAG Agency/Organization Liaisons and non-Voting Member Co-Chairs

Attendance	Rank	Last Name	First Name
A	LCDR	Laufenberg	Melissa
X	LT	Miller	Latasha
X	LCDR	Warner	James
X	LCDR	DeGrange	Elizabeth
A	LT	Nelson	Jennifer
X	LCDR	Eckhart	Scott

A=Absent; X=Present

II. Executive Committee Reports Executive Committee Reports

a. No report from Ex-Officio or Chair-Elect

b. Chair Report: LCDR Elizabeth Garza (iwm8@cdc.gov)

i. Current activities/updates/accomplishments

1. CAPT Sara Newman was appointed as JOAG’s Senior Advisor and JOAG is honored to have her on board.
 - a. She started her three-year term in March.
2. Updates from interactions with the Office of the Surgeon General (OSG):
 - a. JOAG continues to be part of the Strategic Planning Workgroup, co-chaired by RADM Trent-Adams and RADM Giberson.
 - i. This Workgroup will develop and implement a USPHS Commissioned Corps Strategic Framework and Doctrine.
 - ii. JOAG Voting Members were involved in reviewing and providing feedback that is being incorporated into one specific section of the Doctrine.
 - iii. Once both are finalized and approved, OSG will develop a communication and dissemination plan.
3. JOAG continues to be involved in the leadership development framework, which is being led by CAPT Woo, with support of the OSG.
 - a. CAPT Woo has met with the DSG and RADM (Ret.) Williams, COF President, who are both very supportive.
 - b. COF funded CAPT Woo, CAPT Edwards, and LCDR Trinia Cain, to be part of a “train the trainer” on Servant Leadership through Arbinger Institute.
 - c. CAPT Woo and the team will be looking to roll this leadership training out to the Corps, and are currently engaging in dialogue with junior officers to hear how to build the best Commissioned Corps possible.

- d. During JOAG's last Journeyman Speaker Series on March 25, 2016, Dr. Nazleen Bharmal, Director of Science and Policy at OSG presented "Opportunities for JOAG officers to work with the Office of the Surgeon General."
 - i. The recording will be posted on JOAG's MAX.gov website.
 - ii. April 8, 2016 is the last day to respond to a follow-up survey for officers interested in the opportunity to work with the OSG.
 - e. JOAG distributed a survey on April 6, 2016, which was a special request of JOAG from VADM Murthy.
 - i. He'd like to hear from junior officers on what are the top three things they'd like changed within the Corps.
 - ii. The survey will close on April 13, 2016.
 - f. OSG distributed a special request for officers to serve in two-week TDYs, starting on April 18, 2016, to assist DCCPR with data entry functions to bring officer's personnel records to date.
 - i. Any interested officers are asked to submit an e-mail acknowledging their availability (days and times) and concurrence from their Supervisor to Felecia.bailey@hhs.gov.
4. JOAG has received confirmation that the Deputy Surgeon General, along with several (if not all) CPOs will be stopping by the next JOAG General Member Meeting, which will be in-person at the 2016 USPHS Scientific & Training Symposium on May 17, 2016 from 1245-1400 CDT.
- a. All junior officers attending the Symposium are asked to join the meeting.
 - b. JOAG is hoping to obtain a conference room with teleconference capabilities, so that officers can also join the meeting remotely.
 - c. LCDR Purdy, JOAG Outreach Committee Co-Chair and Symposium Lead, who is local to Oklahoma City, will provide an update on other JOAG events/activities and opportunities at the Symposium.
 - d. LCDR Purdy will also discuss the design of the new 2016 JOAG moisture wicking t-shirt that will be for sale at the USPHS Symposium, as well as through the JOAG online store.
5. LCDR Garza encouraged all junior officers to get connected and involved in the various JOAG committees, and looks forward to seeing junior officers in Oklahoma City at the Symposium.

c. Vice-Chair Report: LCDR Cara Halldin (vgx5@cdc.gov)

i. Current activities/updates/accomplishments

1. The Awards Committee has developed an award honoring the legacy of Vice Admiral C. Everett Koop by recognizing the caliber of role model that he was, and still is, for junior officers.
 - a. This proposed new award, called the Vice Admiral C. Everett Koop Junior Officer Award, will recognize a junior officer who has exhibited direct contributions and leadership in advocating for, changing, improving, strengthening, informing, developing and/or implementing health-related policy and/or healthcare reform at the local, state, regional, or international level.
 - b. We have reached out to VADM Koop's widow, Mrs. Cora Hogue Koop, for permission to use the Koop name.
 - i. She was very excited to hear JOAG was working on such an award and has agreed to review the documentation surrounding the award.
 - ii. We are awaiting her comment.
 - c. This remains a high priority for JOAG to move forward in this operational year.

d. Executive Secretary Report: LCDR Lindsay Hatch (Lindsay.hatch@fda.hhs.gov)

i. Current activities/updates/accomplishments

1. No report.

e. Financial Liaison Report: LCDR David Huang (ihw4@cdc.gov)

i. Current activities/updates/accomplishments

1. JOAG is in the process of developing two new items:
 - a. silicon wallet cell phone card holder
 - b. moisture-wicking T-shirt featuring the new JOAG logo and a map of recent PHS deployments
2. New aforementioned items will be available for sale at the Symposium, on the JOAG online store (mkt.com/usphs-joag), and at OBC Open Houses.
3. Proceeds from JOAG merchandise sales partially fund the C. Everett Koop Living Legacy Fund, which provides scholarships for Commissioned Officers Association members who are officers at the rank of O-3 (LT) or below, to attend the annual USPHS Scientific & Training Symposium.
 - a. JOAG is proud to announce that we successfully funded three junior officers to attend this year's Symposium.

III. JO Voice: LCDR Erin Nichols (igd1@cdc.gov) & LT Stephanie Briguglio (Stephanie.briguglio@fda.hhs.gov)

- a. JO Voice topic for this General Meeting is Basic Readiness standards.

- b. CDR Carlos Bell and LCDR Simleen Kaur, HSPAC Readiness Subcommittee, and LT Latasha Miller, JOAG DCCPR Liaison, prepared the response to the questions, as well as joined the call to field any questions on this topic from junior officers.
 - i. The response to the questions was distributed via the JOAG listserv on 04/07/16 with the General Meeting agenda for the meeting.
- c. LCDR Simleen Kaur asked if any junior officers on the call had any questions related to Basic Readiness standards.
 - i. The officers on the call did not ask any questions during this segment of the meeting.
 - ii. LCDR Kaur informed the officers on the call that when they enter their BLS information into Direct Access, it needs to be saved in the BLS window as well as under the profile.
 - 1. If officers do not do both, they will not be considered basic ready.
- d. LCDR Nichols thanked LCDR Kaur, CDR Bell, and LT Miller for their contribution to the response.
- e. Next JO Voice topic will be deployment.
 - i. Please send questions or comments on this topic, or any topic, to phs.joag@gmail.com.
 - ii. While the identity of officers who send questions via email are not anonymous, all names will be removed before the information is sent to the resource(s) for feedback.
 - iii. A message will be distributed via the JOAG listserv with the information for the next JO Voice segment.
- f. LCDR Nichols explained that junior officers are welcome to submit suggestions for future JO Voice topics.

IV. Committee/Workgroup Reports

- a. **Awards Committee:** LCDR Abraham Marrero (ymq6@cdc.gov) & LCDR Jonathan Whitehart (jonathan.whitehart@fda.hhs.gov)
 - i. Current activities/updates/accomplishments
 - 1. Selections for Carmona, JOY, and Excellence Awards have been made.
 - a. Carmona Award selection is awaiting OSG concurrence.
 - b. JOY and Excellence Awards are awaiting EC review and concurrence.
 - 2. Committee is awaiting names to get quotes for plaque and gavel production.
 - 3. Subcommittees are currently working on certificates for active involvement.
 - ii. Next meeting/volunteer opportunities
 - 1. Committee General Meetings are scheduled for the first Wednesday of every odd month at 1200-1300 EDT.
 - a. Next committee meeting is scheduled for May 4, 2016 at 1200-1300 EDT.
 - i. Call-in number: 712-432-0111; passcode: 492866#

- b. Communications and Publications Committee:** LCDR Daveta Bailey (Daveta.bailey@fda.hhs.gov) & LT Katie Bante (Katie.bante@tananachiefs.org)
- i. Current activities/updates/accomplishments
 1. JOAG logo is complete and available for use.
 - a. Multiple formats with instructions have been posted and are available for use on MAX.gov.
 - b. Branding guidelines have been submitted to the EC for review.
 2. Committee is currently reaching out to social media points of contact to determine their roles.
 3. "With Pride & Distinction" highlighting recent uniform issuances is under review and pending distribution.
 4. Reader evaluation survey for the JOAG Journal is complete and the summary of results will be published in Spring Journal.
 5. Committee continues to process website data requests.
 - ii. Next meeting/volunteer opportunities
 1. Next General Meeting is scheduled for May 18, 2016 at 1300 EDT.
 - a. Call-in information will be provided via email.
 2. Outreach Subcommittee is looking for volunteers for the Historian position(s) to be filled by several officers.
 3. Committee is looking for volunteers for the Social Media Team, which will manage JOAG's Twitter and Facebook accounts.
- c. Membership Committee:** LCDR Alice Shumate (wii5@cdc.gov) & LCDR Quynh Nhu Nguyen (quynht.nguyen@fda.hhs.gov)
- i. Current activities/updates/accomplishments
 1. Membership Subcommittee
 - a. Subcommittee held the annual Q&A session for interested Voting Member applicants.
 - b. 18 applications for Voting Membership were received as of 03/15/16.
 - c. Subcommittee is seeking responses from past members to assist with current year verification process.
 - d. Applications are being verified and are expected to be sent to Voting Members for scoring by April 18, 2016.
 - i. Voting Members are expected to complete the voting process by May 13, 2016.
 2. Meet and Greet Subcommittee
 - a. Subcommittee held four Meet and Greet events in January, February, and March in the following cities: New York City, Phoenix/Florence, San Francisco, and Atlanta.
 - b. Meet and Greet event in the Washington D.C. area is scheduled for April 14, 2016.
 - i. CAPT Newman, JOAG Senior Advisor, will be at the event.
 3. Officer Involvement and Outreach Subcommittee

- a. Congratulatory emails were sent to officers who received promotions in the first quarter of fiscal year 2016.
 - i. 43 emails were sent to officers earning competitive promotions and 22 emails were sent to officers receiving non-competitive promotions.
 - ii. Anniversary call to active duty emails were also distributed in January and February.
- 4. SOP Subcommittee
 - a. Subcommittee asked all other Membership Committee Subcommittee Co-Leads to review their subcommittee SOPs in the near future.
- 5. Listserv Subcommittee
 - a. Subcommittee drafted a SOP.
 - b. Subcommittee distributed welcome letters to new JOAG listserv members for February and March.
- ii. Next meeting/volunteer opportunities
 - 1. Next committee meeting is scheduled for May 20, 2016 at 1400-1500 EDT.
 - a. Call-in number: 301-796-7777; meeting ID: 745991785
 - b. WebEx:
 - <https://fda.webex.com/fda/j.php?MTID=m9b58f56bf4a19e0f265ba65e30278045>
 - i. Password: 11111

d. Outreach Committee: LCDR Kristie Purdy (Kristie.purdy@ihs.gov) & LT Mekeshia Bates (mbates@hrsa.gov)

- i. Current activities/updates/accomplishments
 - 1. New Call to Active Duty (CAD) Email Subcommittee sent out 19 emails to February OBC graduates and 20 emails to the March graduates.
 - 2. 30 new officers participated in OBC 85, which was held on February 7-19, 2016.
 - a. 18 of these new officers stopped by the JOAG Booth to sign-up for the listserv, and expressed interest in the Peer-to-Peer Network and Job Shadowing programs.
 - i. These officers were provided the JOAG Brochure and committee fliers.
 - ii. Officers' names were sent to the appropriate POCs to follow-up with those officers on their interest(s) in the aforementioned programs.
 - 3. 27 new officers participated in OBC 86, which was held on March 6-18, 2016.
 - a. 20 of these new officers stopped by the JOAG Booth to sign-up for the listserv, and expressed interests in the Peer-to-Peer Network and Job Shadowing programs.

- i. These officers were provided the JOAG Brochure and committee fliers.
 - ii. Officers' names were sent to the appropriate POCs to follow-up with those officers on their interest(s) in the aforementioned programs.
4. JOAG sponsored the Junior Officer Career Enhancement Booth at the 3rd Annual CDC/ATSDR Commissioned Corps All-Hands and Awareness Day on March 23, 2016 at the CDC's Roybal Campus in Atlanta, GA.
5. Plans are underway to attend the 8th Annual USPHS Commissioned Corps Awareness Day on April 26, 2016 at the FDA White Oak Campus.
 - a. JOAG will sponsor both a Junior Officer Career Enhancement Booth (JOCEB) and Uniform Inspection Booth (UIB) at the event.
 - b. Volunteer openings for the JOCEB have been filled.
 - c. Committee is still seeking volunteers for the UIB.
 - i. Those interested in volunteering should contact LCDR Christopher Janik at Christopher.Janik@uscg.mil, LCDR Scott Eckhart at Scott.D.Eckhart@uscg.mil, or LT Beth Wittry at xks5@cdc.gov.
6. Committee is currently working to revise the Outreach SOP with updates to the Symposium Planning Subcommittee after the 2016 Scientific & Training Symposium.
7. The Outreach Committee Strategic Plan was developed and forwarded to the Strategic Planning Subcommittee.
 - a. Updates on the Outreach Committee's activities will be forwarded to the Strategic Planning Subcommittee for the remainder of the operational year.
8. New Officer Guide (NOG) was updated to reflect the edits requested by the EC.
 - a. Committee is currently working to add the new JOAG logo.
9. Product Research and Selection Subcommittee has researched over 30 different items to sell for JOAG merchandise.
 - a. 11 items were presented to the EC for review.
 - b. EC has narrowed the merchandise selection down to five items they are most interested in, including: silicone cell phone wallet, cell phone arm band, stainless steel coffee mug, Tervis mug or tumber, and ID badge with reel.
 - c. EC is determining the new item from among the items that were researched and submitted by the Product Research and Selection Subcommittee.
 - d. By the Symposium, there will be a new moisture-wicking shirt, featuring the new JOAG logo and map of recent PHS deployments, and one other new merchandise for sale.

10. Committee is finalizing plans for the JOAG activities at the 2016 USPHS Scientific & Training Symposium.
 - a. Committee has identified a photographer to capture JOAG activities at the Symposium.
 - i. These photos will be uploaded onto JOAG social media sites, including Facebook and Twitter.
 - b. OKC Resource Guide featuring local options for dining, entertainment, attractions, shopping, and transportation was approved and distributed via the JOAG listserv.
 - i. A link to the Resource Guide was also placed on the official Symposium website.
 - c. The JOAG Officer Room/Car Share Program, which assists junior officers with the cost of travel and lodging for the Symposium, has been distributed through the JOAG listserv, and a request has been made to place it as a link on the official Symposium website.
 - d. JOAG General Member Meeting has been listed as an official agenda item for the 2016 Symposium.
 - i. At this time we are still awaiting room assignment, which should be provided in two weeks, with instructions on teleconferencing capabilities.
 - ii. A JOAG informational postcard has been approved by the EC to distribute at the General Meeting.
 1. The postcard will include the following: new JOAG logo, online store information, website, Twitter and Facebook links, and JOAG leadership information.
 - e. Volunteer announcement with link to Sign-up Genius has been approved by EC and distributed through the JOAG listserv for both the UIB and JOCEB at the Symposium.
 - i. Both of these opportunities are still in need of volunteers.
 1. The POCs for the UIB are: LCDR Chris Janik (Christopher.Janik@uscg.mil), LCDR Scott Eckhart (Scott.D.Eckhart@uscg.mil), and LT Beth Whittry at (xks5@cdc.gov).
 2. The POCs for the JOCEB are: LCDR Linzi Allen (linzi-allen@cherokee.org) and LT Ji LaRose (ji.larose@fda.gov).
 - ii. The UIB Subcommittee continues to develop a complete UIB/Liaison packet per feedback from volunteers and POCs from previous years' events.
 1. This will be used to improve the uniform script for addressing senior officers and hand-outs for a quick reference guide.

2. They are working on a one-page quick reference guide for basic uniform wear and a complete breakdown handout of the UIB.
- i. Next meeting/volunteer opportunities
 - a. Next meeting is scheduled for June 3, 2016 at 1400-1500 EDT.
 - i. Call-in number: 712-432-0111; passcode: 228673#
 - ii. Meetings are scheduled for the first Friday of even numbered months, unless otherwise noted.
 - b. Volunteer opportunities
 - i. OBC
 1. Junior officers in the Washington, D.C. area are encouraged to volunteer at OBC Open Houses and/or Graduations (see below).
 - a. Volunteers may contact LT Nicole Pascua (pascuan@cc.nih.gov) or LTJG Lusi Martin (Lusi.Martin@hhs.gov) to sign-up.
 2. Upcoming OBC Trainings:
 - a. OBC 87: April 3-15, 2016
 - i. Open House: April 3, 2016 at 1830 EDT; Graduation: April 15, 2016 at 1030 EDT
 - b. OBC 88: May 1-13, 2016
 - i. Open House: May 1, 2016 at 1830 EDT; Graduation: May 13, 2016 at 1030 EDT
 - c. OBC 89: June 5-17, 2016
 - i. Open House: June 5, 2016 at 1830 EDT; Graduation: June 17, 2016 at 1030 EDT
 - d. OBC 90: August (date and time TBD)
 - e. OBC 91: September (date and time TBD)
- e. Policy and Procedures Committee: LCDR Samantha Spindel**
(Samantha.spindel@fda.hhs.gov)
- i. Current activities/updates/accomplishments
 1. The JOAG Charter has been updated with VADM Murthy's signature and will be posted to our website shortly.
 - a. The main update to the Charter is that JOAG now has flexibility with regard to the total number of Voting Members, so that we can ensure that all committees are chaired by a Voting Member.
 2. Policy Development and Training Subcommittee is drafting a Cybergram regarding recent policy changes.
 - a. This will be distributed in the coming weeks and will include information regarding the uniform of the day requirements that are revised with the change in season.

3. JOAG Strategic Plan Subcommittee is diligently working with Liaisons from the committees to update part II of the Strategic Plan to include committee-specific strategies and goals.
 - a. Thank you to all of the Liaisons for participating in this process.
 - b. Overall, the group is very engaged, and a special thank you goes to the Outreach Committee Liaisons, as they have combined the Outreach and Welcoming Committees' items into one cohesive section.
 - c. P&PC will provide language to the other JOAG Committee Co-Chairs for their inclusion in the LOA for their Liaisons participating in this effort.
4. SOP Subcommittee is revising the template for the committees and ensuring that it is 508 compliant.
 - a. This will be distributed to committee members following the finalized Bylaws.
 - b. Thank you to the committees that provided input to the list of duties and requirements that all VMs must partake in.
 - i. This list is being finalized and will be included in the JOAG General SOP, as well as all of the committee-specific SOPs.
5. Thank you to all of the VMs who commented on the Bylaws.
 - a. JOAG Bylaws Subcommittee is working to prepare a final version in the coming weeks.
6. The Creed and Code of Conduct Workgroup submitted an article about the Creed to the JOAG Spring Journal, which describes the importance of having a Creed and creation of the Creed.
 - a. This document is currently under review by OSG and is being used in strategic planning activities for the USPHS.
 - b. The Code of Conduct Team within this workgroup has been very diligently working to research Code of Conduct documents within the USPHS, military, and federal sectors.
 - i. 54 codes of conduct have been analyzed and requirements were developed for a creation of a USPHS code of conduct.
 - c. A revised USPHS code of conduct is being developed.
 - d. This will be shared JOAG-wide in the coming months.
7. Thank you to LT Thelma Cancam, Committee Social Media Coordinator.
 - ii. Next meeting/volunteer opportunities
 1. Committee meetings are scheduled for the second Thursday of every month at 1200-1300 EDT.
 2. Next meeting is scheduled for April 14, 2016 at 1200 EDT.
 - a. Call-in number: 712-775-7300; passcode: 939713#

f. Professional Development Committee: LCDR Avi Stein (wya8@cdc.gov) & LT Jennifer Nelson (zcn6@cdc.gov)

- i. Current activities/updates/accomplishments
 1. Committee had a presence at several HOSA-Future Professional meetings in Virginia, Arkansas, and Georgia.
 2. Committee continues to market the JOAG Job Shadowing Program to many PACs and OBC graduates.
 3. JOAG Peer-to-Peer Network published an article in the Winter JOAG Journal.
 - a. Program continues to make matches (three thus far in 2016) of senior/junior officers.
 4. Journeyman Speaker Series continues with two presentations in March, including one on the Medical Reserve Corps and one about JOAG opportunities to work with the Office of the Surgeon General.
 5. JOAG PD Book Club presented "The Set-Up-To-Fail Syndrome" in March.
 6. The Survey Subcommittee worked diligently to produce a survey that VADM Murthy requested.
 - a. The survey is intended to solicit junior officers' input regarding what three items they would like to see changed within the Corps.
 - b. The survey will be closing on Wednesday, April 13, 2016.
- ii. Next meeting/volunteer opportunities
 1. Next meeting is scheduled for April 14, 2016 at 1000-1100 EDT.
 - a. Call in number: 712- 432-0933; passcode: 567393

g. Public Health and Community Service Committee: LCDR Danielle Buttke (Danielle_buttke@nps.gov) & LCDR Stephanie Magill (stephanie.magill@cms.hhs.gov)

- i. Current activities/updates/accomplishments
 1. MWR Subcommittee
 - a. Completed compilation, formatting, and editing of a new Family Readiness Guide for officers.
 - i. Currently awaiting Co-Chairs/EC review and approval before publication.
 - b. Subcommittee plans to review and update the MWR Guide over the next few months.
 2. Uniformed Services Community Services Subcommittee
 - a. Participated in Joint Base Myer-Henderson-Grant Hall Open House (Ft. Myer, VA) on February 6, 2016.
 - i. Lead: LT Gwendolyn Hudson
 - ii. Nine officers and one family member assisted with the Open House.
 - iii. 125 visitors were in attendance.
 - b. Participated in Wreaths Across America Cleanup (Arlington, VA) on February 16, 2016.

- i. Lead: LT Gail Tarlton
 - 3. Everybody Walks! Subcommittee
 - a. Virtual Walking Challenge took place throughout March 2016.
 - i. Over 20 duty stations participated.
 - b. National Walk Day: April 6, 2016
 - c. Shamrock Shuffle: March 19, 2016
 - d. FCI Danbury Walk: April 6, 2016
 - e. Stone Mountain Trail Walk: April 23, 2016
 - f. AK Heart Run: April 23, 2016
 - g. DC Walk Around the World: May 7, 2016
 - 4. National Prevention Strategy (NPS) Subcommittee
 - a. Happy Healthy Food Walk: February 13, 2016
 - b. NAMI Mental Health Walk: April 30, 2016
 - c. DC Central Kitchen: May 1, 2016
 - d. Manna Food Center: TBD
 - e. National Park Service Bioblitz One Health event: May 20-21, 2016
 - f. Captial Area Food Bank: June 11, 2016
 - i. Next meeting/volunteer opportunities
 - a. Next NPS Subcommittee Meeting is scheduled for May 3, 2016.
 - i. Call-in number: 712-432-0111; passcode: 605726#
 - b. Next committee meeting is scheduled for June 1, 2016 at 1200-1300 EDT.
 - i. Call-in number: 712-432-0111; passcode: 605726
- h. **Readiness & Deployment Workgroup: LCDR Elizabeth DeGrange (Elizabeth.degrange@hhs.gov)**
 - i. Current activities/updates/accomplishments
 - 1. LCDR Abernathy, previous R&DWG Co-Chair, resigned.
 - a. R&DWG is now being led by LCDR DeGrange and LCDR Garza.
 - 2. BLS Team and Officer Health and Fitness Promotion Team have had multiple publications, and hope to have the Federal Employee Wellness Facility Log ready for publication by September 2016.
 - 3. APFT Team has been posting APFT events on event calendar (available for viewing on the JOAG website), and also drafted the Event Submission Form, Event Leaders Guide.
 - a. Feedback form which will be posted once cleared.
 - 4. Training and Exercise Team received over 400 junior officer responses to training survey.
 - a. The Team is in the process of reviewing and analyzing the data.
 - 5. Deployment Team's Social Media Readiness Challenge was approved.
 - a. It will be posted online in the near future.
 - 6. R&DWG SOP is nearly complete.
 - a. Thank you to LCDR Gee for the hard work on this project.

- b. It is currently being reviewed by LCDR DeGrange and will be submitted to the EC for review in the near future.
 - ii. Next meeting/volunteer opportunities
 - 1. Next workgroup meeting is scheduled for April 11, 2016 at 1400-1500 EDT.
 - a. Call-in number: 641-715-3580; passcode: 131-583#
 - 2. Officers with behavioral health skills are needed to augment the Behavioral Health Team.
 - a. The Team will be heavily tasked over the next six months with a project/working group from OSG.
 - i. CAPT Edwards and LCDR DeGrange will be leading the Team.
- i. **Recruitment and Retention Committee: LCDR Peter Arroyo (parroyo@bop.gov) & LCDR Ashley Burns (Ashley.burns@fda.hhs.gov)**
 - i. Current activities/updates/accomplishments
 - 1. Retention Subcommittee recently received the number of pharmacy residents that plan to apply to the Regular Corps.
 - a. Subcommittee is working on a survey that can be used to gather feedback from the Ready Reserve Officers and hopes to submit it for EC review within the upcoming month.
 - 2. The Social Media Subcommittee established the PAC Liaisons Group and started communication with the PACs and PAGs for increased vigilance of PHS open applicant windows.
 - 3. Publications Subcommittee submitted their article for the Spring JOAG Journal, entitled "Get Connected, Stay Connected" and is working on an article regarding inter-service transfers for the summer edition.
 - 4. Eleven SRCOSTEPs for this cycle have been matched with mentors.
 - a. Similar agency and category were stressed factors for mentor matching.
 - b. COSTEP Connection will plan for similar action for JRCOSTEPs once selections are made available.
 - 5. LCDR Dawn Montoya has been spearheading the Agency Return Status (ARS) White Paper and making great progress with the project.
 - a. EC recently provided more feedback on this document.
 - i. She will take those comments and questions into consideration.
 - 6. Agency Training Programs (ATP)
 - a. Continue to develop a listing of all agency training programs (ATPs) in HHS and other Corps-eligible agencies
 - b. Assigned eight officers to coordinate with nine agencies about their ATPs and maintain relationships with the representatives.
 - c. Continue to develop a list of alumni from ATPs.

- i. Developed a list of 23 alumni from these ATPs who are currently serving in the Corps.
 - ii. Next meeting/volunteer opportunities
 - 1. ATP Subcommittee is still enrolling alumni of ATPs to serve as part of the alumni network.
 - 2. Social Media Subcommittee is looking for more volunteers for the PAC Liaisons Group.
 - a. Please contact LCDR Inna Voinich (Inna.Voinich@ihs.gov) and LCDR Matt Mergenthaler (matthew.mergenthaler@ihs.gov) for more details.
 - 3. COSTEP Connection Subcommittee will send the annual call for volunteers related to JRCOSTEP mentoring in the upcoming months.
 - 4. Next Leaders Meeting is scheduled for April 13, 2016 at 1200-1300 EDT.
 - a. Call-in number: 712-432-0111; passcode: 633865
 - 5. Next General Meeting is scheduled for May 11, 2016 at 1200-1300 EDT.
 - a. Call-in number: 712-432-0111; passcode: 633865

V. Agency/Organization Reports

- a. **CCWIAB: LCDR Melissa Laufenberg (mlaufenberg@bop.gov)**
 - i. Current activities/updates/accomplishments
 - 1. No report.
- b. **COF Board: LCDR Cara Halldin (vgx5@cdc.gov)**
 - i. Current activities/updates/accomplishments
 - 1. No report.
- c. **DCCPR: LT Latasha Miller (Latasha.miller@hhs.gov)**
 - i. Current activities/updates/accomplishments
 - 1. DCCPR welcomes the following officers to its staff:
 - a. RADM Joan Hunter: New DCCPR Director
 - b. CAPT Sophia Russell and CDR Anitra Johnson: Immediate Office of the Director:
 - 2. All documents have been processed for this year's promotion cycle.
 - a. The fax lines remain off-line until further notice.
 - 3. Application window for Dietitians will be open Friday, April 15, 2016 through Sunday, May 15, 2016.
 - a. Questions should be directed to corpsrecruitment@hhs.gov.
 - ii. Volunteer opportunities
 - 1. Volunteer opportunities are available to assist incoming officers with gathering of their uniforms.
 - a. Volunteers meet at the Walter Reed Uniform Store at 0830 EDT on the first Sunday of OBC training.

- a. The location of the presentation is FDA White Oak Bldg, Room 1100, Silver Spring, MD.
 - b. WebEx will be available, if interested.
- 7. BCOAG invited RADM Belardo, from the U.S. Department of HHS Region 7, for a presentation on March 17, 2016 on the Professional Development of USPHS officers.
- 8. AIANCOAC continues to work with the Oklahoma COA Chapter and MOLC in preparation for the May 2016 COA Symposium in Oklahoma City.
 - a. AIANCOAC recently announced a new Senior Advisor: CAPT Brandon Taylor, Southeast Region Commissioned Corps Liaison, IHS Division of Commissioned Personnel Support.
- ii. Next meeting/volunteer opportunities
 - 1. Next MOLC Meeting is scheduled for April 26, 2016 at 1300 CST.

VI. PAC Liaison Reports

a. **Dental Category:** LCDR Scott Eckhart (scott.d.eckhart@uscg.mil)

- i. Current activities/updates
 - 1. LCDR Eckhart plans to attend and give a JOAG report at the April Dental PAC Meeting.
 - 2. LCDR Eckhart forwarded the APFT Group Calendar and Symposium scholarship announcements to the Dental PAC listserv.
- ii. Next meeting/volunteer opportunities
 - 1. There will opportunities for public health CE and on Category Day at the Symposium on May 18, 2016.
 - a. The dental category will offer dental CE.
 - b. In addition, there will be the opportunity to meet the Dental CPO and peers from across the country.
 - 2. There will also be a social after the continuing education on Category Day.

b. **Dietitian Category:** LCDR Stephanie Magill (Stephanie.magill@cms.hhs.gov)

- i. Current activities/updates
 - 1. USPHS will open the active duty application process for Dietitians on April 15, 2016 at 0900 EDT.
 - a. The application window will close on May 15, 2016.

c. **Engineer Category:** LCDR Quynh Nhu Nguyen (quynht.nguyen@fda.hhs.gov)

- i. Current activities/updates
 - 1. EPAC Mentoring Subcommittee is working to migrate and update their website to the dcp.psc.gov server by March 2016.
 - a. Subcommittee is also working on an initiative to contact every new or recent call-to-active-duty (CAD) PHS engineer to offer assistance in being paired with a mentor.

- i. This initiative will continue in 2016 with the anticipation of a larger number of engineers that may need assistance.
- 2. EPAC Recruitment and Retention Subcommittee has the following initiatives/workgroups:
 - a. EPAC Connectors (Team Lead: LTJG Melissa de Vera)
 - i. Individual Connectors serve as the primary category contact for engineer candidates applying to the Commissioned Corps, to offer advice, guidance, and moral support in an unofficial capacity, and provide feasible recommendations on improvements to the candidate appointment process for consideration by the Chief Engineer at the end of each cycle.
 - b. Recruitment Training & Tracking (Team Leads: LCDR Corey Sawatzky & LT Shilhanek)
 - i. Develop a training tool for use by officers when attending recruiting events that focus and describe the following recruitment situations:
 - 1. private sector to Commissioned Corps
 - 2. civil service to Commissioned Corps
 - 3. student to civil service to Commissioned Corps
 - 4. internship (e.g. COSTEP)
 - 5. Team activities also include:
 - a. Identify and communicate agency recruiting contacts.
 - b. Collect information and develop an annual report of recruiting activities by USPHS Engineers in CY 2016 with summary metrics (e.g. number of event attended, number of candidates contacted, etc.).
 - c. Appointment Support Coordination (Team Leads: CDR Burns & LCDR Hirst)
 - i. Maintain a current list of engineer officers ready to support DCCPR in appointment activities (full time and COSTEP appointment boards, temporary call center, application review, etc.)
 - ii. Confirm availability for specific appointment activities as requested by DCCPR.
 - iii. Collect information on appointment support activity assistance provided by the Engineer Category and summarize the information in an annual report (e.g. number of assignments, number of engineers involved, etc.).
 - d. Vacancy List (Team Leads: CAPT Paul Gagliano and LT Praveen KC)

- i. Describe/discuss approach used to collect vacancy information.
 - ii. Solicit feedback on need/ways to improve collection approach.
 - iii. Collect, summarize, and communicate vacancy information.
 - ii. Next meeting/volunteer opportunities
 - 1. Next EPAC General Meeting is scheduled for April 27, 2016 at 1400 EDT.
 - a. Call-in number: 641-715-3580; passcode: 341469#
 - b. WebEx:
 - <https://fda.webex.com/fda/j.php?MTID=m6c83bf014eff2a2016bc75aa55e1cc69>
- d. Environmental Health Category: LCDR Daveta Bailey**
(Daveta.bailey@fda.hhs.gov)
 - i. Current activities/updates/accomplishments
 - 1. No report.
 - ii. Next meeting/volunteer opportunities
 - 1. In-person meeting will possibly be held at the Symposium.
 - a. Date and time TBD.
- e. Health Services Category: LCDR Avi Stein** (wya8@cdc.gov)
 - i. Current activities/updates/accomplishments
 - 1. The new HSO website is now live and available at <https://dcp.psc.gov/org/hso>.
 - 2. Career Development Subcommittee released the 2015 HSO Promotable Officer Profile and Promotion Trends reports.
 - a. The report is available on the new HSO website at <https://dcp.psc.gov/org/hso/sub-careerdev-resources.asp>.
 - 3. HS PAC has opened the call for Voting Members for a three-year term beginning January 1, 2017.
 - a. Applications can be found on the new HSO website at <https://dcp.psc.gov/org/hso/sub-membership.aspx>.
 - 4. HSO Career Counseling sessions are available during the 2016 USPHS Scientific and Training Symposium.
 - a. Interested officers can fill sign up via the following link: https://umdsurvey.umd.edu/SE/?SID=SV_08RzdFIY40v2k4Z
 - 5. Health Service Officers can join the HSO listserv by sending an email to LISTSERV@LIST.NIH.GOV containing the text "SUBSCRIBE HS-L" in the body of the message.
 - ii. Next meeting/volunteer opportunities
 - 1. The next HSO Meeting is scheduled to take place at the 2016 USPHS Scientific and Training Symposium during Category Day.

f. Nurse Category: LT Mekeshia Bates (mbates@hrsa.gov)

- i. Current activities/updates/accomplishments
 1. All nurse officers should visit the NPAC website, www.phs-nurse.org, for information on joining NPAC committees and to view job announcements.
 2. Nurse officers should also ensure they are registered on the NPAC listserv to receive regular updates.
- ii. Next meeting/volunteer opportunities
 1. NPAC Meetings are scheduled for the third Monday of each month at 1300-1400 EDT.
 - a. The next NPAC Meeting is scheduled for April 18, 2016.
 - i. Call-in number: 301-796-7777; meeting ID: 744 196 011; meeting password: 12345

g. Pharmacy Category: LCDR Ashley Burns (Ashley.burns@fda.hhs.gov)

- i. Current activities/updates/accomplishments
 1. COA Symposium updates
 - a. There is at least one planned CV review and career counseling session scheduled for Tuesday at 0700-0900 CDT.
 - i. A second session and/or a virtual CV review for officers not attending COA is being discussed.
 - b. For potential volunteer opportunities for the Pharmacist Category Day, officers should contact LCDR Nimmy Mathews at Nimmy.Mathews@fda.hhs.gov.
 - i. Officers should include their contact information, including the number where they can be reached prior to and during the Symposium.
 - c. There will be a Pharmacy Social on May 17, 2016 from 1730 to 2130 at Bricktown's Tapwerks Ale House in Oklahoma City, Oklahoma.
 - i. Tapwerks is four blocks from the conference hotel and an easy walk to and from the event (<http://www.tapwerks.com>).
 - ii. Admission is free and officers will meet on the second floor.
 - iii. Light appetizers will be provided.
 - iv. Dress Code is civilian attire.
 - v. This is a different event than the planned Joint Social.
 2. Call for Nominations for Pharmacist PAC Voting Membership
 - a. Nominations are being solicited from pharmacists who are interested in serving on the PharmPAC as Voting Members (VM).
 - i. Junior pharmacy officers are encouraged to apply.
 - ii. The openings are for a three year term beginning November 1, 2016.

- iii. Call-in number: 888-808-6929; passcode: 8830259
 - ii. Next meeting/volunteer opportunities
 - 1. Next meeting is scheduled for May 3, 2016 at 1200-1300 EDT.
 - a. Call-in number: 866-782-0573; passcode: 2214354
- j. **Therapist Category: LCDR Peter Arroyo (parroyo@bop.gov)**
 - i. Current activities/updates/accomplishments
 - 1. Mentorship Subcommittee is currently updating the program.
 - a. In an effort to obtain the most current and accurate information regarding mentorship pairings, TPAC is asking that those that are currently paired, contact CDR Harvey Ball (Harvey.ball@acf.hhs.gov) and provide the following information:
 - i. Names of mentor/mentee
 - ii. Rank of both officers
 - iii. Email addresses of both officers
 - 2. On March 23, 2016, Sarah Esparza, SPT presented to the Journal Club on "Current Treatment Approaches in Adhesive Capsulitis."
 - 3. TPAC is continuing to unitize All Partners Access Network (APAN) for most information and TPAC related projects.
 - a. TPAC members may be granted access to Adobe Connect: provides a video-teleconference platform allowing for live audio and video discussion.
 - b. TPAC Conference Line can be reserved by emailing TPAC CDR Josef Otto, TPAC Executive Secretary at josef.otto@ihs.gov or by phone at 808-505-722-1215.
 - ii. Next meeting/volunteer opportunities
 - 1. Next meeting is scheduled for April 15, 2016 at 1200 EDT.
 - 2. Call-in number: 800-705-8612; passcode: 9396977
- k. **Veterinarian Category: LCDR Danielle Buttke (Danielle_buttke@nps.gov)**
 - i. Current activities/updates/accomplishments
 - 1. VetPAC co-organized a pet walk at the National Park Service Park Prescription Day on April 24, 2016.
 - 2. Submitted article to the combined category newsletter on the One Health benefits of the Step It Up! initiative.
 - 3. Will release VetBites newsletter in mid-April.
 - ii. Next meeting/volunteer opportunities
 - 1. Meeting time will be changing in the near future.
 - a. Date and time of the next meeting is TBD.
 - 2. VetPAC committees are looking for new members.

VII. New/Old Business

- a. No report.

VIII. Final Announcements/Adjournments

- a. Meeting adjourned at 1411 EDT.

UPCOMING JOAG MEETINGS & OTHER EVENTS

Journeyman Speaker Series Meeting: Friday, May 13, 2016; 1300-1400 EDT

Additional information on the next Journeyman Speaker Series Meeting will be posted on the JOAG listserv and website:

https://dcp.psc.gov/osg/JOAG/meetings_journeyman.aspx.

General Member Meeting: Tuesday, May 17, 2016; 1245-1400 CDT
(in-person meeting at USPHS Scientific & Training Symposium in Oklahoma City, OK)

USPHS Scientific & Training Symposium (Oklahoma City, OK): May 16-19, 2016