

**JUNIOR OFFICER ADVISORY GROUP (JOAG)**  
 UNITED STATES PUBLIC HEALTH SERVICE



**General Meeting Report**

Friday, August 14, 2015

1300 – 1500 EDT

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 Call-in number: (626) 677-3000  
 Passcode: 791-9605#  
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**Please note, to un-mute your line, press \*6.**

**I. Roll Call**

LCDR Hatch, JOAG Executive Secretary, took attendance by performing roll call.

| <b>I. Voting Membership</b> |             |                  |                   |              |                 |
|-----------------------------|-------------|------------------|-------------------|--------------|-----------------|
| <b>Attendance</b>           | <b>Rank</b> | <b>Last Name</b> | <b>First Name</b> | <b>OPDIV</b> | <b>Category</b> |
| X                           | LCDR        | Otto             | Jessica           | FDA          | EHO             |
| X                           | CDR         | Kosko            | Robert            | FDA          | PHARM           |
| X                           | LCDR        | Garza            | Elizabeth         | CDC          | HSO             |
| X                           | LCDR        | Nichols          | Erin              | CDC          | SCI             |
| X                           | LCDR        | Hatch            | Lindsay           | FDA          | HSO             |
| X                           | LCDR        | Olele            | Chinyelum         | FDA          | PHARM           |
| AA                          | LCDR        | Marrero          | Abraham           | CDC          | ENG             |
| AA                          | LCDR        | Fleming          | Eleanor           | CDC          | DENT            |
| X                           | LCDR        | Bailey           | Daveta            | FDA          | EHO             |
| AA                          | LCDR        | Eisenberg        | Judith            | CDC          | PHYS            |
| X                           | LCDR        | Koch             | Frank             | BOP          | DIET            |
| X                           | LCDR        | Pinizzotto       | Samantha          | FDA          | VET             |
| AA                          | LCDR        | Halldin          | Cara              | CDC          | SCI             |
| X                           | LCDR        | Irvin            | Kari              | FDA          | HSO             |
| AA                          | LCDR        | Bobo             | Qiao              | FDA          | SCI             |
| AA                          | LCDR        | Stein            | Avi               | CDC          | HSO             |
| X                           | LCDR        | Arroyo           | Peter             | BOP          | THER            |
| X                           | LCDR        | Nguyen           | Quynh Nhu         | FDA          | ENG             |
| AA                          | LT          | Bates            | Mekeshia          | HRSA         | NURSE           |
| X                           | LCDR        | Huang            | David             | CDC          | SCI             |

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

\*Ex-Officio/Past Chair, non-voting member

## II. Executive Committee Reports

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

**b. Chair Report: LCDR Jessica Otto**

i. Current activities/updates

1. Vice-Chair promotion

a. LCDR Otto congratulated CDR Kosko, JOAG Vice-Chair, on his recent promotion to CDR.

i. She thanked him for agreeing to complete his term as JOAG Vice-Chair, so that the end of the operational year transition could be made as smooth as possible.

2. Letters of Appreciation (LOAs) deadline

a. LCDR Otto reminded current Voting Members that LOAs are due to her by September 1, 2015.

i. LOAs that she has already received will be brought to the PHS leadership meeting for signing by CAPT Beck next week.

3. Transition plans/APAN

a. LCDR Otto urged the current Voting Members to begin thinking about their transition plan.

i. Instructions regarding transitions are included in each committee's SOP.

ii. LCDR Garza is currently working on committee placement of new Voting Members for the next operational year.

b. JOAG recently established a structure for its use in APAN.

i. Some PACS are using this free service already.

ii. If any Voting Members would like to use this during their transition, they should contact LCDR Otto or LCDR Garza.

**c. Vice-Chair Report: CDR Robert Kosko**

i. CDR Kosko thanked LCDR Otto and all JOAG members for the congratulations regarding his promotion.

1. He has worked with JOAG for approximately seven years, and explained that it has been a wonderful learning and growing experience.

2. He hopes to cross paths with all JOAG members at some point in the future.

**d. Executive Secretary Report: LCDR Lindsay Hatch**

i. No report

**e. Financial Liaison Report: LCDR Erin Nichols**

i. Current activities/updates

1. LCDR Nichols is in the process of reviewing the JOAG account balance and current inventory to place re-orders, as needed, following the Symposium.

2. JOAG EC has initiated a review of goals for merchandise sales to ensure that we are structuring our sales procedures accordingly.
- ii. Accomplishments
  1. Payments for routine JOAG expenditures have been made.

### III. JO Voice: LCDR Erin Nichols

- a. JO Voice presentation is on hold for the current General Member Meeting.
- b. JOAG is looking forward to the JO Voice presentation of “what to do when a PHS officer gets married” in the near future.
  - i. LCDR Nichols thanked the Commissioned Corps Women’s Issues Advisory Board and CDR Rachael Lopez for their collaboration on this topic, as well as their time and dedication invested in creating the Resource Guide on this topic.
- c. Next JO Voice topic for October JOAG General Meeting will be “promotions.”
- d. JO Voice was a new initiative that the JOAG Executive Committee (EC) started this year.
  - i. Initiative will be housed under a new committee next year, which is still undetermined at this point in time.
- e. JOAG and JO Voice email address is as follows: [Phs.joag@gmail.com](mailto:Phs.joag@gmail.com).
  - i. JO Voice topic and date due will be included at the bottom of every email distributed via the JOAG listserv.
- f. LCDR Nichols expressed gratitude to JOAG for allowing her to serve in this position.
  - i. Her two years as a JOAG Voting Member and her one year term on the EC will be ending at the end of this operational year.
  - ii. She looks forward to remaining involved with JOAG in the future.

### IV. Committee Reports

- a. Awards Committee: LCDR Chinyelum Olele & LCDR Abraham Marrero
  - i. Current activities/updates/accomplishments
    1. Committee submitted their SOP for review to SOP Subcommittee.
    2. Committee submitted recommendations for Recognition Document to Executive Committee.
    3. LCDR Olele stated that it has been a pleasure serving JOAG as a Voting Member over the past two years.
      - a. She looks forward to participating with JOAG in different ways in the future, and looks forward to meeting and working with all JOAG members in the future.
- b. Communications and Publications Committee: LCDR Daveta Bailey & LT Katie Bante
  - i. Current activities/updates
    1. Compilation of Summer JOAG Journal is in progress and is scheduled for distribution on August 24, 2015.
    2. Committee is currently soliciting feedback from Voting Members regarding the JOAG Historian role through August 21, 2015.
    3. Website Subcommittee Lead will begin transitioning process with new Lead prior to end of the operational year.

4. Currently, there is a bug in the RSS feed that powers the updated news content on the front page of the JOAG website.
    - a. It is currently being addressed so that new content can be displayed properly.
  5. Electronic submissions to request changes/edits to the JOAG website are not available at this time.
    - a. Edits may be requested via email.
      - i. An email was sent to all Voting Members, informing them of this recent change.
      - ii. Please submit any website changes to the following email address: [joagcpcsubmissions@fda.hhs.gov](mailto:joagcpcsubmissions@fda.hhs.gov).
  6. Committee is planning to create a presentation in the near future that includes the process for submitting website changes, in an attempt to better clarify the process for Voting Members.
  7. Committee is always looking for new members.
    - a. If you would like to get involved, please contact LT Bante or LCDR Bailey.
    - b. Committee will be soliciting for two new Co-Secretaries for the 2016 operational year.
- ii. Accomplishments
1. Spring JOAG Journal was published on June 26, 2015.
  2. Committee hosted a CPC Journal and Leadership Team Meeting in July 2016.
- c. **Development Committee: LCDR Judith Eisenberg & LCDR Dawn Montoya**
- i. Current activities/updates
    1. All committee lead positions have been finalized for the 2016 operational year and are as follows:
      - a. Secretary: LT Laura Vonnahme
      - b. Webmaster: LCDR Mark Freedman
      - c. Research and Selection Subcommittee: LCDRs Christine Williams and Tami Bonebrake
      - d. Booth Subcommittee: LCDR Tricia Booker and LTJG Scott Vega
      - e. Website Functionality Improvement Subcommittee: LCDRs Mark Freedman and Christine Williams
- d. **Membership Committee: LCDR Cara Halldin & LCDR Kari Irvin**
- i. Current activities/updates
    - a. Congratulatory letters for permanent promotions are being prepared.
    - b. Two upcoming JOAG Meet and Greet Events have been planned.
      - i. Albuquerque, NM
        1. Saturday, September 12, 2015 1600-1800 MST
        2. Kirtland Air Force Base, Bowling Center, 1451 Texas St., Building 20228
        3. Call-in: 712-775-7031; access code: 420-859
        4. Contacts: LCDR Alexander Varga ([alexander.varga@ihs.gov](mailto:alexander.varga@ihs.gov)), LCDR Kathleen Williams ([ka.williams@live.com](mailto:ka.williams@live.com)), and Rebecca Wong ([Rebecca.wong@fdihb.org](mailto:Rebecca.wong@fdihb.org)).

- ii. Phoenix, AZ
      - 1. Friday, August 28, 2015, 1200-1300 MST
      - 2. Phoenix Indian Medical Center (Conference Room A)
      - 3. Call-in: 800-369-1755; access code: please RSVP to Kimberly.andrews@ihs.gov to receive code.
      - 4. Speaker: CDR Jing Li, Phoenix Indian Medical Center
  - ii. Accomplishments
    - a. 115 anniversary letters were emailed for call to active duty officers in August 2015.
    - b. Committee updated officer ranks when promotions are complete.
    - c. Committee updated Membership SOP to include emailing welcome letters to officers upon joining the JOAG listserv.
    - d. Committee emailed 112 congratulatory letters for competitive temporary promotions (second quarter) in July 2015.
    - e. Membership Committee SOP was successfully updated and submitted to the Policy and Procedures Committee.
- e. Policy and Procedures Committee: LCDR Elizabeth Garza**
- i. Current activities/updates
    - 1. Committee has received SOPs from all JOAG committees and is in various stages of review progress with each SOP.
    - 2. Committees are asked to verify that their website is up-to-date and reflects the information that is contained in their committee SOP.
    - 3. Committee's next and final meeting of the operational year is scheduled for Thursday September 12, 2015 at 1200 EDT.
      - a. Meetings are held on the second Thursday of every month.
    - 4. Committee is always looking for new self-motivated officers to join.
    - 5. Representatives from OSG, and possibly the Surgeon General, will speak to JOAG on October 16, 2015.
      - a. A "save the date" announcement will be distributed via the JOAG listserv in the near future.
      - b. Refer below for further details.
  - ii. Accomplishments
    - 1. New JOAG Strategic Plan (2015-2020)
      - a. Strategic Plan was posted to the JOAG website in July 2015.
        - i. Please visit the following website to view the Strategic Plan: <https://dcp.psc.gov/osg/JOAG/Default.aspx>.
      - b. Officers, including new Voting Members, are encouraged to review the Strategic Plan to see JOAG's vision for the next five years.
      - c. If an officer is interested in the implementation "Part 2" of the Strategic Plan, he/she is asked to contact the Committee Chair(s) of the specific area of interest to learn more and get involved.
      - d. Special thanks to LCDR Jessica Cole and LCDR Griff Miller for leading this charge over the last two years.
      - e. During our new Voting Member orientation call, we will allot some designated time to review JOAG Strategic Planning.

- i. This will allow for a smooth transition and active engagement of our new leadership, to track each Committee's current strategies against the five JOAG Strategic Goals.

**f. Professional Development Committee: LCDR Qiao Bobo & LCDR Avi Stein**

i. Current activities/updates

1. HOSA Subcommittee

- a. HOSA Subcommittee is in urgent need of identifying new Subcommittee Chairs, as both of the current Chairs were recently promoted to CDR.
  - i. If you are interested, please contact CDR Beyer or LCDR Rose as soon as possible.
- b. JOAG works with HOSA to develop a mentoring program for future healthcare leaders.
- c. HOSA represents the future health professionals, as these students represent the face of healthcare for tomorrow.
  - i. To help mold these future health professionals, it is recommended by HOSA that the USPHS tap into this valuable resource by providing mentoring opportunities.
  - ii. Their primary focus is to assign the students with junior officer mentors that can provide the students with a greater understanding of the federal health care system, identify opportunities for them to work within the federal government, and to peak their interest in careers in the government sector and in public service.
- d. Every year 2,800 HOSA chapters, representing over 140,000 national student members, participate and compete in state, regional and national leadership conferences.
  - i. Judges, mentors, and facilitators with clinical and public health skills and backgrounds are needed, which presents an opportunity for USPHS officers to be involved.

2. Journeyman Speaker Series (JSS)

a. September JSS

- i. James T. (Jim) Currie, Ph.D, Colonel, USA (Ret.)
  - 1. Executive Director of Commissioned Officers Association of the U.S. Public Health Service and PHS Commissioned Officers Foundation for the Advancement of Public Health

b. October JSS (off-cycle)

- i. Please save the date and join JOAG for an off-cycle Journeyman Speaker Series on Friday, October 16<sup>th</sup>, 2015 at 1300-1400 EDT with distinguished guests VADM Vivek Murthy and RADM Sylvia Trent-Adams.
  - 1. More information will be provided as the event nears.

3. JOAG PD Book Club

- a. JOAG Professional Development Book Club is designed to give junior officers a platform to discuss various aspects of leadership and management in order to develop new skills or enhance existing skills.
- b. Book Club will utilize books on the JOAG Professional Development Reading List (available at goodreads.com) and will select a book on a quarterly basis to read and discuss.
- c. Our rescheduled book club session will be on August 28, 2015 from 1200-1300 EDT, discussing the book, *Good to Great: Why Some Companies Make the Leap...And Others Don't* by Jim Collins.
- d. For those officers who are unable to attend the discussion via WebEx, a discussion thread will begin on JOAG Reading List on goodreads.com.
- e. If anyone is interested in participating, contact LT Morgan Walker (Morgan.Walker@fda.hhs.gov; 301-796-1583) to obtain a calendar invite with the aforementioned information for reference, as well as the WebEx information.

**g. Public Health and Community Service Committee: LCDR Frank Koch & LCDR Samantha Pinizzotto**

- i. Current activities/updates/accomplishments
  - 1. OWHP Subcommittee
    - a. Published 2015 Quarter three “United States Fitness Events Log” on JOAG listserv and on JOAG website.
      - i. This version included all PHS Athletics Events is listed on the PHS Athletics Program calendar.
    - b. Fitness Corner article was published in Spring 2015 issue of JOAG Journal.
    - c. Established a Subcommittee Liaison (LCDR Ashlee Januszewicz) to the PHS Athletics Program.
    - d. Draft of new Get Fit-Stay Fit tip sheet template is in progress.
      - i. When it is completed, the committee will share with CPC Committee.
    - e. The 2015 Quarter four “United States Fitness Events Log” is in progress, and the committee is expecting it to be posted in September.
    - f. Currently discussing possible new project to create spreadsheet listing of federally-provided health promotion facilities and programs
  - 2. MWR Subcommittee
    - a. All the information/links for the Family Readiness Guide have been finalized and it has been sent for formatting, which is expected to take one to three months.
    - b. Subcommittee meeting time has been adjusted to 1200 CST on the last Tuesday of the month, to accommodate more members.
    - c. Certificates are currently being processed for all members that have participated.
  - 3. NPS Subcommittee
    - a. DC Central Kitchen
      - i. Lead: LCDR Jennifer Clements
      - ii. Washington D.C.

- iii. Sunday, July 12, 2015
  - b. Capital Area Food Bank
    - i. Lead: LCDR Jennifer Clements
    - ii. Washington D.C.
    - iii. Saturday, March 28, 2015 at 0845-1200 EDT
    - iv. Summary: 11 officers and three civilians (one teen) worked with other volunteers to create 3,500 meals. The officers and civilian volunteers prepared salad, chicken stew, chili, and corn bread to be sent out the organizations that DC Central Kitchen supports across the DC area.
  - c. SOME
    - i. Lead: LCDR Jennifer Clements
    - ii. Washington D.C.
    - iii. Sunday July 19, 2015
    - iv. Summary: there were nine volunteers total (six officers and three civilians). Volunteers served lunch for three hours to two different groups of homeless people. They assisted with serving food, greeting people, and cleanup after lunch.
  - d. Los Angeles Regional Area Food Bank
    - i. Lead: LCDR Kari Harris
    - ii. Los Angeles, CA
    - iii. Saturday, October 3, 2015
  - e. American Foundation for Suicide Prevention for the “Out of Darkness Community Walk”
    - i. Lead: LT Mekeshia Bates
    - ii. Washington D.C.
    - iii. Saturday, October 10, 2015
  - f. Walk To End HIV
    - i. Lead: LT Shannon Aldrich
    - ii. Washington D.C.
    - iii. Saturday, October 24, 2015
  - g. San Diego Regional Area Food Bank
    - i. Lead: LCDR Kari Harris
    - ii. San Diego, CA
    - iii. Saturday, November 14, 2015
- 4. Uniformed Services Community Service Projects Subcommittee
  - a. Honor Flight Meet and Greet
    - i. Los Angeles, CA
    - ii. Lead: LCDR Karri Harris
    - iii. On June 14, 2015, three USPHS officers and two family members welcomed 19 veterans at the Los Angeles Airport. Officers greeted the veterans, thanked them for their service, and took pictures for the veterans at their request.
  - b. Honor Flight Meet and Greet

- i. Ontario, CA
  - ii. Lead: LCDR Kari Harris
  - iii. On July 19, 2015, two USPHS officers, one family member, and one friend welcomed 64 veterans in Ontario, CA. Officers greeted the veterans, thanked them for their service, and took pictures for the veterans at their request.
- c. Spirit of 45 WWII 70<sup>th</sup> Year Celebration
  - i. San Diego, CA
  - ii. Lead: LCDR Kari Harris
  - iii. August 9, 2015
- d. Day of Remembrance
  - i. Washington D.C.
  - ii. Lead: LCDR Bethanie Parrish
  - iii. September 12, 2015
- e. Honor Flight Meet and Greet
  - i. San Jose, CA
  - ii. Lead: LCDR Joe Seitz.
  - iii. September 25, 2015 (and possibly in October)
- f. Honor Flight Meet and Greet
  - i. Los Angeles, CA
  - ii. Lead: LCDR Kari Harris
  - iii. October 25, 2015.
- g. Joint Services Make a Difference Day
  - i. Washington D.C.
  - ii. Lead: LCDR Carolyn Volpe
  - iii. October 2015.
- h. Wreaths Across America
  - i. Arlington, VA
  - ii. Lead: LT Gail Tarlton and Shanon Aldrich
  - iii. December 12, 2015.
- i. Wreaths Across America
  - i. Atlanta, GA
  - ii. Lead: LCDR Zanethia Eubanks
  - iii. Date is TBD

**h. Recruitment and Retention Committee: LCDR Peter Arroyo & LCDR Quynh Nhu Nguyen**

- i. Current activities/updates
  - 1. JOAG R&R Publications Subcommittee
    - a. Subcommittee has submitted an article for review and publication in the next JOAG Journal.
  - 2. Retention Subcommittee
    - a. Subcommittee is awaiting feedback from the JOAG Senior Advisor regarding various projects.
  - 3. Information Subcommittee
    - a. Harmonization effort



- i. **Symposium Planning Committee: LCDR Eleanor Fleming & LCDR Debra Wagner**
  - i. Current activities/updates
    - 1. Committee activities are wrapping up for the year.
  - ii. Accomplishments
    - 1. Committee completed a review of their SOP.
    - 2. Committee completed compilation of LOAs for their members.
  
- j. **Welcoming Committee: LCDR David Huang & LT Mekeshia Bates**
  - i. Current activities/updates
    - 1. Co-Chairs have completed edits to the New Officer Guide, which will be ready for EC review in the near future.
    - 2. Listserv Subcommittee received an updated officer list from the Membership Committee reflecting recent promotions.
      - a. Subcommittee continues to update the spreadsheet of officers who are added to and removed from the JOAG listserv on a continual basis.
    - 3. The next OBC is currently scheduled for the month of September, with the Open House on Thursday, September 10, and graduation on Friday, September 18.
      - a. Location of OBC is has changed from the Holiday Inn to the Bolger Center on Democracy Boulevard, about two miles west of Montgomery Mall in Potomac, Maryland.
  - i. Accomplishments
    - a. At the July 9 OBC Open House, the Welcoming Committee provided new officers with information about JOAG and sold JOAG merchandise.
      - i. In addition, we provided flyers on the Peer-to-Peer and Job Shadowing initiatives.
    - b. CAD Email Subcommittee sent a welcome email (letter, brochure, NOG) and the Listserv Subcommittee added emails to the JOAG listserv for the 21 and 25 officers who signed up at the JOAG booth at the June and July OBC Open Houses, respectively.

## V. Agency/Organization Reports

- a. **CCWIAB: CDR Rachael Lopez**
  - i. Current activities/updates
    - 1. Committee continues to work on a Resource Guide that includes information regarding when officers get married.
      - a. Many thanks to the team of officers who are contributing to this project.
    - 2. The Resource Guide for Expectant Parents is currently being revised.
      - a. It is revised every six months, and will be posted on the website when finalized.
    - 3. Several subcommittees are researching potential projects on topics related to pregnancy, domestic violence, and others.
      - a. Details will be shared at a later date.
  - ii. Accomplishments

1. The Commissioned Corps (CC) Women's Issues Advisory Board held a leadership panel presentation entitled “*Positioning Yourself for Success*,” featuring perspectives from female U.S. Public Health Service Commissioned Corps officer leaders on August 4, 2015.

**b. COF Board: CDR Robert Kosko**

i. Current activities/updates

1. The COA Board of Directors voted to elect the following officers to the Executive Committee for FY’ 16:
  - a. Chair: CAPT Craig Wilkins
  - b. Chair-Elect: CAPT Beth Fritsch
  - c. Treasurer: CDR Blakeley Fitzpatrick
2. The entire COA website was recently upgraded.
  - a. Officers are asked to view the website and send the COF Board their feedback and suggestions.
  - b. Members are asked to update their contact information and renew their membership, if necessary.
3. COA members qualify for a \$7,500 scholarship if they matriculate for the online Master of Public Health or Master of Health Administration degrees at George Washington University.

**c. DCCPR: LT Tonya Cooper**

- i. No report

**d. MOLC: LCDR Timothy Cunningham**

i. Current activities/updates

1. The next MOLC meeting is scheduled for August 25, 2015 at 1400 EDT.
2. The Black Commissioned Officers Advisory Group, in cooperation with the other MOLC CMAGs, will hold a number of Annual Physical Fitness Test (APFT) events.
  - a. The events are open to all officers and are scheduled as follows:
    - i. Saturday, August 22 at 0800 EDT at Andrews AFB.
      1. Contact CAPT Terry Harrison (terry.harrison@fda.hhs.gov) for more information.
    - ii. Wednesday, September 2 at 1730 EDT at CDC Chamblee campus.
      1. Contact LCDR Sharyn Park (svy2@cdc.gov) for more information.
    - iii. Saturday, September 26 at 0900 EDT at Joint Base Anacostia Bolling.
      1. Contact CDR Robert Windom (rwindom@hrsa.gov) for more information.
3. LCDR Cunningham explained that it has been an honor to serve as JOAG MOLC Liaison for past two years.

## VI. PAC Liaison Reports

### a. Dental Category: LCDR Eleanor Fleming

- i. Current activities/updates
  1. LT Fleming has supported junior officers in their self-nominations for DePAC Voting Member positions.
- ii. Accomplishments
  1. She also provided self-nomination information for DePAC Voting Membership positions to junior officers.

### b. Dietitian Category: LCDR Frank Koch

- i. Current activities/updates
  1. LCDR Koch thanked JOAG and DietPAC leadership for their support during his term as JOAG Dietician PAC Liaison.
    - a. It has been a wonderful experience for him, working in this capacity for both entities, from both a professional and personal standpoint, including a worthwhile leadership and networking experience.
  2. The next Dietitian PAC meeting is scheduled for Thursday, September 17, 2015 from 1200-1400 EDT.
    - a. Call-in information: 877-614-9060; passcode: 1386394.
- ii. Accomplishments
  1. Two Dietitian officers have been selected to serve as JOAG Voting Members for the 2015-2017 term.
    - a. Congratulations to LCDR Kristie Purdy who will be serving as At-Large JOAG Voting Member, and LT Stephanie Magill who will be serving as JOAG Dietitian PAC Liaison.
    - b. LCDR Koch is available to assist in their transition.

### c. Engineer Category: LCDR Quynh Nhu Nguyen

- i. Current activities/updates
  1. Engineer Category is calling for nominations for the following awards:
    - a. PHS Engineer of the Year, PHS Engineer Responder of the Year, and the RADM Jerrold M. Michael Engineer Award.
    - b. Nominations should be sent to [epacawards@gmail.com](mailto:epacawards@gmail.com) by October 28, 2015 for consideration.
  2. Category now has a Webinar Series Workgroup and the upcoming Webinar Series topic is: "Revision of the Engineer CV template and Guidance Document."
  3. Category is working on revising an Agency Transfer Guide Sheet with planned release for comment later this month.
  4. Category is developing strategies to address engineer-wide readiness issues by contacting individual Engineers with projected "not qualified" status on July 1, 2015.
  5. Category is currently working with RedDOG to develop list of engineering capabilities requirements and training.

### d. Environmental Health Category: LCDR Daveta Bailey

- i. Current activities/updates

1. For the year 2016, the EHOPAC will have three openings available for members representing the Indian Health Service (IHS) (one vacancy), Centers for Disease Control & Prevention (one vacancy) and one at large Voting Member vacancy.
  - a. This opportunity is open to Environmental Health Officers from agencies that do not have an assigned Voting Member.
  - b. All ranks will be considered for Voting Membership.
  - c. The application deadline is August 31, 2015.
  - d. The agencies that do not have an assigned Voting Member include:
    - i. Program Support Center
    - ii. Office of the Secretary
    - iii. Health Resources and Services Administration
    - iv. U.S. Department of Agriculture
    - v. Non-USCG Department of Homeland Security
    - vi. Federal Bureau of Prisons
    - vii. Centers for Medicare & Medicaid Services
    - viii. Administration for Children and Families
    - ix. DOD-TMA

**e. Health Services Category: LCDR Avi Stein**

- i. Current activities/updates
  1. "Coaching-on-Demand" Activity
    - a. Junior officers are invited to participate in Coaching-on-Demand.
    - b. Coaching-on-Demand is a phone coaching session in which junior officers are paired with senior officers who will provide one-on-one guidance on career growth and promotion.
    - c. Each coaching-on-demand session will be 30 minutes in length and will take place from September 16-17, 2015.
    - d. If you are a junior officer and are interested in participating, please email LCDR Samantha Fontenelle.
      - i. Please send your email by COB Friday, August 21, 2015 with the following information:
        1. Name/rank
        2. Discipline
        3. Phone number
        4. Geographical location
        5. CV summary and CV
        6. Date preference
        7. Session preference (am or pm)
  2. Health Services Assignment Assistance Program (HSAAP)
    - a. Health Services Assignment Assistance Program (HSAAP) is available to assist Health Services Category applicants and active duty officers seeking their next suitable assignment.
    - b. HSAAP participants will be matched to one of our trained HSAAP Liaisons, who will assist with navigating the job search process.
    - c. Please email [hsaap@usphs-hso.org](mailto:hsaap@usphs-hso.org) for more information about HSAAP, or to be matched with a Liaison.

- d. POCs: CDR Maria Benke and CDR Shane Sims.
- 3. “Policy 101” Webinar, hosted by Public Health Professional Advisory Group (PHPAG) Policy Track Subcommittee on August 27, 2015.
  - a. Please join the PHPAG Policy Track Subcommittee for a Policy 101 webinar on Thursday, August 27, 2015 from 1300-1400 EDT.
  - b. The following topics will be covered during the webinar:
    - i. Definition of policy (from a Federal policy office perspective)
    - ii. Public health policy (impact and significance in public health)
    - iii. Public health and role of policy in National and International health security (identifying and preventing the leading causes of death and diseases)
  - c. Speaker is Scott Miller, MPA, a Senior Policy Advisor in the Office of the Associate Director for Policy, Office of the Director, at the Centers for Disease Control and Prevention.
    - i. In this capacity, Mr. Miller focuses on developing and implementing agency-wide programs designed to enhance the capacity of CDC staff to conduct policy analysis and development.
    - ii. Call-in numbers: 1-877-972-6045 or 1-877-972-6045
      - 1. Passcode: 347 348 0
- 4. PHPAG’s August 4 brown bag, “Value of Credentialing, CPH vs. CHES & MCHES” is now available online.
  - a. Presenters:
    - i. Credentialing Organization Representatives:
      - 1. Allison Foster, President, National Board of Public Health Examiners (CPH)
      - 2. Melissa Opp, National Commission for Health Education Credentialing, Inc. (CHES)
    - ii. Officer Panel:
      - 1. LT Erin Griffiths, MPH, CHES
      - 2. LT Jennifer Clements, MPH, MCHES
      - 3. LCDR Sam Price, MBA, MPH, CPH
  - b. Organized by:
    - i. PHPAG Generalist of Public Health Track & Health Promotion Health Education Tracks
- 5. HAPAG Healthcare Administrator Shadow Week
  - a. Location: Any applicable USPHS Commissioned Corps duty station.
  - b. Overview: The Healthcare Administration Professional Advisory Group (HAPAG) is inviting all USPHS officers who either serve in a healthcare administration role at the agency level or are interested in exploring other career opportunities as a healthcare administrator in government, to participate in the Healthcare Administrator Shadow Week Program.
  - c. The event is scheduled for October 5-9, 2015.

- d. Interested officers will be able to shadow a senior officer in this particular field.
- e. The HAPAG Healthcare Administrator Shadow Week will give junior officers the opportunity to meet and spend time with a senior officer who has advanced in this field, and may provide guidance to officers in learning the appropriate behaviors and competencies needed to progress in his or her career.
- f. Matching: a junior USPHS healthcare administrator will be matched with a senior USPHS healthcare administrator officer based upon the responses in the enrollment forms. The match is made taking into account availability, similar career interests, and location.
- g. Time Commitment: the specific amount of time will be discussed and agreed upon by both officers (this may range from a few hours to an entire day, based upon the needs and availability of both officers).
- h. Post-event: after the event, all officers will be asked to complete a brief online survey to assess the program's effectiveness.
- i. Senior officers: if you are interested in participating in Shadow Week as a facilitator/mentor, please complete the HAPAG Participant Enrollment Form SO by COB August 21, 2015.
- j. Junior officers: if you are interested in participating in Shadow Week as a mentee, please complete and submit the HAPAG Participant Enrollment Form JO by COB August 21, 2015.
- k. All interested officers should e-mail (scan) completed and signed enrollment forms by August 21, 2015 to CDR David Dietz, Junior Officer submission contact, or CDR Donelle McKenna, Senior Officer submission contact.

**f. Nurse Category: LT Mekeshia Bates**

**i. Current activities/updates**

1. N-PAC is seeking dedicated, hardworking nurses for Voting Membership for FY 2016-2019.
  - a. Please submit nominations, including self-nomination form with supervisory approval, CV, and brief statement to CDR Reginald Smith by 1700 EDT on August 17, 2015. Available vacancies are as follows:
  - b. At large (ACF, EPA, and Department of Labor): one vacancy
  - c. BOP: one vacancy
  - d. Civilian (DHHS Agencies): one to three vacancies
  - e. DHS: one vacancy
  - f. IHS: one vacancy
  - g. NIH: one vacancy
2. Junior nurse officers interested in participating/observing a NPAC committee can visit the NPAC website, <http://phs-nurse.org/>, to gather more information on the committees.
  - a. Please contact the Committee Chair and Co-Chair for specific meeting times.

**g. Pharmacy Category: CDR Robert Kosko**

- i. Current activities/updates
  1. Active duty application process for Pharmacists is open from August 3-31, 2015.
    - a. Currently, the Corps is seeking highly motivated pharmacists to deliver public health services directly to the underserved populations, with a heightened recruitment focus for needs within the Federal Bureau of Prisons (BOP), Indian Health Service (IHS), and Immigration Customs Enforcement (ICE) in locations throughout the US.
    - b. Please contact the Call Center at 1-800-279-1605 to begin the application process or to inquire regarding further details.
    - c. Candidates may also direct any questions to [corpsrecruitment@hhs.gov](mailto:corpsrecruitment@hhs.gov)
  2. PharmPAC published the Summer 2015 issue of the *PharmPAC Perspectives*.
    - a. This newsletter was distributed via the PharmPAC listserv and will be posted to the PharmPAC website.
    - b. For questions and feedback, please contact LCDR Rodney Waite, at [rcwaite@bop.gov](mailto:rcwaite@bop.gov)
  3. A USPHS Pharmacy officer is requested to serve as Aide-de-Camp for RADM Schweitzer from 0900 to 1000 EDT on October 7, 2015 in Herndon, Virginia for the 2015 Fall Interprofessional Education Collaborative (IPEC) Institute.
    - a. If you are an O-3 or O-4 officer who would like to serve as an Aide-de-Camp for RADM Schweitzer for this event, please respond to LT Long Pham by August 14, 2015 at [long.pham@hhs.gov](mailto:long.pham@hhs.gov) with the following information:
      - i. Your name and rank
      - ii. CV
      - iii. Short bulleted bio (one paragraph)
      - iv. Photo of you in any PHS uniform
  4. USPHS Pharmacy is launching our twitter campaign on prevention topics related to medications.
    - a. Audience is the general public, our communities, and pharmacists.
    - b. Officers are encouraged to set up a twitter account and follow us at <https://twitter.com/USPHSPharmacy>.
  5. The 2015 Joint Federal Pharmacy Seminar will be held October 18-21, 2015 at the Gaylord National Hotel and Convention Center just outside of Washington D.C.
    - a. This year's theme is, "Partners in Excellence!"
    - b. Discover the most advanced, current, and valuable training, practical how-to strategies and techniques for improving your pharmacy operation and innovative clinical practices to impact patient care.
    - c. There will be a JFPS Exposition where you will find a one-of-a-kind marketplace that provides you with an opportunity to engage with all federal pharmacy colleagues from the VA, USPHS, Army, Navy, Air Force, and Coast Guard.
  6. Next PharmPAC meeting will be held on September 1, 2015 at 1400 EDT.
    - a. Call-in information: 855-828-1770 or 301-796-7777; passcode: 742 379 477; meeting password: 1111.
    - b. Agenda will be distributed via the PharmPAC listserv.

**h. Physician Category: LCDR Judith Eisenberg**

i. Current activities/updates

1. Learn more by joining us for next week on the PPAC Business call on August 18, 2015 at 1300 EDT.

a. Call-in numbers: 866-816-2251 or 517-477-5361

i. Passcode: 9700730#

ii. Webcast: <https://collaboration.fda.gov/ppac2015/>.

1. Enter as guest.

**i. Scientist Category: LCDR Qiao Bobo**

i. Current activities/updates

1. The next Scientist PAC meeting is scheduled for September 1, 2015 at 1200 EDT.

a. Call-in information: 1-866-782-0573; passcode: 2214354

**j. Therapist Category: LCDR Peter Arroyo**

i. Current activities/updates

1. TPAC is using All Partners Access Network (APAN) to hold meetings, trainings, and to disseminate information including, but not limited to, TPAC meetings, continuing education seminars, and professional development.

a. All USPHS Therapists are expected to develop an account with APAN.

i. Therapists must join APAN in advance in order to participate in the meetings via web conferencing.

ii. If therapists have not already done so, or are new, or have questions about how to gain access to the ADOBE CONNECT room for TPAC meetings, please contact LCDR Josef Otto at [josef.otto@ihs.gov](mailto:josef.otto@ihs.gov) for assistance.

2. The next TPAC call is Friday, August 21, at 1200 EDT.

3. Therapist Category will be accepting new applications for commissioning into the USPHS from September 1-30, 2015.

a. Candidates must have completed qualifying degree, passed national registry examinations, and be in possession of valid, unrestricted, state licensure, as applicable to their academic discipline.

**k. Veterinarian Category: LCDR Samantha Pinizzotto**

i. Current activities/updates

1. The next Vet PAC meeting is scheduled for Wednesday, August 26, 2015 at 1400 EDT.

a. Call-in information: 1-866-703-2103; passcode: 3364863.

**VII. New/Old Business**

a. LCDR Otto explained that the second year Voting Members will be ending their term this year, and have contributed toward moving the organization forward.

i. She thanked them for their service.

