



**Health Services Officer Category**  
**OF THE U.S. PUBLIC HEALTH SERVICE**  
*Strength Through Diversity*



**Medical Laboratory Scientist Professional Advisory  
 Group - MLSPAG**

April 9, 2015

Time: 2:00 PM to 3:00 PM EST

Teleconference call number: 1-866-882-1054 Passcode: 2066464

**MEETING MINUTES**

MEMBERS					
Attendance	Rank	Last Name	First Name	OPDIV	Voting Member
X	CDR	Galloway	Renee	CDC	Chair
X	CDR	Bashay	Richard	FDA	Chair-Elect
X	LCDR	Sampson	Docia	IHS	Secretary
X	LCDR	Morris	Julie	CDC	Yes
X	LCDR	Germain	June	FDA	Yes
X	LT	Tate	Jennifer	IHS	Yes
excused	CDR	Nichols	Cara	IHS	Yes
X	CDR	Darrah	Clyde	IHS	Yes
	LCDR	Ertel	Donald	FDA	Yes
X	LCDR	Flores	Lisa	BOP	Yes
	CDR	King	Debra	NIH	Yes
excused	CDR	Nemeth	Dana	IHS	Yes
X	LCDR	Oloyede	Babatunde	BOP	Yes
X	LCDR	Sampson	Docia	IHS	Yes
	LCDR	Tirado	Vladimir	BOP	Yes
X	CDR	Tool	Will	IHS	Yes
X	CAPT	Woodlief	Gina	BOP	Yes
x	LT	Young	David	USCG	Yes
x	LCDR	Lugo	Alfred		No
x	LCDR	Pearson	Summer		No
x	LCDR	Boison	Charles		No
x	CDR	Bledsoe	Toni		No
x	LCDR	Truax	Jason		No
x	LCDR	Peay	Andrea		No
X	LT	Maruna	Thomas		No
X	LT	Ndgenga	Emmanuel		No
X	CAPT	Brown	Donna		No



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- I. Call to Order : Chair, CDR Renee Galloway
- II. Roll Call: Secretary, LCDR Docia Sampson
- III. Introduction: Chair, CDR Renee Galloway
  1. **Welcome**
  2. **Approval of Minutes-** February minutes approved
  3. **MLS PAG goals**
    - a. Address and establish a mentor program within MLS PAG, either as a separate subcommittee or as part of a current subcommittee
      - \* *R/R was tasked with the project; however, it was mentioned as being a duty of the Professional Development- need both committees to get together and discuss on who will take on task:*
      - Professional Development**  
*The Professional Development Committee is responsible for identifying educational, deployment, and **mentoring** opportunities. Additionally, the Commissioned Corps Transformation process will be reviewed for specific MLS related needs/opportunities and presented for discussion to the full MLSPAG.*
    - b. Establish an SOP for our newly-created Senior Advisory work group
      - \**This was requested but found to be already established in the bylaws:*
      - o MLSPAG Senior Advisory Council - *The Advisory council is to advise the MLSPAG leadership and/or MLSPAG general body on significant issues such as appointment standards, bylaw suggestions, etc. This will be an advisory position only; the council would not have voting rights or privileges.*
        - o Members  
*Any previous voting member who completed their voting membership term in good standing, Past Chairs, Past Secretaries.*
        - o Service term  
*The term of the council members: 1 year plus 1 optional year.*
        - o Size of Council  
*The size of the council members is no more than 3 members*
    - c. Obtain feedback on our new structure implemented 2015 (fewer voting members, staggered term limits)
  4. **Subcommittees**
    - a. Reminder to submit goals and rosters
      - \**make sure to update rosters with current members*
      - \**subcommittees need to come up goals, either new or review past goals*



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### IV. Subcommittee Reports:

- A) Membership: Chair: CDR Renee Galloway; Co-Chair: LT David Young;  
Members: CAPT Gina Woodlief, CAPT Jane Preston, LCDR Docia Sampson  
*\*nothing new to report-tried having a meeting-no luck*
- B) Awards Chair: LT Emmanuel Ndgenga, Co-Chair: LCDR Katrina Redman;  
Members: CDR Debra King, CAPT Gina Woodlief, LT Thomas Maruna  
*\*no update*
- C) Recruitment/Retention : Chair: LCDR June Germain; Co-Chair: LCDR Docia Sampson; Members: LCDR Richard Bashay, LCDR Mary Sheets, LCDR Jon Antoniou, LCDR Alfred Lugo, LT Diyo Rai, LCDR Julie Morris.  
*\*no update*
- D) Professional Development Chair LCDR Renae Hill; Co-Chair LCDR Donald Ertel;  
Members: CDR Dana Nemeth, LT Ashley Frost, LCDR Summer Pearson, LCDR Babatunde Oloyede, LCDR Jason Truax, CDR Al Peyketewa and CDR Daniel Cajigas, LT Thomas Maruna  
*\*LCDR Hill is still constructing survey monkey-hopefully out within the next month.*
- E) Policy/Legislation: Chair: LCDR Shah Khan; Co-Chair: LCDR Andrea Peay;  
Members: LCDR Vladimir Tirado, LCDR Luis Ramos-Ortiz, LCDR Renee Smith, LCDR Richard Bashay, LT Emmanuel Ndenga  
*\*no update*
- F) By-Laws: Chair: LCDR Vladimir Tirado; Members: CDR William Tool, LCDR Sabrina Ivory, LCDR Lisa Flores, LCDR Fabian Chaparro, LT Fahad Alsayyid, LT Jennifer Tate.  
*\*no update*
- G) Communications: Chair: LCDR Lisa Flores; Co-Chair: CDR Jeri Coats Members: CDR Todd Alspach, CDR Toni Bledsoe, CDR Nathan Town, CDR Cara Nichols  
*\*thank you to all who sent in their responses to who they are and where they are located.*  
*\*Take past voting members off of web page or keep? If we take off do we take off completely?*  
*\*Newest voting members send in a blurb about yourself to put in newsletter*  
*\*Should we add a place for job announcements?*  
*\*RR please provide LCDR Flores with the MLS pamphlet for the new MLS CAD.*

### V. Treasury Report

*\*Waiting for actual amount-approximately \$482 in account*

### VI. Open Floor

*\*CDR Darrah-Chair for Awards committee?*

*\*LT Young- HSPAC has a new subcommittee -HSPAC Event Subcommittee  
-Volunteer for operation team*

*1.Must be very good at writing SOP's and making/creating surveys*



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2 .In charge of planning change of command, holiday luncheons etc.  
\*LCDR Bashay- any thought on expanding MLS awards to both Junior and Senior officers? There may be a number issue?

**VII.** Action Items  
\*none mentioned

**VIII.** Adjournment

Next General Meeting: June 11<sup>th</sup>

