



Public Health - Professional Advisory Group
 General Membership Call
 Meeting Minutes
 August 13, 2012



PAG:	Public Health Professional Advisory Group
Meeting Purpose:	Monthly Call with Voting Members and Volunteers
Meeting Date:	13 August 2012
Meeting Time:	2:00-3:00 EDT
Meeting Location:	Teleconference
Meeting Facilitator:	CDR Joseph Roth
Attendees #s:	See below
Minutes Issued By:	LT Brittany Bovenizer
Minutes Approved By:	<i>CDR Joseph Roth and Voting Members</i>

Dial-In Number: (213) 406-8520
Conference Code: 4675464

In Attendance:

Rank	Last	First	Role	Attendance
LT	Arlotta	Dawn	Voting Member	Present
CDR	Benke	Maria	Voting Member	Present
LT	Bovenizer	Brittany	Secretary	Present
LCDR	Brown Cora	Sherene	Voting Member	Present
LCDR	Brown	Christye	Voting Member	Absent
LCDR	Coleman	Shwana	Voting Member	Present
CDR	Durgin	George	Senior Advisor	Present
CDR	Hausman	Leslie	Voting Member	Present
LCDR	Hoard	Marna	Voting Member	Present
LT	Marshall	Valerie	Voting Member	Excused
CDR	Matthias	Joy Ann	Voting Member	Present
LCDR	Morfit	Van	Voting Member	Absent
CDR	Roth	Joseph	Chair	Present
LCDR	Washington-Jones	Deidre	Voting Member	Present
CDR	Weinburke	Matthew	Voting Member	Present
LCDR	Woolfolk	Jyl	Voting Member	Absent
CAPT	Wilkins	Craig	Senior Advisor	Absent
LCDR	Williams	Lorraine	Voting Member	Present

Call to Order: CDR Joseph Roth called the meeting to order at 2:00pm.

Role Call: LT Brittany Bovenizer

Chair's Report

CDR Jay Roth

- Busy schedule and will move right to reports

Committee Reports

Recruitment/Retention (Membership) Committee

LCDR Sherene Cora gave report for committee

- SOP for voting membership was sent to executive committee
- Scheduled to have a meeting last week but will reschedule.
- Deadline will be 31st of the month for applications for voting members

Communications Committee

LCDR Sherene Cora

- Thank you for comments on initial draft of coins – will be discussing comments
- PHS seal on front of coin with 1798 date ties us other PHPAGs coins
- One side dedicated to seal, other side will be dedicated to PHPAG
- Permanent coin – do not want to be obsolete and add too much static information
- Subcommittee leads are asked to appoint one volunteer to assist with coin development.
- Members were asked to send one symbol they believe represent public health
- Have asked for a volunteer to help lead the development of newsletter

CDR Durgin- Coin identifies PHPAG and provides symbolism of the organization

Action Item – Send symbol that you think represent PH to LCDR Sherene Cora Brown at coras@bw.cdc.gov. Subcommittee Leads should appoint one person to help inform coin development

Awards

LCDR Matthew Weinburke provided the report

- Revising and editing SOP based upon the award given out at the COF
- Use SOP for our awards procedure
- Will share SOP with executive committee

Mentoring

CDR Joy Ann Matthias gave the report

- Peer to Peer Program - Weekly recruitments and trying to pair officers in different geographical areas
- PAC liaison meeting is in need of mentors for O-5 and above. O-4s who have been mentee for more than one year may sign up to be a mentor
- Update profile in mentor/mentee database

Career Development

LCDR Deidre Washington-Jones gave the report

- Released work life balance survey to work on developing webinar on work life balance
- Thanks to LCDR Donna Phillips and LCDR Malaika Washington
- CHES brownbag will be moved to September
- October 23, 2013 – Officers in PHPAG will be offered opportunity to receive coaching for 30 minutes
- Discussion of protocol and structure around brownbag and webinar sessions

Public Health Specialists Updates and product reports:

Epidemiology

LCDR Leslie Hausman gave the report

- Working closely with VETPAG – coordinating two brownbag sessions to showcase how many officers in PHS are engaged in epidemiology
- Putting together graphical summary that the PHPAG has completed for end of year report
- Will be compiling numbers to graphically illustrate what we have been doing for our members and outside officers

Health Promotion/Health Education

CDR Maria Benke gave the report

- Meeting scheduled for this Friday at 11am ET
- Last meeting very productive with new members
 - Topics Include: Updating information on website and identifying points of contact for health education questions and questions related to how to prepare for CHES and how to find jobs in health education
- Support career development activities with upcoming CHP & CHES certification presentation. Member is currently developing presentation for this
- Looking to coordinate with Nursing category for further outreach related to health education and health promotion

Generalist

LCDR Deidre Washington-Jones

- Working on template
- Brownbag in discussion

Policy

- LCDR Letia Boseman gave the report
- Presented of COA conference in June
- Working on identifying a speaker for Policy Brown Bag in the fall
- Next Policy call is Tuesday August 27 at 2pm

Old Business 2:46pm

Approval of July 2012 Meeting Minutes

- Motion: LT Arlotta motioned to approve Minutes from July 2012 as read
- Vote: Unanimous approval

Advisors

- No updates/comments

New Business

- Unit Commendation Award is still awaiting final approval
- APHA – those interested in getting together for APHA please email bbovenizer@hrsa.gov
- Positions available as end of term for 7 new voting members to join the PHPAG

LT Arlotta, CDR Roth & LCDR Washington-Jones

Call to Action – how do we create this summary document on how to expand this document to communicate and quantify what the PHPAG has done over the past 2 years

Highlight value of MPH officer in PHS Commissioned Corps

CDR Roth adjourned meeting at 2:59 PM

General Membership:

CDR	Iris E	Valentin-Bon
CDR	Jeff	Tarrant
CDR	David	Lau
LCDR	Antoine	Smith
LCDR	Elizabeth	Garza
LCDR	Ieshia	Jones
LCDR	Nisha	Antoine
LCDR	Kimmine	Pierce
LCDR	Melissa	Morrison
LCDR	Karen	Chaves
LCDR	Paula	Washington
LT	Tara	Carolfi
LT	Margaret	Whittaker
LT	Rebekah	Van Raaphorst
LT	Niketta	Womack
LT	Christian	Bullock
LT	Debra	Wagner
LT	Michelle	Sandoval
LT	Richard	Dunville
LT	Ramon	Llamas
LT	Cindy	Eugene