

# SOCIAL WORK PROFESSIONAL ADVISORY GROUP



## SWPAG Meeting Minutes 25 September 2013

### Attendees:

CAPT Lou Ann Rector	CDR Carlos Castillo CDR Tarsha Cavanaugh CDR Scott Eppler CDR Stacey Evans CDR Kristin Kelly CDR Jenny McCorkle CDR Julie Niven CDR Jennifer Nussbaum CDR Januett Smith-George
LCDR Ramon Font LCDR Sonjia Howard LCDR JJ Lewis LCDR Gina Ligonde LCDR Justin Peglowski LCDR Dexter Pritchett LCDR Brooke Wallace LCDR Cole Weeks LCDR Amy Williams LCDR Caroline Zedella	

Due to time constraints the Readiness/Deployment subcommittee chair provided their report as follows:

### **Readiness/Deployment: CDR Carlos Castillo:**

Minutes approval: Minutes were proposed for approval. Concurred by CDR Evans and CDR Cavanaugh. Minutes were approved as submitted from last meeting.

- CDR Castillo encouraged officers to keep their Basic Life Support (BLS) training documents after they have faxed them to MAB just in case of any loss.
- Contact your various OPDIV Liaisons for up-to-date information and / or support in your specific area or operating division.
- CDR Castillo's e-mail is [carlos.castillo@foh.hhs.gov](mailto:carlos.castillo@foh.hhs.gov).

### **Chair Report: CDR Kristin Kelly**

- COERs – Officers were encouraged to get their supporting documents together for those who are up for promotion on this promotion cycle and to get them in by 31 Dec 2013.
- CDR Kelly encouraged officers to consider becoming involved in mentoring; whether as a mentee or mentor to help with their career progression.
- It was noted our next SWPAG meeting would be 4 Dec 2013. CDR Kelly encouraged SWPAG members to run for leadership positions as this will also help with career progression and should be noted on officers' curriculum vitae.
- AMSUS is still scheduled to occur in November 2013. There will be a room open to PHS officers for their use. CDR Kelly noted there are positions for Aides-de-camp and that those who volunteer to serve as an Aide-de-camp can attend the conference for free. 30 Sep 2013 is the submission deadline to register for AMSUS.

### **SWPAG Chair Elect Report: CDR Dwayne Buckingham**

No report. If you have any questions or suggestions, please contact CDR Buckingham at 301-319-4223 or [dwayne.l.buckingham.mil@health.mil](mailto:dwayne.l.buckingham.mil@health.mil)

### **Subcommittee Reports:**

#### **Career Development: CDR Marivic Fields:**

No representative; no report

#### **Communications: CDR Julie Niven:**

- CDR Niven announced her position would be opening up in the next year and encouraged SWPAG members to consider volunteering to serve as editor of the SWPAG newsletter. CDR Niven thanked the SWPAG membership for their article submissions and encouraged continued submissions. CDR Niven noted for anyone who might be uncertain about serving as editor she had templates and would be happy to assist any editor volunteers to learn the process. CDR Niven noted those who might be interested in serving as newsletter editor to contact her or CDR Kelly.

#### **Membership: LCDR Kendall Bolton (presented by LCDR Williams):**

Please contact LCDR Bolton if you wish to join or have questions related to the Membership subcommittee – [Kendall.bolton@tma.osd.mil](mailto:Kendall.bolton@tma.osd.mil)

- Two new members have been assigned.
- SWPAG members were encouraged to contact LCDR Dan Stanley with any updates to contact information.
- Membership subcommittee is working with the Policy subcommittee to develop bylaws for a voting membership to the SWPAG.
- Next meeting will take place in December 2013.

**Mentoring: LCDR Malaysia Gresham (presented by LCDR Williams):**

- Committee is working on finalizing the mentoring tool to assist PHS social worker mentees and mentors in the process of identifying career paths to assist the mentoring process. Once this is completed it will be sent to the SWPAG chair for review.
- Working on meet and greets for SAMHSA
- On 9-26-13 there will be a meet and greet at the LaTosca Restaurant in Rockville, MD from 1730-1930. Those interested in attending are invited to come.

**Policy: CDR Tim Pappalardo:**

- Policy subcommittee met on 14 Aug 2013
- LCDR Bolton and CDR Pappalardo continue to revise draft of SWPAG By-laws re: voting membership with input from Policy subcommittee.
- Current membership of subcommittee will remain at four members with representation from ICE, FOH, DOD.
- Next Policy subcommittee meeting scheduled for mid-October.
- Please contact CDR Pappalardo if you have questions regarding the Policy subcommittee at [Timothy.Pappalardo@cms.hhhs.gov](mailto:Timothy.Pappalardo@cms.hhhs.gov)

**Recruitment & Retention: LCDR Sonjia Howard:**

- Last subcommittee meeting was held 9 Sep 2013 at 1030.
- Sub-committee re-evaluated their mission and purpose in view of SWPAG bylaws
- Sub-committee discussed recruitment for their committee and discussed assignment of leadership roles within their ranks by volunteerism and is working on developing leadership for 2014.
- This subcommittee is following bylaws changes and will make any needed changes accordingly.
- They are working on developing a welcome packet and will start distribution when they get incoming social workers list.
- Next meeting is scheduled for 7 Oct 2013 @ 0730.

**Awards: LCDR Christine Nemeti:**

- No report

**New Business:**

CDR Eppler: Inquired if anyone in the SWPAG was aware of any group of PHS officers assigned to the DoD/TMA MOU who may be conducting a fellowshipping group by tel-con to discuss issues of mutual concern. There was no information developed on that inquiry.

CDR Kelly: Reminded the SWPAG that the request for credentials, certifications and licenses held was only for use in case of a data call and for mutual social worker networking purposes, is voluntary, and not intended to be used in any negative way toward social work officers.

CDR Kelly noted there was no movement or updates with a proposed PHS/VA MOU, but noted, in its present form, is limited in scope of officer discipline such as the DoD/TMA MOU with a focus on behavioral health officers.

CDR Kelly also reminded SWPAG members to notify LCDR Dan Stanley of changes in contact information and to notify CDR Scott Eppler of any changes to e-mails to ensure SWPAG members receive send outs from the SWPAG.

CDR Evans: Noted a change in name to the Defense Health Agency did come with changes to mission and, as a result, some officers were displaced and returned to service. Those officers now need to find employment.

**Next meeting will be 4 December 2013 at 1400 Eastern Standard Time.**

Meeting Adjourned.