# MLSPAG Meeting Minutes

February 9, 2017

**Location:** Teleconference/Webinar  
**Time:** 1400 – 1500, ET  
**1-866-882-1054**  
**Passcode:** 206 64 64

**MLSPAG Chair:**  
LCDR David Young

**MLSPAG Executive Secretary:**  
LCDR Thomas J. Maruna

### ATTENDEES:

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>MLSPAG Members in Attendance</th>
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<tr>
<td>CDR Toni Bledsoe</td>
<td>Present</td>
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<tr>
<td>CDR Renee Galloway</td>
<td>Excused</td>
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<tr>
<td>CDR June Germain</td>
<td>Present</td>
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<td>LCDR Richard Bashay III</td>
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### Enclosure:
- Appendix A: MLSPAG Organizational Chart 2017
- Appendix B: Slide Deck – February 9, 2017 MLSPAG Meeting

**Minutes prepared by:** LCDR Thomas J. Maruna, MSc, MLS(ASCP), CPH
AGENDA:

1. Roll Call
2. Updates
3. 2017 MLSPAG Chair Goals
4. 2017 MLSPAG Organizational Chart
5. MLSPAG Subcommittees Updates
6. Questions/Concerns

ROLL CALL:

As noted above

MLSPAG CHAIR UPDATES:

PAG Uniform Bylaws implementation
The PAG Uniform bylaws were approved back in November 2016. Currently the PAC and PAGs are working closely to implement these bylaws into place. The implementation will be carried out in phases to ensure that all the PAGs are on the same page before moving on. For example, the first six months will concentrate on the converting the PAGs to the new infrastructure, Technical Readiness, and Communications Subcommittee. The MLSPAG is one of the few PAGs that have already transitioned to the new PAG structure.

Technical Readiness
Defined as discipline-specific knowledge and skills an officer needs in order to successfully deploy based on their qualifying degree or discipline. PAG officers are expected to be able to effectively function during their deployment as their qualifying degree dictates. Currently the Technical Readiness Subcommittee is working closely with the PAC to determine the minimum knowledge and skills for MLSPAG to have in order to deploy as a MLS.

Community Stakeholder Subcommittee
This is a new Subcommittee that was introduced to the PAG last year. Per the PAC Community Stakeholder lead, speaking at local universities, community health fairs and organizations (such as ASCP) is considered as engaging in community stakeholder. If you are planning to speak at local universities, organizations, community health fairs, local COA Chapters, you must notify the PAG Chair so that your activities and accomplishments can be documented.

Uniform SOP template
To date, the MLSPAG has not received the Uniform SOP template. The HSPAC Policy Subcommittee is still working on it and it should be ready late February or March for dissemination.

Max.gov
The PAC will be utilizing the MAX.Gov site to serve as a workspace platform whereby teams can collaborate across the Health Services Subcommittees and PAGs. The utilization of
Max.gov will also ensure that all essential documents pertaining to the PAC and PAGs are stored on the same site.

**Mentorship**
The PAC Mentorship Subcommittee is currently looking to increase the numbers of mentors and mentees. If you’re interested in being a part of the Mentorship program, please be sure to reach out to the Subcommittee Chairs.

**USPHS Scientific and Training Symposium, Chattanooga, TN**
The PHS Scientific and Training Symposium will be held in Chattanooga this year from June 6-9. Registration is now open, so please be sure to register early if you’re planning to attend.

**PAG Chairs/Chair-Elects Leadership Calls with CPO**
A new initiative that was developed from the PAC is to have monthly calls with all the PAG Chairs and Chair Elects. The reason for this initiative is to ensure smooth transition from the PAG Chair to Chair Elect, as well as to identify issues and resolutions that may affect the PAGs during the rollout of the Bylaws. At this time the only issue that we are currently dealing with is the pre-2004 certification issue (addressed below).

**PAG Subcommittee Chairs/Co-Chairs roles**
The roles of the PAG Subcommittee Chairs have changed in that only voting members are allowed to be PAG Subcommittee Chairs. Further, the PAG Subcommittee Chairs and Co-Chairs will now serve as a liaison between the PAC and PAG for their respective Subcommittees, to promote smooth flow of information and encourage open communication and ideas.

**MT certification (Pre-2004)**
The issue noted above was that there is no expiration date on MT certifications received prior to 2004. A memo was sent to the CPO last year requesting that lab officers who were certified prior to 2004 receive an indefinite expiration date on their certification, so that there is no need for officers to pay a fee to renew their membership, as currently that is the only way to show the expiration date of the certification. The PAG Chair met with the CPO on February 8th to determine the status of the memo. The CPO mentioned that additional info is required on the memo to move forward. As such, the PAG Chair will have to add an action plan to the memo and send it to the CPO for approval before the MLSPAG can start implementing the action plan. Additional updates will be forthcoming.

**2017 MLSPAG CHAIR GOALS**
The MLSPAG Chair characterized the 2017 PAG Goals as follows:

- Celebrate our discipline, establish and promote relationship-building, communication, and collaboration (via social media – Facebook) with our sister services’ respective laboratory colleagues and the laboratory academia.
• Promote technical readiness, ensuring laboratory officers, regardless of clinical or programmatic billets, are able and ready to serve in the Medical Laboratory Scientist role during deployments.

• Promote career progression.

2017 MLSPAG ORGANIZATIONAL CHART
Appendix A

MLSPAG SUBCOMMITTEE UPDATES

Awards
LCDR Emmanuel Ndgenga – Lead, CDR Jeri Coats – Co-Lead
No update given

Communications
LCDR Lisa Flores – Lead, LCDR Charles Boison – Co-Lead
Facebook page has been created and is functional; general guidelines have been distributed via the MLSPAG Listserve. Currently the subcommittee is actively soliciting newsletter articles, specifically any potential articles highlighting anything unique or special about an officer’s laboratory (or workspace). The deadline for submission is March 31, 2017. The articles will be made available by April 21, 2017.

Data & Evaluation
CDR Toni Bledsoe – Lead, CDR Cara Nichols
Subcommittee has received a new Chair. No additional updates provided.

Management – Administrative
CDR Renee Galloway – Lead, LT Helen Chavez – Co-Lead
No update given

Policy
LCDR Camille Mitchelle – Lead, CAPT Todd Alspach – Co-Lead
The Policy subcommittee held its first meeting on January 24th to discuss the new ASCP Board of Certification (BoC) requirements. The subcommittee will coordinate with the MLSPAG Chair concerning any requirements that will effect PAG members and has volunteered to assist with SOP review.

Recruitment and Retention
LCDR Charles Boison – Lead, LCDR Katrina Redman – Co-Lead
Subcommittee held its first meeting the week of January 30th and is awaiting the SOP template to be distributed by the HS PAC. No additional updates given.

Stakeholder and Community Engagement
LCDR Babatunde Oloyede – Lead, LCDR Lundy Patrick – Co-Lead
This subcommittee is still in active recruitment. No additional updates given.
Technical Readiness

CDR June Germain – Lead, LCDR Jessica Damon – Co-Lead
The subcommittee held its first meeting on January 19th. A presentation is scheduled for the April MLSPAG meeting concerning technical readiness. A survey will be distributed by close-of-business Monday, February 13, 2017 via the MLSPAG Listserve consisting of 10 – 12 questions about technical readiness.

Training, Education, and Mentorship

LCDR Richard Bashay III – Lead, CDR Karen Romancito – Co-Lead
The subcommittee held its first meeting on January 23rd. Actively seeking volunteers submit a photo of themselves in the workplace for a poster presentation at the USPHS Scientific and Training Symposium. The principle ideation is to highlight PAG contributions to the Corps mission. Additionally, the subcommittee will again be distributing case studies via the MLSPAG Listserve beginning in late-February. The subcommittee is also actively soliciting senior officers (O5 and above) to serve as mentors on the HS PAC mentoring subcommittee. The subcommittee has received all award nominations for Junior and Senior Medical Laboratory Scientist of the Year award; the award packages are currently under review and will be complete by February 13, 2017. The subcommittee will require a short narrative (approximately 5 sentences) and a photo of the awardees.

ADDITIONAL QUESTIONS/CONCERNS
None

END
2017 Medical Laboratory Science
Professional Advisory Group (MLSPAG) Organizational Chart

MLSPAG Secretary
LCDR Thomas Maruna
Thomas.Maruna@fda.hhs.gov

MLSPAG Chair
LCDR David Young
David.Young@fda.hhs.gov

MLSPAG Chair-elect
LCDR Babatunde Oloyede
boloyede@bop.gov

MLSPAG Subcommittees

Operations

Communications Subcommittee
LCDR Lisa Flores (Lisa.Flores@fda.hhs.gov) - Chair
LCDR Charles Boison (Charles.Boison@fda.hhs.gov) - Co Chair

Awards Subcommittee
LCDR Emmanuel Ndenga (endenga@bop.gov) - Chair
CDR Jeri Coats (Jeri.Coats@ihs.gov) - Co Chair

Stakeholder & Community Engagement Subcommittee
LCDR Babatunde Oloyede (boloyede@bop.gov) - Chair
LCDR Lundy Patrick (Lundy.Patrick@fda.hhs.gov) - Co Chair

Officer Support

Recruitment Subcommittee (ad hoc)
LCDR Charles Boison (Charles.Boison@fda.hhs.gov) - Chair
LCDR Katrina Redman (kredman@bop.gov) - Co Chair
LCDR Renee Smith (rsmith@bop.gov) - Implementation Lead

Training, Education, & Mentorship Subcommittee
LCDR Richard Bashay III (Richard.Bashay@fda.hhs.gov) - Chair
CDR Karen Romancito (Karen.Romancito@ihs.gov) - Co Chair

Technical Readiness Subcommittee
CDR June Germain (June.Germain@fda.hhs.gov) - Chair
LCDR Jessica Damon (lyy0@cdc.gov) - Co Chair

Data & Evaluation Subcommittee
CDR Toni Bledsoe (tab4@cdc.gov) - Chair
CDR Cara Nichols (Cara.Nichols@cms.hhs.gov) - Co Chair

Management

Policy Subcommittee
LCDR Camille Mitchell (c2mitchell@bop.gov) - Chair
CAPT Todd Alspach (Todd.Alspach@cms.hhs.gov) - Co Chair

Administrative Management Subcommittee
CDR Renee Galloway (zul0@cdc.gov) - Chair
LT Helen Chaves (Helen.Chavez@ihs.gov) - Co Chair

APPENDIX A
2017 February MLSPAG Meeting
Thursday, February 9, 2017

LCDR David Young - Chair
David.Young@fda.hhs.gov

LCDR Thomas Maruna - Executive Secretary
Thomas.Maruna@fda.hhs.gov

#WeAreCorpsSTRONG
Agenda

• Roll Call
• Updates
• 2017 MLSPAG Chair Goals
• 2017 MLSPAG Organizational Chart
• MLSPAG Subcommittees Updates
• Questions/Concerns
Roll Call (Voting Members)

• CDR Toni Bledsoe
• CDR Renee Galloway
• CDR June Germain
• LCDR Richard Bashay III
• LCDR Charles Boison
• LCDR Lisa Flores
• LCDR Camille Mitchell
• LCDR Emmanuel Ndenga
• LCDR Babatunde Oloyede
Updates

- PAG Uniform Bylaws implementation
- Technical Readiness
- Community Stakeholder
- Uniform SOP template
- Max.gov
- Mentorship
- USPHS Scientific and Training Symposium, Chattanooga, TN
- PAG Chairs/Chair-Elects Leadership Calls with CPO
- PAG Subcommittee Chairs/Co-Chairs roles
- MT certification (Pre-2004)
2017 MLSPAG Chair Goals

- Celebrate our discipline, establish and promote relationship-building, communication, and collaboration (via social media – Facebook) with our sister services’ respective laboratory colleagues and the laboratory academia.
- Promote technical readiness, ensuring laboratory officers, regardless of clinical or programmatic billets, are able and ready to serve in the Medical Laboratory Scientist role during deployments.
- Promote career progression.
2017 MLSPAG Organization Chart

2017 Medical Laboratory Science Professional Advisory Group (MLSPAG) Organizational Chart

MLSPAG Secretary
LCDR Thomas Maruna
Thomas.Maruna@fda.hhs.gov

MLSPAG Chair
LCDR David Young
David.Young@fda.hhs.gov

MLSPAG Chair-elect
LCDR Babatunde Oloyede
boloyede@bop.gov

MLSPAG Subcommittees

Operations
- Communications Subcommittee
  LCDR Lisa Flores (Lisa.Flores@fda.hhs.gov) - Chair
  LCDR Charles Boison (Charles.Boison@fda.hhs.gov) - Co-Chair

- Awards Subcommittee
  LCDR Emmanuel Ndenge (Ndenge@bop.gov) - Chair
  CDR Jeri Coats (Jeri.Coats@fda.hhs.gov) - Co-Chair

- Stakeholder & Community Engagement Subcommittee
  LCDR Babatunde Oloyede (boloyede@bop.gov) - Chair
  LCDR Lundy Patrick (Lundy.Patrick@fda.hhs.gov) - Co-Chair

Officer Support
- Recruitment Subcommittee (ad hoc)
  LCDR Charles Boison (Charles.Boison@fda.hhs.gov) - Chair
  LCDR Katrina Redman (Kredman@bop.gov) - Co-Chair
  LCDR Renee Smith (RdsSmith@bop.gov) - Implementation Lead

- Training, Education, & Mentorship Subcommittee
  LCDR Richard Bashay III (Richard.Bashay@fda.hhs.gov) - Chair
  CDR Karen Romancito (Karen.Romancito@fda.hhs.gov) - Co-Chair

- Technical Readiness Subcommittee
  CDR June Germain (June.Germain@fda.hhs.gov) - Chair
  LCDR Jessica Damon (Jyv@cdc.gov) - Co-Chair

- Data & Evaluation Subcommittee
  CDR Tony Bledsoe (tab4@cdc.gov) - Chair
  CDR Cara Nichols (Cara.Nichols@ems.hhs.gov) - Co-Chair

Management
- Policy Subcommittee
  LCDR Camille Mitchell (Cmitchell@bop.gov) - Chair
  CAPT Todd Aispach (Todd.Aispach@ems.hhs.gov) - Co-Chair

- Administrative Management Subcommittee
  CDR Renee Galloway (zu0@cdc.gov) - Chair
  LT Helen Chavez (Helen.Chavez@hhs.gov) - Co-Chair

#WeAreCorpsSTRONG
Subcommittee Updates

- Awards
- Communication
- Data & Evaluation
- Management – Administrative
- Policy
- Recruitment and Retention
- Stakeholder and Community Engagement
- Technical Readiness
- Training, Education, and Mentorship

#WeAreCorpsSTRONG
Next MLSPAG Meeting

Thursday, April 13, 2017
1400-1500 ET

Toll-free teleconference line: 1-866-882-1054
Passcode: 206 64 64

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