



Health Information Technology Professional Advisory Group (HITPAG) Minutes

Date/Time: January 15, 2015, @ 1400 EST

Voting/Subcommittee/Members Present: CDR Dale King, CDR Mollie Ayala, LCDR Francis Bertulfo, LCDR Carla Burch, LCDR David Schwab, LT Joyce Davis, LT Doll Davis, LCDR Olden Walker, LCDR Zanethia Eubanks, LCDR Justin Belk

Excused: CDR Verna Kuka, LCDR Gregory Dawson, LCDR Ansaruddin Hasan

TOPIC	DISCUSSION	ACTION	FOLLOW-UP
I. CALL TO ORDER/ROLL CALL		<i>Call to order @ 1400 EST by LCDR Carla Burch Roll call by LCDR Burch</i>	
II. APPROVAL OF MINUTES		<i>N/A</i>	
III. Presentation		<i>N/A</i>	
IV. SUBCOMMITTEE REPORTS	<p>Awards LCDR Zanethia Eubanks</p> <p>Career Opportunities LCDR Tonya Johnican</p> <p>Membership CDR Vernita Jones</p> <p>Professional Development CDR Dale King</p>	<p><i>No updates</i></p> <p><i>No updates</i></p> <p><i>No Updates</i></p> <p><i>Will be deploying to Liberia and solicited an officer to serve in his position during the deployment; CDR Craig Hodge volunteered</i></p>	



Health Information Technology Professional Advisory Group (HITPAG) Minutes

TOPIC	DISCUSSION	ACTION	FOLLOW-UP
	<p>Readiness LT Joyce Davis</p> <p>Recruitment and Retention LT Doll Davis</p> <p>Website/Listserv LCDR David Schwab</p> <p>Resource Liaison LCDR Justin Belk</p>	<p><i>Will be on maternity leave and also solicited an officer to serve in her position during her time out</i></p> <p><i>No Updates</i></p> <p><i>Updates to the HITPAG website were completed and the voting member has been updated with the appropriate contact information.</i></p> <p><i>No Updates</i></p>	
V. OLD BUSINESS	Transition of Subcommittee activities	<p><i>HITPAG Subcommittee Leads will request a pass down of all pertinent information from 2014 Subcommittee Leads.</i></p> <p><i>Announced the LT Doll Davis volunteered to serve as the Recruitment and Retention Lead.</i></p> <p><i>HITPAG will continue to host guest speakers on relevant topics across PHS and our Subcommittees.</i></p>	<p><i>Encourage Subcommittee leads to consider soliciting workgroup members to assist with implementing proposed</i></p>



Health Information Technology Professional Advisory Group (HITPAG) Minutes

TOPIC	DISCUSSION	ACTION	FOLLOW-UP
			<i>objectives.</i>
VI. NEW BUSINESS	<p>2015 HITPAG Goals/Objectives</p> <p>LCDR Burch/ Lcdr Dawson</p>	<p><i>LCDR Burch and Lcdr Dawson will work to establish HITPAG Strategic Plan Frame work</i></p> <p><i>LCDR Burch will work with subcommittee members and HITPAG Voting members to review/update HITPAG bylaws</i></p> <p><i>Subcommittee members will streamline subcommittee/PAG voting activities. Thus subcommittee members should be attending HSO-PAC meetings to provide the associated updates to the HITPAG</i></p>	<p><i>Initiate a data call to collect Voting member's initial date of tenure to identify expired commitments.</i></p>
VII. OPEN FLOOR	None	<p><i>Chair solicited ideas from general members on the call for speakers and items they'd like the HITPAG to address this calendar year. Proposals received were:</i></p> <ul style="list-style-type: none"> <i>- STEM Projects</i> <i>- Social Media Activities (PAG Facebook Page)</i> <i>- Newsletter (Job postings; Officer Bios)</i> <i>- Network Opportunities</i> <i>- Financial Report (Resource Liaison)</i> <i>- Speakers in Technology</i> <i>- Speaker on PMP Process</i> 	
VIII. ADJOURN		<i>Meeting adjourned @ 1500 EST</i>	