



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



Medical Laboratory Scientist Professional Advisory Group - MLSPAG

September 12, 2013
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	LCDR	Mitchell	Camille	BOP	Chair
Excused	CDR	Nichols	Cara	IHS	Chair-Elect
X	LCDR	Morris	Julie	CDC	Secretary
X	CDR	Alsپach	Todd	CDC	Yes
X	LCDR	Bashay	Richard	DHS	Yes
X	CDR	Brown	Donna	BOP	Yes
Excused	CDR	Coats	Jeri	IHS	Yes
X	CDR	Darrah	Clyde	IHS	Yes
X	CDR	Flacks	Cindy	CMS	Yes
Excused	CDR	Galloway	Renee	CDC	Yes
Absent	CDR	Goodwin	Robin	IHS	Yes
X	LCDR	Hill	Renae	IHS	Yes
X	LCDR	Khan	Shah	BOP	Yes
X	CDR	King	Debra	NIH	Yes
X	CDR	Nemeth	Dana	IHS	Yes
X	LCDR	Oloyede	Babatunde	BOP	Yes
Excused	LCDR	Peay	Andrea	BOP	Yes
X	CDR	Preston	Jane	IHS	Yes
Absent	LCDR	Tirado	Vladimir	BOP	Yes
Excused	CDR	Tool	Will	IHS	Yes
X	LT	Vause	Lane	CMS	Yes
Absent	LCDR	Welch	John	DOD	Yes
X	CAPT	Woodlief	Gina	BOP	Yes
X	LCDR	Sampson	Docia		
X	LT	Lugo	Alfred		
X	LT	Renee	Smith		
X	LT	Pearson	Summer		
X	LCDR	Flores	Lisa		
X	LT	Rai	Diyo		
X	CDR	Bledsoe	Toni		
X	CDR	Clay	Mike		



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Excused	LT	Young	David		
X	LCDR	Ertel	Donald		
X	CDR	Smiley	Clarence		
X	LT	Kastner	Tameika		
X	LCDR	Peyketewa	Al		
X	LT	Alsayyid	Fahad		

- I. Call to Order :** Chair, LCDR Camille Mitchell
- II. Roll Call:** Secretary, LCDR Julie Morris
- III. Introduction:** Chair, LCDR Camille Mitchell
 1. **Welcome**
 2. **Approval of July Minutes:** July minutes approved
 3. **MLSPAG Assignments:**
 - a. HSO Weekly PAG Tips: Only doing one more for the rest of the year.
 - b. NPS Spotlight: We need a subcommittee to volunteer to submit an article. Camille will send out an email to Chairs asking for volunteers.
 4. **CAD process document requested by HS PAC:** Thank you to all who participated in the development of this document for screening potential MT/MLS Officers.
 5. **Invitation Letter:**
 - a. We need to know how many voting member slots will be available for next year. Please contact LCDR Camille Mitchell before September 26th to let her know if you are remaining as a voting member for 2014.
 6. **Remaining MLSPAG meetings for 2013:**
 - a. We will be meeting October 10th, November 14th and December 12th.
 - b. The 2014 Chair Elect and Secretary will be announced at the December meeting as well as the officer selected as the 2013 MLS Junior Officer of the year.
- IV. Subcommittee Reports:**
 - A) **Membership:** Chair: LT David Young; Members: CDR Robin Goodwin, CDR Renee Galloway, CAPT Gina Woodlief, CDR Chauha Pham, CDR Jane Preston, LCDR Camille Mitchell, CDR Jeff Christopher, LCDR Docia Sampson.
 - a. The MLSPAG Roster has been updated, thank you CDR Chauha Pham for spearheading this effort.
 - b. Will be sending out an email requesting nominations for the 2013 Chair-elect and new voting members in the near future.
 - B) **Awards:** Chair: LCDR John Welch; Co-Chair: CDR Todd Alspach; Members: CDR Clyde Darrah, CDR Donna Brown, CDR Debra King, CAPT Gina Woodlief
 - a. Announcement for 2013 MLS Junior Officer of the Year award has been sent out on the listserv. Deadline for submissions is November 30th.
 - b. Please check and make sure you are signed up on the MLSPAG listserv. If you are not, please sign up ASAP.



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- c. If you have any award submissions or CV's that you would like an extra pair of eyes to review send them on to the awards committee we are happy to review your documents and provide input.
- C) Recruitment/Retention: Chair: CDR Cindy Flacks; Co-Chair LCDR Richard Bashay; Members: CDR Robin Goodwin, LCDR Mary Sheets, LCDR Jon Antoniou, LCDR Docia Sampson, LT Alfred Lugo, LT June Germaine, LT Diyo Rai.
 - a. LCDR Richard Bashay is spearheading the effort to update MLS school listings for each of the 10 regions. Solicitation letters for the SR COSTEP position will be sent to the schools in these regions.
- D) Professional Development: Chair: LCDR Renae Hill, Co-Chair: LCDR Donald Ertel; Members: CDR Dana Nemeth, LTJG Ashley Frost, LT Summer Pearson, LCDR Babatunde Oloyede, LT Jason Truax, LCDR Al Peyketewa and LCDR Daniel Cajigas.
 - a. Nothing new to report.
- E) Policy/Legislation: Chair LCDR Andrea Peay; Co-Chair: LCDR Richard Bashay; Members: LCDR Vladimir Tirado, LT Luis Ramos-Ortiz and LT Renee Smith.
 - a. The case studies for September will be sent out next week.
 - b. Completed and submitted the August HSO tips for the HSO Weekly.
 - c. Sent out links to updated policy changes on listserv last month.
- F) By-Laws: Chair: LCDR Vladimir Tirado; Members: CDR William Tool, LCDR Sabrina Ivory, LCDR Vladimir Tirado, LCDR Lisa Flores, CDR Janet Cliatt, LCDR Fabian Chaparro, and LT Fahad Alsayyid.
 - a. Sent out voting form for approval of Bylaw changes. The voting is open from September 12th through September 26th.
- G) Communications: Chair: CDR Jeri Coats; Members: CDR Todd Alspach, LCDR Renae Hill, LCDR Lisa Flores and LCDR Al Peyketewa.
 - a. Met via email
 - b. Sent out Fall Newsletter via listserv.
 - c. Submitted subcommittee PAG TIPS for HSO Weekly.

- V. Treasury Report:
- a. No report.

VI. Open Floor:

1. The question was asked if commissioned officers will be eligible to apply for the impending Lab Manager position in Saipan. CDR Mike Clay who has worked at the hospital in Saipan verified that commissioned officers would be eligible. CDR Clay gave a short briefing on conditions in Saipan and indicated that he, LCDR Lane Vause and CDR Donna Brown would be happy to answer any questions MLS officers may have regarding this upcoming position.



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2. LCDR Camille Mitchell noted that BOP staff was having trouble accessing emails sent by CDR Jeri Coats (communications Chair). The problem appears to be resolved however if you are still having problems please contact LCDR Mitchell.
- VII.** Action Items: A discussion regarding the Recruitment and Retention subcommittee survey and its publication in the Fall Newsletter will take place at the OCT 10th meeting.
- VIII.** Adjournment

Next General Meeting: 10 October 2013

Note: On 10/3/2013 the October 10 meeting was cancelled by the Chair, LCDR Camille Mitchell. Next meeting is November 14th 2013.

