



Public Health - Professional Advisory Group
 General Membership Call
 Meeting Minutes
 January 9, 2012



PAG:	Public Health Professional Advisory Group
Meeting Purpose:	Monthly Call with Voting Members and Volunteers
Meeting Date:	9 January 2012
Meeting Time:	2:00-3:00 EDT
Meeting Location:	Teleconference
Meeting Facilitator:	CDR Jay Roth
Attendees #s:	See below
Minutes Issued By:	LTJG Brittany Bovenizer
Minutes Approved By:	CDR Jay Roth and Voting Members

Dial-In Number:
Conference Code:

In Attendance:

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

Call to Order: 2:00

CDR Roth called the meeting to order. Thanked everyone for being on the first call of 2012.

Role Call for voting members only.

Other participants please email bbovenizer@hrs.gov with your participation in calls.

CDR Roth: Overview of the PHPAG and introduction

Maintain voting members, senior advisors and committee chairs for consistency as we develop as a PHPAG.

Changes include:

Chair: CDR Jay Roth

Chair-Elect: LCDR Deidre Washington-Jones

Ex-Officio: LT Dawn Arlotta

Secretary will stay the same: LTJG Brittany Bovenizer

PHPAG was just a concept in 2010 the PAG has come a long way

COA 2011 was first in-person meeting

Will start to build structures for our SOPs and look at the impacts from the previous year's activities.

Housekeeping:

PHPAG calls will be lead using Robert's Rules

Please mute your phones during calls

Will have a General Membership call the second Monday of each month

Introductions to Executive Committee:

- Ex-Officio LT Dawn Arlotta:
 - This position was created to ensure sustainability with the PHPAG and will serve for 3 full year terms. Currently focusing on special projects and COA. The role is to continue leading and growing the PHPAG.
- Chair-Elect LCDR Deidre Washington-Jones:
 - Pleasure and an honor to be nominated and elected to this position. Plan to firm up policy and procedures in the PHPAG. Ready to brainstorm ideas with the chairs and committee members to grow membership and help leaders in the PHPAG.
- Secretary LTJG Brittany Bovenizer
 - Second year serving as secretary and happy to help in any way. Will be accepting emails for attendance of all calls and will be sending out calendar invites early this year so everyone is not receiving invites throughout the year. Will also have a more structured timeline for sending out reminders and last month's minutes.

Old Business

Approval of December Meeting Minutes

- Motion: To approve Minutes from December 12, 2011
- Vote: Unanimous approval

Committee Reports

Recruitment & Retention Committee

LCDR Christye Brown

- Retention survey went out last week. Look to 2012 to address and meet PHPAG needs. Will share retention survey with the PHPAG in early spring.
- Looking forward to the COA symposium in June and marketing for this meeting.

- Plan to develop SOPs for elections and retention during 2012 year.
- Communication committee within the Recruitment and Retention committee is suggesting becoming a separate subcommittee to align with other HSO PAG organization.

Awards

LCDR Matthew Weinburke

- Busy the last four months
- Developed PHPAG excellence in leadership award
- Documents have been sent to Executive Committee for review
- Would like nomination to open at the end of this week. Our committee will evaluate nominations based on scoring criteria
- Will present award in June during the COA

Mentoring

LT Valerie Marshall

- Created strategy to market and launch the Peer-to-Peer brochure.
- Has been submitted to senior leadership for review and will be posted to the listserv and web once approved.

Career Development

LCDR Deidre Washington-Jones

- Hosted 8 webinars and Brown Bags over the past few months. Conducting 3 strategic planning calls with one in 2011 and two upcoming in January and February
- Finalizing plan for the year and will be solid by February
- No volunteers needed. Currently in the process of readjusting our structure
- Hope to bring together Career Development committees within other PAGs

Public Health Specialists Updates and product reports:

CDR Leslie Hausman (Epidemiology)

- Have had a great year. Currently have 5 members.
- Hosted Brown Bag in December
- Have not met this year but plan to meet at the end of January
- Busy last year working with liaisons of other groups within the Corps who have an interest or role in Epidemiology.

CDR Maria Benke (Health Promotion/Health Education)

- Small and mighty, always looking for more volunteers
- Hosted and partnered with various groups to conduct 2 Brown Bags in 2011.
- Secured process for continuing education for CHES and M/CHES and plan to have a meeting on January 11-12pm.
- Need champions for activities and officers need not be health educators to join

LCDR Marna Hoard (Generalist)

- We have not yet met this year but do plan to meet on the third Friday of this month.

- Currently plan to reevaluate our goals and objectives
- We set out for a few goals and activities we did not yet get to and plan to address those first
- Identified senior advisors to help guide us as we move forward
- Volunteers are requested

LCDR Idongesit Esseit-Gibson (Policy)

- Have not yet met during 2012
- Major event last year was participating in Career Development call on policy.
- Looking to identify recourses for officers interested in Policy and will be continue to work with the Career Development committees.

New Business

LT Dawn Arlotta -COA

- There is an ALL hands meeting Friday January 27 in Atlanta where RADM Boris Lushniak is presenting; officers may dial in
- COA will be a Tuesday – Thursday at the University of Maryland
- Category day will be the last day and no updates yet on funding officers to attend
- One round table had been accepted; working with Maria for a second one
- Interested in PHPAG Coin – LCDR Van Morfit will look into this

CDR David Lau – Other Conferences

- Update on Armed Forces Public Health Conference
- June 1-8, 2012 and is free and a great opportunity to present. Abstracts being accepted until January 13

Approval of moving forward with Awards process and accepting documents submitted:

- Motion: Move forward with Awards process
- Vote: Unanimous approval

Adjournment: 2:56 p.m.

Members at Large:

CDR Adam Tahiru
 CDR David Lau
 CDR Deborah Boling
 CDR Scott Salvatore
 Jemekia Thornton
 LCDR Adam Kramer
 LCDR Antoine Smith
 LCDR Crystal Russel
 LCDR Gene Gunn
 LCDR Heather Boyce-James
 LCDR Ieshia Jones
 LCDR Karen Ho
 LCDR Kent Forde

LCDR Killi Bonyeau
LCDR L. Monique Salter
LCDR Laurie A. Jones
LCDR Letia Boseman
LCDR Malaika Pepper Washington
LCDR Paula Washington
LCDR Sylvester Smith
LCDR Van Tran
LCDR Vickie Felix
LCDR Zanethia Eubanks
LT Camille Mitchell
LT Christian Bullock
LT Cindy Eugene
LT Debra Wagner
LT Jaclyn Rubio
LT Jennifer Cheng
LT Margaret Whittaker
LT Melanie Ross
LT Natalie Gibson
LT Nisha Oatman Antoine
LT Rebekah Van Raaphorst
LT Sheila Weagle