



U.S. PUBLIC HEALTH SERVICE
Pharmacist Professional Advisory Committee (PharmPAC)
Department of Health and Human Services

General Meeting Minutes

1300 - 1430 EDT Thursday, 4 August 2016

To view the WebEx recording of the August 2016 meeting, click [here](#) and [here](#).

Meeting called to order: 1300

Roll Call: LCDR Kevin Herkenham

MEMBER	SECTION	OPDIV	CITY, STATE	PRESENT	ALTERNATE	PRESENT
RADM Pamela Schweitzer	CPO	CMS	Baltimore, MD	No	N/A	N/A
CAPT Aaron Sigler	Chair	FDA	Silver Spring, MD	Yes	CDR Robert Gaines	N/A
LCDR Rodney Waite	Chair-Elect	BOP	Milan, MI	Yes	CDR Jaime Morris	N/A
CDR Jinhee Lee	Administration	SAMHSA	Rockville, MD	Yes	CAPT Jen Fan	N/A
CDR David Schatz	Administration	DHS/USCG	Clearwater, FL	Yes	LCDR Chris Janik	N/A
CDR Aimee Young	Administration	IHS	Anchorage, AK	Yes	CDR Sara Doran-Atchison	N/A
LCDR Benjamin Bishop	Administration	FDA	Silver Spring, MD	Yes	LCDR Salvatore Pepe	N/A
CDR Melinda McLawhorn	Administration	FDA	Silver Spring, MD	Yes	LCDR Jessica Fox	N/A
LT Jane McLaughlin	Administration	HRSA	Rockville, MD	Yes	CDR Kimberly Davids	N/A
CDR Shary Jones	Career Development	OS	Kansas City, MO	Yes	LCDR Long Pham	N/A
CDR Marisol Martinez	Career Development	DOD	Fort Sam Houston, TX	Yes	LCDR Phung Nguyen	N/A
CDR Jefferson Fredy	Career Development	IHS	Crownpoint, NM	No	LT Dakota McMurray	No
LCDR Anna Santoro	Career Development	BOP	Ayer, MA	Yes	LCDR Daniel True	N/A
CDR Tina Bhavsar	Communication	CDC	Atlanta, GA	Yes	LCDR Jennifer Lind	N/A
CDR Diem-Kieu Ngo	Communication	FDA	Silver Spring, MD	No	LCDR Nicole Zelenak	No

MEMBER	SECTION	OPDIV	CITY, STATE	PRESENT	ALTERNATE	PRESENT
CDR Mark Iseri	Communication	IHS	Toppenish, WA	No	LCDR Rodney Won	Yes
LCDR Scott Raisor	Communication	IHS	Winterhaven, CA	Yes	LCDR Gayle Lundberg	N/A
Dr. Mary Jo Zunic	Communication	IHS	Albuquerque, NM	Yes	LCDR Steven Rodgers	N/A
CDR Kenda Jefferson	Readiness	DHS/DIHS	Washington, D.C.	Yes	LCDR Carl Olongo	N/A
CAPT Timothy Murray	Readiness	IHS	Claremore, OK	No	CDR Jodi Tricinella	No
CAPT Bill Pierce	Readiness	FDA	Silver Spring, MD	Yes	CDR Matt Brancazio	N/A
LCDR Marie Manteuffel	Readiness	CMS	Baltimore, MD	Yes	CDR Lorelei Piantedosi	N/A
CDR Anne Marie Bott	Recruitment	IHS	Anchorage, AK	Yes	LCDR Matthew Duff	N/A
CDR Tami Rodriguez	Recruitment	BOP	Edgefield, SC	Yes	LCDR Michelle Williams	N/A
CDR Damion Killsback	Recruitment	IHS	Rockville, MD	No	LCDR Amy Luo	No
CDR Mark Miller	Recruitment	FDA	Silver Spring, MD	Yes	LCDR Andrew Fine	N/A
LT Jun Lee	Recruitment	NIH	Bethesda, MD	Yes	LT Marleen Tran	N/A
LCDR Kevin Herkenham	Executive Secretary	FDA	Silver Spring, MD	Yes	N/A	N/A

CPO Update: RADM Pamela Schweitzer

- I have been attending several meetings around the country to help move forward the “meaningful use” initiative related to information technology.
- We are reviewing applications from our July open call. The positions will be mostly filled in IHS, BOP, ICE, and FDA-ORA.
 - Prior PHS officers that left service and are looking to come back in do not have to go through the open call, they can contact DCCPR directly.
- Officers will now be able to upload documents directly to their eOPF. Don’t wait until the last minute to learn the proper way of doing this. We are all responsible for our own files. Ensure you have a system of tracking your documents.
- Congratulations to the officers that were promoted! To those that were not promoted, stay resilient and passionate about what you do and the recognition will follow.
- The Joint Federal Pharmacy Seminar is coming up in October.
- Direct Access will likely be going away, more information to come in the future.

Presentations

- “United States Public Health Service National Clinical Pharmacy Specialist (NCPS): How We are Changing and Why?” – CDR Jinny Meyer, CDR Anne Marie Bott, and LCDR John Collins
- PharmPAC IT Workgroup – CDR Jerome Lee, LCDR Christine Corser, LT Eric Wong

New pharmacy related/cross-category initiatives & calls for volunteers

- Call for Nomination for one Pharmacist PAC Voting Membership Position in the Department of Defense: This is for a three year term beginning 01 November 2016. If you are a PHS pharmacist, either Commissioned Corps or Civil Service, and are interested in representing your Agency/OPDIV/Program on the PharmPAC, please submit the following:
 - Your curriculum vitae (CV) with a cover letter describing your interest and include the date of your first licensure as a registered pharmacist.
 - A memorandum or endorsement from your immediate supervisor (in the form of a letter or email).

All of the required documents MUST BE ATTACHED AS ONE PDF DOCUMENT, not three separate documents (CV, letter of interest, & endorsement from supervisor). Applications that are sent as separate documents will not be accepted. Also, in the subject line of the e-mailed document, include your rank, last name, and Agency/OPDIV/Program. Please note that PharmPAC membership requirements include meeting basic readiness standards at the time of nomination and throughout the term of service to the PharmPAC. All nomination materials must be submitted electronically by COB August 10, 2016.

Send nomination materials and questions to:
CDR Jinhee Lee
PharmPAC Administration Section Co-Lead
E-mail: usphspharmacypac@gmail.com

- Agency and Professional Association Liaison Reports: The liaison reports will now be available on max.gov. The lead liaisons, will be doing an in depth overview of the site during the September meeting.

Final project outcomes & takeaways for pharmacists

- Students should keep an eye out for the application open call in future years and learn from PHS Officers during your rotations about opportunities for service.

Noteworthy accomplishments by PHS Pharmacists

- Officers should continue to keep up the hard work and take initiative in areas that add value to your agency and that are fulfilling both professionally and personally.
- Please submit success stories that you will like to share for next month.

Important Corps-wide reminders

- Last Quarterly Report:
 - Corps: 92.61%
 - Pharmacists: 93.54%
- Next quarterly readiness check is October 1, 2016. All information must be entered into Direct Access by midnight, September 30, 2016.
- Below is a list of schools of pharmacy which need a UPOC contact:
 - Lipscomb University College of Pharmacy and Health Sciences – Tennessee
 - Sullivan University College of Pharmacy – Kentucky

If you are interested in joining the UPOC program for one of the above schools of pharmacy please email CDR Anne Marie Bott at ambott@anthc.org with the following information:

Name:

Rank:

Work Phone:

Agency:

Work Email:

Work Mailing Address:

Name of the School of Pharmacy interest in being a UPOC:

-By submitting this request, I understand I am to maintain a minimum of 2 annual contacts with the pharmacy school(s) listed above and any questions regarding the program can be sent via email to CDR Anne Marie Bott at ambott@anthc.org. YES or NO

- Questions from pharmacy students or preceptors regarding student programs, can be forwarded to LCDR Lena Choe (lena.choe@fda.hhs.gov) and LCDR Zachary Oleszczuk (Zachary.Oleszczuk@fda.hhs.gov).
- If you have COSTEPs this year, please encourage them write about their experience for posting on our website and inclusion in the UPOC Newsletter. Please send questions or write-ups to LCDR Choe or LCDR Oleszczuk.
- [The Spring/Summer 2016 issue is now available. Please access the issue here.](#)
- The UPOC Newsletter Workgroup is soliciting articles for the upcoming Fall/Winter 2016 Edition. The submission deadline for the Fall/Winter 2016 issue is November 1, 2016. Please submit articles to LCDR Honeylit Cuevo at hkcuevo@anthc.org
- If you volunteered to present a Pharmacy PHS student award, please send a picture along with a short description (name of student, pharmacy school, date presented) to LCDR Honeylit Cuevo at hkcuevo@anthc.org
- eOPF now has a new eDOC-U Function that allows officers to submit documents digitally via the CCMIS secure area. Details about the function are highlighted in an email sent from CCHQ on August 1, 2016.
 - This feature will be fully operational August 15, 2016.

- A recording of the webinar training offered by CCHQ will be posted to CCMIS shortly. Additional information is also available at http://dcp.psc.gov/ccmis/eOPF_fax_announcement_m.aspx
- To clarify if officers should submit documents via this upload feature if they were previously submitted but have not yet appeared in their eOPF, the response from the CC IT Helpdesk:
 - Yes, as the fax lines have been offline for the past six months in anticipation of eDOC-U, any documents submitted via fax during that time must be re-uploaded so that they appear in the officer's eOPF.
- Please review the recently updated UPOC roster for accuracy and contact CDR Anne Marie Bott (ambott@anthc.org) if there are any discrepancies.

Meeting Adjourned: 1410

**The next PharmPAC General Meeting begins at
1300 EST Thursday, 1-September-2016**

Agenda and teleconference information will be distributed prior to the meeting.

Respectfully Submitted,

CAPT Aaron Sigler
PharmPAC Chair

LCDR Kevin Herkenham
Executive Secretary

Useful Links and Contact Info:

PHS Pharmacists Directory:

<http://dcp.psc.gov/osg/pharmacy/directory.aspx>

PHS Social Media Websites:

Facebook: <https://www.facebook.com/USPHSPharmacists>

Instagram: USPHSPharmacy at <https://www.instagram.com/usphspharmacy/>

Twitter: @USPHSPharmacy at <https://twitter.com/usphspharmacy>

Reminder to use #USPHS, #USPHSPharmacy, and #USPHSAthletics in your own personal social media posts/tweets as appropriate

Emails:

phs-pharmacists@list.nih.gov

phs-rx-jobs@list.nih.gov

phs-rx-students@list.nih.gov

Listservs:

LISTSERV NAME	LISTSERV URL
PHS Pharmacists	https://list.nih.gov/archives/phs-pharmacists.html

LISTSERV NAME	LISTSERV URL
PHS Rx Students	https://list.nih.gov/archives/phs-rx-students.html
PHS Immunizing Pharmacists	https://list.nih.gov/archives/phs-immunizing-pharm.html
JOAG	https://list.nih.gov/archives/joag.html
RedDOG (formerly "OFRD")	https://list.nih.gov/cgi-bin/wa.exe?A0=ofrd
RPh Job Vacancies	https://list.nih.gov/archives/phs-rx-jobs.html
Commissioned Corps Vacancies	https://list.nih.gov/archives/ccvacancies-l.html

Websites:

WEBSITE NAME	WEBSITE URL
PharmPAC	http://dcp.psc.gov/osg/pharmacy/
CCMIS	http://dcp.psc.gov/ccmis/
USPHS	http://www.usphs.gov/
RedDOG	http://dcp.psc.gov/ccmis/readiness menu/
JOAG	http://dcp.psc.gov/osg/joag/
Pharmacy Benchmarks	http://dcp.psc.gov/ccmis/PDF_docs/2015_pharmacy_benchmarks/
APFT Initiative Website	https://sites.google.com/site/apftinitiative/
USPHS Athletics	https://dcp.psc.gov/osg/phsa/
Facebook	https://www.facebook.com/usphs_pharmacists/

Meeting Attachment(s):

These may be viewed by clicking the paperclip icon on the left side tool bar or through top left menu bar View, Show/Hide, Navigation Panes, Attachments

1. "United States Public Health Service National Clinical Pharmacy Specialist (NCPS): How We are Changing and Why?" – CDR Jinny Meyer, CDR Anne Marie Bott, and LCDR John Collins
2. PharmPAC IT Workgroup – CDR Jerome Lee, LCDR Christine Corser, LT Eric Wong