



# Scientist Professional Advisory Subcommittee Meeting

Minutes

Tuesday, November 4th, 2008

1100 – 1300 (Eastern Time)

Toll Free Numbers: USA 1- 866-724-8991

Participant Passcode: 1081160 Leader: CDR Rachel Avchen

## Participants

### SciPAC Executive Subcommittee 2008/9 Voting Members

Rank	Name	Role	X, if present
RADM	Helena Mishoe	CPO	excused
CDR	Rachel Avchen	Chair	X
CDR	Diana Bensyl	Vice Chair/ Rules and Membership	X
LCDR	Boris Aponte	Secretary/ Officer Health Program	X
LCDR	Wei Guo	COF Liaison	X
CDR	Sara Newman	Ex-Officio	excused
CDR	Daphne Moffett	Historian COA Board	
CDR	Martin Sanders	Awards	
LCDR	Karon Abe	Career Development	X
LCDR	Maleeka Glover	Category Day/ JOAG	X
LCDR	Paul Seo	Category Day	X
CDR	Mark Methner	Mentoring	
CDR	Timothy Nelle	Policy Review	X
LCDR	Marco Bennett	Readiness and Response	X
CDR	Michael Murry	Recruitment and Retention/ PSYPAG	X
CAPT	David McIntyre	Recruitment and Retention	
LCDR	Yi Zhang	Science	excused
LCDR	Sally Hu	Visibility	X
CDR	Danice Eaton	Website	X
LCDR	Mathew Newland	Billet Transformation	X
CDR	D. Ross Spears	Career Development	X
CAPT	Christine Benally	Policy Review	

**Non-voting Scientist Participants**

<b>Participant</b>	<b>Agency</b>
CAPT Bryan Jones	OSG
CAPT C. Dexter Kimsey	CDC
CAPT Michael McLaughlin	FDA
CAPT Jon Daugherty	FDA
CAPT Kate Brett	CDC
CDR Laura J Draski	FDA
CDR Danisha Robbins	DIHS
CDR Heidi Black	CDC
CDR James Osterhout	FDA
CDR Lisa Pealer	CDC
LCDR Tegan K Boehmer	CDC
LCDR Judy Facey	EPA
LCDR Rona LeBlanc	FDA
LCDR Mike Smith	FDA
LCDR Chekesha Clingman	FDA
LCDR David Thompson	DOD
LT Jennifer Myers	BOP
LCDR Dianna Densmore	CDC
LCDR Jacqueline Sram	FDA
LCDR Renee Calanan	CDC
LCDR Henraya McGruder	CDC
LT Jeremy Wally	FDA
LT Brooke W. Heroux	BOP
LT Vanessa G. Jarquin	CDC
LT Loren Rodgers	FDA
LT Robert Belde	DIHS
LT Deborah L. Dee	CDC

**I. Call to Order and Welcome**

**CDR Rachel Avchen**

EMAIL LCDR Boris Aponte [Boris.Aponte@ahrq.hhs.gov](mailto:Boris.Aponte@ahrq.hhs.gov) for roll call.

**II. Report from the CPO**

**RADM Helena Mishoe**

a) Due to extenuating circumstances RADM Mishoe could not be present at the meeting.

**III. Report from the PAC Chair**

**CDR Rachel Avchen**

- a) Purpose and intent of SciPAC Lstserve. CDR Avchen discussed the reasons for not posting vacancies on the Listserve, among those, the lack of resources to do this reliably, accurately, and on a timely fashion. Discussion:  
 CDR Diana Bensyl mentioned that there are other Listserves already posting job vacancies and that we do not need to overburden officers with duplicate messages.  
 CAPT Bryan Jones expressed that some jobs are not posted in some of the existing Listserves and that continuing with this service will be important to those looking for specialty/high level jobs. He suggested to have further discussion on this subject.

CDR Avchen assigned LCDR Karon Abe from the Career Development sub-committee to follow-up on this by assessing the opinion of officers from our Category. The sub-committee will also discuss and forward recommendations on how SciPAC Listserve should function on this regard. There will be a report of the recommendations at the December call. Anyone interested in contributing to this topic should email LCDR Abe ([kabe@cdc.gov](mailto:kabe@cdc.gov))

- b) CDR Avchen shared the following websites for vacancies:
  - i) [CCVACANCIES-L@LIST.NIH.GOV](mailto:CCVACANCIES-L@LIST.NIH.GOV)
  - ii) Epidemiology Listserve: [CCEPI\\_LIST@LIST.NIH.GOV](mailto:CCEPI_LIST@LIST.NIH.GOV)
- c) CPO characteristics: Recommendations forwarded up the chain along with recommendations from RADM Mishoe. Thanks to all who offered their input.
- d) CDR Avchen mentioned that at this time it is not clear when a transition to a new CPO might happen.
- e) She welcomed to LT Brooke W. Heroux from the BOP, as recent member of our Category.

#### **IV. COA Report**

**CDR Daphne Moffet**

No report.

#### **V. Subcommittee reports**

##### **a) Awards**

**CDR Martin Sanders**

No report.

##### **b) Career Development**

**LCDR Karon Abe**

No report.

##### **c) Category Day**

**LCDR Maleeka Glover**

- i) There was a first meeting on October 8<sup>th</sup>.
- ii) Some abstract have been received. The deadline for the submission of abstract has been extended until Nov. 14<sup>th</sup>.
- iii) A few possible speakers have been suggested and the committee is assessing their availability.
- iv) LCDR Paul Seo asked from those considering submitting an abstract to send him an e-mail stating their intention.

Discussion: At a question from CDR Avchen regarding the theme for the abstracts, LCDR Glover stated that abstract representing the different assignments of scientist officers will be accepted.

##### **d) Mentoring**

**CDR Mark Methner**

No report

##### **e) Policy Review**

**LCDR Tim Nelle**

- i) Last month, the Policy sub-committee received three new items to review:
  - (1) Office of Commissioned Corps Force Management's memo recommending the Corps should retain its policy of not requiring or accepting officer photographs for inclusion in the eOPF and prohibit their use in matters pertaining to personnel actions and/or deployments.
  - (2) A proposed Personnel Policy Memorandum (PPM) authorizing the creation of the Global Health Campaign Medal set. The eligibility requirements set forth in this PPM include any Regular Corps or Reserve Corps officer who, in a Global Health Initiative Assignment, has served outside of the United States for at least 21 consecutive days or 60 non-consecutive days in foreign posts while on temporary or permanent assignment.
  - (3) Updated Commissioned Corps Instruction for Inter-Service Transfers.

Discussion:

CAPT Jon Daugherty asked how this new policy (item 1) will be in line with the existing policies of the military which include the use officer photographs for inclusion in the eOPF to which LCDR

Nelle stated that the reasons for not including photos on the OPF are related to legal and ethical issues. CAPT Bryan Jones added that in addition there are logistic reasons why this is not a good option for the PHS whereas it is for the military.

**f) Readiness and Response**

**LCDR Marco Bennett**

- i) Thirteen officers have volunteered to serve on the Readiness and Response sub-committee.
- ii) The subcommittee is in the process of drafting an appropriate protocol to remind and assist scientist officers who are not basic ready per OFRD.

**g) Recruitment and Retention**

**CDR Michael Murry**

- i) The overall strength of the Corps is growing to 6,600 by 2012 and providing 200 mental health clinicians to the DOD highlight the current prominence of recruitment needs.
- ii) The Associate Recruiter Program has recently suspended taking new applications as the program is being revamped. A major revision of the ARP is in the works. The ARP anticipates bringing out the revised program by the end of the calendar year.

**h) Rules and Membership**

**CDR Diana Bensyl**

- i) There are no new CAD this month.
- ii) SciPAC will need subcommittee members in the spring to help choose the new voting PAC members. CDR Bensyl invited officers to consider volunteering if not intending to self-nominate for next year's PAC.

**i) Science**

**LCDR Yi Zhang**

No report. LCDR Zhang is on maternity leave. She will be substituted temporally as Chair of the sub-committee.

**j) Visibility**

**LCDR Sally Hu**

- i) SciPAC has applied for a free booth at the 16th annual NBC4 Health and Fitness Expo on Saturday and Sunday January 10th & 11th 2009 at the Washington Convention Center. SciPAC successfully participated at the 15th NBC event in Jan 2008, which gathers more than 230 organizations. The advantage of this free event is the volume of the people who will attend the event. Thus, it will be a great opportunity for SciPAC to promote USPHS and increase the awareness of the Scientist Category. Once a free booth is secured, the sub-committee will call for volunteers and send out detailed information related to the event.

**k) Website**

**CDR Danice Eaton**

- i) CDR Cindy Striley will be co-chairing the website subcommittee.
- ii) CDR Eaton reminded all PAC sub-committee chairs to review your content on the SciPAC website and let her or CDR Striley know if you have any updates or corrections.
- iii) OCCFM will be managing the PAC website transition to the hhs.gov template. Transition is in a holding pattern while OCCFM finalizes the usphs.gov website.

**VI. Liaison Reports**

**a) Billet Transformation Review**

**LCDR Mathew Newland**

No report.

**b) COF Liaison**

**LCDR Wei Guo**

- i) The actual SciPAC balance is \$2,500.

- ii) LCDR Guo encouraged officers to purchase the Scientist Category tee-shirts and coins, which are still available. If interested contact LCDR Guo ([Wei.Guo@fda.hhs.gov](mailto:Wei.Guo@fda.hhs.gov) )
- iii) It was reported also that tax-deductible contributions to SciPAC are possible by sending a check to the Commissioned Officers Foundation (COF) and writing “SciPAC” on the memo line. The entire amount will then be transferred to the SciPAC account.
- iv) Other ideas to raise SciPAC funds are welcomed.

**c) JOAG**

**LCDR Maleeka Glover**

- i) The first meeting of the year took place on Oct. 10<sup>th</sup>.
- ii) There are several new officers and projects for this year.
- iii) LCDR Glover invited officers to sign-up for the JOAG Listserve (<http://www.joag.org/>) and to visit their website at <https://list.nih.gov/cgi-bin/wa?SUBED1=joag&A=1>

**d) PSYPAG**

**CDR Michael Murry**

- i) The Psychology Professional Advisory Group (PSYPAG) has historically had more HSO officers than Scientist officers. The PsyPAG Chair this year, CDR Dennis Slate, invites all Scientist Category psychologists to participate in PsyPAG. Any psychologist who would like to learn more about PsyPAG, is encouraged to send an email to CDR Mike Murry ([mmurry@bop.gov](mailto:mmurry@bop.gov)) and he will ensure their inclusion on the mailing list that will provide information about issues of interest to psychologists.

**e) Officer Health Program**

**LT Robin Toblin**

No report.

**f) Civilian Service**

**Dr. Monique Mansoura**

No report.

**VII. Closing Remarks**

**CDR Rachel Avchen**

**NOTE Next meeting:**

**Tuesday, December 2nd, 2008; 1100-1300 EST**

**Call in number is: 1- 866-724-8991. Passcode for participants is: 1081160.**