

JUNIOR OFFICER ADVISORY GROUP (JOAG)
 UNITED STATES PUBLIC HEALTH SERVICE



JOAG General Meeting Minutes
Friday, December 11th, 2009 1300-1500 EST
CALL IN NUMBER: 800-857-2603; PASSCODE: 9479205

I. Roll Call

LCDR Jamie Mutter:

Voting Membership					
Attendance	Rank	Last Name	First Name	OPDIV	Category
✓	LCDR	Bair-Brake	Heather	CDC	Veterinarian
✓	LCDR	Ball	Harvey	DHS	Therapist
✓	LCDR	Bell	Carlos	FDA	HSO
Excused Absence	LCDR	Constantine	Amy	FDA	HSO
Excused Absence	LT	Coriz	Christina	NIH	HSO
✓	LCDR	Dailey	Alex	IHS	Engineer
✓	LCDR	Denkinger	Blakeley	FDA	Dietitian
✓	LCDR	Feda	Jessica	BOP	Therapist
Excused Absence	LCDR	Glover	Maleeka	CDC	Scientist
✓	LCDR	Janisko	Thomas	ASPR	HSO
✓	LCDR	Kozlosky	Merel	NIH	Dietitian
✓	LCDR	Maycock	Brett	DHS	HSO
✓	LCDR	Mody	Rajal	CDC	Physician
✓	LCDR	Mutter	Jamie	CDC	EHO
✓	LCDR	Ngo	Diem-Kieu	FDA	Pharmacist
✓	LCDR	Palmer	Corey	HRSA	HSO
✓	LCDR	Rice	Morrisa	HRSA	HSO
✓	LT	Taxera	Martin	IHS	Nurse
✓	LCDR	Toblin	Robin	BOP	Scientist
Excused Absence	LCDR	Waples	Yvette	FDA	Pharmacist
✓	LT	Williams	Scott	IHS	Dentist

If you are a non-voting member, please email a statement of your attendance **during today's meeting** to LCDR Jamie Mutter, JOAG Executive Secretary, at JMutter@cdc.gov . Please put "JOAG Attendance" in the subject line, and include your rank, OPDIV, and Category.

Miss a meeting? JOAG digitally records each meeting, including the *Journeyman Series*. For an mp3 copy of the recording, email LT Hiren Patel, hiren.patel@fda.hhs.gov.

II. Executive Committee Reports

Ex-Officio Report

LCDR Maleeka Glover

- No report submitted

Chair Report

LCDR Diem-Kieu Ngo

- LCDR Ngo will meet with the OSG on January 5 to provide a quarterly update on JOAG activities. All committee and workgroup chairs should send her a summary of their committee's/workgroup's accomplishments in the past quarter (Oct-Dec 2009) by 31 Dec.
- Starting in January 2010, meetings of the PAC Chairs Group will be closed to PAC Chairs only. The group will invite guests as needed. LCDR Ngo will continue to work closely with the Chair of the PAC Chairs Group to ensure we receive the group's meeting agendas and meeting minutes so that JOAG can request participation in any PAC Chairs Group meetings in which matters affecting junior officers would be discussed. The new Chair of the PAC Chairs Group is CDR Mike Shiber, Pharmacy PAC.
- LCDR Ngo and LCDR Carlos Bell (JOAG Chair-Elect) attended the OSG Holiday Open House yesterday (Dec. 9, 2009) and had an opportunity to meet the new Surgeon General (SG), VADM Benjamin. They briefly informed her of JOAG and its mission, providing her with a JOAG Medallion and Core Values Coin as a welcoming gift. We also invited her to speak at an upcoming JOAG meeting, so stay tuned for more details.
- The Change of Command ceremony for the new SG is tentatively scheduled for January 11 from 1330-1430 EST at the National Museum of the American Indian in Washington, D.C. LCDR Ngo highly encourages all INVITED junior officers in the D.C. area to attend this event if possible to show support for our new Surgeon General.
- There will be a Flag Officer/CPO Retreat with VADM Benjamin on January 12. This will give the new SG an opportunity to speak with senior leaders of the Corps.
- Congratulations to CAPT Figg for winning the 2009 AMSUS Andrew Craigie Award for outstanding accomplishment in the advancement of professional pharmacy within the Federal government.
- Congratulations to RADM Robert Williams for winning the 2009 AMSUS Lifetime Achievement Award.
- From the Combined SG-PAC/CPO/PAC Chairs meeting on December 9, 2009:
 - Officers are reminded that the H1N1 vaccine is currently not a basic readiness requirement. However, officers should plan accordingly if they are going to get the live vaccine (nasal dosage form) as this may prevent them from getting the PPD test for approx. 4 weeks. The PPD test is a basic readiness requirement.
 - CPO Board Update:
 - OCCO/DCCR will provide the CPO Board with an update on the Associate Recruiter Program at the end of January.
 - The CPO Board is currently working with the PAC Chairs Group on the proposed 2011 Promotion Benchmarks and are addressing some of the concerns raised by some PAC Chairs.
 - OCCFM Update:
 - Officers in an AIP (Assignment Incentive Pay) position are highly encouraged to NOT break their 12 month or 24 month commitment even if they want to transfer to another AIP position.
 - New COER is under testing to ensure the tool works. Approximately 100 officers will evaluate the new COER to compare it with the current COER. JOAG will ensure that junior officers are represented.
 - Officers who encounter problems with the Service Members Relief Act should contact a military legal assistance office as they can represent Corps officers in these matters (HHS/OGC can not represent Corps officers in these matters).

- OCCO/Transformation Update
 - Billet Collection Initiative will start in January 2010. OCCO will assign an officer to focus strictly on Billet creation and review
 - CDR Renee Webb is OCCO's POC for updating the Supervisor Presentation currently found on the USPHS website. She is currently updating the Supervisor Presentation. Please contact CDR Webb with any issues you might want her to address
 - CDR Webb is currently working on updating the Sizing Document originally created by Admiral Shaker. This document will identify current agency needs, and location of vacancies that can be filled by Corps officers. It will help focus recruitment efforts and help drive/determine recruitment initiatives
 - December's OBC will be the last OBC to be held in Lansdowne, Virginia. Future OBCs will be held in Rockville; exact location has not been identified. The main reason for the move was traffic.
 - Currently, OCCO has 1 staff member handling the documents submitted to the eOPF; additional staff will be brought on to help with load. Documents submitted on Nov 30th are currently being processed. Officers are asked to be patient, as this is promotion season and documents will not show up as quickly as they did during off months. Documents faxed in by Dec 31st will be placed in OPF file in time for the promotion boards. Officers are asked to keep the confirmation fax print out in case the faxed document gets lost at OCCO as OCCO will honor lost documents as long as the officer has the confirmation fax
 - eCAD (Electronic Call to Active Duty) 2.0 will soon be released. Applicants will be able to submit their PHS50 (application) and related documents online. Engineering and Pharmacy applicants will be the first to pilot this system. It is a pilot system to cut down on the time between when applicant starts the process and the applicant gets their order. The purpose is to make the process more efficient. The applicant would be able to submit their complete application online.
 - OFRD Update:
 - OFRD training in 2010 will be focused on international missions. Direct care will be provided to patients in underserved Appalachia areas. Select teams (including NDMS, MRC, and Tier 3 officers) will work with Remote Area Medical, a non-governmental organization (NGO). One training mission will also be conducted in Ward 8 in Washington, DC.
 - Officers interested in the upcoming international OFRD missions will need supervisory AND Agency approval. Agency approval process is specific for each Agency and not dictated by OFRD.
- Thank you to all the committee chairs for relaying the message to your committees about our inability to hold joint events or for JOAG to be affiliated in any way with local COA chapters. We realize that not every officer is in agreement with this policy; however, as an entity under the OSG, JOAG must abide by it. If any concerns continue to arise from within your committee, please assure your committee participants that National COA is aware of this long-standing OSG policy. LCDR Blakeley Denkinger (JOAG Vice Chair) and CAPT Dean Coppola (JOAG Senior Advisor) recently communicated with Jerry Farrell and he has assured us that he will get the word out to the local branches.
- We would like to recognize the following non-voting JOAG participants for their service and leadership to JOAG during the 2008-2009 operational year. These officers are receiving the JOAG Committee Chair Award.

- CDR Ivan Pierce: JOAG COF Planning Committee
 - LCDR Morrissa Rice: JOAG COF Planning Committee
 - LTJG Sara Azimi-Bolourian: JOAG Membership Committee
 - LCDR Robin Toblin: JOAG Recruitment and Retention Committee and JOAG Membership Committee
 - LCDR Jena McLellan: JOAG Inter-Services Collaboration Committee
 - LCDR David Lau: JOAG Inter-Services Collaboration Committee
 - LCDR Melissa Burns: JOAG Awards Committee
 - LCDR Matthew Armentano: JOAG Awards Committee
 - LT David Good: JOAG Development Committee
 - LCDR Paul Garry: JOAG Development Committee
 - LT Julian Jolly: JOAG Communications and Publications Committee
 - LT Christopher M. Jones: JOAG Communications and Publications Committee
 - LT Robert Swain: JOAG Communications and Publications Committee
 - LTJG Tracy Tilghman: JOAG Communications and Publications Committee
 - LCDR Dominic Frasca: JOAG Professional Development Committee
 - LCDR Brian Elza: JOAG Professional Development Committee
 - LCDR Ivy Chan: JOAG Welcoming Committee
 - CDR Rhondalyn Cox: JOAG Welcoming Committee
 - LT Christina Coriz: JOAG Policy and Procedures Committee
 - LT Heidi Fisher: JOAG Policy and Procedures Committee
- Question to LCDR Ngo regarding when the IOTC online modules will be up and running?
LCDR Ngo will find out the status and provide the information through the JOAG listserv.

Vice Chair Report

LCDR Blakeley Denkinger

- No updates

Chair-Elect Report

LCDR Carlos Bell

- **The Health Occupations Students of America (HOSA) Workgroup**
 - LT Samuel Schaffzin will be serving as the Chair of the HOSA Workgroup, and LCDR Carlos Bell will be the JOAG Executive Committee Liaison.
 - HOSA is a student organization whose mission is to promote career opportunities in health care and to enhance the delivery of quality health care to all people. Their student members consist of middle and high school student.
 - The primary goal of the JOAG HOSA Workgroup is to develop a mentoring program between junior officers and HOSA student members. Once HOSA's needs are identified, the workgroup is planning to recruit junior officers to provide some "big picture" professional mentoring to HOSA members. Participating junior officers will provide insight to HOSA members on their individual professional discipline by visiting HOSA state and local chapters and presenting on their day-to-day role in that particular discipline (rather than their role as a Commissioned Corps Officer). As part of this initiative, the workgroup would like to create a matrix to track HOSA contact and

baseline awareness of the USPHS. We also would like to look back in 7-10 years to see how many newly commissioned officers have ties to HOSA and how those numbers correlate to this initiative.

- The call for nominations for members was sent to the listserv last month. LT Schaffzin received over 11 interested applicants, but unfortunately the workgroup was only able to accept five members. The workgroup members were selected based on previous mentoring experience and geographical diversity.
- Members: LCDR Timothy Thomas, LT Alexis Beyer, LT Stephanie Glenn, LT Wade Ivy, and LT Skip Payne
- The workgroup held its first meeting on 03 December 2009.
- Items discussed on the call:
 - History of USPHS/HOSA Relationship
 - Mission/Goals of the Workgroup
 - Mentoring Models
 - Charter Development
- Deliverables and next steps:
 - Develop charter (Dec 2009)
 - Draft criteria for junior officer participation (Jan 2010)
 - Create a JOAG HOSA presentation template for junior officers (February 2010)
 - Consider tracking mechanisms for the initiative (TBD)

Financial Liaison

LCDR Alex Dailey

- The current amount that COF received from JOAG is \$2,043.93. We have a pending deposit from Carlos for which I'm awaiting confirmation.
- Currently working on development of a tracking spreadsheet to better detail funds going to COF.
- Currently coordinating with the Development Committee and COF Planning Committee on funds that will be needed for the purchase of merchandise and for setting up the junior officer meet-and-greet at the COF symposium.
- LCDR Ngo requested that LCDR Dailey update the Fund Request Form to reflect the new title (Financial Liaison) and re-send to the Voting Members.

Secretary Report

LCDR Jamie Mutter

- No updates

III. Committee Reports

Committee & Workgroup Reports

Awards Committee: LCDR Merel Koslosky & LCDR Morrissa Rice

- The most recent Awards Committee meeting took place on 7 DEC and the next meeting will take place on 4 JAN. The Awards Committee meetings take place on the first Monday of each month at 1200 Eastern Time.
- The call for nominations and supporting awards documents for the Junior Officer of the Year Award, JOAG Excellence Award, and VADM Richard Carmona Inspiration Award are currently being reviewed by the JOAG EC. The solicitation for nominations is expected to begin during the week of 14 DEC with an expected nomination due date of 15 FEB 2010. The Award Leads have been named and are LCDR Ayoub Suliman for the Junior Officer of the Year Award, LT Damon Smith for the JOAG Excellence Award, and LCDR Melissa Burns for the Carmona Inspiration Award. LCDR Diane Inch is leading the Nomination Benchmark Workgroup to set scoring benchmarks for the award nominations to facilitate the scoring process.
- Proposals for a Longevity Service Award and Outstanding Volunteer Service Award are currently being reviewed by the JOAG EC. Once approved by the JOAG EC, the proposals will be forwarded to the PAC Chairs Group for comments.
- The Junior Officer Recognition Workgroup, led by LTJG Brandon Heitmeier, is working on a proposal for all PACs and other advisory groups to have a junior officer recognition award and/or other junior officer recognition methods.
- The Website Transformation Workgroup, led by LCDR Van Tran, is working on developing the Awards Committee section of the JOAG website.
- An Awards Guidance document is being reviewed and updated to conform to current awards policies. Once done, it will be submitted to the JOAG EC for review and finalization. This document may eventually be posted on the JOAG website. It is to be used for supervisor and officers as guidance as they write up an award.

COF Planning Committee: LCDR Heather Bair-Brake and LT Scott Williams

- Tim O'Neil will be sending out thank you letters for all officers who volunteered at the COF Symposium in 2009 by the end of the year. If they do not received their thank you letters, please contact LCDR Bair-Brake.

Communications & Publications Committee (CPC): LT Christina Coriz

- JOAG Journal: The fall issue of the JOAG Journal should be finalized by the end of this week, December 11, 2009. LTJG Tilghman is the editor for the winter issue of the JOAG Journal. The winter issue will be our Holiday issue. Even though the winter issue has a holiday theme we are accepting other articles. Initial ideas for articles are due by January 6 and final drafts are due by January 27th. Please submit ideas for articles to LT Christina Coriz at corizc@nidk.nih.gov or LTJG Tilghman at Tracy.Tilghman@foh.hhs.gov.
- JOAG Website: Each JOAG Committee Chair has received an email with guidance on the creation of their webpage. The Committee pages will be available on the JOAG website as they are completed and updated on a first come first serve basis. For your viewing pleasure, we are currently gathering pictures of VMs to be posted with the VM biographies. To view the JOAG website, please visit <http://www.usphs.gov/corpslinks/joag/>.
- JOAG Recordings: Thank you to LT Hiren Patel, our JOAG Recorder, who has recorded several recent sessions regarding Billets Transformation and the Direct Access system. Thank you to LCDR Samantha Fontenelle, LCDR Lorraine Williams, LCDR William Lanier and LT Julian Jolly for transcribing the JOAG recordings. A copy of these recordings and the transcripts will be available soon. Contact information to obtain a copy of the recording will be distributed on the JOAG listserv in the near future.
- HHS Portal: We are currently gathering the required information from each committee member to gain access to the HHS Portal. The Committee plans to start utilizing the HHS Portal to share, store and track documents or projects.

- Next meeting: December 16, 2009 at 14:00 – 15:00 PM EST. The focus of our meeting will be the JOAG Website.

Development Committee: LCDR Thomas Janisko

- Development Committee is identifying the merchandise line for the 2010 COF Conference and will put out a request for t-shirt slogans after the first of the year. We forwarded talking points for the merchandise page on the JOAG website.
- Our next Development Committee meeting is at 1400EST on Friday 29JAN2010.

Inter-Services Collaboration Committee: LCDR Brett Maycock

- An Inter-Services Committee meeting was held on December 8, 2009.
- The Transitional Assistance Program (TAPs) Subcommittee continues to codify a white paper based on the data they collected about the TAPs programs across the county. The focus of the white paper is to provide recommendations for the Commissioned Corps on how to utilize the TAPs as a venue for recruiting new Commissioned Corps officers from other uniformed services. LCDR David Lau will send a draft to the Inter-Services Committee general membership for review and feedback. Once this has been completed, the final draft will be sent to the JOAG EC for their review and then onto OCCO.
- The TAPs Subcommittee is looking for someone to take the lead on future projects. LCDR David Lau has indicated that he will act in a supporting capacity (Co-Lead) to any officer interested in taking on the Lead position. If interested, please contact LCDR Brett Maycock at Brett.Maycock@dhs.gov or LCDR David Lau at David.Lau@dhs.gov
- TAPs is a transitional assistance program. If you are in another uniformed service, before you exit the service, you go through TAPs to learn what your benefits are. We would like to be involved with that exit forum and inform the exiting officers that have a qualifying degree about the opportunities to commission with the Public Health Service.
- The Community Services Subcommittee participated in the Washington D.C. Mayor's Annual Seniors' Holiday Celebration on December 9, 2009. There were 15 officers that participated in this activity, celebrating and honoring 3,000 senior citizens at the DC Armory, with music, dancing, and holiday festivities. LCDR Brett Maycock thanked LCDR Carlos Bell for leading that effort.
- The Community Services Subcommittee plans on writing an article for the JOAG Journal on all three of the service projects held in October, November, and December.
- The Morale, Welfare, and Recreation (MWR) Subcommittee is compiling a list of links related to MWR opportunities for officers to post on the JOAG website. The list should be completed by the next Inter-Services Committee meeting in January.
- The MWR Subcommittee members are developing ideas for articles to submit to the JOAG Journal on a quarterly basis. The first article topic they plan on submitting revolves around officers' experiences with the Navy Lodge.
- LCDR David Lau reported that over 50 Commissioned Corps officers attended the AMSUS Conference, in Saint Louis, MO, in November. The next AMSUS Conference will take place in Phoenix, AZ. Officers are encouraged to attend and interact with other uniformed services.
- The next Inter-Services Committee meeting will be on January 12, 2009, 11:30 -12:30 EST.

Membership Committee: LCDR Robin Toblin

- Website subcommittee developing content for committee page
- Regional Meet and Greet events to coincide with JOAG events are being planned. Contact LCDR Toblin, rtoblin@bop.gov, if you are interested for your area. Atlanta is holding the first one today.

- NYC area officers should contact LT Raquel Stephenson, iic3@cdc.gov, to express interest in a lunch meeting in the area.

Policy and Procedures Committee (P&P): LCDR Carlos Bell

- The Policy and Procedures Committee meets the first Wednesday of every month. The last meeting was on December 2, 2009.
- “Take a Junior Officer to Work” Workgroup
 - Survey used to gauge interest in developing a junior-senior officer shadowing program.
 - Survey has been piloted by our committee members and has been reviewed by our Senior Advisor.
 - Survey is being finalized, before it is sent out to the various CC listservs.
 - Please be on the look out for it.
 - Also, I would like to thank LT Robyn Bent who will be the lead of this workgroup and has been instrumental in getting the survey finalized.
- JOAG Charter Workgroup
 - LT Aaron Long will be the lead for the Charter Workgroup.
 - This workgroup will be responsible for updating the JOAG Charter and making sure the Charter stays in-line with any changes/revisions to the JOAG Bylaws.
 - Since this is an OSG document, LT Long will be working very closely with CDR Greg Davis who is our contact at OSG.
 - The workgroup expects to have a draft of the updated Charter by the February committee meeting.
- JOAG Bylaws Workgroup
 - This year’s Bylaws Workgroup will be led by LT Damon Smith.
 - The Bylaws have been updated to include the seven approved revisions from last year and last month’s approved revision.
 - The workgroup is currently working on nine additional revisions to the Bylaws.
 - Initial draft-ballot will be ready for review by the February committee meeting.
- Standard Operation Procedures (SOPs) Workgroup
 - This year’s SOP Workgroup will be led by LCDR Tammy White.
 - The workgroup will be reviewing the JOAG General SOP and making sure all committee SOPs are in line with the General SOP.
- Website Workgroup
 - The committee’s website workgroup will be led by LCDR Shary Jones and LT John Mastalski.
 - The workgroup is in the process of developing our committee’s site.
 - They will also be responsible for the Governing Document section of the JOAG Webpage, which is ready to go and should be up soon.
- 508 Compliance Workgroup
 - This year’s workgroup will be led by LT Sophia Hsu.
 - The workgroup is currently working on 508 language to be included into the committee’s SOP and a 508 template for the committee’s document.
- 2009-10 Projects
 - The committee will be reviewing and updating the **JOAG Strategic Plan** to make sure that it is in line with the current direction of the Commissioned Corps. This workgroup will be led by LT Christopher Jones, who is also the committee’s Secretary. The workgroup plans on having a solid draft of the Strategic Plan to be reviewed by the EC in time for the April JOAG Chair meeting with the OSG.
 - The committee is in the process of developing a **Member Satisfaction Survey** to identify and assess gaps in the organization as viewed by our members.

- LCDR Ed Wilkinson has been working with the Communications & Publications Committee to develop a favorite links document that will eventually be posted under the Junior Officer Resource section of the JOAG Website. This document is complete and is in the process of being reviewed.

Professional Development Committee (PD): LCDR Harvey Ball & LCDR Rajal Mody

- Old Business
 - The proposed Career Pyramid and complement text have been submitted to the EC for review. After the EC edits are incorporated by the Profession Development Committee the EC will forward the documents to PAC Chairs for input before they are posted on the JOAG website
- JOAG Journal
 - LT Garza and LT Arceneaux are working on a proposed article comparing the new and the old GI Bills. LCDR Denkinger will send them information on the Yellow Ribbon Award to incorporate into the article. We will ask permission from LT Weinburke to share slides on a GI Bill presentation he will be giving at CDC to LT Garza and LT Arceneaux
 - LCDR Lau has proposed a call sometime in early January 2010 for committee members interested in forming a publications sub-committee. Officers on the Professional Development Committee roster who are not currently involved in a project will be encouraged to participate
- Journeymen Series
 - CDC's LCDR Ross Spears will speak during the January Journeyman slot on PHS awards
 - Proposal to ask Normand Chichester to speak on the GI Bill
 - LCDR Denkinger is working with the EC to ask the new Surgeon General to speak in 2010.
- Professional Development Survey
 - The survey team is in the process of modifying the protocol as it will now be first sent only to PD committee members.
 - We sent the survey monkey questionnaire to the EC on December 8, 2009 for final review
 - Anticipate distribution of the survey to committee members in January
- New topics
 - LT Pieter Van Horn has applied for a CAC card reader to see if this is an easy way to have officers get access to Rosetta Stone language learning software.
 - LCDR Ball has asked LT Arceneaux to put together a sub-committee to develop aids to develop mentoring relationships with supervisors. Members of the JOAG Member ship Committee are also interested in mentoring projects and may join the sub-committee. The EC has suggested that part of this initiative involve adding to the current HHS Mentoring Program.
 - The committee is looking into the possibility of arranging a photo booth at the 2010 COF Conference. We might be able to use a USPHS backdrop from the CDC San Diego Quarantine station.
 - LCDR Brian Elza will update the committee's roster.
 - LCDR Ngo mentioned the amount of callers for the Direct Access call in November was 150. The Billets Transformation call had 181 callers. The presenters for those sessions were given an appreciation letter from JOAG. There will be transcripts and recordings available from these sessions. Please stay tuned for a listserv announcement. The

transcripts will be in the body of the email announcements, but the recordings will be on a request basis due to the large size of the files.

- LCDR Bell inquired whether the Professional Development Committee was working to update the uniform presentation. LCDR Ball stated that they were working on this presentation.
- The Journeyman speaker for January is CDR Ross Spears, who will be speaking about Awards.
- Next PD Committee meeting: 12 January 2010, 10:30 - 11:30 EST
(Dial-in Number: 712-451-6175, Access code: 911718)

Recruitment & Retention Committee (R&R): LCDR Jessica Feda and LCDR Corey Palmer

- We are currently working on workgroup revisions, filling vacant positions, finalizing our SOP and annual objectives.
- The Recruitment and Retention Committee currently has five primary workgroups: COSTEP Connection Program, Alumni Contact Program, Career Fairs Information Workgroup, Publications Workgroup, and the Online Career Resources Workgroup. The COSTEP Connection Program and Career Fairs Information Workgroup are well established and well on their way to another successful year.
- The JOAG Information Workgroup is currently in the process of transitioning its work into a recently approved Historian position under the Executive Committee, which consisted of developing the JOAG Accomplishments Comprehensive List and the JOAG Brochure/PowerPoint presentation for use at the COF Symposium.
- The Alumni Contact Program has received approval from Division Commissioned Corps Recruitment (DCCR) on their general template. However, DCCR is working with its contractors to polish it up and brand the template with the PHS logo and color code it. Next steps, the Alumni Contact program will work on submitting a proposal to DCCR.
- The COSTEP Connection Program has drafted a proposal for the COSTEP Non-Select Contact Pilot. The purpose of this initiative is to make contact with COSTEP applicants who qualified but were not selected for a COSTEP position due to various reasons, such as limited billets, funding and resources. We are planning to submit this proposal to the Executive Committee for review.
- The Recruitment and Retention Committee leadership is as follows:
 - **Co-Chairs:** LCDR Corey Palmer and LCDR Jessica Feda
 - **COSTEP Connection Program Chair:** LCDR Tara Cozzarelli and LT Joel Hustedt
 - **Career Fairs List Chair:** LCDR John Kathol
 - **JOAG Information Contact:** LCDR Mark Miller
 - **Recruitment and Retention Committee Publications Workgroup:** TBA
 - **Online Career Fair Resources Workgroup:** LTJG Daveta Bailey (may transition role) awaiting further information from DCCR to determine viability of workgroup
 - **TAPs Workgroup:** LCDR David Lau
- The R&R Committee is off to a running start this year with over 140 members!
- R&R Committee mission: To increase the number of junior officers within the Commissioned Corps.
- Workgroup missions and updates:
 1. **COSTEP Connection Program:** This workgroup serves to coordinate preceptors with junior COSTEPS to enhance the COSTEPs overall experience and their knowledge of career benefits with the Public Health Service. This workgroup is also currently working on developing a proposal regarding contacting COSTEP non-selects and continuing to encourage them in pursuing a career with the PHS.

2. Career Fairs Information Workgroup: Another of the R&R Committee's most established workgroups. Their goal is to compile and disseminate a list of career fairs throughout the academic year at many colleges and universities. In addition, they update and monitor the Career Fairs Resources Guide which is a very informative and interactive guide to constructing and successfully recruiting at a career fair booth.
 3. The Alumni Contact Workgroup is in development stages, however this workgroup has unlimited potential. They are working to devise a program that would capitalize on junior officer alumni contacts and allow a personal, yet free targeted recruiting effort. They have devised template letters which could easily be modified by each officer to email to their alumni university counselor, career counseling office, professors, student body list serve, etc.
 4. The Online Resources Workgroup was originally designed to post free PHS career advertisements on job posting websites. This could be especially useful if the advertisements were posted on discipline specific websites.
 5. The R&R Committee Publications Workgroup: This committee was designed to publish articles on the R&R Committee's operations and PHS recruiting in the JOAG Journal, COA Frontline, etc. To date, this workgroup has published a number of articles in these venues. In addition, we are hoping that this workgroup could serve to disseminate our committee information to each of the PACs recruiting subcommittees to enhance communication.
 6. TAPs Program: This is a collaborative effort by the R&R Committee and the Interservices Committee. This workgroup serves to discern the possibility of PHS officers recruiting at our sister-services TAPs sessions. TAPs is the military's transitional assistance programs that all exiting service members are required to attend. The TAPs workgroup has determined which TAPs locations would be amenable to having PHS officers speak or leave printed materials and are working on a proposal to enact the program.
- Other updates:
 - LT Patel-Larson is working on developing a proposal to capitalize on recruiting efforts through agency training programs. LCDR Ngo asked more about LT Patel-Larson's involvement. LCDR Larson-Patel is trying to capitalize on all of these programs that agencies have in regards to their training programs (ex: CDC EIS program or HRSA Scholar Program). She would also use agency liaisons as well to help recruit in the Corps. She is compiling a list of Agency training programs. LCDR Ngo is concerned that some of the programs are civilian only so we need to make sure that whatever programs we focus on are open to Corps officers.
 - Question: Are you talking about recruiting after the program is finished? Answer: Will most likely give a presentation during their training to talk about Corps and the qualifications to enter Corps. LCDR Ngo suggested that this is similar to what the TAPs workgroup is doing. She suggested that they might want to work together with the TAPs workgroup so there is no duplication of effort. LCDR Palmer stated that there is a standing collaboration with the TAPs program. LCDR Fedra stated at this time it is in the early stages and they are working on a proposal and a list of agency training programs and looking at the demographics of the programs and which programs are most suitable.
 - LCDR Ngo asked LCDR Dailey if he had a chance to touch base with LCDRs Fedra and Palmer regarding the OSG's concerns about the Alumni Contact Program. LCDR Dailey did speak with LCDR Fedra regarding the concerns, but has not responded back to the EC regarding the conversation. The concerns are being addressed within the committee.
 - Our next meeting is **January 13th** at 1230-1330 EST. Call-in number 1-906-481-2000; Passcode: 833928.

Welcoming Committee: LCDR Amy Constantine & LCDR Yvette Waples

- Update on Ongoing Committee Activities:
 - CAD Welcome e-mail count: November: **(59)** total

- CADs attending OBC: November (51)
- New Officer Guide revision: Request for feedback from activity Co-Chairs
- 508 Compliance/Website Workgroup: (1) Volunteer needed
- New Business
 - Changes to New Officer Guide: incorporated Info-Sheets, out-dated information was updated, and new material was added, *i.e.* Direct Access
 - Revision to JOAG Informational PowerPoint presentation for OBC: FAQ Slide(s)
 - S.O.P on Officer Locator Tool access submitted to JOAG EC Liaison for feedback
 - Request of JOAG Welcoming Committee Volunteers for input on ideas for new direction/projects to consider
- Next Welcoming Committee Call:
 - February 5, 2010 (2 – 3 PM)
 - Call in number: (712) 432-0111
 - Participant Access Code: 228673 #

V. Liaison Reports

Liaison Reports

COF Board: LCDR Blakely Denkinger

- **Transferability**- this issue of transferability of Post 9/11 GI Bill benefits to dependents of PHS officers is the number 1 priority of COA right now. Although Secretary Sebelius as well as the leadership of the PHS are aware of the issue, the HHS Secretary has not pushed this issue with Congress. The COA/COF CPO, Jerry Farrell, will be meeting with VADM Benjamin this week to discuss transferability, among other things. CDR Jonathan Rash has orchestrated a grassroots letter writing campaign so that USPHS officers may write letters to representatives in Congress to let them know that this is an issue that is very important to the USPHS. Sample letters and information about transferability and the grassroots campaign can be found on the Commissioned Officers Association website at: <http://www.coausphs.org/lainitiatives.cfm>
- **Healthcare Reform Bill**- the version of the healthcare reform bill that is currently being debated in the Senate contains language from the HELP Committee reform bill that could have major implications for the USPHS. There is currently no language related to the USPHS in the House healthcare reform bill, but the language may be incorporated if/when the House and Senate bills are combined. The healthcare reform bill in the Senate includes:
 - Elimination of a cap on the number of Regular Corps officers. There would be no differentiation between Regular Corps and Reserve Corps.
 - Establishment of a Ready Reserve, possibly with Warrant Officers
 - Creation of a Public Health Scientist track in which the government would pay for advanced education for a minimum of 850 officers per year. Officers would have to serve 2 years in the USPHS for every year of education they receive.
- To read the parts of the healthcare reform bill that pertain to the USPHS, follow the link and read pages 1336-1339 and pages 1397-1411: <http://democrats.senate.gov/reform/patient-protection-affordable-care-act.pdf>
- **Commissioned Corps Supreme Court Case** – The U.S. Supreme Court will hear oral arguments on March 2, 2010 in a case to decide if Title 42 makes the Federal Tort Claims Act the exclusive remedy for claims arising from medical care and related functions provided by USPHS personnel, and thus precludes PHS officers from being sued for actions performed in their official capacities. The outcome is hugely significant for PHS officers and COA is filing an *amicus* –friend of the

court- brief arguing for the USPHS. If the USPHS loses this case, officers would be required to purchase malpractice insurance.

- **Education-** the Annual Meeting and Education Committee is working on getting dedicated PHS slots that would be paid for by Congress at the New York Medical College and the Navy post-graduate school. The programs are geared towards disaster preparedness. The committee is also working on the creation of scholarships through COF that would be available for PHS officers attending any school in the US.
- LCDR Ngo inquired about Regular Corps and Reserve Corps and how this would affect PHS officers in the Coast Guard. LCDR Denkinger does not know for sure, but believes that since they are employed by USPHS, they would fall under the USPHS.

OCCFM: LCDR Kyle Lyons

- Primary Achievements of the Week:
 - System testing for the revised Commissioned Officers' Effectiveness Report (COER) is in progress. System testing is expected to be completed by the end of November. The COER is an essential part of an officer's personnel record and is used in multiple personnel functions.
 - Collaborating with the Physicians Professional Advisory Committee in a comprehensive study to determine the factors that affect retention of medical officers. The first focus group went very well. The Focus Group Guide is currently being revised to include the recommendations from the first group.
 - Coordinated a teleconference with senior staff from Regions II and IX to discuss issues regarding assignment of Corps officers to the Insular areas. This meeting supports the work of the Insular Health and Human Services Policy Group in determining what resources are available to meet needs identified.
 - Convened a Medical Advisory Panel with representatives from the Office of Commissioned Corps Operations, the Office of Commissioned Corps Support Services (Medical Affairs Branch), and the Office of Force Readiness and Deployment, to review medical policies and make recommendations.
 - Participated in biweekly Military Advisory Panel meeting to discuss uniformed services applications of Joint Federal Travel Regulations.
 - November electronic Commissioned Corps Bulletin posted.
 - Received corrections and clarifications to the draft eCAD change requirements document from the Medical Suitability team. OCCFM will prioritize and schedule the changes requested in the updated document.
 - Met with the Division of Commissioned Corps Recruitment (DCCR) to define requirements for routing messages generated by potential Corps applicants. OCCFM will generate a requirements document for DCCR's approval.
 - RMISD is working with the Division of Commissioned Corps Assignments (DCCA) to develop and schedule an eCAD training presentation for the Human Resource Specialists, Career Assignment Managers, Liaisons, and Chief Professional Officers. There are 11 different scenarios that DCCA would like demonstrated.
 - RMISD met with a server hosting provider to evaluate its ability to host the Corps' IT disaster recovery servers. This meeting is part of efforts to develop a viable IT Continuity of Operations Plan (COOP) and Disaster Recovery (DR) plan.
 - Facilitated and participated in GovDelivery services contract kickoff meeting and demonstration by contractor.
 - Participated in the Public Health Graduate Education Forum's After-Action Review and Webpage Planning Session.
 - Participated in discussions with the new marketing contractor and DCCR regarding changes to USPSH.GOV and 508 compliance.

- Coordinated response to request for information in preparing the Supreme Court Brief in a pending case
- Policies under development - See <http://dcp.psc.gov/eccis/>
 - Awaiting Review and Signature
 - PPM: Aiguillettes; CCIs: Uniforms and Appearance; Special Uniform Situations; Uniforms for Female Officers; Uniforms for Male Officers; Substance Abuse.
 - Awaiting Review and Signature from Office of the Secretary (OS).
 - CCDs: Health Professions Special Pays; Force Management; Deployment Readiness.
- Blanket Memorandums of Agreement (BMAs) - Details
 - Draft review stage
 - BMAs: NOAA; NNMC; BOP; USDA; USMS; CG; DoD TMA; EPA.
- **Legislative:**
 - Post 9/11 GI Bill amendments submitted for approval.
- **Top Challenge:** Resource limitations are hampering ability to complete projects in a timely fashion; the SLA project has been delayed indefinitely due to a lack of manpower necessary to monitor SLAs already in place.
- **Major Meetings, Conferences and Events:**
 - RADM Canton participated in the OBC pinning ceremony and provided the keynote presentation.
- **Prospective:**
 - Participating in COF-2010 planning.
- **Other Departmental Activities:** Commissioned Corps Holiday Party Scheduled for December 4, 2009.

OCCO: LCDR Mary McCormick

- The eCAD launch has been pushed back to January.
- Beginning in January 2010, the OBC will be held at the Holiday Inn in Gaithersburg.
- The address is:
2 Montgomery Village Ave.
Gaithersburg, MD, 20879
- LCDR Ngo asked if this was a transitional location and how long will the OBC be held at the Holiday Inn? LCDR McCormick said that is was a transitional location and the agreement is in place through March 2010.
- LCDR Ngo asked if the new officers will be required to stay at the hotel even if they live near the hotel. LCDR McCormick stated that officers will be required to stay at the hotel, it is an in-residence course.

OFRD/OSG/OS: LT Damon Smith

OSG

- A Swearing In and Change of Command ceremony is being planned for VADM Regina Benjamin and is tentatively scheduled for January 11, 2010. More information will be provided as the plans are finalized.
- LCDR Ngo inquired if the Swearing In ceremony is Invitation Only or if it was open to everyone. LT Smith stated that he was not sure at the moment, but he would find out.
- OSG would like to congratulate the following Public Health Service Officers who received awards at the recent 115th AMSUS Annual Meeting in St. Louis, MO:

- RADM David Rutstein – Richard A. Kern Lecture Award
- CAPT David Harlan – Col Jerry W. Ross AMSUS-Sustaining Membership Lecture Award
- CAPT Douglas Figg – Andrew Craigie Award
- RADM Robert Williams – AMSUS Lifetime Achievement Award
- From the OSG to all Commissioned Corps Officers, our best wishes to all. Have a safe and enjoyable Holiday season. We hope you and your families enjoy health, happiness, and great joy at this special time of year and throughout the New Year. Practice good public health and be careful so we can see your smiling faces in 2010!

OFRD

- **Public Health/ Medical Missions – Domestic**
 - **Mescalero Mental Health Mission** – OFRD currently has four PHS officers (three from MHT#3 and one from Tier III Roster C) deployed to the Mescalero Apache Reservation in response to an increase in the number of suicide deaths and attempts.
 - **BARDA H1N1 Vaccine Support Mission** – OFRD currently has four PHS officers deployed to support the acquisition of H1N1 vaccine at several BARDA warehouses throughout the country.
- **Public Health/ Medical Missions – International**
 - **Pacific Partnership 2010 (PP10)** is a U.S. Navy ship-based training mission scheduled to begin in early May and run through August of 2010. PP10 will utilize the hospital ship USNS Mercy (T-AH-19) which will conduct direct care and public health missions in the Western Pacific.
 - **Continuing Promise 2010 (CP10)** is a U.S. Navy ship-based training mission scheduled to begin in July and run through November 2010. CP10 will utilize a U.S. Navy amphibious ship (TBD) and conduct direct care and public health missions in Latin America and the Caribbean.
 - **Peru Riverine Medical Readiness and Training Exercise (MEDRETE)** is a training exercise with the U.S. Air Force and host nation personnel, to provide direct patient care and public health and preventative medicine activities. Roughly ten USPHS officers will be embarked along with Peruvian military medical personnel on two Peruvian Navy vessels and provide humanitarian assistance operations along the Amazon River over two weeks. U.S. Air Force personnel will provide logistical, communications and security support for the mission.
 - If you are interested in participating in any of these missions, please forward your name, CV, a recent full-length photo of yourself in uniform and a statement of interest as well as all pertinent information (including official passport status, preferred mission/role, and government credit card status) to LCDR Andrei Nabakowski in OFRD International Operations at Andrei.Nabakowski@hhs.gov.
- **Basic Readiness**
 - The next official basic readiness check will be 31 December 2009. If you currently have deficiencies in your basic readiness requirements, please address them before the next quarterly basic readiness update.
 - The next update for the Field Medical Readiness Badge will be 01 March 2010.
 - LCDR Ngo inquired if there is a time frame in place where the CC will move away from the OFRD website and be on Direct Access only. LT Smith will provide that information to LCDR Ngo.
 - LCDR Ngo also asked for the junior officer basic readiness numbers after the December 31st readiness check. LT Smith will provide that for LCDR Ngo.

- **Response Team Vacancies**
 - If you would like to inquiry about vacancies on Tiers I and II response teams, please send your CV to OFRD-Response@hhs.gov.

MOLC: LCDR Nicole D. Gaskin-Laniyan

- **CHAIR REPORT** - CAPT Laura Aponte
 - Dr. Koh reception was scheduled for 8 Dec. led by CDR Soju Chang.
 - AI/AN Heritage Month – Theme: Revitalizing Health – Energizing Our Mission in an Era of Change. Multiple MOLC members have attended various recognition events in honor of this month.
- **AIANCOAC** – CAPT Gina Pahona for CAPT Rita Lookingglass (excused from the meeting)
 - Committee continues working to revise its Bylaws to include specified roles for AIANCOAC advocates
- **HOAC** - CDR Jeasmine Aizvera
 - Completed selection process of 6 new HOAC members from >20 applicants. Utilized a HOAC developed a tool to assist rating applicants
 - Working to identify new HOAC leaders to include developing the nomination ballot for the 2010 HOAC Executive Committee.
- **APAOC** – LT Leorey Saligan
 - APAOC has updated their website located at www.usphs-apaoc.org, members were encouraged to visit the site and provide APAOC with recommendations of improvement.
 - APAOC’s next general meeting is 18 November 1200H – 1300H EST Toll Free #: 866-917-3985 Passcode: 7711285
- **Cultural Competency & Awareness** – CDR Jeasmine Aizvera
 - Cultural competency training letter draft has been prepared with feedback from RADM Mishoe for OFRD emergency and disaster response. Request includes the Office of Minority Health Cultural Competency online Curriculum in Emergency Preparedness & Disaster Response be included among OFRD basic readiness requirements for all officers.
 - CAPT Aponte has the drafted letter and under RADM Mishoe’s advice, is seeking the appropriate groups to share this draft.
- **Minority Recruitment** – CAPT Gina Pahona
 - Over 600 minority serving institutions had been identified none of which were noted to serve Asian Pacific students. A few ideas re: identification were shared with LCDR Caroline Le who will discuss the issue with her membership and provide update at next meeting.
 - The other suggestion from the group was to contact the Leadership of each CMAGs and ask if they had ideas/topics that they felt this workgroup should be exploring or working on. This will be done in the near future.
 - This Workgroup will need a new chair beginning Jan 1st, as CAPT Pahona will be unable to serve in that role. Interested individuals should contact CAPT Aponte or CAPT Pahona.
- **Childhood Obesity Prevention** – CDR Sheila Merriweather
 - CDR Merriweather reported that she is working on an award for the workgroup to be endorsed by CAPT Aponte.
 - The work group will be reconvened in December 2009 to facilitate discussion, continuity, and drafting a document encapsulating the group’s plans and recommendations for follow up by the work group.
- **Next MOLC Meeting** - Monday, December 14, 2009, 1430H-1600EST Teleconference Line: 866-642-7575; Passcode: 9531573

Uniform Advisory Committee: LCDR Gene Gunn

- No updates

Dental Category: LT Scott Williams

- No updates

Dietitian Category: LCDR Blakeley Denkinger

- If you have not already done so, please take a look at the billet tutorial which can be found at <http://dcp.psc.gov/Billets%20Tutorial%20-%20Officers%20-%20Project%20Final.html>
- Dietitians in traditional dietitian billets are scheduled to begin the billet transformation process in January 2010.
- The dietitian category ghost writes a quarterly article on behalf of the Surgeon General in the *Journal of the American Dietetic Association*. If you are interested in writing one of the quarterly articles, please contact CAPT Edith Clark at Edith.Clark2@ihs.gov.
- The D/N PAC is working on the development of a PowerPoint presentation that can be used at recruiting events and on the USPHS website. If you have pictures of dietitians in action, please send them to LT Renee Humbert at Renee.Humbert@fda.hhs.gov.
- The Website Committee is looking for a few volunteers to assist with collecting new content for the website. The content areas in need of volunteers are 1) category history, 2) bios and photos, and 3) others you might suggest. If you are interested in helping to gather content in these areas, please contact LCDR Merel Kozlosky at kozloskym@cc.nih.gov.
- **The next D/N PAC meeting will be held on Wednesday, December 16th from 1300-1500 EST.**
 - **Call In Number: 1-866-812-6865**
 - **Participant Pass Code: 8668595**

EHO Category: LCDR Jamie Mutter

- **EHOPAC Meeting**
 - **Date:** December 16, 2009, EHOPAC Meeting
 - **Time:** 9:00 AM to Noon – Open Forum
 - 1:00 PM to 2:00PM – EHOPAC Business Meeting
 - **Location:** The meeting will be held at OCCO's offices in the OCCO Training Room
 - Tower Building, Plaza Level
 - 1101 Wootton Parkway
 - Rockville, MD 20852
 - **Remote Connection:**
 - If you can't attend the meeting in person, a conference call and WebEx connection is available.
 - Conference Call Number: **866-721-4599**
 - Passcode: **5923435**
- Results of the 2009 EHOPAC election held during our October meeting. The new members and agency they represent are:
 - Environmental Protection Agency: CDR Dino Mattorano; Membership Committee
 - Centers for Disease Control and Prevention: LCDR Joseph Laco; IT Committee
 - Indian Health Service
 - CDR David Cramer; Marketing and Recruiting Committee
 - CAPT Alan Dellapenna (2nd term)

Engineer Category: LCDR Alex Dailey

- An EPAC meeting was held on Thursday, December 10, 2009. The following summarizes this meeting and other EPAC issues since the last report sent:
- The EPAC is transitioning to new Committee leadership for the upcoming operational year. The 2010 EPAC Chair will be CDR Hilda Scharen.
- The 100th anniversary of the Engineer Category is coming up in 2010. The EPAC will be looking at ways to celebrate the event in the upcoming months
- Starting February 1st, the Engineer Category will be going through the billet transformation process as outlined in recent emails from OCCO. Officers are required to go through the billet updating training available on-line.
- The EPAC is looking at ways to get more civil servant engineers and architects involved.
- December 31st will be the next snapshot for Basic Readiness.
- The next EPAC meeting will be held on Thursday, January 28, 2010 from 1400-1530 EST.

Conference Line Information:

Toll-free: 1-866-556-9886

Passcode: 4756330.

HSPAC Category: LCDR Brett Maycock

- The HSPAC had a meeting on December 4, 2009, with an awards luncheon held afterwards.
- Seven (7) new HSPAC voting members were selected this year and their letters from the Surgeon General will be signed and sent out shortly. There were 35 applicants not selected for HSPAC voting membership who will be sent a letter notifying them of not being selected.
- The HSPAC readiness is currently at 82%, down from 96%, on September 30, 2009. Please ensure your basic readiness is current.
- The next HS PAC meeting will be held on February 5, 2009, from 1000 – 1500 hours.
- As a reminder to Subscribe or Unsubscribe to the HSO Listserv, please go to <http://www.usphs-hso.org/pac/listserv.shtml>
- The newly elected HSPAC Chair Elect is CDR Sheila Merryweather.

Nurse Category: LT Martin Taxera

- **Leadership and Outreach**
 - RADM Carol Romano has completed her four year term as the USPHS Chief Nurse Officer. Assuming the helm as the nursing category's new Chief Nurse Officer will be RADM Kerry Nessler.
 - The NPAC's chairperson has also changed. CAPT Michelle Pointdexter completed her term as the NPAC's chairperson and the position has now been assumed by CAPT Sylvia Trent-Adams.
 - NPAC is continuing to encourage nurse officers to participate in the Associate Recruiter program to identify and educate potential nurse officers about opportunities within the USPHS. As well, the NPAC is emphasizing that nurses who are Associate Recruiters advertise the opportunities present via the JRCOSTEP and SRCOSTEP programs so that officers may be commissioned while they are a student in an appropriate academic program in exchange for a commitment to accept detail in an underserved area of our country.
- **Career Development**
 - USPHS nurses were invited this year to apply for participation in the CJ Reddy Leadership Conference which was held October 18-21, 2009. This annual conference is sponsored by the US Army Nurse Corps and held in the Washington DC Area. This conference is aimed at junior officers and fosters early development of proper leadership skills within the profession of nursing. This conference is an inter-agency one and chief

nurse officers from the USPHS, US Army, US Air Force, and the US Navy were present. I was selected to attend under sponsorship of the Indian Health Service and encourage all nursing category PHS officers to apply for participation in the conference in the future. Working and learning alongside fellow officers of the PHS as well as 3 other branches of the uniformed services was a valuable experience which provided an opportunity not only to be mentored but to network with colleagues both within PHS and in other uniformed service branches.

- **Readiness & Preparedness**

- The nursing category of the USPHS reached a readiness level of 95.2% in September of 2009; however, a rapid and steep decline in this measure has occurred since. As of 12/03/2009, basic readiness in the nursing category had dropped to a low point of 80.9%. It is thought that this number does not truly reflect the actual percentage of nurse officers who are basic ready. NPAC members discussed how the transition to Direct Access may not have been done correctly by each officer and this could result in the officer being measured for readiness incorrectly if not all of the officer's current data has been transferred. Omission of certain items such as the APFT or vaccination records will cause an officer's readiness status to change from READY to NOT READY. NPAC leaders are researching if and how the transition to Direct Access has adversely impacted the measurement of readiness among PHS nurses.
- NOTE: The NPAC will not have a meeting in December of 2009. Instead, the NPAC has an annual "retreat" in December of each year which is held in the Washington DC metro area. Unfortunately, remotely detailed officers are often not able to attend due to lack of sponsorship funds to pay for the travel and per diem that would be necessary for such an endeavor.

Pharmacy Category: LCDR Yvette Waples

- No updates

Physician Category: LCDR Rajal Mody

- CPO CAPT Helminiak is beginning recruitment and retention activities and wants to address Agency needs such as the need for researchers at the NIH and to balance this Agency need with PHS needs for deployment, for example skills in medical trials might be useful in the development of vaccines or in assessments of product safety.
- The new PPAC website should be operational soon. The communications subcommittee has been working to achieve the transition from the previous website which was through the NIH server. The Portal will serve as access to minutes, attendance, announcements, and committee information. Information on Portal access will be updated.
- The physician pilot program that has been ongoing for one year now. 9 officers have been brought on to date, 2 of whom are inter-service transfers and 7 who are senior civilian physicians brought on at the O5 rank. There are 20 pending applications.
- Readiness Committee needs more members
- All new PHS medical officers will be paired with a mentor.
- The Retention committee is working to try to set up exit surveys that might be helpful for identification of retention issues. The survey will be beta-tested and then will go for focus group facilitation.
- The next open forum call will be Wednesday, December 16th at 1pm.

Scientist Category: LCDR Robin Toblin

- Focus on how multidisciplinary billets will affect Scientist officers in the billet transformation - Leadership panel as part of Scientist Category Day at COF Symposium

Attachment A – Agenda

Junior Officer Advisory Group Meeting Agenda
Friday, December 11th, 2009 1300-1500 EST
CALL IN NUMBER: 800-857-2603; PASSCODE: 9479205



I. Roll Call

II. Executive Committee Reports

Ex-officio	LCDR Maleeka Glover
Chair	LCDR Diem-Kieu Ngo
Vice Chair	LCDR Blakeley Denkinger
Chair-elect	LCDR Carlos Bell
Financial Liaison	LCDR Alex Dailey
Secretary	LCDR Jamie Mutter

III. Committee and Workgroup Reports

Awards Committee	LCDR Merel Kozlosky & LCDR Morrisa Rice
COF Planning Committee	LCDR Heather Bair-Brake & LT Scott Williams
Communications & Publications Committee	LT Christina Coriz
Development Committee	LCDR Thomas Janisko
Inter-Services Committee	LCDR Brett Maycock
Membership Committee	LCDR Robin Toblin
Policy and Procedures Committee	LCDR Carlos Bell
Professional Development Committee	LCDR Harvey Ball & LCDR Rajal Mody
Recruitment and Retention Committee	LCDR Jessica Feda & LCDR Corey Palmer
Welcoming Committee	LCDR Amy Constantine & LCDR Yvette Waples

IV. Liaison Reports

COF Board	LCDR Blakeley Denkinger
OCCFM	LCDR Kyle Lyons
OCCO	LCDR Mary McCormick
OFRD/OSG/OS	LT Damon Smith
MOLC	LCDR Nicole D. Gaskin-Laniyan
Dentist	LT Scott Williams
Dietitian	LCDR Blakeley Denkinger
EHO	LCDR Jamie Mutter
Engineer	LCDR Alex Dailey
HSO	LCDR Brett Maycock
Nurse	LT Martin Taxera
Pharmacist	LCDR Yvette Waples
Physician	LCDR Rajal Mody
Scientist	LCDR Robin Toblin
Therapist	LCDR Jessica Feda
Veterinarian	LCDR Heather Bair-Brake

V. New Business

VI. Final Announcements / Adjournment

Our next Journeyman Series call will be held on January 8, 2010 at 1300-1400 EST.
Our next regular JOAG meeting will be held the second Friday in February. Please watch the listserv for details.

REMEMBER: General members should send an e-mail of their attendance during or shortly after the meeting to LCDR Jamie Mutter (JMutter@cdc.gov) to have their attendance recorded in the minutes. **Please put “JOAG attendance” in the subject line and include your name, rank, category, and OPDIV.**

Miss a meeting? JOAG digitally records each meeting, including the *Journeyman Series*. For an mp3 copy of the recording email LT Hiren Patel, hiren.patel@fda.hhs.gov.