

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



Junior Officer Advisory Group
U.S. Public Health Service
 Voting Membership Planning Meeting
 September 10, 2010
 1400-1500 EST
 SUMMARY DOCUMENT

I. Roll Call

CDR Diem-Kieu Ngo:

| Voting Membership | | | | | |
|-------------------|------|-------------|------------|-------|--------------|
| Attendance | Rank | Last Name | First Name | OPDIV | Category |
| ✓ | LCDR | Bair-Brake | Heather | CDC | Veterinarian |
| ✓ | CDR | Ball | Harvey | DHS | Therapist |
| ✓ | LCDR | Bell | Carlos | FDA | HSO |
| Excused | LCDR | Constantine | Amy | FDA | HSO |
| ✓ | LCDR | Coriz | Christina | NIH | HSO |
| ✓ | LCDR | Dailey | Alex | IHS | Engineer |
| ✓ | LCDR | Denkinger | Blakeley | FDA | Dietitian |
| ✓ | LCDR | Feda | Jessica | BOP | Therapist |
| Unexcused | CDR | Glover | Maleeka | CDC | Scientist |
| Unexcused | LCDR | Janisko | Thomas | ASPR | HSO |
| ✓ | LCDR | Kozlosky | Merel | NIH | Dietitian |
| ✓ | LCDR | Maycock | Brett | DHS | HSO |
| ✓ | LCDR | Mody | Rajal | CDC | Physician |
| Excused | LCDR | Mutter | Jamie | CDC | EHO |
| ✓ | CDR | 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 |
| ✓ | LCDR | Waples | Yvette | FDA | Pharmacist |
| ✓ | LT | Williams | Scott | IHS | Dentist |

II. Executive Committee Reports

Ex-Officio Report

CDR Maleeka Glover

- No report submitted

Chair Report

CDR Diem-Kieu Ngo

- The JOAG membership nomination package has been sent to OSG and is already being processed; appointment letters should be sent out shortly.
- The OSG/SGPAC/CPO/PAC Chairs combined meetings are now once a month for 2.5 hours on Wednesdays in September through December. There was no combined meeting in August.
- CAPT Dan Beck, Acting Director of OFRD, has been appointed as the new JOAG Senior Advisor (effective 1 August 2010, 3-year term). Congratulations to Capt Beck on his selection!
- We want to thank CAPT Dean Coppola, Director of the Division of Commissioned Corps Recruitment, for his service and tireless dedication to JOAG for the past 4 years.
- OSG has requested that we put a hold on the Foreign Language Proficiency Pay initiative; the workgroup continues to do the research and draft questions for a survey while we await OSG's response.
- It was determined that we would not be able to get internal funding for a formal Dining Out to celebrate the PHS Birthday in January. JOAG will not pursue this initiative at this time.
- Committee Chairs/Co-Chairs are reminded to send thank you letters to their active committee members using the template that the Awards Committee sent out.
- All Committee Chairs should send the names, current rank, PHS#, email address, and mailing address of their non-voting Co-Chair and 1-2 outstanding members of their committee to CDR Ngo by COB Friday September 17 for her to prepare the JOAG Chair's Award certificates.
- All Committee Chairs should submit their end of the year summary report to LCDR Carlos Bell by COB 30 September.

Vice Chair Report

LCDR Blakeley Denkinger

- My time as a JOAG voting member over the past 3 years has been wonderful. I learned a great deal about the Corps and about myself during my time as a voting member and especially over the past year during my term as the Vice Chair. I had the opportunity to meet many fellow junior officers that are passionate about JOAG and the Corps. JOAG has a very bright future because of all of you. Thank you for all of your support, and please know that I will always be here to support JOAG.

Chair-Elect Report

LCDR Carlos Bell

- Everyone should have received an email from LCDR Bell regarding committee chairs and PAC liaisons. Please start the transitioning process.

Financial Liaison Report

LCDR Alex Dailey

- Current account balance is \$1,668.00 after reconciling with the transaction reports sent by COA on 8/23/10.
- Awaiting funding request forms for renewal of the survey monkey account and purchase of new gavels.

- The account tracking spreadsheet now has sections for tracking spending by committee and merchandise inventory.
- Transitioning to the incoming Financial Liaison, LCDR Robin Toblin, is underway.
- There was a suggestion to bring the JOAG coins to the OBC Open House on September 16th.

Executive Secretary Report

LCDR Jamie Mutter

- No update at this time.

III. Committee and Liaison Reports

Committee & Workgroup Reports

Awards Committee: LCDR Merel Kozlosky & LCDR Morrissa Rice

- The next Awards Committee meeting will take place on 13 SEP at 1200 EST.
- A template letter of appreciation, intended to be sent to active committee participants of each JOAG committee by the committee's Chair, was drafted, reviewed by the JOAG Executive Committee, and distributed to JOAG Committee Chairs.
- A Longevity of Service Award proposal has been reviewed by the JOAG Executive Committee and has been forwarded to the PAC Chairs Group for review with a request for their concurrence. An inquiry was made to the Chair of the PAC Chairs Group as to whether he recommends we also forward the proposal to the CPO Board for their concurrence.
- The Commissioned Corps Awards Subcommittee, led by LCDR Washington-Jones, is finalizing a draft comprehensive awards guidance document which will be submitted to the Awards Committee Co-Chairs for review shortly. This subcommittee plans to survey the JOAG Awards Committee participants about the draft document to evaluate if it will meet the needs of officers. LCDR Washington-Jones has provided the Awards Committee Co-Chairs a draft of the survey for review. Once the Awards Committee Co-Chairs review the survey, they will forward it the JOAG EC Liaison for review prior to distribution.
- The Junior Officer Recognition Subcommittee, led by LT Brandon Heitmeier, drafted a survey that is intended to be completed by representatives of PACs and other advisory groups. The data collected is expected to focus the efforts of this subcommittee on the areas of need in relation to increasing recognition of junior officers by groups throughout the Commissioned Corps. Once the Awards Committee Co-Chairs review the survey, they will forward it to the JOAG EC Liaison for review prior to distribution.
- The Awards Committee is discussing a new idea of increasing recognition of junior officers who have authored publications. The current discussion is exploring the idea of having junior officers' publications listed in the JOAG Journal if the Communications and Publications Committee finds that fitting.
- The Awards Committee Co-Chairs made revisions to the committee's SOP and will provide the draft to the JOAG EC Committee Liaison shortly.
- We are happy to announce that as of the new JOAG operational year beginning 1 OCT, LT Benjamin Chadwick will be the new JOAG Awards Committee Co-Chair along with LCDR Merel Kozlosky who will be returning as the other JOAG Awards Committee Co-Chair. LCDR Morrissa Rice will be rotating out of the Co-Chair position as her JOAG Voting Member term ends at the end of September.

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

- LT Scott Williams and LCDR Bair-Brake will meet soon to see when the next organizational meeting will be.
- CDR Ngo requested that LT Williams and LCDR Bair-Brake ask COA/COF to send the thank you letters to the volunteers for the conference in November instead of December to avoid the last minute rush at the end of the year for those officers up for promotion.

Communications & Publications Committee (CPC): LCDR Christina Coriz

- JOAG Journal: The Fall 2010 Journal will be distributed at the beginning of October to coincide with the transition of the new JOAG operational year. LCDR William Lanier is serving as our editor for this issue of the Journal. We are expecting all of the articles to be edited by today, September 10th. We hope to include articles from our JOAG Leadership CAPT Beck, CAPT Coppola, CDR Ngo and LCDR Bell. If you have any questions about the Fall 2010 Journal, please contact [LCDR Christina Coriz](#), [LTJG Tracy Tilghman](#) or [LCDR William Lanier](#).
- Voting Member Bios: Please submit your bio to [LT Nicole Vesely](#) and [LCDR Christina Coriz](#) if you have not done so already. Please include a photograph for this year's biography.
- JOAG Committee Web Pages: The JOAG VMs have received information on how to create their committee web pages. Please see the email dated Friday, August 27, 2010 from LCDR Christina Coriz. Each committee has been provided a point of contact to work with to create their web page. The C&P Committee would like to have all of the information for the committee web pages by November 30, 2010. If you have any questions, please contact incoming Co-Chair [LCDR Janice Arceneaux](#) and Lead for this project [Romerl Elizes](#).
- New Leadership: LCDR Coriz and LT Arceneaux will be the Co-Chairs for the next operational year.
- Next Meeting: September 15, 2010 at 1400 EST. This will be the last meeting for the operational year and we will discuss the status of all committee projects and accomplishments for the year.

Development Committee: LCDR Thomas Janisko

- CDR Ngo asked LCDR Dailey to remind LCDR Janisko to send out thank you letters to his committee as well as volunteers who manned the JOAG booth during the COF symposium in San Diego, CA.
- CDR Ngo would also like to remind LCDR Janisko to send a thank you letter to the two junior officers whose T-shirt slogans were selected this year, even though we did not end up making new shirts for this year's COF symposium.

Inter-Services Collaboration Committee: LCDR Brett Maycock

- The next Inter-Services Committee meeting will be on September 14, 2010, from 1130 – 1230 EST.
- LCDR Theresa Zach was selected as the new Co-Chair of the Inter-Services Collaboration Committee. LCDR Zach's selection leaves the Secretary position vacant. If any officers are interested in becoming the next Secretary, please send LCDR Brett Maycock Brett.Maycock@dhs.gov an e-mail with your CV attached.
- The Community Services Subcommittee is asking for volunteers to participate with members of the other uniformed services in welcoming WWII veterans upon their arrival to the National WWII Memorial located on the National Mall, on September 18, 2010, as part of the National Honor Flight Program. The National Honor Flight Program assists with transporting WWII veterans to Washington, DC to visit the National WWII Memorial. Visit <http://www.honorflight.org/> for more information on the program. Most of the veterans participating in this program have never seen the National WWII Memorial nor thought they would be given a chance to visit. Volunteers will help unload wheel chairs, take family pictures, distribute water, and express appreciation to veterans for their service.
 - **Location:** National World War II Memorial, located just outside the information desk on 17th Street between Constitution & Independence Avenues, NW Washington, DC. Free parking is available on Constitution Avenue, before 0830 only. The Metro is another transportation alternative.

- **Date and Time:** Saturday, September 18, 2010 from 0900 – 1300 EDT. Please note that some volunteers may be needed as early as 0700 if there are early bus arrivals; the shift for these volunteers will be from 0700 – 1100 EDT. The exact show times will be emailed to all volunteers prior to the event.
- **Uniform of the Day:** Service Khaki
- This event is open to both senior and junior officers. Adult family members and friends are welcome to volunteer as well. The names of volunteers (including family members and friends) must be submitted to LCDR Jennifer Graf at jgraf@cc.nih.gov by **12 PM EST on Monday September 13, 2010**. If there are any questions, please contact:

LCDR Jennifer Graf
 JOAG Inter-Services Collaboration Committee
 Community Service Subcommittee
 (301) 496-8171
jgraf@cc.nih.gov

- LCDR Joseph Morris, a member of the MWR Subcommittee, submitted an article on MWR Hawaii activities. The article will hopefully appear in the fall issue of the JOAG Journal.
- Adopt-A-Battalion Initiative – it was decided to bring this back as a JOAG activity.

Membership Committee: LCDR Robin Toblin

- The final committee meeting of the year will be Monday, Sept 13 at 1300 EDT. The call-in information is (712) 451-6175; Access Code: 674654#.
- Meet and Greets were being held in 6 cities around the country in conjunction with today's Journeyman call. In the future, these events will be hosted at different times during the work day to best accommodate the participants in each region. This will also reduce the burden on voting members to participate in these calls.
- A transition meeting was held with LCDRs Chan and Burnham, the new co-chairs of the committee.
- Thank you letters will be sent to active committee members for the 2009-2010 year in October.

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

- **JOAG Charter Subcommittee:**
 - Lead: LT Aaron Long (Aaron.Long@ihs.gov)
 - The Committee has updated the JOAG Charter and is currently with the JOAG Chair for review.
 - It will be submitted to the Office of the Surgeon General for final approval.
- **JOAG Bylaws Subcommittee:**
 - Lead: LCDR Damon Smith (Damon.Smith@hhs.gov)
 - The JOAG voting members were asked to review 7 revisions to the Bylaws. Votes are due by COB Monday, September 13th, 2010.
- **Standard Operating Procedures (SOPs) Subcommittee:**
 - Lead: LCDR Tammy White (Tammy.White@hhs.gov)
 - The majority of the Committee SOPs have been received, with only two outstanding SOP.
 - SOPs were reformatted and submitted through the EC Liaison to the JOAG Chair.
- **PPC Website Subcommittee:**
 - Lead: LCDR Shary Jones (shary.jones@cms.hhs.gov)
 - The PPC Website is in the process of being finalized.
- **“Take a Junior Officer to Work” Subcommittee:**
 - Lead: LCDR Robyn Bent (rbent@mail.nih.gov)
 - Final report summarizing the results of the TJOW Survey was submitted to the EC for review and determine the next course of action.
- **Membership Satisfaction Survey (Ad hoc Subcommittee):**
 - CDR Djenaba Joseph (dvk5@cdc.gov)

- The Committee has finalized the Membership Survey and submitted it to the EC for approval/feedback.
- LCDR Latonia Ford is in the process of converting the questionnaire into an electronic survey using SurveyMonkey.

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

- Career Pyramid
 - The JOAG EC has approved the documents and they have been sent to the CPO Board for comments.
- JOAG newsletter
 - LCDR Brian Elza submitted an article on the OFRD Joint Field Training in Nashville – Summer 2010 Experience
- Journeymen Series
 - Today CDR Linda West presented “Preparing for Promotion and Review.”
 - Ideas for upcoming presentations include preparing for deployments
- Professional Development Survey
 - The JOAG EC reviewed the final survey report.
 - The survey was administered to Professional Development Committee participants and found
 - A substantial proportion of survey respondents do not feel that the Commissioned Corps provides junior officers with sufficient opportunities for professional development.
 - Specifically, deployments, education and training, awards, and conferences were listed as key areas that the respondents felt should be more available to junior officers.
 - Although most respondents felt that their supervisors would approve of Commissioned Corps-specific professional development activities, less than one-third of respondents were sure that their supervisor would provide financial support.
 - The consensus of the JOAG EC was that sending the survey to the entire JOAG listserv will not garner any new information.
- Mentoring
 - The sub-committee is preparing a formal proposal for a Mentoring Best Practices Document that can be shared with PAC Chairs
 - The sub-committee will be providing suggestions to enhance the HHS mentoring program
- New initiatives
 - A small working group has formed within the committee to discuss developing a document that gives examples of effective ways to describe officers’ achievements on the annual COER
- Next PD Committee meeting: September 14, 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

- The Recruitment and Retention Committee currently has six primary groups: the COSTEP Connection Program, Career Fairs Information Subcommittee, Publications Subcommittee, Alumni Contacts Initiative, TAPs Initiative and the Online Career Resources Initiative.
- The Recruitment and Retention Committee’s leadership is as follows:
 - Co-Chairs: LCDR Corey Palmer and LCDR Jessica Feda
 - Secretary: LTJG Brittany Laymon
 - Committee Recorder: LT Chinyelum Umejei
 - Committee Website Coordinator: LTJG Daveta Bailey
 - COSTEP Connection Program Lead: LCDR Tara Cozzarelli and LT Joel Hustedt
 - Career Fairs Information Subcommittee Lead: LCDR John Kathol
 - R&R Publications Subcommittee Lead: LCDR Shani Smith and LCDR Scott Steffens
 - Alumni Contact Initiative: LCDR Liatte Krueger

- Online Career Resources Initiative Lead: LT Romerl Elizes and LCDR Sherene Brown Cora
- TAPs Initiative Lead: LCDR David Lau (In Transition)
- **Subcommittee/initiative updates:**
 - The **COSTEP Connection Program (CCP)** is a well-established subcommittee that coordinates junior officer volunteers to serve as additional points of contact for junior COSTEPs. By contacting and providing additional support for COSTEPs, we strive to provide information highlighting the benefits of pursuing the Public Health Service as a future career option. This program is not designed to take the place of category mentorship or individual preceptors; instead the program promotes networking and offers COSTEPs an additional contact through which they can learn more about the Public Health Service. In addition, this subcommittee is working on a proposal in collaboration with DCCR to initiate a recruiting program designed to contact COSTEP non-selects. Contacting those individuals who were not offered a COSTEP position (but were qualified) could greatly increase targeted recruitment efforts within a population that has already expressed sincere interest in the Commissioned Corps.
 - DCCR returned the COSTEP Non-Select Proposal with its revisions and edits were made. The proposal was sent to the JOAG Executive Committee for its review and approval.
 - The **R&R Publications Subcommittee** strives to publish articles on recruiting updates within the Public Health Service and also focus on efforts within the R&R committee. Articles are published in the JOAG Journal.
 - The Subcommittee Co-Leads interviewed CDR Thomas Pryor about the Associate Recruiter Program. Based on the interview and CDR Pryor's ARP Presentation, an article was developed.
 - The article was subsequently submitted to the JOAG journal on 08/30/10 for the Fall Edition and uploaded to the HHS portal.
 - The next article will likely focus on the Alumni Contact Program for the Spring Edition.
 - The **Career Fairs List Subcommittee** serves to identify inexpensive or free career fairs across the country that interested officers may attend to provide recruiting materials and information to those interested in a career with the Public Health Service. Throughout the university school year, this subcommittee compiles lists of career fairs and disseminates these through the JOAG listserv. In addition, this subcommittee has devised a guide to assist interested officers in providing a thorough and informed recruiting event.
 - The updated Career Fair Resource Guide is now available for officer use on the JOAG website.
 - The September Career Fair Information Listing was sent out on the JOAG listserv in August.
 - The subcommittee is currently working on finalizing the October and November Career Fairs listings, in which they are planning to disseminate in the next week or so. The Oct/Nov listings will complete the Fall Academic session.
 - The **Alumni Contact Initiative** is an initiative to provide a cost-effective and simple means for officers to contact individuals from their alumni program while providing a personal message detailing the benefits of joining the Commissioned Corps. The Alumni Contact Program has devised approved templates for each category detailing Commissioned Corps benefits that are easy to modify to personalize within an email or letter to their contacts within their alumni university program.
 - This initiative has devised and bundled all the documents for submission into DCCR's Recruitment Toolbox. DCCR plans to disseminate this program as part of their Recruitment Toolbox.
 - The Recruitment Toolbox is designed to aid PACs and Associate Recruiters in conducting recruiting activities. It will be the responsibility of the PACs and Associate Recruiter Program (but primarily the PACs) to enact the program.

Currently, the proposed documents that are going to be included in this package are under review by the JOAG Executive Committee. DCCR is hoping to release the Toolbox soon, but there is not a firm date set yet.

- The package will consist of:
 - ❖ Overview document
 - ❖ Operational Guideline document
 - ❖ Potential Contacts document
 - ❖ Contact Tracking spreadsheet
 - ❖ All of the category-specific templates (these were previously approved by DCCR and the JOAG EC and they are currently with DCCR and have been branded with the advertising insignia of the USPHS).
- The **Online Career Resources Initiative** is looking to provide Public Health Service informational advertisements on discipline-specific online sites.
 - The Online Resources Initiative (ORI) with the help of JOAG RR leadership solicited help from junior officers to provide a list of university websites throughout the United States that offer free advertising to employers and that have commissionable degrees vital to the US Public Health Service Commissioned Corps. The response was successful: 41 officers responded and contributed 93 websites that offer free advertising for our recruitment purposes.
 - The MS Access database was modified by ORI based on the new information provided and now generates a variety of reports on 10 different categories and all of the institutions.
- The **TAPS Initiative** is a collaborative effort between two of JOAG's Committees: the Inter-Services Committee and the R&R Committee. This initiative hopes to provide recruiting efforts and informational materials and/or sessions to those personnel who are exiting from other uniformed services. The Transition Assistance Programs (TAPS) are required programs for each service member who has chosen to exit their given service.
 - They have developed a white paper effectuating the TAPS recruiting program and is currently under review.
 - This initiative is still undergoing the transition of new leadership.
- **Other Updates:**
 - CDR Thomas Pryor conducted a presentation at the August JOAG General Meeting on the new revised Associate Recruiter Program.
- **Items Pending Review:**
 - COSTEP Non-Select Proposal: EC currently reviewing
 - Alumni Contact Program Package: EC currently reviewing
- The next R&R Committee meeting: **To be determined**

Welcoming Committee (WC): LCDR Amy Constantine & LCDR Yvette Waples

- Congratulations to LCDR Glendolynn Johnson, the new WC Chair starting 1 Oct 2010. We will continue to work with LCDR Johnson to ensure a smooth transition.
- A call for volunteers was sent out to replace the Secretary position.
- CDR Ngo suggested putting out a call for volunteers for a Co-Chair position to provide a non-voting member the leadership opportunity.
- The Welcome Letter, JOAG Brochure, and link to the JOAG website were distributed via email to 133 (June), 113 (July), and 33 (1st half of August) new call to active duty (CAD) officers.
- We are in the process of preparing Letters of Appreciation for active WC members.
- The WC is coordinating the attendance of JOAG voting members in the DC area at each OBC graduation.
- The Commissioned Officer Training Academy (COTA) is excited to announce the initiation of the **OBC Open House**. This is an excellent opportunity to connect with new Commissioned Corps officers! COTA intends to pilot this event for the September, October and November OBCs and evaluate the interest, attendance and feedback. This will provide the COTA Staff the necessary information to determine if it is a successful venture to continue with. This event will be held in the

evening and will be optional for the students as well as invitees to attend as COTA and/or the Commissioned Corps is not endorsing involvement in any organization/committee/agency over another.

- WHAT: The Officer Basic Course (OBC) Open House
 - WHO: The designated invitees or a representative from the agency/PAC/committee/organization
 - WHEN: **Sept 16th, Oct 14th and Nov 11th beginning at 6pm**
 - WHERE: Holiday Inn Gaithersburg, 2 Montgomery Village Ave, Gaithersburg, MD 20879, Walker and Whetstone room
 - HOW: Exhibit Hall style set-up
 - The WC is asking 1-2 voting members (who are local to the DC area) to participate at each OBC Open House.
- **Next Welcoming Committee Call:**
October 1, 2010, 2010 (2 – 3 PM EST)
Call in number: (712) 432-0111
Participant Access Code: 228673 #

Liaison Reports

COF Board: LCDR Blakeley Denkinger

- COA continues to urge PHS officers to write their elected representatives on the issue of Post-9/11 GI Bill Transferability. For more information and for tips on writing letters to your representatives, please visit: <http://www.coausphs.org/lainitiatives.cfm>

HOSA Workgroup: LCDR Stefanie Glenn & LCDR Timothy Thomas

- Our last meeting took place on Tuesday 24 Aug 2010. Karen Koeninger, Associate Director of HOSA was present and we discussed our choices for the seven pilot sites that were derived from the list provided to us by HOSA National. This is the list of the chapters we have chosen with the # of junior officers (JO's) within one hour of these sites:
 - Dozier-Libbey Medical HS in Antioch, CA: 11 JO's in the area
 - Blair HS in Pasadena, CA 3 JO's in the area
 - Robert Morgan Educational Center in Miami, FL: 17 JO's in the area
 - Hughes Jones-Harrodsburg Area Technology Center in Harrodsburg in KY: ~19 JO's in the Lexington area (approximately 45 minutes away judging by duty station)
 - Wayne County HS in Jesup, GA: Tim will be the officer piloting the project at this site
 - J. Frank Dobie HS in Houston, TX 23 JO's in the area
 - University of St Thomas in Houston, TX - 23 JO's in the area. We wanted to try a post secondary school.
- The next steps are as follows:
 - HOSA Workgroup will:
 - Develop a FAQ document that will consist of the mission of the pilot project as well as objectives and other questions that the JOAG officer as well as the HOSA advisor might need answered (this will be an ongoing work in progress as we move through the pilot process)
 - Contact junior officers to see if there is a contact willing to be part of the pilot project in the areas selected.
 - We need to obtain the individual contact information of the JO's located near the pilot sites. Even though this is more labor intensive, we still prefer to contact them individually as this might yield a higher participation rate.
 - HOSA will:

- Contact the selected schools and let them know the "Rules of the Game" which will include the FAQ sheet
- Arrange a vehicle for chapters to communicate their best practices and lessons learned
- Set up a conference for pilot chapters (after school is back in session)
- Work with the seven pilot chapters to ensure that the project is moving forward
- Be available to provide resources and feedback as needed
- Target roll out timeframe: Fall 2010.

MOLC: LCDR Nicole D. Gaskin-Laniyan

- The September meeting of MOLC was cancelled. The next meeting of the MOLC will be held on October 5, 2010.

OCCFM: LCDR Kyle Lyons

- The Uniform Advisory Committee members have been selected and meetings have already started. Estimated date of completion of work is February or March 2011. This will not be a major overhaul of current policies, just some clarifications, minor additions of uniform items, accoutrements or optional items.
- The PHS Physical Training Uniform (PTU) has finally been funded. An Interagency Agreement with the Navy has been signed and estimated date of completion and acceptance of samples, January-February 2011.
- Meetings continue in an attempt to resolve the issues with Ready Reserves, the "commissioning pause", and various other issues as a result of the ACA legislation. There are unfortunately no new updates.
- Numerous policies, including the update/revisions to the leave policies, are downtown for signature. There is no indication if or when they may be signed. OCCFM understands the issues especially in regards to leave parity with our sister services, but we continue to try and seek resolution to them not being signed. Officers are encouraged to discuss issues with their chain of command, liaisons and PAC/CPO officers.

OCCO: LCDR Mary McCormick

- No update at this time

OFRD/OSG/OS: LCDR Damon Smith

OSG

- No update at this time

OFRD

- ***Public Health/ Medical Missions – Domestic***
 - **Deepwater Horizon Oil Spill Response** – OFRD currently has five officers deployed in support of the Department's Deepwater Horizon response activities. To date, OFRD has deployed a total of 99 officers.
 - **Haiti Services Access Mission** – OFRD currently has one PHS officer from SAT#1 deployed to the Secretary's Operations Center in Washington, DC to help develop SAT CONOPS and to help facilitate services access and patient return for Haitians brought to US hospitals post-earthquake. To date, OFRD has deployed a total of 114 officers.
 - **IHS Mental Health Mission** – OFRF currently has officers from MHT#2 deployed in response to two suicide clusters.
- ***Public Health/ Medical Missions – International***
 - **Continuing Promise 2010 (CP10)** – OFRD currently has officers deployed aboard the USS Iwo Jima (LHD 7) in support of Continuing Promise 2010 which conducts direct care and public health missions in Latin America and the Caribbean.

- **Site Survey Training (Nigeria)** – OFRD has rostered eight officers to participate in site survey training in Nigeria.
- There are still opportunities to participate in Continuing Promise 2010. If interested, 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 and FMRB**
 - Following March 2010, a major data migration occurred in accordance with the OCCFM Transformation Teams time-table wherein officer immunization data was transitioned to MAB. MAB is now the keeper of Physical Exams and all immunization data.
 - The June 2010 Official Readiness Report was delayed due to this data migration.
 - OFRD continues to support MAB as we work in parallel to complete this data migration. No Officer will be disadvantaged if their immunization information would have resulted in them being listed as Not Qualified as of 30-June.
 - Each officer must focus on meeting readiness on or before 30-September-2010 as this report will be official and reportable.
 - Please send all readiness related questions to OFRD@hhs.gov.
 - **Field Medical Readiness Badge Update:** The next official FMRB review is expected to occur 15-October. Our last review was conducted 1-March and due to the delays with readiness in June, we did not conduct an FMRB review in the interests of accuracy. Thank you for your patience as we transition to the new MAB and Direct Access system.
 - **Finally:** If you have questions about your Readiness Status, you will want to visit your Direct Access profile and view your **Projected Status** as of 1-October. If you are unsure how to do this, please feel free to send a request for the SOP to OFRD@hhs.gov.
- **Response Team Vacancies**
 - If you would like to inquire about vacancies on Tiers I and II response teams, please send your CV to OFRD-Response@hhs.gov.

Uniform Advisory Committee Liaison: LCDR Gene Gunn

- No update at this time

Dental Category: LT Scott Williams

- *Direct Access* - OMB is supportive of movement toward the Direct Access system. The Coast Guard has been asked to move timeline up as much as possible. The USPHS has been asked to review the off the shelf functionality of Direct Access and look at USCG practices to see if those can be adopted. Every attempt will be made to minimize customization.
- *Billet Collection System* - The BCS efforts are continuing to move forward. This activity is of high interest within OMB. The Nurse Category is scheduled to begin this week and the Nurse Category standard billets were distributed, along with a detailed explanation of the approach and processes being used by the Nurse Category for this activity. The revised BCS launch schedule is as follows:
 - August 16, 2010 – Nurse category (category-specific billets only)
 - September 2010 – Engineer, EHO, and Pharmacist categories (category-specific billets only)
 - October 2010 – **Dental**, Dietitian, Scientist, and HSO categories (category-specific billets only)
 - November 2010 – Medical and Veterinarian categories (category-specific billets only)
 - December 2010 – Multidisciplinary billets
- *Billet Change Requests* – As the Corps moves forward with transformation from the legacy billets system to the new billets system, a date has been established as the last time to request changes to billets in the legacy system. This date has been established as November 30, 2010. Any billets change requests received by OCCO on or after December 1, 2010 will not be processed. This cut-off date provides ample opportunity for necessary billets changes to be requested prior to actions affecting the 2011 promotions cycle. No billets *changes* will be permissible from December 1, 2010 until the transformation billets system is implemented (spring of 2011?). Transfers and other

actions which contain a legacy billet field will continue to be accepted by OCCO. New billets will need to be created in the legacy billets system up until the date that we transition to the transformation billets system.

Dietitian Category: LCDR Blakeley Denkinger

- Congratulations to CDR Susan Jordan on her selection to be the new BOP Health Service Division, Chief Dietitian.
- The next Dietitian PAC meeting will be held on Thursday, September 23, 2010 from 1200-1330 EST. Please note the change in day and time for this meeting.

EHO Category: LCDR Jamie Mutter

- The EHOPAC will be sending out a call for self nominations for EHOPAC members soon for our election this fall. Anyone interested in finding out more can go to www.ehopac.org.

Engineer Category: LCDR Alex Dailey

- An EPAC general meeting was held on August 26, 2010. The following is a summary of the discussion topics at the meeting:
- RADM Rodenbeck indicated that the new COER will be used this October. Information about it can be found on the CCMIS webpage. Instead of having 18 elements that each officer can be scored against, there are now 8 elements. In addition, there is a new scale – instead of A to E, it is now 1 to 7.
- There have been several engineer deployments associated with the Deep Water Horizon oil spill deployment. Various components from two APHT teams have been deployed. NIOSH engineers and other categories have also been sent down to assist with the effort.
- A working group has been put together to develop a Chief Engineer’s Corner on the USPHS Engineers website.
- The Career Development Subcommittee will be looking for a new representative for OBC Graduation. There is a rotating schedule for the representatives. Interested officers located in the Washington DC area are asked to please contact LCDR Porter and submit their CVs by Sept 30, 2010. Specific information will be sent through the Announcements of the Chief Engineer.
- RADM Rodenbeck stated that he would like to acknowledge the retirement of RADM Williams, who has provided more than a life time of service to the Public Health Service Commissioned Corps, and has touched all of us with his professionalism, drive, and public service. RADM Rodenbeck indicated that he and many of us will truly miss RADM Williams’ counsel.
- The next EPAC Meeting will be on September 23rd, 1400 EST, at the National Park Service (NPS) in Washington, DC. Conference Line Information: Toll-free: 877-939-6025 Passcode: 7980149.

HSO Category: LCDR Brett Maycock

- The next HSPAC meeting is on Friday, October 1, 2010, from 1000 – 1500 EST. The call-in information 800-988-0281, passcode “HS PAC”.
- The HSPAC Committee is calling for nominations for the Responder of the Year Award. Officers in the HSPAC, excluding current voting members, are eligible for this award. The person selected for this distinguished award will be announced at the Annual Commissioned Officer Foundation (COF) meeting, during the Health Services Category Day. The nomination deadline for this award is November 5, 2010, COB. The recipient of this award may earn this award in a number of ways, including a combination of the following contributions:
 - Having one-time extraordinary impact on public health preparedness and response and /or
 - Having a career of contributions to emergency preparedness and/or disaster response and/or
 - Having played a significant role in one or multiple deployments
 - Having completed training and education applicable to preparedness and preparedness response
 - Having participated in publications and/or presentation in the public arena related to preparedness and response

