



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

**Minutes of Meeting**  
**05 May 2011**  
**Surgeon General's Conference Room**  
**Parklawn Building**  
**1400-1530**

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**Members Present**

RADM Scott Giberson (CPO), IHS-Rockville, MD  
CDR Jeff Mallette (Chair), BOP-Pensacola, FL  
CAPT Michael Shiber, CMS-Baltimore, MD  
CAPT Nita Sood, DoD-Falls Church, VA\*  
CAPT Edward Stein, IHS-Phoenix, AZ  
CDR Daniel Brum, FDA-Silver Spring, MD  
CDR Michael Crockett, BOP-Pollock, LA  
CDR Jonathan Dando, IHS-Cherokee, NC  
CDR Jennifer Fan, SAMHSA, Rockville, MD  
CDR Larry Lim, FDA-Rockville, MD  
CDR Timothy Murray, IHS-Claremore, OK

CDR Devvrat Patel, FDA-Rockville, MD  
CDR Nate Yale, IHS-Gallup, NM  
LCDR Jefferson Freedy, IHS-Crownpoint, NM  
LCDR Chris Jones, FDA-Washington, DC\*\*  
LCDR Kristen Maves, IHS-Anchorage, AK  
LCDR Aaron Middlekauff, DHS-Opa Locka, FL  
LCDR Amy Simon, IHS-Fort Totten, ND\*\*\*  
CDR Vasavi Thomas (Assoc.)-CDC-Atlanta, GA  
LCDR Carmen Kelly (Assoc.)-AHRQ-Rockville, MD  
LCDR Yvette Waples (JOAG)-FDA-Silver Spring, MD

\*alternate for LCDR Marisol Martinez

\*\*alternate for LCDR Peter Diak

\*\*\*alternate for LCDR Cynthia Gunderson

**Guests:**

Guests attending the meeting are requested to email their rank, name, agency, and location *in the following format*: LCDR MaryJo Zunic, IHS- Albuquerque, NM to [MaryJo.Zunic@ihs.gov](mailto:MaryJo.Zunic@ihs.gov) , the PharmPAC Executive Secretary, to validate attendance.

CAPT Deborah Thompson, USCG-Washington, DC  
CAPT Robert P. Young, IHS-Taholah, WA  
CDR Kofi Boadu Ansah, FDA-Silver Spring, MD  
CDR Jim Gemelas, IHS-Warm Springs, OR  
CDR Terry Harrison, FDA-Silver Spring, MD  
CDR Stanley Shepperson, FDA-Silver Spring, MD  
CDR Jacqueline Thomas, CDC-Atlanta, GA  
CDR Jeffrey J. Tworzyanski, FDA- Silver Spring, MD  
CDR Teresa Watkins-Lackey, FDA-Rockville, MD  
CDR Cassandra White, BOP-San Antonio, TX  
CDR Christina Mead, HRSA-Denver, CO  
LCDR Irene Ahlstrom, BOP-Dublin, CA  
LCDR Jin (Misu)Ahn, FDA-Silver Spring, MD  
LCDR Anne Marie Bott, Anchorage, AK  
LCDR Shannon Hill, FDA-Rockville, MD  
LCDR Thomas Hinchliffe, FDA-Rockville, MD  
LCDR Glendolyn Johnson, FDA-Rockville, MD

LCDR Jinhee Lee, SAMHSA-Rockville, MD  
LCDR Loan Nguyen, FDA-Rockville, MD  
LCDR Duong (Diane) Nhu, FDA-Rockville, MD  
LCDR Anna Park, FDA-Silver Spring, MD  
LT Ashlee Januszicwicz, FDA-Silver Spring, MD  
LT Jerome Lee, FDA-Rockville, MD  
LT Eric Metterhausen, IHS-Juneau, AK  
LT Tiffanie Myers, BOP-Oklahoma City, OK  
LT Khang D. Ngo, IHS-Taholah, WA  
LT Quocbao Pham, FDA-Silver Spring, MD  
LT Monica M. Reed, CMS-Baltimore, MD  
LT Trang Q. Tran, FDA-Rockville, MD  
LT Yiying (CoCo) Tsai, FDA-Silver Spring, MD

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**Call to Order: CDR Jeff Mallette** ([jxmallette@bop.gov](mailto:jxmallette@bop.gov))

Meeting began at 1400, EST.

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**CPO Report: RADM Scott Giberson**

- Please see the attached CPO report.
- A reminder to utilize the appropriate chain of command when contacting leadership, including the CPO and our Surgeon General, VADM Regina Benjamin. Use your chain of command and the PharmPAC to voice your concerns and ask your questions.

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**Open Forum: CDR Jeff Mallette** ([jxmallette@bop.gov](mailto:jxmallette@bop.gov))

- A question was posed by CDR Murray about the Uniform of the Day for the COF conference. No memo has been issued yet regarding what will be the Uniform of the Day yet.
- The next OBC will take place again in July 2011. The current class will graduate soon as the May OBC has commenced already. The OBC's usually take place on a monthly basis.

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**Administration Section** → CDR Jennifer Fan ([Jennifer.fan@samhsa.hhs.gov](mailto:Jennifer.fan@samhsa.hhs.gov))/CDR Larry Lim ([Larry.Lim@fda.hhs.gov](mailto:Larry.Lim@fda.hhs.gov))/CDR Timothy Murray ([timothy.murray@ihs.gov](mailto:timothy.murray@ihs.gov))

- Nine positions will be open for PharmPAC membership. By May 27, 2011 nominations should be sent to CDR Murray. The positions will take effect November 1, 2011, with 4 openings in I.H.S.; 3 in BOP; 1 in FDA and 1 ex-minimus.

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**PHS COF Symposium Update** from CDR Tim Murray ([timothy.murray@ihs.gov](mailto:timothy.murray@ihs.gov))

- June 20-23, 2011 is the COF Symposium. The 21<sup>st</sup> is the Pharmacy Category Day.
- The Surgeon's General Run will take place that Wednesday June 22<sup>nd</sup>. Plan on registering and running. There is no fee for officers attending the COF, you can register for the run on <http://www.phscofevents.org/related/sg5k.cfm>.
- The deadline for Early Registration is May 8<sup>th</sup>. The Sheraton Hotel is filling up so make your registrations!

**Recruitment Section** → CDR Jim Czarzasty ([james.p.czarzasty@uscg.mil](mailto:james.p.czarzasty@uscg.mil))/LCDR Kristen Maves ([klmaves@scf.cc](mailto:klmaves@scf.cc))/LCDR Aaron Middlekauff ([Aaron.p.middlekauff@uscg.mil](mailto:Aaron.p.middlekauff@uscg.mil))

- The Alumni List has now been posted on the PharmPAC website.
- The Recruitment Power Point presentation is almost complete and will be added to the PharmPAC website once it's ready and approved.
- The Division of Commissioned Corps Recruitment contacted me late yesterday asking the pharmacy category to provide officers to staff a recruitment booth at the ABHP Minority Health Conference being held this May 20-21 in Houston, TX. If you can support this activity, please contact one of the Recruitment Section leads ASAP.

**Communication Section** → LCDR Cynthia Gunderson ([Cynthia.gunderson@ihs.gov](mailto:Cynthia.gunderson@ihs.gov))/LCDR Marisol Martinez ([marisol.martinez2@amedd.army.mil](mailto:marisol.martinez2@amedd.army.mil))

- The AMSUS Annual meeting will take place this coming November 2011. There will be a PHS plenary along with breakout sessions. Registration and hotel information will be available in August. The award nominations close on June 30, 2011. For information see <http://www.amsus.org/index.php/awards> Any questions should be directed to LCDR Martinez.

**Career Development Section** → CDR Michael Crockett ([mcrockett@bop.gov](mailto:mcrockett@bop.gov))/CDR Jonathan Dando ([jonathan.dando@cherokeehospital.org](mailto:jonathan.dando@cherokeehospital.org))/LCDR Jefferson Fredy ([jefferson.fredy@ihs.gov](mailto:jefferson.fredy@ihs.gov))

- The Billet Transformation-preliminary results show that we may have reached 100% of officers completing step 1 of the process. Only fourteen officers have not completed step 2 and have been contacted but are in the process of completing. The Billet Process continues with management on up through the chain of command to review and evaluate what has been submitted so far.
- The Mentoring Program will reconvene shortly to review how IT can help move this process forward.
- The CV Template will be reviewed and updated. Any suggestions or comments are welcome and should be directed to CDR Crockett. The committee feels that minor changes will take place but not a complete overhaul.
- Non-qualifying degrees/certifications can be entered into an officer's Direct Access profile. While there is no timeline on the complete transition to Direct Access, officers are encouraged to be proactive by working to validate any non-qualifying degrees/certifications they may have. There will soon be a list of approved degrees/certifications under the Career Development section on the PharmPAC website. Documents must be submitted by the accrediting/certifying organizations to CDR Eileen

Falzini. More information on entering non-qualifying degrees/certifications into Direct Access can be found here: [http://dcp.psc.gov/Officer\\_Profile\\_Update.aspx](http://dcp.psc.gov/Officer_Profile_Update.aspx)

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**Readiness Section** → CDR Nate Yale ([nate.yale@ihs.gov](mailto:nate.yale@ihs.gov)) / CDR Daniel Brum ([dan.brum@fda.hhs.gov](mailto:dan.brum@fda.hhs.gov))

- We are just under 94% readiness status of PHS pharmacy officers. Some of the factors include updating APFT, or earning awards in President's Challenge. CDR Yale mentioned that you must earn awards while using President's Challenge, not just be participating. There are about 19 officers missing medical exams. Plan ahead to get these completed. Some are missing BLS certification whereas others are missing current immunizations. A reminder was provided that those in non-clinical settings can complete the 2-step TST (tuberculin skin test) and be done for this requirement as long as they stay in the non-clinical setting.
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**IT update** → CDR Devvrat Patel ([devvrat.patel@fda.hhs.gov](mailto:devvrat.patel@fda.hhs.gov)) / LT Jerome Lee ([jerome.lee@fda.hhs.gov](mailto:jerome.lee@fda.hhs.gov))

- Several updates have been made to the PharmPAC website: the recent approved minutes and attachments have been posted; the summer COSTEP write-ups are now available; the UPOC enrollment forms reflect the most recent version now; the BOP pages have been updated and are continually updated as new information is received from LCDR Mark Sellers; the Alumni roster link has been fixed as well as other broken links on the website.
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**PAC Chair Report** → CDR Jeff Mallette ([jxmallette@bop.gov](mailto:jxmallette@bop.gov))

- The pharmacy category will be simplifying the headers on listserv messages being sent out. This should provide for a clean and clear message and allow the recipients to get right to the point of the message. Hopefully this will raise the percentage of recipients who read these messages and reduce the deletions. Look for this change soon.
- A listserv message went out Tuesday soliciting for Commissioned Officer volunteers at the O3 and O4 rank to participate in the Commissioned Corps Training Academy Officer Mid-Level Course. This will occur for a two-week period in June and will take place if there are at least 40 volunteers. This is a residential two-week course to be held at the Holiday Inn in Gaithersburg, MD. Participants are selected on a first-come, first-served basis. For more information please refer to the listserv announcement or contact CDR Mallette.
- The next OBC Open House is May 12 at 6:00pm at the Holiday Inn in Gaithersburg, MD – pharmacy has been well represented and we encourage all who can to show up to represent the pharmacy category and to support our newer officers. If possible, please RSVP to LCDR Peter Diak at [peter.diak@fda.hhs.gov](mailto:peter.diak@fda.hhs.gov).
- In an effort to expedite PharmPAC meetings – which lasted up to 3 hours in the past – the professional organization and OPDIV liaisons reports were moved from oral reports during the meeting to e-mailed reports. CDR Mallette thanked the following individuals:

- BOP – LCDR Rachel Rivera
- CDC – CDR Vasavi Thomas
- CMS – LCDR Matthew Febbo
- Dept of Homeland Security – CDR Jim Czarzasty
- FDA – CDR Janelle Derbis
- HRSA – CDR Josephine Lyght
- IHS – CAPT Judy Rose
- NIH – CDR David Diwa
- AAHIVM – CDR Robert Macky
- ASHP – CDR Randy Seys
- ASCP – CDR Wil Darwin
- AMSUS – CDR Sadaf Nabavian
- AMCP – LCDR Shannon Hill
- ACCP – CDR Robert Macky
- APhA – LCDR Helen Saccone
- AACCP – CDR Louis Flowers
- APHA – CDR Raymond Carter
- COA – LCDR Aaron Middlekauff
- JOAG – LCDR Yvette Waples

- If you know of an organization that is not represented and should be, please get in touch with the PharmPAC Administration Section leads.
- The April 7, 2011 amended PharmPAC Meeting Minutes with guest attendance was approved by the PharmPAC members at the Business Meeting earlier today. This version will be posted to the PharmPAC website and available for viewing soon.

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**Old/New Business** → CDR Jeff Mallette ([jxmallette@bop.gov](mailto:jxmallette@bop.gov))

- None

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**The meeting was adjourned @ 1452**

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**Next Meeting Date: 02 June 2011, from 1400 to 1530 EST, Surgeon General's Conference Room; Agenda and call-in information will be distributed prior to the meeting**

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**Useful Links and Contact Info:**

- ◆ Emails: [PharmPAC@list.nih.gov](mailto:PharmPAC@list.nih.gov)  
[PHS-Pharmacists@list.nih.gov](mailto:PHS-Pharmacists@list.nih.gov)  
[PHS-RX-JOBS@list.nih.gov](mailto:PHS-RX-JOBS@list.nih.gov)  
[PHS-Rx-Students@list.nih.gov](mailto:PHS-Rx-Students@list.nih.gov)

