



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

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

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**Members Present**

RADM Scott Giberson (CPO), OS-Rockville, MD  
CDR Jeff Mallette (Chair), BOP-Pensacola, FL  
CDR Peter Diak (Chair-Elect), FDA-Silver Spring, MD  
CAPT Mike Shiber, CMS-Baltimore, MD  
CDR Daniel Brum, FDA-Silver Spring, MD  
CDR James Czarzasty, DHS-New London, CT  
CDR Jonathan Dando, IHS-Cherokee, NC  
CDR Jennifer Fan, SAMHSA-Rockville, MD  
CDR Larry Lim, FDA-Silver Spring, MD  
CDR Aaron Middlekauff, DHS-Opalocka, FL

CDR Timothy Murray, IHS-Claremore, OK  
CDR Dev Patel, FDA-Rockville, MD  
CDR Nate Yale, IHS-Gallup, NM  
LCDR Jefferson Freedy, IHS-Crownpoint, NM  
LCDR Marisol Martinez, DoD-San Antonio, TX  
LCDR Kristen Maves, IHS-Anchorage, AK  
LCDR Carmen Kelly (Assoc.)-AHRQ-Rockville, MD  
LCDR Andrei Nabakowski (Assoc.), OS-Rockville, MD  
LCDR Liatte Krueger (JOAG)-FDA-Parsippany, NJ

\*indicates PharmPAC alternate

**Excused members:** CAPT Ed Stein; CDR Michael Crockett; LCDR Cynthia Gunderson; CDR Vasavi Thomas (Assoc.); LCDR Fortin Georges (Assoc.)

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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.

- RADM Giberson thanked outgoing PharmPAC members for their outstanding service this past year: CAPT Michael Shiber, CAPT Ed Stein, CDR Jim Czarzasty, CDR Jonathan Dando, CDR Jennifer Fan, CDR Jeff Mallette, CDR Nate Yale, LCDR Cynthia Gunderson and LCDR MaryJo Zunic.

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

- CAPT Mike Jones inquired about alternate workplace agreements and how the requirement stipulates to return to duty station within 2-hours. RADM Giberson encouraged him to follow-up through his agency as details are more specific at the local level and requests sent through the chain of command there will help answer his specific questions.
- CDR Rachel Rivera inquired about the boarding process for new officers and the status of new pharmacists being called to active duty. RADM Giberson mentioned that once the Senate confirms a list, that means the individual is eligible for commissioning and further work must be completed after that to make sure all the steps are complete (for example, MAB forms, etc.). He also announced that DCCPR will be issuing “FAQ’s” to help officers understand the process and keep all informed.
- CAPT Carmen Clelland asked about timelines for hiring. RADM Giberson mentioned that a prioritization list will be made based upon various factors. Those factors are currently being evaluated and formalized by leadership, not just DCCPR.

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**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))**

- CDR Brum provided an overview of Pharmacists Learning and Networking Together (PLANT)
  - The PLANT workgroup writes mini-biographies about civilian and commissioned corps pharmacists’ professional career paths.
  - In general, the biographical sketches focus on several areas including: current job description, previous jobs, most rewarding experiences, other professional interests, qualifying skills
  - How are pharmacists selected? Often the Communication section receives suggestions from other pharmacists, and they also try to identify gaps e.g., identifying areas of pharmacy that have not been written about before.
  - The current PLANT biographies encompass a fairly wide-ranging set of professionals that work in a variety of settings including BOP, CMS, IHS, FDA, NIH, INS, HRSA, CDC, USCG, DHS, etc.
  - To locate PLANT, go to the PharmPAC Website <http://www.usphs.gov/corpslinks/pharmacy/default.asp>
    - Click on “Communication”
    - PLANT
      - Agencies – short descriptions of each OPDIV/agency
      - Personal abstracts – (~31 pharmacy profiles are posted on the website; about 3 are civil service)
        - Lists the officer name and current/previous duty stations so you can search by name or look for the duty stations that interest you – then click Officer Bio to learn more about that person’s career path.
      - Writers
        - Current roster includes 5 officers including:

- LT Ibad Khan from CDC
- LCDR Shari Jones from OS
- CDR Daryl Garvin and CAPT Mark Burroughs from USCG
- CDR Chardae Araojo from FDA

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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))

- Officers are reminded as they prepare for promotion and work on maintaining readiness, submit your immunizations and readiness data by end of October.
- The Readiness guide and MAB immunization fax cover sheet are located at this link: [http://ccrf.hhs.gov/ccrf/readiness\\_guides.htm](http://ccrf.hhs.gov/ccrf/readiness_guides.htm)
- Reminder only immunization data can be faxed, all other medical forms must be mailed or hand carried.
- Influenza updates in Direct Access occur after September 30<sup>th</sup>.
- The annual medical form DD2807-1 does not require a physician signature. You can find this form in the link above.

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

- The multi-disciplinary billet transformation is currently underway. The category specific billet transformation process is almost complete and is under review.
- COER's are due to rater by 10/19/2011; to reviewer by 11/2/2011 and to your eOPF by 11/16/2011.
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- Officers are encouraged to use active words to describe their duties, accomplishments and goals in their COER and CV.
- Senior officers have volunteered to review junior officer CV's. Email your CV to LCDR Fredy or LCDR Tiffanie Myers if you would like your CV reviewed.
- CDR Kenneth Hill provided an overview of an article printed in the September 2011 issue of "Military Medicine" based upon his recent deployment. This presentation is provided as part of the "Publishing Workgroup".

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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))

- New Associate members were welcomed: CDR Greg Dill (CMS), CDR Christina Meade (HRSA), LCDR Kenda Jefferson (DHS), and LT Jai Patel (ICE). Associate members are selected from an agency/office not represented by a ex-minimus voting member. These individuals are non-voting and collaborate with ex-minimus voting members. They serve one-year terms appointed by the CPO and may apply after their term to serve their position again. Originally, Associate Members served a 3-year term so we have four returning Associate Members this year – two of those will be serving their final year and two have two more years.

- RADM John Babb responder of the year nominations will be requested. Please begin to think of a deserving pharmacist to nominate. Contact CDR Lim if you have questions.

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**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))/CDR Aaron Middlekauff ([Aaron.p.middlekauff@uscg.mil](mailto:Aaron.p.middlekauff@uscg.mil))

- Please see attached Recruitment section report.
- Several University Point of Contact (UPOC) collaboratives have taken place between other categories. This is helpful to learn from one another but also beneficial in light of limited recruitment funding category wide.

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**Chair-elect Report** → CDR Peter Diak ([peter.diak@fda.hhs.gov](mailto:peter.diak@fda.hhs.gov))

- Members of the PharmPAC along with other PHS pharmacists have drafted a document titled, “Pharmacy Prevention Strategy” in support of the “National Prevention Strategy” challenge presented by Office of the Surgeon General. The draft document has already been reviewed and praised by VADM Regina Benjamin, Surgeon General, and the finalized document will be emailed to the PHS pharmacy listserv shortly after today’s meeting. Thanks to the following individuals for contributing to this note-worthy document: RADM Scott Giberson, CDR Peter Diak, CDR Greg Dill, CDR Kristy Klinger, CDR Christopher Lamer, CDR Andrew Meagher, CDR Aaron Middlekauff, CDR Krista Pedley, CDR Laura Pincock, CDR Ryan Schupbach, CDR Stacey Thornton, LCDR Rowdy Atkinson, LCDR Christopher M. Jones, LCDR Megan Woehr, LCDR MaryJo Zunic, LT Chandima Deegala, LT Yiyong Tsai, LT Michelle Williams, and Robin John.

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**PAC Chair Report** → CDR Jeff Mallette ([jxmallette@bop.gov](mailto:jxmallette@bop.gov))

- We are awaiting a response to the PharmPAC position paper asking for addition of the BPS Ambulatory Care certification to the list of approved special pay certifications in Commissioned Corps Instruction 22.2.8, Exhibit II.
- A reminder regarding the PHS Pharmacy Challenge Coin, the supply has been replenished. The cost is only \$10 with \$2 shipping fee. Orders of 10 or more qualify for free shipping. The contact to order is CDR Laura Pincock – she can be contacted at [laura.pincock@fda.hhs.gov](mailto:laura.pincock@fda.hhs.gov).
- The pharmacy category continues to be the recognized leader in recruitment as several groups continue to reach out to us for assistance with their recruitment programs. As mentioned earlier several Recruitment collaborations are on-going – a brand new UPOC collaboration with the Therapist category, one with the Physician Category involving creating a Medical School Student Award program and one with DCCR in utilizing UPOCs to concurrently assist in targeting cross-category recruitment initiatives with DCCR.

- This is the last PharmPAC meeting of the Operational Year, which ends October 31. CDR Mallette acknowledged outgoing members:
  - CAPT Michael Shiber, our past Chair, past PAC Chair's Chair, current ex-officio Chair, and my mentor
  - CAPT Ed Stein – our past Vice-Chair
  - CDR Jim Czarzasty – current Recruitment Section co-lead
  - CDR Jonathan Dando – current Career Development Section co-lead for the past 2 years
  - CDR Jennifer Fan – current Admin Section co-lead for the past 3 years
  - CDR Nate Yale – current Readiness Section co-lead for the past 3 years who actually moved Readiness out of Career Development and built a new section
  - LCDR Cynthia Gunderson – current Communications Section co-lead
- CDR Mallette also acknowledged that CDR Peter Diak will replace him as the PharmPAC Chair beginning 01 November 2011.
- For those remaining on the PharmPAC CDR Mallette thanked them for their continued service and for all the support provided to him as Chair. He also thanked all our serving Associate Members, Alternates and ex-officio members. He emphasized the PharmPAC and category will be in great hands with CDR Peter Diak and CDR Michael Crockett at the helm. CDR Mallette also thanked LCDR MaryJo Zunic, for all her due diligence serving as the PharmPAC Executive Secretary. He also thanked CDR Diak for all the support and willingness to do anything and everything asked of him this past year. CDR Diak was noted to quietly and efficiently serve the category honorably. And, finally, thanks to RADM Giberson for his leadership and mentorship over this past year.
- A note for the record that the September 1, 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.

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

**The meeting was adjourned @ 1455.**

**Next Meeting Date: 03 November 2011, from 1400 to 1530 EST, Surgeon General's Conference Room; Agenda and call-in information will be distributed prior to the meeting**

**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)

