



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

Minutes of Meeting
03 December 2009
Surgeon General's Conference Room
Parklawn Building
1400-1530

Members Present:

RADM Robert Pittman (CPO), IHS-Rockville, MD
CDR Mike Shiber (Chair), BOP-Washington, DC
CDR Edward Stein (Vice-Chair), IHS-Phoenix, AZ
CAPT Lia Prela, CMS-Baltimore, MD
CDR Christine Chung, DHS-El Centro, CA*
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 Jeff Mallette, BOP-Pensacola, FL
CDR Timothy Murray, IHS-Claremore, OK (For
LCDR Maves)
CDR Devvrat Patel, FDA Rockville, MD
CDR Samuel Wu, HRSA-Rockville, MD (for CDR
Lyght)

CDR Nate Yale, IHS-Gallup, NM
LCDR Daniel Brum, FDA-Silver Spring, MD
LCDR Michael Crockett, BOP-Pollock, LA
LCDR Peter Diak, FDA-Silver Spring, MD
LCDR Glendolynn Johnson, FDA-Rockville, MD
(for LCDR Waples)
LCDR Carmen Kelly, AHRQ-Rockville, MD
LCDR Ryan Schupback, IHS-Claremore, OK (for
CAPT Giberson)
LCDR Yon Yu, CDC-Atlanta, GA (For CDR
Thomas)
LCDR Troy Bernardo (Executive Secretary), BOP-
Butner, NC

Members Absent: (* Member's alternate present)

CAPT Scott Giberson, IHS-Rockville, MD*
CDR Patty Garvey, FDA-Rockville, MD
CDR G. Brent Hobbs, IHS-Whiteriver, AZ
CDR Josephine Lyght, HRSA-Rockville, MD*
CDR Vasavi Thomas, CDC-Atlanta, GA*

LCDR Cynthia Gunderson, IHS-Fort Totten, ND
LCDR Kristen Maves, IHS-Anchorage, AK*
LCDR Yvette Waples(JOAG), FDA-Silver Spring,
MD*

Guests:

CAPT Mike Long, BOP-Butner, NC
CAPT Santford Williams, HRSA-Rockville, MD
CAPT Chris Watson, IHS-Rockville, MD
CDR Postelle Birch-Smith, FDA-Silver Spring, MD
CDR Bradley Bishop, IHS-Tucson, AZ
CDR Michelle DillaHunt, FDA-Rockville, MD
CDR Alison Dion, BOP-Glenville, WV
CDR Beth Fabian Fritsch, FDA-Rockville, MD
CDR Cedric Guyton, IHS-Tucson, AZ
CDR Jeff Haug, DHS-Pearsail, TX
CDR Ryan Nguyen, FDA-Rockville, MD
CDR Patrick Romero, DHS-Miami, FL
CDR Sonny Saini, FDA-Silver Spring, MD
CDR Stanley Shepperson, FDA-Silver Spring, MD
CDR Mark Strong, BOP-Leavenworth, KS
CDR Deborah Thompson, DHS-Washington, DC**
CDR Jeffrey Tworzanski, FDA-Silver Spring, MD
CDR Gerardo Vazquez, DHS-Miami, FL

CDR Teresa Watkins, FDA Rockville, MD
CDR Chi-Ann Wu, FDA-Rockville, MD
LCDR Irene Ahlstrom, BOP-Dublin, CA
LCDR Randy Anderson, FDA-Rockville, MD
LCDR Kofi Ansah, FDA-Silver Spring, MD
LCDR Vicky Borders-Hemphill, FDA-Silver
Spring, MD
LCDR Anne Bott, IHS-Anchorage, AK
LCDR Kenneth Bryan, BOP-Butner, NC
LCDR Matthew Febbo, CMS-Philadelphia, PA
LCDR Melissa Faneuff, BOP-Butner, NC
LCDR Jefferson Fredy, IHS-Rockville, MD
LCDR Robert Harkey, BOP-Butner, NC
LCDR Carmen Kelly, AHRQ-Rockville, MD**
LCDR Michael Lee, IHS-Oklahoma City, OK
LCDR Robert Macky, BOP-Butner, NC
LCDR Marisol Martinez, DOD TMA- Fort Sam
Houston, TX

LCDR Diem-Kieu Ngo, FDA-Rockville, MD
LCDR Binh Nguyen, FDA-Irvine, CA
LCDR Loan Nguyen, FDA-Rockville, MD
LCDR Amy Osborn, BOP-Leavenworth, KS
LCDR Rachel Rivera, BOP-Otisville, NY
LCDR David Schatz, BOP-Englewood, CO
LCDR Kyle Sheffer, IHS-Santa Fe, NM
LCDR Jeanne Skanchy, FDA-Rockville, MD
LCDR Roberta Szydlo, FDA-Rockville, MD
LCDR Christina Thompson, FDA-Silver Spring, MD
LCDR Juliette Touré, FDA-Silver Spring, MD
LCDR Jerry Zee, BOP-New York, NY

LT Elizabeth Hoang, DHS-Taylor, TX
LT Robert Kosko, FDA-Silver Spring, MD
LT Lisa Lee, BOP-Talladega, AL
LT Sara Lund, FDA-Silver Spring, MD
LT Tina Nhu, FDA-Rockville, MD
LT Sheetal Patel FDA-Silver Spring, MD
LT Quocbao Pham, FDA-Silver Spring, MD
LT Helen Saccone, FDA-Silver Spring, MD
LT Trang Tran, FDA-Rockville, MD
LT Chinyelum Umejei, IHS-Winslow, AZ
LT Teresa Vu, FDA-Rockville, MD
Frances Lopez, Drake Universtiy

LT Stephen Chang, FDA-Silver Spring, MD

Guests attending the meeting are requested to email their rank, name, agency, and location (city and state) to tbernardo@bop.gov, the PharmPAC Executive Secretary, to validate attendance.

Call to Order: CDR Mike Shiber (mshiber@bop.gov)

- CDR Mike Shiber called the November 2009 Pharmacist Professional Advisory Committee (PharmPAC) meeting to order

CPO Report: RADM Robert Pittman

- **PHS Leadership Positions**
 - New Surgeon General Dr. Regina Benjamin was sworn in. Met via conference call with SG PAC and CPO and PAC Chair board.
- **Electronic Call to Active Duty (eCAD)**
 - New start date will be January 4, 2010.
 - New applicants trying to apply online will be directed to the call center at NIH first. After some questions the site will be unlocked for them.
- **Assignment Incentive Pay (AIP)**
 - Contracts are due prior to the end of the calendar year.
 - Unsure if or when to submit new AIP contracts in 2010. New leadership will need to be briefed on how PHS officers are paid.
- **Assimilation**
 - Regular Corps ceiling increased to 4,000 officers.
 - OCCFM still awaiting for policy signature.
 - This will allow those reviewed in September to be sent through the approval process.

Open Forum

- **Q: With the increase in regular Corps numbers, will there be a Interservice transfer opened up more?**
A: There is a pilot program for the inter-service transfers with physicians currently. It has been hard due the previous ceiling. There will probably be more flexibility in allowing more transfers.

- **Q: Is there a break down on the rank increase for the new ceiling?**
A: Congress did not put any designation on the rank. OCCFM uses a formula for the number of officers in each grade.
- **Q: Will this affect spring assimilation board?**
A: Not expected to. All the signatures and notifications should be completed by that time. Should not be any delays for the spring board.
- **Q: Is there a window for accepting applications?**
A: OCCO had said there would be sufficient notice for officers to apply.
- **Q: Future of AIP?**
A: AIP will probably stay around, but there is a learning curve for the new administration and how commissioned corp officers are paid compared to the private sector. AIP has to be reauthorized each year.
- **Q: What are the changes with the leave policy?**
A: OCCO is systematically going through all of the old policies and providing updates. Some may have changes others may not. CPO board commented on leave for individuals in substance abuse policies. Also, trying to get leave with out pay changed to what has been discussed years ago where one could take a break in service for schooling and not fear that they will be uncommissionable.

Recruitment → CDR Jeff Mallette (jxmallette@bop.gov) / LCDR Kristen Maves (klmaves@scf.cc)

- **Welcome – CDR Mallette**
 - Welcome the new Recruitment Section co-lead, LCDR Kristin Maves with the IHS in Alaska.
- **UPOC - CDR Jeff Mallette**
 - UPOC Workgroup is completing phase 2 of the project and most workgroup members have been trained on navigating the www.phspharmacist.org website. Thanks to CDR Peter Vermilyea for providing that training.
 - The updated master list of UPOCs can be found on the PharmPAC Recruitment Section website. UPOCs are encouraged to review the list for accuracy.
 - UPOCs should expect to hear from at least one UPOC Workgroup Member at least twice yearly. These workgroup members will encourage the UPOCs to complete their two requirements and will offer to assist logging the contacts into the website.
 - The response to our call to have UPOC volunteers at schools with no volunteers has been tremendous and there are only one school left that have no representation.
 - Union University – Jackson, TN.
 - If we can get a volunteer for this school we will have PHS pharmacy recruitment presence to 100% of pharmacy students in the country
 - To join, please contact CDR Brent Hobbs at gary.hobbs@ihs.gov or CDR Jeff Mallette at jxmallette@bop.gov
 - UPOC's have increased their entries on www.phspharmacist.org from 58 in 2008, 82 in 2009 and expect 400 in 2010.
 - Thank you to the UPOC's for taking the time to log their activities.
 - The Pharmacy's Best Kept Secret document will be updated this month and posted to the website.
- **New Recruitment Tool – CDR Jeff Mallette**
 - LCDR Maves will be lead on a creating a PHS pharmacy map indicating work locations.

- She will be putting out a listserv call for any volunteers for technical assistance in creating this map.
 - The goal is for the map to be easily printed from our website and easily distributed at recruitment functions.
 - If you are interested in helping with this project, please contact LCDR Kristen Maves at klmaves@scf.cc
- **ASHP Midyear meeting - CDR Jeff Mallette**
 - OCCO's DCCR has approved funding for the recruitment booth.
 - If you would like to staff the booth, please contact CAPT Walter Holt at dlq2@cdc.gov or call his blackberry at 404-308-4818.

Communication → CDR Josephine Lyght(Jlyght@hrsa.gov) / Peter Diak (Peter.Diak@fda.hhs.gov)

- **Listservs – LCDR Peter Diak**
 - PHS Pharmacist Listserv – Provides information related to PharmPAC, USPHS, promotion, and pharmacy.
 - PHS RX Jobs Listserv – Provides pharmacy vacancies throughout the USPHS.
 - Pharmacy Student Listserv – Directed toward students interested in the USPHS.
 - PharmPAC Listserv - listserv for the PharmPAC voting members enabling secure communication and planning among PAC members.
 - To subscribe to these listservs go to the PharmPAC website under the Communications section.

Career Development → CDR Nate Yale (nate.yale@ihs.gov) / LCDR Michael Crockett (pol4527@bop.gov)

- **Clinical Web Page – CDR Yale**
 - If anyone is working under a clinical protocol, please submit for the web page.
 - Most guidelines are added
- **Readiness – CDR Yale**
 - Currently most officers with issues are not from obtaining initial qualification, but things expiring and dropping off their profile.
- **Direct Access – CDR Yale**
 - Will be critical to determine readiness status.
 - If you have problems contact CDR Yale.
- **Commissioned Corp Pharmacy Mentoring Network – LCDR Crockett**
 - CAPT Lilly Golson will give a report at the next meeting.
 - Will schedule mentor training at that time
 - Mentor information is available on the PharmPAC website under career development.
- **Promotions – LCDR Crockett**
 - Officers should log into their eOPF and check for completeness and accuracy.
 - Fax your promotion materials early as the lines will begin to be busy.
 - Reviewing Official statements were due 11/30/09.
 - Double check your readiness and license status
 - Officers should use the promotion checklist to ensure that they have met the requirements for promotion.
 - 12/31/09 is the last day to fax things into your OPF as well as review it for any errors.

- There is a template and a sample CV on the PharmPAC website under Career Development.
- Have an updated CV on file.
- Send CV and cover page as one document (Do Not Send Separately!). Will cause only the last item to put into the eOPF.
- Officers up for permanent promotion should update their Report of Medical History within 1 year and have their 5 year physical completed.
- 2010 benchmarks are available on the DCP website.

Administration → CDR Jennifer Fan (Jennifer.Fan@SAMHSA.hhs.gov) / CDR Larry Lim (Larry.Lim@fda.hhs.gov)

- **Professional organizations Liaison – CDR Fan**
 - Requesting for a volunteer to lead this section.
 - ASHP & ACCP positions have been filled
 - American Academy of HIV medicine is a new liaison position but has been filled.
 - If there are other organizations in need of a liaison feel free to contact CDR Fan.
- **Agency liaisons – CDR Fan**
 - IHS, NIH, FDA, OS, CMS, and CDC agency liaison positions are available.
 - If interested please contact CDR Fan.
- **Responder of the Year Award**
 - Reminder the deadline is 12/7/09.

PAC Chair Report → CDR Mike Shiber (mshiber@bop.gov)

- Will report back to you on issues discussed.
- Any problems or issues that we can not answer within the PAC, they will be brought up at the other higher leadership meetings.
- PAC chair meeting discussed membership and benchmarks.
- SG PAC and CPO board meetings – RADM Pittman attends these and is an excellent representative.

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- **Old/New Business** → CDR Mike Shiber (mshiber@bop.gov)
 - None

The meeting was adjourned @ 1500 by motion from CDR Jeff Mallette and second from CDR Jennifer Fan

Next Meeting Date: 04 February 2010, 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:

