



Public Health - Professional Advisory Group
 General Membership Call
 Meeting Minutes
 10 December, 2012



PAG:	Public Health Professional Advisory Group
Meeting Purpose:	Monthly Call with Voting Members and Volunteers
Meeting Date:	10 December 2012
Meeting Time:	2:00-3:00 EDT
Meeting Location:	Teleconference
Meeting Facilitator:	CDR Joseph Roth
Attendees #s:	See below
Minutes Issued By:	LT Brittany Bovenizer, CDR Leslie Hausman
Minutes Approved By:	LCDR Deidre Washington-Jones and Voting Members

In Attendance

Rank	Last	First	Role	Attendance
LT	Arlotta	Dawn	Voting Member	Excused
CDR	Benke	Maria	Voting Member	Present
LT	Bovenizer	Brittany	Secretary	Present
LCDR	Cora	Sherene	Voting Member	Present
CDR	Brown	Christye	Voting Member	Present
LCDR	Coleman	Shwana	Voting Member	Present
CDR	Durgin	George	Senior Advisor	Excused
CDR	Hausman	Leslie	Voting Member	Excused
LCDR	Hoard	Marna	Voting Member	Present
LCDR	Marshall	Valerie	Voting Member	Present
CDR	Matthias	Joy Ann	Voting Member	Present
CDR	Morfit	Van	Voting Member	Excused
CDR	Roth	Joseph	Chair	Present
LCDR	Washington-Jones	Deidre	Voting Member	Present
CDR	Weinburke	Matthew	Voting Member	Present
LCDR	Woolfolk	Jyl	Voting Member	Present
CAPT	Wilkins	Craig	Senior Advisor	Excused
LCDR	Williams	Lorraine	Voting Member	Excused

Call to Order

CDR Joseph Roth called the meeting to order at 2:00pm.

Roll Call

LT Brittany Bovenizer Voting Member roll call

For those participating on the lines that are not voting members, please email bbovenizer@hrsa.gov to secure your attendance.

Old Business 2:46pm

Approval of November 2012 Meeting Minutes

- Motion: Motioned to approve Minutes from both months as read per LCDR Coleman, seconded by LCDR Cora
- Vote: Unanimous approval

Committee Reports

Recruitment/Retention (Membership) Committee

CDR Christye Brown gave report for committee

- Meeting this Wednesday; currently fully staffed with 5 members
- Reviewing SOPs we have implemented this year and will be revising based on lessons learned
- Updating our retention survey for dissemination later this month

Communications Committee

LCDR Sherene Cora

- New member, LCDR Samantha Fontenelle'
- Current have 6 members
- PAG Coin – Due to the holidays, work was paused. We plan to review the submitted suggestions in 2013 and make revisions.; still looking for volunteers to assist with the coin
- We submitted our accomplishments for the end of year report
- LCDR Nisha Antoine thanked officers who submitted articles for the newsletter and encouraged those that have not submitted articles to do so as quickly as possible to meet the December deadline.

Mentoring

LCDR Valerie Marshall gave the report

- Updated the team on the peer to peer mentoring program
- Recently paired 12 officers
- 2 officers have submitted applications

Career Development

LCDR Washington-Jones gave the report

- Subcommittees met to restructure the subcommittees- have made decision to collapse our career networking and jobs committee into career strategic planning based on lessons learned.
- November 8: Brownbag on policy – Policy will give the details ...

Public Health Specialists Updates and product reports

Epidemiology

LCDR Dina Passman gave the report

- Last met on November 29; now have 10 members
- Main topic was upcoming brownbag on new screening guidelines for Hepatitis C
- Working on PHPAG request for assistance and gathering data for yearend report
- Team has changed calls to the last Thursday of each month 1100 hours

Policy

LCDR Letia Boseman gave report

- November 8, Dr. Goodrich (NIH) and Dr. Nichols (OS) gave brownbag session on policy
- Last meeting of the year was two weeks ago and we are currently planning for next year

Health Promotion/Health Education

CDR Maria Benke gave the report

- HPHE last met on November 2, 2012
- New point of interest in coordinating community based activities to promote the national prevention strategy
- Preparing to pass the torch with committee leadership. CDR Melanie Ross will be taking the Chair and LCDR Jyl Woolfolk will be co-chairing the committee

Generalist

LCDR Marna Hoard gave the report

- Will be meeting in January
- Have added 3 new members

Awards

CDR Matthew Weinburke gave the report

- Revised SOP for the Awards committee
- 2013 award will be sent out for nomination email to invite officers to submit their nomination excellence in leadership award
- Looking to increase our members for 2013 year. Will send out a recruiting request

New Business

Announcements: Pleased to announce the conclusion to our election thanks to our recruitment and retention team. Our new team members:

Chair Elect: CDR Christye Brown

Secretary: CDR Leslie Hausman

Handing over the PHPAG to LCDR Deidre Washington-Jones who gave her comments on upcoming year.

CDR Roth adjourned meeting at 2:28

General Membership

CDR Melanie Ross
CDR Van Tran
LCDR Antoine Smith
LCDR Elizabeth Garza
LCDR Ieshia Jones
LCDR Jabal Chase
LCDR Kente Forde
LCDR Letia Boseman
LCDR Makeva Rhoden
LCDR Melissa Morrison
LT Avi Jay Stein
LT Cindy Eugene
LT Emily Craey
LT Henry Allen
LT Margaret Whittaker
LT Niketta Womack
LT Rebekah A. Van Raaphorst