

**Physician Assistant Professional Advisory Group  
U.S Public Health Service  
Thursday, January 31, 2013  
2000-2100 EST**

<b>Attendance</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>OPDIV</b>
Present	LCDR	Klimp	Scott	DOD
Present	CDR	Janet	Valdez	NIH
Present	CAPT	Carter	George	NIH
Present	CDR	Keller	Stephen	IHS
Present	LT	Sanchez	Tracy	IHS
Present	CDR	Morris	Joe	DHS
Present	CDR	Bryant	Anthony	BOP
Present	LCDR	Thompson	Jasen	DHS
Present	CDR	Rivero	Josef	BOP
Present	LCDR	Goldstein	Dan	BOP
Present	CDR	Zagula	Matthew	IHS
Present	LCDR	Been	Candace	IHSC
Present	LCDR	Licata	Paul	FDA
Present	CDR	Pelkey	Michelle	NOAA
Present	LCDR	Bishop	Deborah	IHSC
Present	LCDR	DiDonna	Danielle	FDA
Present	LCDR	McKinnon	Mark	HHS
Present	LCDR	Brooks	Chauna	BOP
Present	LCDR	Burt	Brian	HRSA
Present	LCDR	Olson	Holli	IHS
Present	LCDR	Forster	Jerry	DOJ/BOP
Present	LCDR	Smith	Stephen	FDA
Excused	CDR	Hager	Paul	IHS
Excused	LCDR	Reid	Jim	BOP
Excused	LT	McLellan	James	IHSC
Excused	CDR	Meece	Rebecca	HHS
Excused	CAPT	Cole	Gary	IHS
Absent	CDR	Saini	Parmjeet	HRSA

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**GUESTS:** Senior Officer Advisor- CDR Rebecca Bunnell  
CAPT Bonfiglio  
CDR Hunter Buskey  
LCDR Billy Collins  
LCDR Mc Gail

**Physician Assistant Professional Advisory Group  
U.S. Public Health Service  
January 31, 2013 Minutes**

**Chair Report/ LCDR Scott Klimp**

**PAPAG Chair report:**

Welcome to all, particularly to our new voting members, as we start 2013. I would like to work this year to energize the group and seek ways to help improve our practice and careers within the Corp. Increased involvement and action by all members will help make our group stronger and benefit our fellow Corps PA's. I would like to announce that CDR Rebecca Bunnell has graciously accepted the offer to serve as the PAPAG Senior Advisor. As one of the founding members and past-Chair of the PAG, she understands very well the mission and challenges the PAG faces. Her experience and dedication will be a valuable asset to us as she assists in providing guidance to the group. Additionally, LCDR Billy Collins (DOD- Ft. Bragg, NC) has been appointed to serve as the PAPAG DOD Liaison. In this role, he will work to bring to the PAG any PA-related issues and seek additional opportunities for PA's within DOD. Thank you to both of these officers for their service!

**Subcommittee Reports**

**Awards Subcommittee- CAPT George Carter/CDR Janet Valdez**

It that time of the year again to nominate the USPHS PA of the year. The application deadline for this year is April 26<sup>th</sup>, with the announcement of the recipient being on May 10<sup>th</sup>, 2013. The website is updated with the application requirements and application forms. Please do not hesitate to nominate any of your peers for their hard work. Good Luck.

**Communications Subcommittee- CDR Stephen Keller/LCDR Jim Reid**

The 2013 Conference/Meetings dates are on the PAPAG Page under Minutes/Reports. Meetings will occur the last Thursday of every month (with the exception of October and November) and no meeting in December.

The communications co-chairs have been sending out various items on the listserv. Please let me know if you are not receiving the listserv messages. We have submitted the request to update the meeting dates and times on the website. We are still waiting for it to be put on the site. Please note we are meeting monthly this year.

**Membership Subcommittee-LT Tracy Sanchez**

No updates.

**Policy and Procedure Subcommittee- CDR Paul Hager/CDR Joe Morris**

Nothing new to report. We will be reviewing the By-laws for updates this year.

**Professional Development Subcommittee- CDR Anthony Bryant**

LCDR Washington Jones, (Chair of the HSO PAC Career Development Sub-Committee), expressed here appreciation for the PAPAG Officers who participated in a recent survey from the HSO PAPAC Career Development Sub-Committee. More surveys will go out in the future. Participation is encouraged.

CDR Alspach, (Chair of the HSO PAC Mentoring Sub-committee), states there is still a need for senior Officers to act as Mentors. A Mentoring Program Newsletter will be distributed on a bi-weekly basis. To receive the Newsletter, subscribe to the Mentoring Listserv at: <https://list.nih.gov/cgi-bin/wa.exe?SUBED1=hs-mentoring&A=1>.

For officers who will be attending the AAPA meeting this year, a Career Development station will be available. You will be able to access your eOPF and have it reviewed by experienced senior officers. Please take advantage of this opportunity to learn valuable tips on improving the quality of your eOPF.

#### **Readiness Subcommittee- CDR Josef Rivero/LCDR Dan Goldstein**

As of the end of November 2012, there was no readiness list of HSOs/PAs available to review from the September 30, 2012, quarterly check. CDR Rivero and I were in contact with LCDR Maycock, Chair of readiness for the HS-PAC, in December 2012 and January 2013, and he also had not received a list of HSOs from DCCPR. We recently learned CDR Carlos Castillo is the new HS-PAC readiness Chair for 2013, and he also had not heard from DCCPR for the December 31, 2012, quarterly readiness check. CDR Rivero and I decided to contact LCDR Derrick Wyatt, who is the Acting Director, Ready Reserve Affairs Branch, for DCCPR. LCDR Wyatt mentioned a readiness status list for all HSOs would be available, possibly by January 31, 2013. Approximately one hour prior to this January 2013 PAPAG meeting, CDR Rivero and I received the December 31<sup>th</sup> readiness list for all 1244 officers. A quick review of the readiness data shows an estimated 85% of all HSOs were basic ready. The spreadsheet list does not break down HSOs by discipline, so the number of PAs who were basic ready or not qualified is unknown at this time. We will share information regarding PA readiness from December 31, 2012, at next month's meeting. We will work on contacting the PAs who were not basic ready.

#### **Recruitment and Retention Subcommittee-CDR Matthew Zagula/ LT James McLellan**

No new updates.

#### **Welcoming Subcommittee-LCDR Candace Been/LCDR Paul Licata**

We were finally able to obtain the names of the newly commissioned PA officers. We will divide the names up within us and contact them individually. Unfortunately, we do not have any contact information for these individuals. Therefore, we will contact the individual PA liaisons for their respective agencies to determine if they can provide us with some assistance. We will use the opportunity to discuss what PAPAG is about and to invite them to our next meeting in February. I am also interested in CDR Bunnell's suggestion or recommendation of preparing a PAPAG introduction letter to be distributed to PA's completing Commissioned Officer Training. I will discuss it with my co-chair and possibly draft a letter for review by the next PAPAG meeting. '

#### **Ad Hoc COF Subcommittee/ CDR Pelkey**

The COF folks need a firm commitment about whether the PAPAG is planning to participate in the round tables (similar to last year I believe,), what the subject will be and whether we are planning to have a breakout session with CME credit for upcoming 2013 USPHS symposium. Please submit your suggestions by Feb 6.

#### **Ad Hoc AMSUS Subcommittee/ CAPT Cole**

No updates.

## **Liaison Reports**

### **JOAG/ LCDR Pieter Vanhorn**

The Recruitment and Retention Career Fair Information Subcommittee has changed the format for listing upcoming Career Fairs. A new map and calendar can be found here:

[http://www.usphs.gov/corpslinks/joag/resources\\_careerfairs.aspx](http://www.usphs.gov/corpslinks/joag/resources_careerfairs.aspx)

The JOAG Communications and Publications, Uniform Subcommittee is pleased to present the seventh volume of the uniform announcement entitled, "With Pride and Distinction". The uniform announcement was created to compliment the JOAG Journal "Uniform Corner" article. It is our hope that these resources will educate and assist junior officers on the appropriate wear of the U.S. Public Health Service Commissioned Corps uniform.

Officers will be able to view these resources on the JOAG website, Junior Officer Resources section, under 'Uniform Corner' [http://www.usphs.gov/corpslinks/JOAG/resources\\_withpride.aspx](http://www.usphs.gov/corpslinks/JOAG/resources_withpride.aspx) (PLEASE note: this is a change to the previous website link). Do you have a uniform question or an issue you'd like addressed? Email the Uniform Subcommittee to have your questions answered in an upcoming edition. Emails can be sent to LCDR Kristina Estes [Kristina.Estes@fda.hhs.gov](mailto:Kristina.Estes@fda.hhs.gov) and LT Jessica Schwarz [Jessica.Schwarz@ihs.gov](mailto:Jessica.Schwarz@ihs.gov)

To Subscribe to JOAG List Serve go to: <https://list.nih.gov/cgi-bin/wa.exe?SUBED1=JOAG&A=1>

For those who always have Uniform Questions:

[http://www.usphs.gov/corpslinks/JOAG/documents/JOAG\\_Proper\\_Uniform\\_Wear\\_Revised\\_102611.pdf](http://www.usphs.gov/corpslinks/JOAG/documents/JOAG_Proper_Uniform_Wear_Revised_102611.pdf)

### **BOP/ CDR Anthony Bryant**

Welcome CDR George Durgin, BOP Agency Liaison. CDR Durgin is now on board as the Liaison to replace CAPT Brown. Any PHS/BOP issues can be addressed by him.

Mid-Level Advisors Board Update. The MLP Advisory Board reports of an ongoing Competency Project. The goal of this project is to certify a number of BOP MLP's to sign off on their peers once those peers had shown competency of performing certain procedures. The need for a standardized Competency Program has been identified due to the fact that not every institution has the same needs as others. MLP are granted medical privileges from their Clinical Directors, however, many of these privileges may not be utilized in certain institutions due to the lack need. Standardized competency training and check-offs would could help identify areas where specific training may needed.

### **IHSC- LCDR Bishop**

No new information.

### **IHS- CAPT Gary Cole**

We will be staffing a booth at AAPA. IHS PA leadership will be in attendance at Local COA here in Phoenix. CAPT Cole is hosting a barbecue for the PA's during COA at his home. National Council will be doing a WebEx this year instead of a real conference.

**FDA/ LCDR Stephen Smith**

Jobs change weekly, see <https://www.usajobs.gov/> Enter "Consumer Safety Officer FDA" and press search. At the moment positions are available in Texas, Virginia, Maryland, and Oklahoma. If you want to know what it is like to work for FDA... call or email me. 02 and 03 have best shots, 04s are more challenging to cross over.

**NOAA/ CDR Michelle Pelkey**

NOAA Liaison- have 1 open position on the east coast at this time, split position -part time in Norfolk, VA and part time in board NOAA Ship Ronald H Brown, home ported in Charleston, SC. Due to budgetary constraints, sailing days have decreased, so not as much time away from home.

**PHSAPA/ LCDR Pieter Van Horn**

Please Visit PHSAPA website for updates on which your board of directors are, prior minutes, Newsletters, pictures from the last AAPA Impact conference in Toronto and much more: visit <http://phsapa.com/>

For those members who need to renew their membership, our website has a SECURE "PAYPAL" option available which alleviates any stress about checks being lost! However, if you are uncomfortable about using an on-line payment option, please feel to e-mail our financial guru Ms. Brooks at:

[loribroo@gmail.com](mailto:loribroo@gmail.com)

PHSAPA Coins, come one come all! We have a section of our Website that not only has a PayPal option to order, but if you ever wondered how the whole "military coin" history came about...we have a description of that and what you need to do if a fellow PHS officer challenges you with coin at a local or regional gathering.

PHSAPA is on FACEBOOK! Search "Public Health Service Academy of Physician Assistants" and join us today!

Next PHSAPA Meeting is Tuesday February 12<sup>th</sup> 20:00 EST Conference Line Access Number: 1-218-548-3569 Conference Line Pass code: 778730#. Hope to See You then!

**Summary and Status of Action Items:**

1. Revised Bylaws approved by HSPAC
2. PA history project-ongoing.POC: CAPT Cole and LCDR Billy Collins

**New Business:**

**LCDR Klimp:** We have open positions on the executive committee and are soliciting nominations for interested officers to serve as Chair-Elect and Vice Chair for the 2013 term. Please consider taking on an increased role within the PAG and serving in these leadership positions. A list of nominees will be compiled and forwarded to the group for a vote in the next few weeks.

**Meeting adjourned at 21:06 hours EST.**

**Next teleconference: February 28, 2013 at 20:00 hrs EST.**

**Call –in number: 1-218-548-3569 Pass code: 778730#**

**Minutes prepared by: CDR Janet Valdez, Secretary**

**Reviewed and approved by: LCDR Scott Klimp, Chair**