



Public Health - Professional Advisory Group
 General Membership Call
 Meeting Minutes
 October 15, 2012



PAG:	Public Health Professional Advisory Group
Meeting Purpose:	Monthly Call with Voting Members and Volunteers
Meeting Date:	15 October 2012
Meeting Time:	2:00-3:00 EDT
Meeting Location:	Teleconference
Meeting Facilitator:	LCDR Deidre Washington Jones
Attendees #s:	See below
Minutes Issued By:	LT Brittany Bovenizer
Minutes Approved By:	CDR Joseph Roth and Voting Members

In Attendance:

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

Call to Order: LCDR Deidre Washington-Jones called the meeting to order at 2:01pm.

Welcome

Role Call: LT Brittany Bovenizer

Voting Member role call

For those officers participating on the line that are not voting members, please use the link at the bottom of the agenda to secure your attendance.

Old Business 2:46pm

Approval of September 2012 Meeting Minutes

- Motion: No motion
- Vote: No motion – changes needed

Chair Elect and Voting Member Updates

- Have not been notified and we will be announcing that in November
- Those officers will be receiving letters from PHPAG
- Keep an eye out for email with information

Committee Reports

Recruitment/Retention (Membership) Committee

LT Bullock gave the report

Moving forward with another membership survey shortly

Communications Committee

LCDR Nisha Antoine

- Lcdr Cora has received feedback on the coin
- Will incorporate those changes and will go to voting members in the next week
- New members
- Newsletter developed and in draft form

Mentoring

CDR Matthias gave the report

- HSO mentoring program is seeking senior officers to become a mentor
- COERS are out
- New format for the CV is intended to mimic the benchmark

Career Development

LCDR Deidre Washington-Jones gave the report

- Public Health Specialists have been working on webinars for November 1st and 8th
- My restructure and collapse some of the committees
- Career network subcommittee has worked with HSPAC “Coaching on Demand” related to promotion and career planning
- Launched career development calendar to add and access dates to standardize how we capture our information

Public Health Specialists Updates and product reports:

Epidemiology

CDR Leslie Hausman gave the report

- September 13 brownbag went very well
- October 11 brownbag was rescheduled to November 8 and in conjunction with VetPAC

Policy

LCDR Idongesit Essiet-Gibson gave report

- Brown bag on November 1 and 8th
- Policy resource document is in development
- RADM will be on the call November 1

Health Promotion/Health Education

LCDR Maria Benke gave the report

- Congratulate Kent Forde and PHS officers who assisted with the event he planned
- Brownbags scheduled for winter and spring
- Health education competencies and behavioral health
- Pilot eligibility review and persons who may be interested in sitting with spring CHES exam

Generalist

LCDR Lorraine Williams

- Future webinars in discussions
- Creating a document related to career direction

Awards

LCDR Matthew Weinburke gave the report

- Fine tuning the SOP
- Would like to send to the Executive team for final review and approval
- Preparing for 2012 PHPAG award
- Recruiting new members
- Review idea of a new award for persons outside of the PHPAG
- Will review awards coming from PHPAG community

New Business

It is promotion time

Keep on top of your benchmarks and review CV document

LT Dawn Arlotta

- COERS are due Wednesday to our reviewing officials
- New forms on 2013 OS and ROS
- Basic readiness is requirement for promotion
- Year end activities are required of the PAG – deadline is in three weeks. There will be a call to action by October 31
- Officers with skills in creating a one page document to show what the PAG has accomplished

this year

CDR David Lau

AMSUS – 2013 will be in Seattle Washington

New Plenary session with all services

Advisors

CDR Durgin recommends using your mentor to review OS, ROS, and CV

CAPT Wilkins- mentors are being contacted to follow up with officers who are coming up for promotion

LCDR Washington-Jones adjourned meeting at 2:54 PM

General Membership Attendance:

Rank First Last

CDR	Karen	Beckham
CDR	Michael	Schmoyer
CDR	Melanie	Ross
CDR	David	Lau
LCDR	Kimmine	Hudson
LCDR	Makeva	Rhoden
LCDR	Antoine	Smith
LCDR	Kent	Forde
LCDR	Paula	Peters Washington
LT	Emily	Crarey
LT	Margaret	Whittaker
LT	Rebekah	Van Raaphorst
LT	Tara	Carolfi
LT	Christian Bullock	
LT	Debra	Wagner
LT	Michelle	Sandoval