



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, September 7, 2010
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Participants: Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CDR	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Excused
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
CDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
Dr.	Mansoura, Monique	Civilian Service Liaison	No
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Excused
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Danisha		Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Excused
LCDR	Sram, Jacqueline		Excused
CDR	Zhang, Yi	Science Chair	Yes
		Visibility Chair and Co-Chair	Vacant
Other SciPAC Roles held by Non-voting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
LCDR	Toblin, Robin	JOAG Liaison	Yes
CDR	Newman, Sara	COA Liaison	Excused

Participants: Non-voting Scientist Officers

Rank	Name	Agency	Present
RADM	Mishoe, Helena	NIH	yes
CAPT	Adeyoka, Nelson	CDC	yes
CAPT	Benally, Christine J.	HHS	yes
CAPT	Ching, Pamela	CDC	yes
CAPT	Daugherty, Jon	FDA	yes
CAPT	Fletcher, Bennett W.	NIH	yes
CAPT	Hendricks, M. David	FDA	yes
CAPT	McDuffie, Kathleen Y.	CDC	yes
CAPT	McLaughlin, Michael A.	FDA	yes
CAPT	Sanders, Martin	HHS	yes
CAPT	Seaton, Mark	FDA	yes
CAPT	Thoroughman, Doug	CDC	yes
CDR	Albrecht, Bill	EPA	yes
CDR	Dutton, Samuel S.	DHS	yes
CDR	Laird, David	FDA	yes
CDR	Methner, Mark	CDC	yes
CDR	Schneider, Diana	OPHS	yes
LCDR	Adjemian, Jennifer	NIH	yes
LCDR	Bennett, Marco	FDA	yes
LCDR	Bhagwat, Aditya	DoD	yes
LCDR	Bodart , Jennifer	DoD	yes
LCDR	Calanan, Renee	CDC	yes
LCDR	Clayton, Mark	EPA	yes
LCDR	Clingman, Chekesha S.	FDA	yes
LCDR	Colborn, James	CDC	yes
LCDR	Davidson, Bryan	DoD	yes
LCDR	Dee, Deborah	CDC	yes
LCDR	Demby, M. Lela	BOP	yes
LCDR	Dobmeyer, Anne C.	DoD	yes
LCDR	Garnett, Theodore	FDA	yes
LCDR	Geissler, Aimee	CDC	yes
LCDR	Goodie, Jeffrey L.	DoD	yes
LCDR	Hess, David	DoD	yes

LCDR	Hunter, Christopher L.	DoD	yes
LCDR	Purfield, Anne	FDA	yes
LCDR	Schobitz, Rick	DoD	yes
LCDR	Sloop, Sue L.	CDC	yes
LCDR	Smith, Michael	FDA	yes
LCDR	Steffen, Scott	FDA	yes
LCDR	Streeter, Emily	DoD	yes
LCDR	Thomas, Jennifer Dolan	CDC	yes
LCDR	Toblin, Robin	BOP	yes
LCDR	Xu, Fei	FDA	yes
LCDR	Zapata, Lauren B.	CDC	yes
LT	Barradas, Danielle	CDC	yes
LT	Demissie, Zewditu	CDC	yes
LT	Freeland, Amy L.	CDC	yes
LT	Green, Seth	DoD	yes
LT	Lacayo, Jaun	FDA	yes
LT	Myers, Todd	DoD	yes
LT	Pamboukian, Ruiqing	FDA	yes
LT	Parks, Sharyn	CDC	yes
LT	Sharp, Tyler M.	CDC	yes
LT	Silvio, Heather	DoD	yes
LT	Sydnor, Charlene	NIH	yes
LT	Tartof, Sara Y.	CDC	yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer at toc4@cdc.gov for roll call.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Welcome to new voting members, subcommittee chairs, and executive board members.
- The new revised COER will be implemented and launched on October 1, 2010. Please review the information at <http://dcp.psc.gov/COER/resources/2010.aspx>.
- The Billet Collection System is remaining on schedule with the timeline provided on the August call. Scientist category-specific billets are scheduled for October 2010 and all Multidisciplinary billets for December 2010. Dental, Dietician and HSO also share that same category-specific billets launch window.

- There were no updates from the SG PAC/CPO/PAC Chair meeting since this meeting was not held in August. This meeting will resume in September and any updates will be provided on the October PAC call.

3) **Report from the Chair:** CDR Matthew Newland

1. Welcome, everyone! This is an exciting time for the US Public Health Service considering the unprecedented transformation:
 - a. The passage of The Affordable Care Act
 - i. Making all PHS officers on active duty in March, 2010, Regular Corps Officers
 - b. The implementation of the new COER process in 2010
 - c. Billet and Transformation Review
 - d. Additional VA educational benefits for all officers through the Post 9/11 Bill
 - e. And the upcoming USPHS Scientific and Training Symposium in New Orleans in June, 2011
2. This Fall, I would like the Rules and Membership Subcommittee to review the SciPAC Charter and SOP specifically in terms of:
 - a. Expectations for voting membership for officers and civilians serving SciPAC
 - i. To clarify voting members' participation on calls, subcommittee chairs, liaisons, and active voting
 - b. The Science Subcommittee
 - i. Its role and if redundant compared to the SciPAC role as a whole, to consider disbanding.
3. As of September, 7, 2010, the Chair position for the Visibility subcommittee is open and needs leadership.
 - a. Voting members: Please email CDR Matthew Newland mnewland@hrsa.gov with your interest and willingness to serve as Chair of this important role and opportunity for the Category.
 - b. Finally, a very special note of thanks to CAPT Christine Benally for her extraordinary service and commitment.

4) **Report from Vice Chair:** CDR Karon Abe

- No report

5) **Subcommittee reports**

- a. **Awards:** LCDR James Kenney
 - CDR Newland discussed the up-coming awards in his opening remarks promoting the 2011 USPHS Symposium in New Orleans, LA. Consider nominating yourself or someone else for one of the three Scientists awards
 - I look forward to working with everyone this year. I will be sending out a request for volunteers to assist with the Awards Subcommittee in the near future.
- b. **Career Development:** CDR Sally Hu; Co-Chair, LT Charlene Sydnor
 - Career Development subcommittee will focus on the following four major areas to provide high quality services to our scientist officers in 2010-2011 term.

- First, we continue to provide the CV reviewing services to the individuals up for promotion in 2011 by O-5/O-6 senior officers.
 - Please submit your CV to be reviewed no later than **Oct 5, 2010** to me at hus@mail.nih.gov. We also will send this announcement with our listserv this week.
 - We will contact the officers who have reviewed CVs before for their availability in this term since their experience will be greatly appreciated. However, any O-5/O-6 Officers who have not reviewed CVs in the past, but who would now like to—please email me at hus@mail.nih.gov since we also need the fresh blood for our CV reviewing program.
- Second, we will keep our Career Development Training Section. Each training section will be 30 min long after a SciPAC monthly meeting. We plan to have our first training section after the October SciPAC monthly meeting. The primary topic is “SciPAC CV template, SciPAC benchmarks and Promotion”. The formal announcement will be distributed with our listserv very soon. At this point, we also welcome your ideas and your suggestions on any topics that you believe we should address through our training section and please email me if you have any.
- Third, we will send out a SciPAC representative to meet any scientist OBC graduates by attending the monthly graduation ceremonies in order to provide the service to the new active duty officers in person.
- Fourth, we will have a team to update the Scientist Handbook on a monthly basis. We will provide any revisions or updates to our web subcommittee if needed and also will announce any major changes on our SciPAC calls.
- Finally, we also will facilitate the distribution of job opportunities for Scientists as long as you provide to me the information to disseminate with our listserv if needed.
- Again, we welcome your ideas and suggestions on any thing that you believe SciPAC Career Development should consider and please help us to provide the best career related services to our scientist follower officers.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- The upcoming USPHS Symposium in New Orleans next June, 2011. Officers were informed that requests for committee volunteers and Category Day presentation abstracts will be happening soon.

d. **Mentoring:** CDR Boris Aponte; Co-chair: CDR Mark Methner

- Seeking new mentors and mentees.

e. **Policy Review:** CDR Ryan Novak; Co-chair: LCDR Fuyuen Yip

- No requests for policy review in August. For 2009-10, 25 subcommittee members representing 8 agencies contributed to 15 policy document reviews. Thank you to all the subcommittee members, especially CDR Guo for his leadership as chair this past year.
- A call for new Policy sub-committee members to serve during the 2010-11 cycle will be sent via the listserv soon. Looking for returning and new members from all agencies and ranks.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo
[Report given by LCDR Mike Smith]

- At the beginning of Sept 2010, we had a total of 306 scientist officers on board
 - 41 Officers are listed as exempt
 - 20 Officers listed as “not qualified” as follows:
 - O6=12, O5=6, O4=2
 - Not including exempt officers our category is 92.4% qualified.

g. **Rules and Membership:** CDR Karon Abe

- Congratulations to our 4 New voting PAC members:
 - LCDR Jackie Sram
 - LCDR Matthew Murphy
 - CDR Nisha Robbins
 - CDR Ryan Novak
- No new Call to Active Duty (CADs)
- Rules and membership committee meeting this month to review SOP and Charter revisions.

h. **Science:** LCDR Yi Zhang

- We are working on the paper to be submitted to Public Health Reports. The purpose of the paper is to document the function, contribution and role of Scientist PHS Officers to the public health community. We are waiting for two more pieces to wrap up the paper.
- Per CDR Newland’s opening remarks, the Science subcommittee will not be taking new members at this time.

i. **Visibility:** POSITION IS OPEN – NEED VOLUNTEERS!

- Email CDR Newland if you are interested in chairing committee. You may also contact CAPT Benally for advice and guidance

j. **Website:** CDR Danice Eaton

- The purpose of the SciPAC website subcommittee is to maintain the SciPAC website to provide up-to-date, timely information to Scientist officers. The SciPAC committee is comprised of a small number of officers who are dedicated to keeping the website current. We currently are working on changing the website platform such that making modifications does not require special technical skills or access to particular software. We welcome new members. If you are interested in joining the subcommittee, please contact CDR Danice Eaton at dhe0@cdc.gov.

6) **Liaison Reports**

a. **Billet & Direct Access:** LCDR Judy Facey

- No report.

b. **COF:** CDR Timothy Nelle

- Our current balance as of August 31, 2010 is **\$2561.42**. We have an inventory of 135 coins and 55 T-shirts. To purchase t-shirts and coins, please contact CDR Nelle (timothy.nelle@fda.hhs.gov).

c. **COA:** CDR Sara Newman

- No report.

d. **JOAG:** LCDR Robin Toblin

- The best source of information for JOAG is our listserve. The link to join can be found at our website: www.usphs.gov/corpslinks/joag. If that link doesn't work, you can also join through the NIH listserve website.
- The Summer issue of the JOAG Journal is now available from the website.
- The Journeyman series is Friday, September 10 and will focus on promotions and feature CDR Linda West. Call in: 1-219-509-8111 (note that this is a toll line and long distance charges apply) Participant Access Code: 864814. If you would like CDR West to ask specific questions, contact LT Ashleigh May at amay@cdc.gov. If you miss this call, please email hiren.patel@fda.hhs.gov for an MP3. Using a personal email for this may be helpful as the file is quite large.
- JOAG publishes a list of career fairs around the country each month; if you'd like to represent JOAG at a university nearby, be on the lookout for emails each month with the career fairs for that month.
- JOAG will begin a new year on October 1 and there will be a call for volunteers for committees. Please consider joining a JOAG committee!

e. **PSYPAG:** CAPT Michael Murry

- LCDR Rick Schobitz gave report: PsyPAG met on August 5th and welcomed LCDR Nikki Frazer as our new chair elect. LCDR Frazer is a Scientist Officer who has prior experience with the Air Force and is currently assigned to the DoD. We also featured CAPT John Golden as our presenter for our speaker series. CAPT Golden is assigned to the Defense Center of Excellence for Psychological Health and Traumatic Brain Injury (DCoE). He shared information about DCoE's major initiatives, the role of PHS officers at DCoE, and about available positions within the organization. Finally, PsyPAG has developed a Scientific and Training Symposium Subcommittee which will work to encourage our members to take a more active role at the conference and provide guidance and support for those officers interested in submitting presentations for the conference.

7) **Closing Remarks – None**

8) **Q & A**

- CDR Diana Bensyl asked the Mentoring subcommittee if it is okay for officers to contact them if they forgot or lost their mentor or are in need of another mentor due to recent promotion, change of position, etc. CAPT Martin Sanders responded that those types of requests are welcomed.
- CDR Diana Bensyl asked the Policy subcommittee if members are required to comment on every document. CDR Ryan Novak responded that he will try to split up policies

among committee members if several are received at same time. Last year, subcommittee members each commented on 10%-80% of policies.

- LT Charlene Sydnor asked the Executive Board whether the size of the SciPAC voting membership was mandated by the Surgeon General and wanted to know if it was possible to increase that number because the category is growing.
 - CAPT Martin Sanders: Will send inquiry to OPDIV contact and send up. One venue to raise issue is the PAC chair board, which CDR Newland sits on.
 - CAPT Williams-Fleetwood: Will bring up to CPO board.
 - CAPT Thoroughman: other, larger categories are limited to 20 members.
 - CDR Hu: agree with CAPT Thoroughman. Goal should be to get more leadership positions within subcommittees.
 - RADM Mishoe: This issue has been raised previously. The # of PAC members is set across the Commissioned Corps. One idea is to establish working groups to get non-voting members opportunity for leadership within the PAC.
 - LCDR Toblin: Can create additional leadership roles within subcommittees.
 - CDR Newland: 10 SciPAC voting member positions will be open next year.
- CDR Nisha Robbins will be serving on Uniform Advisory Committee. Officers can email questions or concerns about uniforms to [drobbins@cdc.gov](mailto:d Robbins@cdc.gov).

NOTE: Next meeting Tuesday, October 5, 2010 @ 1100–1300 EDT



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Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		No
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
Dr.	Mansoura, Monique	Civilian Service Liaison	No
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Excused
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Non-voting Members			
CAPT	Moffett, Daphne	SciPAC Historian	Yes
CDR	Newman, Sara	COA Liaison	Excused
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Excused

Non-voting Scientist Officers Participation

Rank	Name	Agency	Present
RADM	Mishoe, Helena	NIH	Yes
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Hendricks, M. Thomas	FDA	Yes
CAPT	Hottenstein, Omar	DoD	Yes
CAPT	Massoudi, Mehran	CDC	Yes
CAPT	McDuffie, Kathleen Y.	CDC	Yes
CAPT	Moffett, Daphne	CDC	Yes
CAPT	O'Connor, Ralph	CDC	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CDR	Draski, Laura	FDA	Yes
CDR	Glover, Maleeka	CDC	Yes
CDR	Laird, David	FDA	Yes
CDR	Park, Amy	DoD	Yes
LCDR	Adjemian, Jennifer	NIH	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bhagwat, Aditya	DoD	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clayton, Mark	EPA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Demby, M. Lela	BOP	Yes
LCDR	Gardner, Tracie	CDC	Yes
LCDR	Garnett, Theodore	FDA	Yes
LCDR	Lowther, Sara	CDC	Yes
LCDR	Nielsen, Carrie	CDC	Yes
LCDR	Njai, Rashid	CDC	Yes
LCDR	Pevzner, Eric	CDC	Yes
LCDR	Rodgers, Loren	CDC	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Saydah, Sharon	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Steele, Angela	DoD	Yes
LCDR	Steffen, Scott	FDA	Yes

LCDR	Streeter, Emily	DoD	Yes
LCDR	Tate, Jacqueline	CDC	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LT	Barradas, Danielle	CDC	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Green, Seth	DoD	Yes
LT	Iuliano, A. Danielle	CDC	Yes
LT	Lacayo, Jaun	FDA	Yes
LT	Lu, Xiaowu	HHS	Yes
LT	May, Ashleigh L.	CDC	Yes
LT	Miller, Mark	EPA	Yes
LT	Myers, Todd	DoD	Yes
LT	Pamboukian, Ruiqing	FDA	Yes
LT	Perrine, Cria Gregory	CDC	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Steele, Matthew	FDA	Yes
LT	Sydnor, Charlene	NIH	Yes
LT	Tartof, Sara Y.	CDC	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- **Leadership changes:** RADM Rutstein, after an outstanding career of 24 years of service to the Corps and the public health of this nation, has retired effective October 1, 2010. CAPT Carol Romano has been asked to serve as Acting Deputy Surgeon General and CDR Greg Davis continues to serve as the Acting Chief of Staff until the permanent leadership team is selected. VADM Benjamin is planning to announce some of the members of that new leadership team in the near future.
- **New COERs:** The CPOs have developed guidance to complement existing guidance based on our assessment of the new COER and experience with promotion boards. The guidance further clarifies, with description and examples, COER areas including: goals/accomplishments, officership, and leadership. We trust that officers will find this information useful. I will forward this guidance through the SciPAC list serv.
- **Permanent Grade Promotions:** Results of the 2010 promotion cycle for permanent grade promotions will be released soon. In future promotion cycles, the temporary and permanent grade promotions at the O2 and O3 grades will be competitive. All categories will need to review their 2012 promotion benchmarks to determine if any changes are needed.
- **Affordable Care Act:** We continue to experience a number of unintended consequences from the Affordable Care Act which was signed in March this year. It's important to understand that policies needed to implement provisions called for by ACA are being addressed. As we await the finalization of these policies and procedures and the OMB review of the Corps management structure, it's important that we stay focused on our mission with our agencies and the Corps

and stand ready to meet the challenges we face in meeting the public health needs of this nation.

- Questions: CAPT Nelson asked for an update on the Billet Collection System (BCS) because it was not launched for those categories that were scheduled for September. LCDR Facey will follow-up with CAPT Bailey to determine whether a revised BCS schedule has been created.

3) Report from the Chair: CDR Matthew Newland

- CC Take Home Message: On Thursday, September 30th, CDR Newland attended the HRSA all CC officers meeting with RADM Rutstein, RADM Weaver, and representatives from OCCO, OFAM, and OFRD. All shared updates and responded to questions from the audience. The take home message was that the future is bright for the Corps. There are many significant changes going on at all levels but please do not be concerned. Stay focused on your missions.
- 2010 Permanent Promotions: Will be released soon.
- 2011 Promotions for the Ready Reserves: There are people at HHS working on this process and HHS is also completing an Office of Management and Budget (OMB) review which is part of this process. Please stand by.
- Pause on hiring to the Corps: OCCO is still recruiting, receiving, and processing applications to be ready when the pause is lifted. Please stand by. There is also no cap on the size of the Regular Corps.
- Regular Corp Appointments through the Affordable Care Act of 2010: As of March 23rd, 2010, all officers on active duty became part of the Regular Corps. The paperwork for all of the appointments has not yet been completed by OCCO. Please stand by. All documents should be ready by the end of calendar year 2010.
- PAC Model Charter:
 - Voting Membership: During last month's SciPAC call, there was a discussion about the size of voting membership for PACs. Presently, each PAC is limited to no more than 20 voting members (CC and CS). This restriction originates from the model charter that all PACs to follow. The PAC Chairs' PAC, headed by CAPT Schriber (PharmPAC), presently has a Charter Workgroup which I am now a member of. One of the items that we will be working on is a proposal to increase the number of voting members for all PACs for up to 40. This is due mainly to larger PACs having limited opportunities for officers to serve as voting members. However, PACs may chose to restrict the number of voting members if they wish as long as they do not exceed the maximum amount allowed in the model Charter.
 - Role of Civilians on the PACs: Another component of the Charter Workgroup is to clarify the role of civilians. CAPT Schriber mentioned that in the past (10-15 years ago) civilians were more involved in PACs and it was also competitive. Many civilians actively participated and also received awards this way. They also tended to be either supervisors or colleagues of CC officers in their respective categories. We will be examining the role and expectations of civilians in PACs and propose language to be included in the model Charter so all PACs are consistent in this matter. Personally, I do support civilian participation in the PAC but I want everyone to be clear about their expectations just as we are with CC officers.
 - Model Charter Process: Finally, revisions to the model charter also have to be approved through the chain of command from the PAC Chairs, CPOs, and then the SG.

4) Report from Vice Chair: CDR Karon Abe

- No report

5) Subcommittee Reports

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- Welcome to LCDR Minglei Cui as the Co-Chair for the SciPAC Awards Subcommittee.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- New COER: The online COER system will be launched tomorrow. We encourage each officer to maintain the most current contact information in Direct Access including: email addresses, phone numbers, and supervisor information. In addition, please work closely with your supervisor and your Rating Official (RO) if you are eligible for promotion in 2011.
- Permanent Grade Promotion: While the 2010 permanent promotion selections have not been released, OCCO is expected to announce the results before the end of this year. Of course, this creates a problem for the officers who were up for permanent promotion in 2010 because they do not know whether they have been pasted over and need to prepare for next years board.
- CV review: We sent a confirmation receipt email to every officer who submitted their CV for review. If you have not received the confirmation email, please resubmit your CV today (the deadline for CV submission). We greatly appreciate the senior officers for their hard work and for taking time from their busy schedules to review the submitted CVs.
- Officer Basic Course (OBC) Graduation: We attended the OBC graduation ceremony on September 24th to welcome the six graduating Scientist officers and to deliver a personal letter and SciPAC coin on behalf of CAPT Williams-Fleetwood and SciPAC. We also answered the category-specific questions from the six officers. CDR Eaton has posted the group picture of graduation ceremony on the home page of our SciPAC website. We encourage all officers, in particular CDC officers, to view the website and put a name with a face; as all six graduating officers are assigned to CDC.
- Training courses: We posted a link to several FREE online courses/seminars through the life-long learning program related to disaster response. Thanks to LCDR Toblin for the information. We also plan to have our subcommittee conference call this month.
- Scientist Handbook: We are in the process of updating the COER section of the Scientist Handbook since the new revised COER will launch very soon. LCDR Dominic Frasca is helping us with this effort. We will send out an announcement via the SciPAC listserv once the handbook has been updated. Our team will continue to provide updates on the Scientist Handbook on a monthly basis.
- Career Development Session: We are honored to have CAPT Pamela Ching with us today. CAPT Ching has previously served on the SciPAC promotion board and can provide invaluable insight on the promotion process. This is a great opportunity for you to ask questions and to have your concerns addressed.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- USPHS Scientific Training and Symposium will be held June 20- 23 in New Orleans
- The Scientist Category Day Sub-committee has convened and assigned duties in preparation of Category Day

- A request for abstract submissions for Category Day presentations will be sent via the Scientist listserv with receipt of abstracts due by November 8th.
- d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner
- We still need senior officers to serve as mentors. As of now, we have covered all the requests, but still need more mentors to prepare for future requests.
- e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip
- I am happy to welcome LCDR Fuyuen Yip who will be serving as co-Chair of the Policy Review subcommittee this year. LCDR Yip can be contacted directly at fay1@cdc.gov.
 - There was an overwhelming response to the call for new subcommittee members sent last month. Thank you to everyone who responded; unfortunately we could not accommodate all officers. However, because of the large response we were able to assemble a subcommittee roster that is more representative of the Scientist Category: 30 members representing LT to CAPT ranks and 9 agencies.
 - We have had no requests to review policy documents this past month. Last year the first request came in on October 5, so subcommittee members should be on alert for requests from the chairs.
- f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo
- As of the beginning of October 2010, there are a total of 303 scientist officers on board
 - 40 Officers are listed as exempt
 - 21 Officers listed as “not qualified” as follows: O6=13, O5=5, O4=3
 - Not including exempt officers our category is 92.0% qualified.
 - Comment: CAPT Williams-Fleetwood asked LCDR Seo to share issues that officers are facing related to Direct Access or readiness in general.
 - Question: LT Sydnor asked whether it is acceptable to get a flu shot at your agency rather than at a military treatment location. Several officers replied that they have received agency flu shots in the past and that it is accepted by Medical Affairs Branch (MAB) as long as a form is completed and signed.
- g. **Rules and Membership:** CDR Karon Abe
- With the “pause” on Call to Active Duty (CAD), we do not have any new CADs.
 - The objectives of the Rules and membership committee are two-fold:
 - To review the SciPAC charter and SOP
 - To assist in the nomination process of new voting members into SciPAC (which happens in the spring).
 - At our first meeting last month, we started an on-going discussion about what revisions we would make to the charter and the SOP.
 - We will look at the model charter that all PAC charters are based on and to see what flexibility we have in terms of voting and non-voting roles within the PAC for both commissioned officers and civil servants.
 - We will be discussing the expectations of voting members and we will try to include language to better define their roles.
 - We will also review the objectives/roles of the Science subcommittee in SciPAC.

h. Science: LCDR Yi Zhang

- We have received a draft of one additional section for the Public Health Reports paper and are still waiting to receive another. In the meantime, we are putting together what we have received so far.
- Request clarification from SciPAC on how to handle requests from the public (i.e., civilian employees, graduate students, post-doctoral fellows) about the possibility of joining the Corps as a PHS scientist officer.
 - CDR Newland replied that it is appropriate to direct the individual to a Scientist mentor or other senior officer that can address their questions. It is also acceptable to refer the individual to the Recruitment, Retention, and Readiness subcommittee or to the SciPAC Executive leadership.

i. Visibility: CDR Nisha Robbins

- CDR Nisha Robbins was introduced as the new Visibility chair.
- Numerous officers have emailed to express their interest in joining the Visibility committee; CDR Robbins will contact them by phone or email very soon.
- CDR Robbins will consult with the previous Subcommittee Chair and will then proceed with establishing the membership and setting up the first meeting.
- Any ideas on improving visibility of Scientists and the many different ways we make a contribution are welcome!

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- We have updated the website to reflect the new voting membership for the 2010/2011 SciPAC term, as well as the new subcommittee chairs. We request that each subcommittee review the website, paying particular attention to content related to your subcommittee, and let me know if additional changes or updates are needed.
- CDR Newland requested that the Website subcommittee post CAPT Ching's presentation from today's career development session on the website.

6) Liaison Reports

a. Billet Transformation Review: LCDR Judy Facey, email: facey.judy@epa.gov

- No new update; see remarks regarding Billet under CPO report above.
- CDR Abe: How do we determine if an officer should fill a scientist specific or multidisciplinary billet?
 - LCDR Facey: The answer likely depends on the agency. I will get more information from CAPT Bailey. My current understanding is that multidisciplinary billets should be selected if more than one category can fill the position (e.g., vet/med/scientist).
 - CDR Avchen: All EIS officers advised to select multidisciplinary.
 - CDR Bensyl: My Branch chief checked with CDC CC office. The response was that if a job doesn't require a specific degree, then choose a multidisciplinary billet.
 - CDR Robbins: Another example is that if a job requires a license then choose category specific billet (e.g., psychologist).
- In response to a question from CDR Abe, CDR Newland clarified that if a billet is downgraded, the officer has 2 years to identify and move on to a different billet.

- CDR Eaton: Is there any mechanism/way to change an existing billet if the program wants to (e.g., add a responsibility)?
 - RADM Mishoe: The expectation is that there will be very, very little changing of billets. Once a billet is established, try to minimize changing of billets. Intent is to lock-down billets

b. COF: CAPT Timothy Nelle

- As of October 1, 2010, our balance is \$2581.42.
- We have an inventory of 134 coins and 54 T-shirts.

c. COA: CDR Sara Newman

- No report

d. JOAG: LCDR Sara Vagi (reporting on behalf of LCDR Robin Toblin)

- JOAG began its operational year on October 1. Please join the list serve if you have the rank of O-1 to O-4.
- The first JOAG General Membership Meeting is this Friday, October 9 from 1300-1500. You can learn more about what each committee does and consider which one you might want to join. Call in number: 218-936-4700; Passcode: 791-9605
- We have coins available for purchase. Please contact LCDR Toblin if you are interested (robin.l.toblin@us.army.mil).
- Officers should be receiving letters of appreciation for their committee work the past year. Please let me know if you haven't received yours by the end of October.
- CAPT Dan Beck, Acting Director of OFRD, has been appointed as the new JOAG Senior Advisor (effective 1 August 2010, 3-year term). Congratulations to Capt Beck on his selection!
- We want to thank CAPT Dean Coppola, Director of the Division of Commissioned Corps Recruitment, for his service and tireless dedication to JOAG for the past 4 years.

e. PSYPAG: LCDR Richard Schobitz

- PsyPAG has a number of projects and initiatives underway.
- The PsyPAG COF Scientific and Training Symposium subcommittee has been launched and is chaired by LCDR Chris Hunter. The subcommittee's goals are to coordinate efforts to increase psychology presentations at the symposium and to provide support for officers who are interested in presenting.
- We have also completed our internal review and update to our bylaws. Changes have been made and the bylaws have been submitted to both SciPAC and HS PAC leadership for approval.
- The next PsyPAG meeting is scheduled for 6 OCT at Noon eastern. The meeting will feature LCDR Vicki Ingram for our speaker series. LCDR Ingram is the Chief of Psychology at Fort Bragg and also serves as the President of the American Board of Clinical Psychology, the certifying organization for board certification in clinical psychology. CDR Ingram will brief PsyPAG members on the process of obtaining board certification and will take questions from the group.

7) Other Business, Questions, Comments

- CDR Avchen: During the call, I received memo from CDC CC office that stated the completed COER must be in the officer's eOPF by Dec 15, 2010.

8) Closing Remarks: CDR Matthew Newland

- Thank you for hard work and patience. This is the end of the SciPAC meeting. Stayed tuned for the Career Development Training.

9) Career Development Series: “*Preparing For Your Promotion*” by CAPT Pamela Ching

- The CV summary sheet and CV should be faxed to the eOPF as one document, not as two separate documents.
- The CV summary should be limited to one page, especially early in one's career. However, if taking two pages will allow the officer, especially senior officers and the officers with a long career history, to present the critical information they feel is necessary, then using up to two pages is alright. The summary page is intended to give a quick overview of the most important activities, not to provide comprehensive and detailed information; the latter should be reserved for the body of the CV.
- The CV should be in the format recommended by the Scientist category.
- The Reviewing Official Statement (ROS) is due to OCCO by December 31st. Officers should check with their Agency's CC liaison to determine the deadline for submitting the ROS to the CC liaison.
- Officers should check their eOPF at the end of January to ensure that the ROS is in the COER section of the eOPF. Officers should follow up with their Agency's CC liaison if the ROS has not been submitted.
- Officers who are eligible for promotion are highly encouraged to review their eOPF for helpful hints on PY2011 as well as refer to the Promotion Information website at: (http://dcp.psc.gov//promotions_table_of_contents.aspx).

NOTE: Next meeting Tuesday, November 2, 2010 @ 1100–1300 EDT



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, November 2, 2010
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Excused
CDR	Bensyl, Diana	Immediate Past Chair	Excused
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Excused
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
Dr.	Mansoura, Monique	Civilian Service Liaison	No
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Excused
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Excused
LCDR	Sram, Jacqueline		Excused
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Non-voting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Excused
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
RADM	Mishoe, Helena	NIH	Yes
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Brett, Kate	CDC	Yes
CAPT	Daugherty, Jon	FDA	Yes
CAPT	Massoudi, Mehran	CDC	Yes
CAPT	Troiano, Richard	NIH	Yes
CDR	Dobmeyer, Anne C.	DoD	Yes
CDR	Draski, Laura	FDA	Yes
CDR	Fleischauer, Aaron	CDC	Yes
CDR	Glover, Maleeka	CDC	Yes
CDR	Methner, Mark	CDC	Yes
CDR	Park, Amy	DoD	Yes
CDR	Riggs, Margaret	CDC	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Clayton, Mark	EPA	Yes
LCDR	Clingman, Chekesha S.	FDA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Hess, David	DoD	Yes
LCDR	Nielsen, Carrie	CDC	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Saydah, Sharon	CDC	Yes
LCDR	Schobitz, Rick	DoD	Yes
LCDR	Sharma, Andrea	CDC	Yes
LCDR	Sloop, Sue L.	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Steffen, Scott	FDA	Yes
LCDR	Toblin, Robin	DoD	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyen	CDC	Yes
LT	Cole, Jessica	FDA	Yes

LT	Gieraltowski, Laura	CDC	Yes
LT	Hollis, NaTasha	CDC	Yes
LT	Lacayo, Juan	FDA	Yes
LT	Lu, Xiaowu	HHS	Yes
LT	Steele, Matthew	FDA	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Leadership changes: On October 20th, RADM Boris Lushniak and RADM Christopher Halliday were announced as the new Deputy Surgeon General and Chief of Staff, respectively. We look forward to working with our new Corps leadership. RADM Carol Romano retired on Friday (10/29/10) after 39 years of exemplary service to the Corps. She begins a new career as the Associate Dean of Academic Affairs and Professor at Uniformed Services University of the Health Sciences Graduate School of Nursing. We are thankful to RADM Romano and CDR Greg Davis for their interim leadership as Acting Deputy Surgeon General and Acting Chief of Staff, respectively.
- New COERS: The new COERS were made available on-line Tuesday October 6th. Evaluations should be in progress.
- Permanent grade promotions: 2010 permanent grade promotion results will be published this week on the CCMIS website. 2011 permanent grade promotion eligibility will be identified and communicated to officers via email instead of via the website. Officers need to ensure their information is current in Direct Access. After the Affordable Care Act (3/23/10), officers that were commissioned have been brought on board via the Ready Reserve, including a number of Scientists. Promotion eligibility of these officers in the 2011 promotion cycle would require either Senate confirmation of the officers into the Regular Corps or a policy to allow permanent grade promotions of the Ready Reserve Corps before January. In the interim, officers should prepare for the 2011 promotion cycle by updating their files and taking the appropriate steps to demonstrate significant career contributions and progression.
- Hiring “pause”: Ending the “pause” is a top priority for senior leadership. The CPOs are working with OCCO to identify ways we can assist with new applications once the “pause” is lifted. More to come.
- Billets: Thanks to LCDR Judy Facey for scheduling CAPT Byron Bailey on our November PAC call. Please take advantage of the time we have with him and inquire about the launch of the Billet Collection System, particularly Scientist category-specific billets.
- MAB tracking of immunizations: Medical Affairs Branch (MAB) is tracking immunization information from officers, however, due to the high volume of influenza vaccinations occurring, the paperwork being faxed on these immunizations will be low priority for now.
- AMSUS Award: The EIS Field Assignments Branch at CDC is being recognized for receiving the Association of Military Surgeons of the United States (AMSUS) 2010 Training and Education Award at the AMSUS Annual Dinner on Wednesday (11/2) in Phoenix, AZ. Congratulations to the Scientists in this group!

3) Report from the Chair: CDR Matthew Newland

- Please remember to submit nominations for the Scientist Responder of the Year to LCDR James Kenney (james.kenney@fda.hhs.gov) and LCDR Minglei Cui (minglei.cui@fda.hhs.gov) by

Monday, November 15th. The winner will be in the running for the USPHS Responder of the Year to be recognized at the 2011 USPHS Scientific and Training Symposium.

- Please also remember to submit abstracts for presentation on Category Day at the 2011 USPHS Scientific and Training Symposium in New Orleans in June. This is an opportunity for you and your work in your OPDIV or deployment team to shine and for you to meet your fellow Scientist officers. Please submit an abstract by November 8th to CDR Sam Dutton (samuel.dutton@dhs.gov) and LCDR Deborah Dee (ddee@cdc.gov).
- CAPT Byron Bailey (byron.bailey@hhs.gov) will give a presentation on our call this morning with an update on Billet and Transformation. If you have any questions, you are welcome to contact him directly after the call.

4) **Report from Vice Chair:** CDR Karon Abe

- No report

5) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- A call went out for Scientist Responder of the Year nominations last month.
- The Scientist Responder of the Year Award was established in 2007 by the Chief Scientist Officer to recognize a scientist's impact on emergency preparedness, disaster response, and contributions to local, national or international public health threats. Eligible nominees must have been deployed during the previous fiscal year (October 1, 2009 through September 30, 2010).
- A repeat call for nominations will be going out on the SciPAC list serve later today. This information will include the award nomination criteria and what the nomination packet must include. The nomination deadline is COB 15 November 2010.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- There are two November deadlines for your COER. Wednesday Nov. 3, 2010 is the deadline for your Rater to submit your COER to your Reviewer and Nov. 17, 2010 is the deadline for your Reviewer to return your COER to you.
- A subcommittee conference call was held on October 25th. We went through the subcommittee's strategy and the current subcommittee activities. We also discussed the importance for cooperation with other subcommittees, including Rules and Membership, Visibility, and Website subcommittees. In addition, some members provided suggestions for our training opportunities.
- CV review: We would like to thank our reviewers for their excellent service. We also encourage the reviewees to reach out to your reviewers if you have not heard from them. Please let us know if you need any assistance from us.
- CAPT John Golden attended the OBC graduation ceremony on October 22nd to welcome the four Scientist graduates on behalf of CAPT Williams-Fleetwood and SciPAC. CDR Eaton posted the group picture of graduation ceremony on the home page of our SciPAC website. All four graduates are working at CDC.
- We will have our second training after the SciPAC call on December 7th. Ms. Mary Boone from the VA will give a presentation on the post-9/11 GI Bill. We will send out the slides for this training soon. Again, please email us for any subjects you would like to see included in future trainings.

- We are continuing to update the COER section of the Scientist Handbook. We will also begin updates to the Education, Training, and Professional Development section of the Handbook as some of the web links under the Career Development Training section are invalid. Lastly, we are looking for a volunteer to assist with updates to the Officership section of the Handbook. If anyone is interested in helping out with this effort, please contact LT Charlene Sydnor at sydnorc@mail.nih.gov or CDR (sel.) Sally Hu at hus@mail.nih.gov by Friday, November 5, 2010.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- The 2011 USPHS Scientific Training and Symposium will be held June 20–23 in New Orleans, Louisiana.
- The Scientist Category Day Subcommittee has convened and assigned duties in preparation for Category Day.
- A request for abstract submissions for Category Day presentations will be sent via the Scientist listserv. The abstract submission deadline is Monday, November 8th.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- The wave of mentoring requests received over the past months has been met. Only one request was received in October.
- A new initiative on PHS-wide mentoring services is being led by RADM Sven Rodenbeck. A meeting with representatives of all categories will be held at the FDA campus on December 14th. Each category was asked to provide a presentation by November 14th in preparation for the meeting. CDRs Methner and Bensyl worked with me on the SciPAC presentation. We are excited about this opportunity to enhance mentoring!

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy review during the month of October.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo

- We have 13 members confirmed on the RR&R subcommittee. We do not anticipate needing additional volunteers.
- LCDR Seo could not make the call and will submit the monthly readiness numbers for the minutes (provided below).
- As of the beginning of November 2010, there are a total of 303 Scientist officers on board
 - 41 Officers listed as “exempt”
 - 21 Officers listed as “not qualified” as follows: O6=14, O5=5, O4=2
 - Not including exempt officers, our category is 92.0% qualified

g. **Rules and Membership:** CDR Karon Abe

- The Rules and Membership subcommittee met last month. We are systematically going through the SOP and Charter to update and revise these documents so that they are current with our procedures. Two highlights from this meeting included:
 - Discussion on the role of the civilians as part of the voting membership of SciPAC (e.g., make clearer expectations for this role).
 - Discussion of the refocusing the objectives of the Science subcommittee

- Revisions will be sent to the R & M subcommittee for review and then to the voting membership for approval.
- CDR Newland informed officers that the PAC Chairs PAC is in the process of revising the Model PAC Charter to submit to the OSG for approval. Two items undergoing revision are the maximum number of voting members for PACs and the role of civilians. The Model PAC Charter Workgroup is considering elevating the number of voting members up to 40 and removing civilians from serving as voting members on the PACs.

h. Science: LCDR Yi Zhang

- The subcommittee is working on the manuscript project. We recently identified another volunteer to prepare the deployment section of the article since the previously assigned officer could not finish the assignment. We expect this piece will be done in about a month. In the meanwhile, we are in the process of editing the article.

i. Visibility: CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu

- The visibility committee met for the first time last week.
- CDR Robbins has selected two co-chairs: one for the DC area (LCDR Fei Xu) and one for the Atlanta area (LCDR Matt Breiding).
- CDR Robbins announced the two newsletter editors: CDR Carma Ayala (cia1@cdc.gov) and LT Heather Silvio (heather.silvio@sheppard.af.mil).
- Please remember to submit news of awards and other information regarding the good work being done by Scientists in the Corps to the newsletter editors using the email addresses provided above.
- The Visibility subcommittee is planning to have a presence at OBC in November and the NBC Health Expo coming up in the DC area.

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- No report

6) Liaison Reports

a. Billet Transformation Review: LCDR Judy Facey

- CAPT Bailey on at end of call.

b. COF: CAPT Timothy Nelle

- As of November 1, 2010, our balance is \$2601.42.
- We have an inventory of 134 coins and 52 T-shirts.

c. COA: CDR Sara Newman

- No report

d. JOAG: LCDR Robin Toblin

- The next Journeyman Series call will be on the Haiti Deployment and will be presented by CDR Margo Riggs and CAPT Holly Williams on Friday, November 12 from 1300-1400 EST. Call in#: (218) 936-4700; Passcode:791-9605
- Joining a JOAG committee is the best way to get involved.
http://www.usphs.gov/corpslinks/joag/index_files/Committees.htm

- Consider volunteering to contact applicants who were not selected for the COSTEP program to encourage them to apply for a commission once they complete school as part of the Recruitment and Retention COSTEP Non-Select Program. The point of contact is LCDR Joel Hustedt (joel.hustedt@fda.hhs.gov).

e. **PSYPAG: LCDR Richard Schobitz**

- PsyPAG is currently working on proposals to increase involvement in the 2011 USPHS Scientific and Training Symposium. The proposals that we are working on are as follows:
 - Coordinate psychology proposals for the symposium as a group
 - Develop skills-based workshops
 - Coordinate an informational job fair with representatives from OPDIVS where psychologists work
- In addition, PsyPAG will begin voting this week to select our 2011 Chair-elect and Secretary. The next PsyPAG meeting will be held on December 1, 2010. This meeting will feature a discussion of Psychologists involvement in Continuing Promise 2010.

7) **Closing Remarks: CDR Matthew Newland**

- Are there any questions or comments while we wait for CAPT Bailey to join the call?

8) **Other Business, Questions, Comments**

- CAPT Williams-Fleetwood:
 - Thank you all for your service
 - CDR Newland and LCDR Facey had a call with CAPT Bailey to initiate plans for the launch of the Scientist category-specific standard billets. We are working with him to clarify pre-launch steps including the identification of “rapid responders” who can assist with questions during the billet launch. CAPT Bailey will continue to be responsible for the Billet Collection System process-related questions.
 - Each year, it is an honor and privilege to write letters to thank officers for their contributions to SciPAC. These letters for FY 2010 are in the process of being finalized and will be sent to officers in time to be posted in OPF before the end of the year.
- CDR Newland reminded officers to consider nominating themselves or someone else for Junior and Senior Officer of the Year awards.
- LCDR Bryan Davidson asked whether all officers can now wear the “regular corps” ribbon.
 - CAPT Williams-Fleetwood responded that officers are able to wear the ribbon once they are confirmed into the Regular Corps, which still requires senate confirmation.
 - CDR Newland recommended that officers still include “applied for assimilation on xxx date” on their CV until further notice.
 - LCDR Kenney commented that OCCO no longer has someone assigned to assimilation.
- CDR Anne Dobbmeyer (Psychologist) was elected as Vice President/President Elect of the American Board of Clinical Health Psychology. Her term as Vice President begins in Jan 2011 and she will assume the office of President in Jan 2013.

9) **Update on Billet Collection System: CAPT Byron Bailey**

- Current Launch schedule for Scientist category is late Nov 2010 for category- specific billets. Multidisciplinary billets are anticipated to occur in January 2011.

- Online tutorials (both video and text) are available for officers, supervisors, and reviewing officials at <http://dcp.psc.gov/Billets Tutorial.aspx>.
- Comprehensive FAQ are posted at <http://usphs.gov/transformation/billet.aspx>.
- CAPT Bailey began by going through the slide presentation and then opened up for a discussion. Below is a summary of the Question and Answer session.

Q1. Were supervisors informed earlier in the year about what is going on with billets? Have you tried to get them on board? Could you please send the information out again, now that the process is ongoing?

A. Supervisors were notified earlier of the billet process and were sent the tutorial information. We don't want to cause any confusion because we have already started the process of establishing the billets for some of the categories.

Q2. Can we notify supervisors for categories that have not started the billet process?

A. CAPT Bailey will look into it.

Q3. Could you talk about the advantage and/or disadvantages of selecting a category specific billet or a multidisciplinary billet?

A. There are criteria for being in a multidisciplinary billet. It is an "apples to apples" comparison. Being in one billet rather than another should not affect your promotion.

Q4. If a billet grade is decreased, what happens during the first two years after the decrease?

A. If faced with this dilemma, the affected officer should ask him/herself: "Do I want to stay in the lower billet or actively look for another position?" The officer will have two years to find a higher billet.

Q5. Will an officer's rank be downgraded if it is determined that he/she is in a billet lower than his/her rank?

A. The officer rank will not be downgraded.

Q6. Who will work with the Agencies to negotiate with them to bring them in line?

A. It will be brought to CAPT Bailey's attention and he will work on it.

Q7. What if there is not a billet that matches my job?

A. If billets are identified that do not fit the current billets that are out there, we can add the billets that are missing. We have done this with the nursing category.

Q8. Can you project the possibility of their being a quota for the number of higher-level billets?

A. There is not a quota. The grades are based on formulas. We are trying to accurately describe and capture the positions that are available to officers.

Q9. Will Agencies and/or officers be able to search Direct Access for a specific skill set?

A. Yes. But Agencies will only see officers who are interested in moving at that time, not the entire pool of officers. Officers don't have to worry about being harassed.

NOTE: Next meeting **Tuesday, December 7, 2010 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, December 7, 2010
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Excused
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Excused
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
Dr.	Mansoura, Monique	Civilian Service Liaison	No
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Excused
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Excused
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
RADM	Mishoe, Helena	NIH	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	Ching, Pamela	CDC	Yes
CAPT	Daugherty, Jon	FDA	Yes
CAPT	Lawrence, Theresa	HHS	Yes
CAPT	MacDonald, Leslie	CDC	Yes
CAPT	Massoudi, Mehran	CDC	Yes
CAPT	McLaughlin, Michael A.	FDA	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CAPT	Troiano, Richard	NIH	Yes
CDR	Dobmeyer, Anne C.	DoD	Yes
CDR	Glover, Maleeka	CDC	Yes
CDR	Methner, Mark	CDC	Yes
CDR	Park, Amy	DoD	Yes
CDR	Schneider, Diana	OPHS	Yes
CDR	Temenak, Joseph J.	FDA	Yes
LCDR	Adjemian, Jennifer	NIH	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bhagwat, Aditya	DoD	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Chen, Sanny	CDC	Yes
LCDR	Colborn, James	CDC	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Davis, Shane	CDC	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Garnett, Theodore	FDA	Yes
LCDR	Geissler, Aimee	CDC	Yes
LCDR	Highsmith, Keisher	HRSA	Yes
LCDR	Lowther, Sara	CDC	Yes
LCDR	McCollum, Andrea	CDC	Yes
LCDR	Nielsen, Carrie	CDC	Yes
LCDR	Purfield, Anne	FDA	Yes
LCDR	Schobitz, Rick	DoD	Yes

LCDR	Sharma, Andrea	CDC	Yes
LCDR	Sloop, Sue L.	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Steffen, Scott	FDA	Yes
LCDR	Streeter, Emily	DoD	Yes
LCDR	Thomas, Peter	CDC	Yes
LCDR	Toblin, Robin	DoD	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes
LT	Barradas, Danielle	CDC	Yes
LT	Cole, Jessica	FDA	Yes
LT	Green, Seth	DoD	Yes
LT	Miller, Mark	EPA	Yes
LT	Pamboukian, Ruiqing	FDA	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Sydnor, Charlene	NIH	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Moment of Silence: The call started with a moment of silence to honor our fellow officer, LCDR Chris Hunley, who died tragically in an automobile accident on his way to work on November 29th. LCDR Hunley was a Pharmacy officer with the Indian Health Service, Choctaw Nation.
- Permanent Grade Promotions: 2010 permanent grade promotion results were published November 3rd on the CCMIS website. I want to congratulate our officers who received their 2010 permanent grade promotions. 2011 permanent grade promotion eligibility will be identified and communicated to officers via email instead of via the website. Therefore, it is critically important that officers make sure their information is current in Direct Access. In the interim, officers should prepare for the 2011 promotion cycle by updating their files and taking the appropriate steps to demonstrate significant career contributions and progression.
- Billet Transformation: We are working with CAPT Bailey to prepare for the launch of our category-specific billets. We are awaiting final discussions which will be critical to the scheduling of our new launch date. Continued thanks to the Scientist officers who are providing assistance to this process.
- 2012 Promotion Benchmarks: The 2012 benchmarks are currently being reviewed to see if any changes are needed. They will be released in January or February 2011.
- MAB Immunization Tracking: Documentation of immunization information (specifically influenza vaccinations) into Direct Access is currently delayed, but is getting caught up. Many officers have recently noted that their immunization information is now documented so I encourage you to check whether yours has been documented, too.

- New COER: No updates except that we are approaching Corps deadlines for submission to your e-OPF.
- Hiring “pause”: No updates, however, ending the “pause” continues to be a top priority for Senior leadership.
- Q&A: LCDR Boehmer asked whether we should we use criteria for Regular Corps when determining our eligibility for permanent grade promotion?
 - CAPT Williams-Fleetwood replied that the transition to regular corps still requires senate confirmation. Officers who think they might be eligible for permanent grade promotion for the first time should check with their agency liaisons regarding their eligibility and the due date for ROS.

3) **Report from the Chair:** CDR Matthew Newland

- New COER: The 2010 COERs are being completed now. Please remember that this is a new system for everyone. Scores will not be compared to scores from previous years and OCCO plans to re-evaluate the system again in 2011 and may make additional changes. Thank you to everyone for your patience and understanding during this time of transformation.
- CV Summary Page: All Scientist officers may use up to two pages for their CV summary sheets regardless of rank. However, Scientists are also expected to be judicious, use space appropriately, and avoid repetition.
- Billet Transformation: As the Scientist Billet Transformation rolls out, SciPAC will identify 3 Scientist officers to serve as Rapid Responders (to be named shortly) to address questions from other Scientists about completing the new Billets. The Rapid Responders will also collect and disseminate a Frequently Asked Questions (FAQ) list with answers as the Billet system is populated.
 - The Rapid Responders will respond to questions specifically about the Scientist Category and roles.
 - Questions about the process should be directed to CAPT Byron Bailey (OCCO).
 - Questions about specific job duties should be directed to the officer’s supervisor or OPDIV.
- Thank you: Finally, I would like to thank everyone for all of your hard work and dedication this year during a time of unprecedented transition. I wish everyone a very happy holiday season!

4) **Report from Vice Chair:** CDR Karon Abe

- No report.

5) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- I would like to personally thank everyone who submitted a nomination packet for the Scientist Responder of the Year award. We received seven outstanding nominees and the Awards Committee will conduct a teleconference next week with appointed award nomination reviewers to select our Scientist Responder of the Year. Our selected candidate will be submitted for the USPHS Responder of the Year Award that will be presented at the 2011 USPHS Scientific and Training Symposium.
- Junior and Senior Scientist of the Year nomination requests will be released soon. All officers who are interested in submitting a Scientist of the Year nomination packet should start putting together their packet. The nomination packet requirements will be distributed via the SciPAC list serve soon.

b. Career Development: LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- Reminder! Your COER is due to your eOPF by Wednesday, December 15, 2010. Please make sure that everything is completed and approved by that date.
- I would like to thank those officers who volunteered to review CVs for their excellent service and for making this year's CV review program a SciPAC success.
- CDR Boris Aponte attended the OBC graduation ceremony on November 19th to welcome the three Scientist graduates on behalf of CAPT Williams-Fleetwood and SciPAC. The group picture of this event will be available soon.
- We will have our second training after today's meeting. Ms. Mary Boone from VA will give a presentation on the post-9/11 GI Bill; CDR Amy Park will introduce Ms. Mary Boone later. CDR Newland sent out the slides for this training last week. Please email us with any topics that you would like to see in a future training.
- Our scientist handbook team has been very busy over the past few months. LCDR Dominic Frasca and I have completed the COER section of the Scientist Handbook. The new COER section will look very different from the previous version. We received invaluable insight and guidance from CAPT Christine Benally about the COER and what information we should include on our website. CAPT Benally directed us to other Category websites to give us examples and ideas on how to best relay information about the COER to our officers. The new link about the COER will be launched on our website very soon.
- We have also done major edits to the Promotion section of the Scientist Handbook. We updated a number of the web links in the Promotion section as many of them were out of date. The Promotion section is currently under review by OCCO's Promotion Coordinator. We hope to have the Promotion section ready for launch on our website in the next few days. We will continue to send out updates on the SciPAC Handbook via the list serve.

c. Category Day: LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- The USPHS Scientific and Training Symposium will be held June 20–23 in New Orleans, LA.
- We extend our appreciation to the large number of people who submitted abstracts for Category Day.
- You can now reserve your room at the Sheraton New Orleans for the 2011 USPHS Scientific and Training Symposium. Visit www.phscofevents.org to book your room at the federal per diem rate of \$131 (plus applicable taxes). The rate is valid from June 14 to June 29. There should be no hotel cancellation fee if you are unable to attend the meeting, but please read the fine print because in the past that has been known to change.

d. Mentoring: CDR Boris Aponte; Co-chair, CDR Mark Methner

- We received no requests for mentors during the month of November.
- The power point presentation required for the PHS-wide mentoring program workgroup meeting was sent on November 12, 2010 to CDR James Simpson (FDA) who is coordinating the initiative. Thanks to CDRs Methner and Bensyl who were instrumental in developing the presentation.
- As mentioned on previous SciPAC calls, this initiative is being led by RADM Rodenbeck. The first meeting will take place at the FDA campus on December 14, 2010.

- e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip
- We received no requests for policy review during the month of November.
- f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo
- As of the beginning of December 2010, there are a total of 303 Scientist officers on board
 - 39 Officers listed as “exempt”
 - 22 Officers listed as “not qualified” as follows: O6=13, O5=6, O4=2, O3=1
 - Not including exempt officers, our category is 92.0% qualified
 - The Division of Commissioned Corps Recruitment (DCCR) is moving forward with specific plans for the implementation of the Associate Recruiter Program. DCCR will brief the PAC chairs soon on the program; implementation of the Associate Recruiter Program is expected in the near future. One element of the new program will be an Alumni Contact Program with category-specific recruiting materials for officers to use when visiting their graduate schools as alumni.
 - CDR Newland asked the RR&R subcommittee to have conferences in mind for recruiting civil servants to the Commissioned Corps once the hiring “pause” is lifted.
- g. **Rules and Membership:** CDR Karon Abe
- An email was sent to all the SciPAC subcommittee chairpersons and liaisons last month asking them to review their subcommittee descriptions and make any necessary additions by Dec 15, 2010.
 - I will also need brief descriptions of the mission and duties of the current liaison positions that are not described in the SOP.
- h. **Science:** LCDR Yi Zhang
- The Science Subcommittee is working hard on the Public Health Reports article. The following updates related to the Deployment section of the article.
 - Because of difficulty obtaining statistics from OFRD, LCDR Anne Purfield created a survey for Scientist officers about their deployments. The survey has been distributed via the SciPAC listserv. We have received 40 responses to the survey as of today’s SciPAC call. We would like to thank LCDR Anne Purfield for her effort and dedication and CDR Matthew Newland for his continuous support.
 - CDR Sara Newman, LCDR Anne Purfield, and LCDR Loren Rodgers have all worked very hard on preparing this section and have interviewed many Scientist officers to contribute to this section. My sincere appreciation to all of them.
 - I would also like to thank many other officers working hard to contribute to the article: LT Alexander Balbir, LCDR Minglei Cui, and LCDR Jorge Ruano-Rossil.
 - The subcommittee will have a conference call to discuss the first draft sometime in January, 2011.

- i. **Visibility:** CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu
- Scientists who are interested in participating in the NBC Health Expo should contact LCDR Sally Hu or LCDR Fei Xu.
 - We will be putting out a call for submissions for the Scientist category poster that will be displayed at the USPHS Symposium in June, 2011. Poster submissions should include an abstract on work that is currently being done or was recently done by Scientist officers. The poster will be coordinated by LCDR Emily Streeeter with help from LCDR Deborah Dee.
- j. **Website:** CDR Danice Eaton, Co-chair, CAPT Cynthia Striley
- No report

6) **Liaison Reports**

- a. **Billet Transformation Review:** LCDR Judy Facey
- Be on the lookout for emails regarding Billet Transformation during the month of December.
- b. **COF:** CAPT Timothy Nelle
- As of December 1, 2010, our balance is \$2601.42.
 - We have an inventory of 134 coins and 52 T-shirts.
- c. **COA:** CDR Sara Newman (report received via e-mail after the call)
- DHHS has proposed to change the warnings on cigarette packages to comply with the Family Smoking Prevention and Tobacco Control Act, passed in 2009 as Public Law 1256. DHHS and FDA announced the changes last week. The new labels include nine new text warnings overlaid on a series of graphic images depicting the ugly effects of smoking. What is surprising and of concern to COA is that none of the new warnings contain the words "Surgeon General." In effect, the "Surgeon General's Warning" that tobacco products are bad for your health is being removed and replaced by a more generic "warning." It is not clear why the proposed new labels do not include the SG. If the proposed labels are adopted, the SG would no longer be associated as a being a major leader in the adverse health effects of tobacco use. If you missed the announcement, here is a link with details: www.fda.gov/TobaccoProducts/Labeling/CigaretteProductWarningLabels/default.htm
 - I also wanted to let Scientists know about a new emergency preparedness book recently published by COA entitled "Public Health Emergency Preparedness and Response: Principles and Practice." The book is considered an important reference on the subject of public health emergency response for PHS commissioned officers. The document positions the USPHS as the leader in global public health emergency response. The book has a soft multi-color cover and is 344 pages long. It was edited by VADM Richard H. Carmona, MD, MPH (Ret. USPHS); CAPT Robert G. Darling, MD, (Ret. USN); CAPT James E. Knobon, PharmD, MPH (Ret. USPHS); and RADM Jerrold M. Michael, DrPH, ScD (Ret. USPHS).
- d. **JOAG:** LCDR Robin Toblin
- The general JOAG meeting is this Friday, December 10, 2010 from 1300-1500 EDT.
 - The quarterly JOAG journal was disseminated on the list serve.
 - To join the JOAG list serve, please go to the JOAG website at www.uspsh.gov/corpslinks/joag

e. **PSYPAG: LCDR Richard Schobitz**

- The Psychology Professional Advisory Group (PsyPAG) held its final meeting of 2010 on Wednesday, December 1. The focus of our meeting was to reflect on our accomplishments during 2010 and discuss our goals for the upcoming year.
 - During the meeting we congratulated our new officers: LCDR Jeff Goodie who is the new chair-elect and LCDR Jennifer Bodart who is the new secretary.
 - In addition, we held our final speaker series of the year which featured CDR Robin Lewis and LCDR Rick Schobitz who discussed their deployments with Continuing Promise 2010.

7) Other Business, Questions, Comments

- CAPT Williams-Fleetwood obtained additional information from the CDC Agency liaison during the call relevant to the earlier discussion about 2011 Permanent Grade Promotion eligibility.
 - The guidance provided indicates that if you were up for permanent promotion last year and were unsuccessful, then you should assume you will be eligible again in 2011 and move forward with preparing the appropriate documents.
 - Officers who think they might be eligible for permanent grade promotion for the first time should begin to draft their Officer Statement (OS) and notify their reviewing official of the possibility that they will need an ROS. If you receive an email indicating that you are eligible, then you can submit your OS and ROS as requested.
 - Officers should check with their respective agency liaisons for individual guidance.

8) Closing Remarks: CDR Matthew Newland

- Stayed tuned for the upcoming seminar. Have a safe and happy holiday season.

9) Career Development Series: *Post-9/11 GI Bill*, Ms. Mary Boone, Dept. of Veterans Affairs

- No notes provided. The presentation was sent to the SciPAC list serve with the agenda.

NOTE: Next meeting **Tuesday, January 4, 2011 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, January 4, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Excused
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		No
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
Dr.	Mansoura, Monique	Civilian Service Liaison	No
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Yes
CDR	Novak, Ryan	Policy Review Chair	Excused
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Excused
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Yes
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Excused

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
RADM	Mishoe, Helena	NIH	Yes
CAPT	Brett, Kate	CDC	Yes
CAPT	Daugherty, Jon	FDA	Yes
CAPT	Hayes, John Mosley	IHS	Yes
CAPT	MacDonald, Leslie	CDC	Yes
CAPT	McLaughlin, Michael A.	FDA	Yes
CAPT	O'Connor, Ralph	CDC	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CAPT	Williams, Stacey	DoD	Yes
CDR	Dobmeyer, Anne C.	DoD	Yes
CDR	Draski, Laura	FDA	Yes
CDR	Glover, Maleeka	CDC	Yes
CDR	Methner, Mark	CDC	Yes
CDR	Schuyler, Donna	BOP	Yes
CDR	Spears, Ross	CDC	Yes
CDR	Thompson, David	DoD	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bhagwat, Aditya	DoD	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Chen, Sanny	CDC	Yes
LCDR	Clayton, Mark	EPA	Yes
LCDR	Clingman, Chekesha S.	FDA	Yes
LCDR	Colborn, James	CDC	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Davis, Shane	CDC	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Goodrich-Doctor, Adrienne J.	OS	Yes
LCDR	Lowther, Sara	CDC	Yes
LCDR	Purfield, Anne	FDA	Yes
LCDR	Rodgers, Loren	CDC	Yes
LCDR	Schobitz, Rick	DoD	Yes
LCDR	Sloop, Sue L.	CDC	Yes

LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Steele, Angela	DoD	Yes
LCDR	Streeter, Emily	DoD	Yes
LCDR	Tate, Jacqueline	CDC	Yes
LCDR	Thomas, Peter	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes
LCDR	Zapata, Lauren B.	CDC	Yes
LT	Cole, Jessica	FDA	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Freeland, Amy L.	CDC	Yes
LT	Gaines, Joanna	CDC	Yes
LT	Gieraltowski, Laura	CDC	Yes
LT	Hollis, NaTasha	CDC	Yes
LT	May, Ashleigh L.	CDC	Yes
LT	Myers, Todd	DoD	Yes
LT	Parks, Sharyn	CDC	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Sydnor, Charlene	NIH	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Note: To save time, LCDR Boehmer will no longer send a reply to the roll call emails she receives.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Good morning and Happy New Year. Hopefully all of you were able to take some much deserved time off during the holidays to spend with friends and family. Welcome back!
- 2011 Permanent grade promotion eligibility: Permanent grade promotion eligibility for 2011 was communicated to officers via email on December 9, 2010. Weekly emails are also supposed to be sent from the PHS promotion mailbox to allow for changes to the email address on record in Direct Access. Ready Reserve Corps officers were also included with the hope that these officers will be assimilated to the Regular Corps by Senate action prior to the commencement of the promotion year. If assimilation to the Regular Corps has not occurred by then, promotions will be held pending assimilation.
- Billets: We had expected to launch the category-specific billets with our Scientists currently in those billets on December 21, 2010. However, due to some unforeseen obstacles, the launch was rescheduled for today. Therefore, I will resend a message to these officers that we expect to launch this afternoon.
- CC Accountability Structure Working Groups: The Officer of the Surgeon General (OSG) is seeking nominations for PHS officers to serve on various working groups to review the OSG CC Accountability Structure released on November 15, 2010. The task of these groups will be to evaluate the structure document and provide recommendations on (1) what is needed to maximize effectiveness, (2) specific roles and responsibilities of each team, branch, and division,

(3) cross-cutting activities that could reside in more than one box, and (4) implementation of organizational units to allow success in their missions (including staffing needs). The first meeting will be held around mid-January 2011 with deliverables expected by late February 2011. Please send your nominations (indicating name, grade, affiliation, office mailing address, contact telephone, e-mail address and supervisory approval) to CDR Newland and me by COB today so that we can respond to the OSG by Wednesday (1/5/2011). A message requesting nominees will also go out following the PAC call through our list serv.

- OCCO support: Once the “pause” is lifted we anticipate that much work will be needed to bring officers on board that have applied to the Corps. The CPOs are working closely with OCCO to identify how the categories can best support OCCO when this occurs. The two areas identified for support are: 1) provide assistance in determining whether applicants in the queue to join the Corps are still interested and 2) provide support to the Career Assignment Managers (CAMs). This announcement serves as a heads up. Once I receive additional information clarifying the desired skills and roles and responsibilities, I will share that with the category to request your assistance in supporting this effort.
- Congratulations are in order for CDR Newland. He was recently selected to serve as the Chair of the PAC Chairs group. We know that he will provide the same great leadership to the PAC Chairs group as he is currently doing with our PAC.
- Questions:
 - CDR Avchen asked whether the volunteers for the OSG Accountability Structure Working Groups are limited to the Washington DC area and if it is known how the meetings will be conducted. CAPT Williams-Fleetwood replied that there has been no mention of limiting the working group members or chairs to DC area officers. After the call, CAPT Williams-Fleetwood confirmed that non-DC area officers will be able to participate in the in-person meetings via teleconference.

3) Report from the Chair: CDR Matthew Newland

- OSG met with OMB last month for a management review and to discuss the restructuring of the Corps. The meeting went very well. OMB was impressed with our mission and wanted to learn more about the Corps, especially how we respond to crises.
- OSG also reports that the hiring pause will be lifted soon, but no date has been provided.
- Inter-service transfers are moving forward.
- The Last Readiness Review was conducted on December 31, 2010. Please remember to maintain Basic Readiness even when you are not up for promotion. Make sure to update your CV and Continuing Education documents on annual basis.
- Scientist Billet Transformation is scheduled to happen sometime during the first week in January, 2011. There are four Scientist Rapid Responders who can address questions about the system as it relates specifically to the Scientist component. These officers are CAPT Pamela Ching, CAPT Kevin McGuiness, CDR Matthew Newland, and LCDR Judy Facey. All other questions should be directed to OCCO.
- Promotion Benchmarks
 - The Assimilation Benchmark may be removed. Please stand by as this depends on further discussion among the CPOs.
 - The Officer Basic Course (OBC) Benchmark under the “Public Health Training/Experience” factor may also be regarded.
- All officers writing awards through their OP/DIVs or for the PAC are strongly encouraged to seek feedback and assistance prior to submission. Other sources to be considered may include experienced officers and technical advisory committees at your OP/DIV.
- Please let CAPT Williams-Fleetwood and CDR Newland know of any forthcoming retirement for Scientists.

4) **Report from Vice Chair:** CDR Karon Abe

- No report

5) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair: LCDR Minglei Cui

- We received seven nomination packets for our Scientist Responder of the Year. The selection process is still ongoing and will be completed before January, 31, 2011, which is the deadline for submitting the Scientist Responder of the Year as a candidate for the USPHS Responder of the Year Award.
- Junior and Senior Scientist of the Year Nomination packets will be officially requested on or about February 14, 2011. All officers who are interested in submitting a Scientist of the Year nomination packet should start thinking about putting together their packets.

b. **Career Development:** LCDR Sally Hu; Co-chair: LT Charlene Sydnor

- On December 13, 2010, a revised version of S. 3447, Chairman Daniel Akaka's (D-HI) bill was passed in the Senate. This revised bill gives the USPHS and the NOAA corps the transferability of Post-9/11 GI Bill benefits. The authority for transferability would become effective in August 2011 if it is passed by the House.
- The last career development training on the Post-9/11 GI Bill was very successful. The presentation slides are posted on the SciPAC Home page under "Announcements" and on the Officer Resources page under "Useful Information" for your future reference.
- The topic for our next career development training is retirement. Knowledge about retirement is important for all officers (not just senior officers who are close to retiring) because it affects decisions that we make throughout our career.
 - Mr. Thomas Berry agreed to give a teleconference training on February 1, 2011 following the SciPAC call. Mr. Berry is the PHS retirement coordinator in the Compensation Branch, Office of Commissioned Corps Support Services. He has previously given one-day retirement seminars to different PHS groups. Because he has so much information to share, we may have one more retirement training after February's training if Mr. Berry is available.
 - The February 1, 2011 training will include 30 minutes for the slide presentation and 15 minutes for Q&A. Before the training, we will send the slides to the listserv and ask that you email your question to CDR Amy Park and LCDR Sally Hu. After the training, we will post the slides on the SciPAC website and will include notes from the Q&A session in the meeting minutes for officers who cannot attend. Please feel free to contact CDR Park and LCDR Hu if you have any further questions or suggestions regarding SciPAC training projects.
- There were not any Scientist graduates in the January OBC class, so we will not send any one to attend the OBC graduation ceremony on January 21, 2011.
- We have updated the COER section of the Scientist Handbook. This information is now available on the SciPAC website. We are still making revisions to the Promotion section of the handbook, but we hope to have this section completed soon. We will also begin making updates to the Education, Training, and Professional Development section of the handbook in the near future. We are still looking for a volunteer to assist with updates to

the Officership section of the handbook. If anyone is interested in helping out with this effort, please contact LT Charlene Sydnor at sydnorc@mail.nih.gov or LCDR Sally Hu at hus@mail.nih.gov.

- Questions:
 - RADM Mishoe suggested that we consider how to best use Mr. Berry's time during the 1-hour seminar (e.g., provide questions to him in advance of the call) in light of the fact that his retirement seminars are usually two days long. CDR Hu replied that the first training is intended to be more general and applicable to all officers, but that perhaps they could plan for a second training later in the Spring that is focused on senior officers. CDR Abe added that Mr. Berry gave a 1-hour session to the Physician PAC about a year ago, so he likely has something prepared for this situation. LCDR Sram requested that the presentation slides be sent out prior to the training to assist officers with directing questions.
 - CAPT O'Connor informed officers that the OPDIV the officer is in at the time of retirement is responsible for paying final relocation costs for PHS officers; however, other military services pay final relocation costs out of a central fund. He inquired as to whether this issue has been discussed among CPOs at a higher policy level. It can be a financial burden on programs to pay these unexpected costs and it is important to spread costs around. CAPT Williams-Fleetwood said she would bring this issue up to other CPOs to gauge their interest. CAPT Hayes agreed that it is worth discussing.

c. **Category Day:** LCDR Matt Murphy; Co-chair: CDR Rachel Avchen

- The 2011 USPHS Scientific and Training Symposium will be held June 20–23 in New Orleans.
- You can now reserve your room at the Sheraton New Orleans. Visit www.phscofevents.org to book your room at the federal per diem rate of \$131 (plus applicable taxes). The rate is valid from June 14 to June 29. There should be no hotel cancellation fee if you are unable to attend the meeting, but please read the fine print because in the past that has been known to change.

d. **Mentoring:** CDR Boris Aponte; Co-chair: CDR Mark Methner

- CDR Aponte attended an "all category" mentoring meeting on December 14, 2010 and gave a presentation outlining the SciPAC Mentoring subcommittee.
 - The next step after the PHS-wide mentoring meeting will be the development of a Draft Operational Plan for category mentoring activities.
 - The Mentoring subcommittee plans to prepare a short summary document of the meeting to disseminate to the Scientist listserv.
- We are always looking for senior officers to serve as mentors.
- We are working on developing a method/instrument/questionnaire to be used to measure/track mentoring relationships and the effectiveness of such relationships.
- We plan on updating the current list of Mentors/Protégés.
- Questions:
 - CAPT Williams-Fleetwood asked whether the "short summary document" referenced by CDR Methner in his report was the same as the "white paper" that was mentioned to her by RADM Rodenbeck. CDR Methner replied that this is a

different, shorter document that the subcommittee will try to send out sooner to Scientist officers.

e. **Policy Review:** CDR Ryan Novak; Co-chair: LCDR Fuyuen Yip

- We received no requests for policy review during the month of December.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair: LCDR Paul Seo

- As of the beginning of January 2011, there are a total of 303 Scientist officers on board
 - 40 Officers listed as “exempt”
 - 22 Officers listed as “not qualified” as follows: O6=13, O5=6, O4=3
 - Not including exempt officers, our category is 91.0% qualified
- There is still a backlog of immunization data at MAB. Officers who needed to send in immunization data to meet basic readiness have likely received multiple messages about it.
- The Division of Commissioned Corps Recruitment (DCCR) is hoping to fund 3 recruiting events for each category. As a category with many professions, our subcommittee is seeking input from SciPAC on what our top priorities are for recruiting events (e.g. national meetings, conferences, job fairs, etc.). Ideas are welcome and can be emailed to LCDR Paul Seo at Paul.Seo@fda.hhs.gov.
- Questions:
 - CAPT Williams-Fleetwood updated officers that CAPT Coppola is planning to schedule a call to discuss recruitment efforts. LCDR Seo replied that he has received no formal request yet and that the subcommittee is taking steps prior to the call.
 - CDR Newland updated officers that the OSG has requested that a representative from MAB attend a call with each category during the next month.

g. **Rules and Membership:** CDR Karon Abe

- I have sent out a track version of the changes made to the SciPAC SOP and charter to members of the Rules and Membership subcommittee for their review and comments. Please send me your response by January 15, 2010.

h. **Science:** LCDR Yi Zhang

- No report.

i. **Visibility:** CDR Nisha Robbins; Co-Chairs: LCDR Matthew Breiding, LCDR Fei Xu

- CDR Ayala and LT Silvio have submitted the first Scientist newsletter to the editorial board for review. We expect to have it available on the website around January 15, 2011.
- Co-chair LCDR Matt Breiding will be sending a call for abstracts and photos for the 2011 Scientist Poster out via the listserv. The poster will highlight the work of Scientist officers and will be displayed at the USPHS Symposium.
- Thanks to all Scientists who submitted articles and pictures for the newsletter! Please continue to email CDR Robbins with your visibility efforts at [drobbins@cdc.gov](mailto:d Robbins@cdc.gov).

j. **Website:** CDR Danice Eaton; Co-chair: CAPT Cynthia Striley

- We request that each of the subcommittee chairs take a few minutes to review the SciPAC website at www.usphs-scientist.org. Please pay particular attention to any content related to your subcommittee and let us know if any corrections or updates are needed, or if you

have new content to post. Any questions or requests can be sent directly to me at deaton@cdc.gov.

6) **Liaison Reports**

a. **Billet Transformation Review:** LCDR Judy Facey

- No additional updates beyond what was reported earlier by CAPT Williams-Fleetwood.
- Questions:
 - CDR Avchen asked how long the process is expected to take for the category-specific billets and whether we will be able to see data on how officers were distributed across the different billets. CAPT Williams-Fleetwood replied that the category-specific billet process should take 90 days. The multidisciplinary billets will be rolled out later in the Spring. She expects that summary information will be distributed to the CPOs, but she is not sure in what format or to whom it will be disseminated to.

b. **COF:** CAPT Timothy Nelle

- As of January 1, 2011, our balance is \$2601.42.
- We have an inventory of 134 coins and 52 T-shirts.

c. **COA:** CDR Sara Newman

- No report. See CDR Hu's report above regarding Transferability of Post-9/11 GI Bill benefits.

d. **JOAG:** LCDR Robin Toblin [Note: report received via email; not given during call.]

- Junior officers should join the JOAG listserv, which can be found on the JOAG homepage: www.usphs.gov/corpslinks/joag
- The Awards Committee is preparing a comprehensive awards guidance document which will provide guidance to junior officers as well as their supervisors on the nomination process for Commissioned Corps Awards.
- A proposal for a Longevity of Service Award has been reviewed by the PAC Chairs Group. The PAC Chairs' feedback has been incorporated into the proposal and the proposal's next review will be by the CPO Board.
- Journeymen Series: The tentative topic for the presentation on Friday, January 14, 2011 (1300 to 1400 EST) is Humanitarian Missions for the Corps. The call-in number is: (218) 936-4700; Passcode: 791-9605.

e. **PSYPAG:** LCDR Richard Schobitz

- The Psychology Professional Advisory Group (PsyPAG) held an executive committee planning meeting for on December 21, 2010 led by our new Chair, LCDR Nikki Frazer. The focus of the meeting was to identify goals for 2011 and discuss our current subcommittee structure to determine if changes are needed.
- The next PsyPAG general meeting is scheduled for February 2, 2011.
- PsyPAG would like to invite all Psychologists to participate in PsyPAG. Please check out our website at: http://usphs-hso.org/pags/psypag/psypag_main.shtml to learn about our group and opportunities to serve on PsyPAG subcommittees.

7) Other Business, Questions, Comments

- CAPT Williams-Fleetwood reminded officers that OCCO is aware of the Medical Affairs Branch delay in updating immunization status and officers will not be penalized. However, it is recommended that officers keep paper copies of all documents sent to MAB, including fax confirmation sheets with the date.
- CDR Bensyl asked a question about the promotion process that came up while reviewing CVs. How should officers list assimilation on their CV? If done incorrectly, will officers be penalized?
 - CDR Newland: Assimilation is still a promotion benchmark. He recommended including “Applied for assimilation on mm/yyyy” on your CV to show commitment as we have done in the past. He suggests officers act under supposition that “Affordable Care” act is not yet enacted.
 - CDR Avchen: Everyone is considered “fully fledged officers” with the exception of the 2010 EIS officer class.
 - CAPT Williams-Fleetwood: CDR Avchen is correct that everyone in the Corps is now “Regular Corps.” Assimilation should not be an item of concern for officers during the promotion process and it will be handled with flexibility.
- RADM Mishoe asked whether the 2012 benchmarks have been finalized and whether assimilation will still be included.
 - CAPT Williams-Fleetwood: There is no clear guidance yet. The CPOs are working together on how we can provide consistent guidance.
- CDR Bensyl stated that she has been receiving notifications about being “noncompliant” regarding licensure even though she does not require a professional license.
 - CAPT Williams-Fleetwood will submit an inquiry to determine the extent of the issue and asked that other officers contact her if they are experiencing the same thing.
- CAPT Daughtery commented that the deadline for submission of promotion materials to eOPF was extended to January 16, 2011. CAPT Williams-Fleetwood clarified that the extension only applies to officers who received email notification of their eligibility for permanent grade promotion.
- CDR Newland provided another update on the transition to Regular Corps. The final step in the process is to send a letter to each officer, and these have not been issued yet.
- LCDR Boehmer informed officers on the call that she will no longer send a reply to the roll call emails she receives as it turned out to be quite time consuming.
 - CAPT Thoroughman stated that he is not surprised given that now approximately 25% of Scientist officers (about 75–80) participate on the call each month. This is a dramatic increase in participation since he began joining calls in 1999 with only about 30 officers.

8) Closing Remarks: CDR Matthew Newland

- None

NOTE: Next meeting **Tuesday, February 1, 2011 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, February 1, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Excused
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
Dr.	Mansoura, Monique	Civilian Service Liaison	No
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Excused
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Yes
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
RADM	Mishoe, Helena	NIH	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	Hunter, DeLoris	NIH	Yes
CAPT	Levy, Deborah	CDC	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Methner, Mark	CDC	Yes
CDR	Newman, Sara	NPS	Yes
CDR	Park, Amy	DoD	Yes
CDR	Schneider, Diana	OPHS	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clingman, Chekesha S.	FDA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Garnett, Theodore	FDA	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Goodrich-Doctor, Adrienne J.	NIH	Yes
LCDR	Lowther, Sara	CDC	Yes
LCDR	Nielsen, Carrie	CDC	Yes
LCDR	Sancho, Alfredo	DoD	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Schobitz, Rick	DoD	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Tate, Jacqueline	CDC	Yes
LCDR	Toblin, Robin	DoD	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes
LT	Barradas, Danielle	CDC	Yes
LT	Cole, Jessica	FDA	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Freeland, Amy L.	CDC	Yes
LT	Green, Seth	DoD	Yes

LT	Hollis, NaTasha	CDC	Yes
LT	Ivey, Asha Z.	CDC	Yes
LT	May, Ashleigh L.	CDC	Yes
LT	Myers, Todd	DoD	Yes
LT	Pamboukian, Ruiqing	FDA	Yes
LT	Parks, Sharyn	CDC	Yes
LT	Perrine, Cria Gregory	CDC	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Sydnor, Charlene	NIH	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking.
- Do NOT call from your cell phone or use a headset.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Billets: The Scientist-specific standard billets were launched on January 5, 2011. With this launch, all Scientist officers who were currently in a category-specific billet received an email requesting that they select an appropriate billet and continue the process for the billet collection system. Officers currently in multidisciplinary billets should not have received this email. Some Scientist officers have determined, with the concurrence of their supervisor, that their position is best suited for a multidisciplinary billet; these officers were instructed on how to communicate this determination and should await email notification to initiate the multidisciplinary billet process when they are launched later this Spring. We have created four new standard billets that will capture higher level responsibilities. Remember that there is a team of “Scientist Rapid Responders” who are available to address questions regarding the category-specific billets: LCDR Judy Facey is managing the billet effort with the excellent assistance of CAPT Pam Ching, CAPT Kevin McGuinness, and CDR Matthew Newland.
- CC Accountability Structure Work Groups: The leadership for these groups has been determined and work group members are being finalized. Over 270 volunteers expressed an interest to participate. Officers selected to participate on the work groups will include officers both inside and outside of the DC area. More information will be available soon on this critical effort.
- 2012 Promotion Benchmarks: We have reviewed our category-specific promotion benchmarks (precepts #2 and 3) and the revisions are now finalized. Specifically, we removed the reference to assimilation and OBC training since assimilation will soon occur as officers are called to active duty and the OBC is now a required training. In addition, minor adjustments were made to the general precepts (#1 and #4) and are currently being reviewed by the PACs and the CPOs to determine needed changes.
- Hiring “pause”: We are expecting to hear an announcement very soon regarding the “pause”.

3) Report from the Chair: CDR Matthew Newland

- Please keep CAPT Nelle in your thoughts and prayers as he deals with a family illness.
- 2010 was an extremely challenging year for the Commissioned Corps because of the hiring pause, the passage of the Affordable Care Act, a new COER system, and many other changes. In light of this, please remember to focus on your missions at your agencies and OPDIVs.
- Post 9/11 Bill Transferability
 - Can be transferred, by August of 2011

- The Secretary of Defense must agree to the transfers
- Education to be supported by transfers of the Post-9/11 GI Bill must be in the best interest of National Security
- Regular Corp and "Assimilation" due to the Affordable Care Act of 2010
 - Officers must wait until they have received a letter announcing they are now part of the Regular Corps.
 - Officers must also wait to wear the Regular Corps ribbon until it appears in their eOPF under awards authorized to wear.
- There are still opportunities for officers to deploy to Haiti to assist with logistics or epidemiology to support CDC. If you are interested, please contact CAPT Dan Beck.
- The President's Challenge is still a viable option for the physical fitness component of the Readiness standards. However, all officers are encouraged to take the Annual Physical Fitness Test (APFT). Successful APFT testers may qualify for the Field Medical Readiness Badge.
- Compensation Branch attended January 19, 2011 Combined SG/CPO/PAC Chairs meeting.
- Medical Affairs Branch (MAB) will attend the February Combined SG/CPO/PAC Chairs meeting.
 - Readiness: CAPT Dan Beck explained that as long as officers can document that they were immunized and met Readiness requirements prior to December 31, 2010 or the last day before the deadline, then he will declare them Basic Qualified.
- LT Todd Meyers: regarding assimilation. Know anything regarding those in the "ready reserve" any update? CDR Newland does not have anything to report. Please stand by.

4) **Report from Vice Chair: CDR Karon Abe**

- SciPAC would like to have Standard Operating Procedures (SOPs) developed for each subcommittee in order to maintain consistency from year to year. We will review templates for the SOPs and will be sending them to the Chairs of each subcommittee with instructions in the near future.
- LCDR Toblin commented that JOAG has SOPs for each committee that she can share with CDR Abe as an example for the SciPAC subcommittee SOPs.

5) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- CDR Margo Riggs was selected as the "Scientist Responder of the Year." CAPT Williams-Fleetwood submitted CDR Riggs as our nominee for the United States Public Health Service (USPHS) Responder of the Year Award that will be presented at the USPHS Scientific and Training Symposium in June.
- A call for Junior Scientist of the Year and Senior Scientist of the Year nominations will be sent out via the SciPAC listserv in the middle of the February. All officers who are interested in submitting a Scientist of the Year nomination packet should start thinking about putting together their packets; nomination packet requirements will be distributed soon.
- CDR Newland encouraged officers to nominate themselves or another officer for these very prestigious awards.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- The purpose of the Post-9/11 GI Bill is to promote recruitment and retention in the uniformed services. The effective date of the amendments shall take effect on August 1, 2011. For your future reference, the slides of our Post-9/11 GI Bill training are posted on the SciPAC home page under announcements and on the resources page.

- Officers who are eligible for permanent promotion in Promotion Year (PY) 2011 to any grade should have been notified of their eligibility. Officers who think they should be eligible, but did not receive an e-mail notification, should contact their agency liaison to inquire whether their name was on the list.
- We will have our third training after today's meeting. We are extremely lucky to have Mr. Thomas Berry give a presentation on USPHS retirement. I would like to thank CDR Amy Park for her work coordinating this training. CDR Newland sent out the slides for this training last week via the SciPAC listserv. Please email us with any subjects that you believe we should include in our future trainings.
 - For today's training, CDR Park will introduce Mr. Berry who will present for 40 minutes followed by 20 minutes for Q&A. CDR Park will begin the Q&A with the questions that we have received through emails and then we open up the Q&A session to all officers who are on call.
 - If we have more questions and need more time, we may have another training session for Q&A only. After the training, we will post the slides on our website and include notes from the Q&A session in the SciPAC meeting minutes for the officers who cannot call in.
- We did not attend the OBC graduation ceremony in January since there were no Scientist graduates in the January OBC class. We may have one Scientist graduate in February. In addition, CDR Eaton posted the group picture of the November graduation ceremony on the home page of our SciPAC website.
- We have completed the update to the Promotion section of the SciPAC Handbook. The revised version is now available on our website. We hope that officers will find this information useful for the next promotion cycle. Many thanks to LCDR Dominic Frasca for his efforts in completing this project. We're moving forward with updates to the Education, Training, and Professional Development sections of the Handbook. We hope to have a final version ready to post on the website in the next few months. LT Zewde Demissie is coordinating this effort. Our team will continue to provide updates to the Handbook on a monthly basis.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- USPHS Scientific Training and Symposium will be held June, 20- 23 in New Orleans
- Hotel Registration is available.
- Current Agenda for Category Day:

Time	Session Title
7:45 - 8:00	Welcome and Introductory Remarks
8:00 - 9:00	PHS in 2011: Prevention and Response
9:00 - 9:30	Combat Exposure and Soldiers' Post-Deployment Somatic Symptoms
9:30 - 10:00	Assessing Community Physical and Mental Health Following the Deepwater Horizon Spill

10:00 - 10:15	Break
10:15 - 11:45	Scientist USPHS Deployment Roles Panel
11:45 - 12:30	Break
12:30 - 1:30	Lunch (awards and Surgeon General's visit)
1:30 - 2:00	SciPAC leadership updates (lunch continues)
2:00 - 2:30	Children's Post-Katrina Adjustment: Predicting Risk and Resiliency
2:30 - 3:00	Building a More Resilient Safety-Net After Hurricane Katrina
3:00 - 3:15	Break
3:15 - 3:45	Hepatitis A Virus Inactivation During Low-heat Dehydration of Contaminated Green Onions
3:45 - 4:15	A Dengue Epidemic in Puerto Rico, 2010
4:15 - 4:45	Prevalence of Pulmonary Nontuberculous Mycobacterial Infections among United States Medicare Beneficiaries
4:45 - 5:15	SciPAC Announcements and Closing Remarks
Evening	Scientist Category Social Event

- CDR Avchen commented that CAPT Jerry Farrell stated at Atlanta COA dinner that HHS funding for Symposium will likely be at the same level as last year and asked whether anyone had an update on the funding issue. CAPT Williams-Fleetwood mentioned that it is an agenda topic for February combined meeting, so she will know more soon.
- CDR Newman mentioned that there will also be an Epidemiology Interest Group panel session on the same day as Category Day. If you are interested in presenting, please send an e-mail to Sara_newman@nps.gov.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- As a response to the request from the PHS-wide workgroup on mentoring, the SciPAC Mentoring subcommittee developed a draft operational plan that will be submitted this week.
- The immediate action items are to:
 - Recruit three additional officers to serve on the subcommittee (in addition to CDRs Bensyl, Methner, and myself).
 - Develop and implement a category-wide survey.
 - Restructure the mentoring program as a result of the information gathered.
- A short presentation of the changes made to the mentoring program will be offered during Category Day at the 2011 USPHS Scientific and Training Symposium.

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy review during January 2011.
- f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo
- As of the beginning of February 2011, there are a total of 303 Scientist officers on board
 - 42 Officers listed as “exempt”
 - 19 Officers listed as “not qualified” as follows: O6=12, O5=5, O4=1
 - Not including exempt officers, our category is 92.7% qualified
 - Although there is still a hiring pause, there is not a recruiting pause. Recruiting is often a long-term process. Prospective officers have questions and need time to consider a career decision. Often the prospective officer is not ready to sign-up at the time we speak to them. The current hiring pause should not stop us from talking to prospective officers and telling them about the opportunities for a career in the Commissioned Corps.
 - CDR Newland reiterated that the Officer of the Surgeon General (OSG) has asked all PACs to be ready with recruitment activities for when the hiring pause is lifted. If you have any ideas for recruitment, please contact CAPT Murry or LCDR Seo or anyone on SciPAC Executive Board. Recruitment will be a priority for 2011.
- g. **Rules and Membership:** CDR Karon Abe
- The revised SciPAC Charter and SOP will be sent out to voting members for approval. The primary areas of change included the addition of SciPAC liaison descriptions, clarification of voting membership, and expectation of voting members in terms of attendance at monthly SciPAC calls.
- h. **Science:** LCDR Yi Zhang
- We have received all the draft pieces for our ongoing project from our subcommittee volunteers. We would like to thank all the volunteers for the time and effort that they devoted.
 - I am assembling the individual pieces received as per the article outline. I will get the first draft ready soon and will distribute it to the subcommittee for comments. In addition, I am going to set up a teleconference for our subcommittee to discuss and finalize the draft article.
- i. **Visibility:** CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu
- The SciPAC Newsletter is available on the website. The next issue will be coming out in May. Please send articles and photos to CDR Ayala or CDR Robbins.
 - Submissions for the Scientist poster for the 2011 USPHS Scientific and Training Symposium are still needed. Thanks to the officers who already sent photos.
 - LCDR Scott Steffen is organizing a booth at the upcoming Johns Hopkins Public Health Career Fair on March 4, 2011. Please contact him to assist if you are in the Baltimore area.
 - LCDR Fei Xu attended the NBC4 Health Expo with 20 other officers and it was a great success! LCDR Sally Hu reported that the 2011 NBC4 Health Expo event was very successful. Scientist officers were instrumental in organizing this important community outreach event: LCDR John Stanberry served as the co-chair and LCDRs Fei Xu and Jeremy Wally served on the leadership team. In addition, many Scientists volunteered at the event. LCDR Stanberry

reported that 45 officers participated, including over 20 Scientist officers. Many people wanted information on Commissioned Corps applications and COSTEP program.

j. **Website:** CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- We would like to thank the subcommittee chairs who reviewed the website and sent us corrections and updates. All changes that were requested have been made. Please continue to send corrections and updates to CDR Danice Eaton at deaton@cdc.gov.
- CDR Newland commended the Website subcommittee for their hard work and noted that not all PACs have a public website available. The SciPAC website will be instrumental during our recruitment activities in 2011.

6) Liaison Reports

a. **Billet Transformation Review:** LCDR Judy Facey

- We have identified a number of billets that did not allow officers to pull from the drop-down menu. CAPT Bailey and PSC were notified of the problem and are addressing it. Once the billets are corrected, I will inform SciPAC that the changes are made and when the billets will be available to those who need them. If you have any questions or need help with your billet process, please contact one of the rapid responders: CAPT Pamela Ching (CDC), CAPT Kevin McGuinness (HRSA), CDR Matthew Newland (HRSA), and LCDR Judy Facey (EPA).
- As CAPT Williams-Fleetwood mentioned during her comments, four new scientist-specific billets have been created. If you received an e-mail on January 5, 2011, please reply within the next week so that we can adhere to the 90-day process.
- CDR Newland gave a special thanks to LCDR Facey for serving as the billet transformation liaison during 2010-2011. She has done a wonderful job managing tasks and communicating with officers.

b. **COF:** CAPT Timothy Nelle

- As of February 1, 2010, our balance is \$2601.42.
- We have an inventory of 134 coins and 52 T-shirts.

c. **COA:** CDR Sara Newman

- The Epidemiology Interest Group is looking for panelists for a session titled "Applying Epidemiology during Officer Deployments" to be held on Wednesday, June 22, 2011 from 3:45pm-5:45 PM during the USPHS Symposium in New Orleans. To obtain further information about being a potential speaker, please contact CDR Newman at Sara_newman@nps.gov.
- The Surgeon General has asked to meet with the COA Board. The meeting will occur at the end of February. Please let CDR Newman know if there are issues you would like her to discuss with the Surgeon General during the meeting. CDR Newman cannot promise she will be able to bring all issues to the Surgeon General's attention but send your concerns and she will do what she can.

d. **JOAG:** LCDR Robin Toblin

- The next JOAG general meeting is on Friday, February 11, 2011 from 1300–1500. The call-in number is (218) 936-4700 and the passcode is: 791-9605
- Calls for nomination for JOAG voting membership for the 2011–2013 term will be announced shortly and will be due on Friday, March 18, 2011. The Scientist Liaison position will be available. Please consider applying, particularly if you have been involved with JOAG. Contact LCDR Toblin for more information: robin.i.toblin@us.army.mil
- The call for nominations for JOAG awards were released today. These include the Junior Officer of the Year, the JOAG Excellence Award, and the Carmona Inspiration Award. These are due Friday, March 25, 2011. Consider self-nominating or nominating a junior officer for the first two, and consider nominating an inspiring senior officer mentor for the latter. Details are on the JOAG website at:
http://www.usphs.gov/corpslinks/joag/index_files/Awards.htm

- There is a t-shirt slogan contest going on for JOAG serious and funny t-shirts to be sold at the USPHS symposium. The serious slogan should relate to the meeting theme "Public Health Leadership: The Key to a Healthier Nation." The funny slogan can be about anything related to PHS. The winners will get a free t-shirt. Please send slogans to Monica.Jessup@hhs.gov or tricia_booker@yahoo.com by Monday, February 21, 2011.
- There are PHS coin racks, PHS core values coins, and JOAG medallion coins available for sale. For more information, go to:
http://www.usphs.gov/corpslinks/joag/index_files/Merchandise.htm.

e. **PSYPAG: LCDR Richard Schobitz**

- First general meeting of the new year is February 2, 2011 at 1200 EST.
- New committee chairs have been identified who will serve through December 2011; we are always looking for members for each of our committees.
- A call for nominations for Psychologist of the Year will be coming out soon. Please consider nominating a worthy colleague.

7) **Other Business, Questions, Comments**

- CDR Avchen commended the Visibility subcommittee for a job well done on the Newsletter.

8) **Closing Remarks: CDR Matthew Newland**

- None

9) **Retirement Seminar: Mr. Thomas Berry, Compensation Branch, Office of Commissioned Corps Support Services**

- No notes are provided because there was not time for the Q&A session. The presentation slides are available on the SciPAC website(<http://usphs-scientist.org>) under "Officer Resources."

NOTE: Next meeting **Tuesday, March 1, 2011 @ 1100–1300 EDT**



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Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Excused
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Excused
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Yes
LCDR	Schobitz, Richard	PSYPAG Liaison	No
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	McDuffie, Kathleen Y.	CDC	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CDR	Dobmeyer, Anne C.	DoD	Yes
CDR	Draski, Laura	FDA	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Park, Amy	DoD	Yes
CDR	Schuyler, Donna	BOP	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clayton, Mark	EPA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Gardner, Tracie	CDC	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Goodrich-Doctor, Adrienne J.	NIH	Yes
LCDR	Nielsen, Carrie	CDC	Yes
LCDR	Sancho, Alfredo	DoD	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Sloop, Sue L.	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Toblin, Robin	DoD	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes
LCDR	Zapata, Lauren B.	CDC	Yes
LT	Cole, Jessica	FDA	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Hollis, NaTasha	CDC	Yes
LT	Koers, Erin	CDC	Yes

LT	Parks Brown, Sharyn	CDC	Yes
LT	Perrine, Cria Gregory	CDC	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Sydnor, Charlene	NIH	Yes

1) Call to Order and Welcome: CDR Karon Abe

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking (press *6 if you do not have a mute button)
- Do not place the conference call line on hold.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- **Billets:** It's been two months since the start of the Scientist standard billets launch. Remember that this process only applies to Scientists who are currently in a Scientist-specific billet. As of the last status report, 66% of officers have started the process; but, we need 100% of Scientists to start the process. The projected time for each category to complete the process is three months. We will soon begin contacting officers who have not yet started to remind them of their responsibility and address any questions that they have. If these officers have not made progress within 2 weeks, a call will be made to their supervisors to help facilitate the process. Progress is counted if an officer either a) selects a standard billet and fills in their position-specific information or b) responds via email indicating that their position is more suited for a multidisciplinary billet. As mentioned on previous SciPAC calls, we have a team of Scientist Rapid Responders who are available to assist our officers: LCDR Judy Facey, CAPT Pam Ching, CAPT Kevin McGuinness, and CDR Newland.
- **Commissioned Corps Accountability Structure Work Groups:** All of the 10 established workgroups are currently three weeks into efforts to evaluate the accountability structure and provide recommendations on changes needed to maximize effectiveness via structure, staffing, and operations. These groups are chaired by our flag officer leadership including our very own RADM Mishoe. We are very fortunate to have a total of 10 scientists on 5 of the 10 workgroups. The first draft reports are due March 14, 2011 with final reports due at the end of March. If anyone on the call can share information about their workgroup please feel free to do so.
 - CAPT Williams-Fleetwood indicated that she is on the Training Team Workgroup. The workgroup has conducted a SWOC analysis to identify Strengths, Weaknesses, Opportunities, and Challenges. The group has received input from OFRD and on the Officer Basic Course, and will continue to evaluate and make recommendations for efficient operations for the training program.
 - CDR Sara Newman indicated she is on Recruitment Workgroup. The workgroup split into smaller workgroups and has also conducted a SWOC analysis.
- **Hiring "Pause":** As everyone is probably aware, the hiring "pause" was lifted the day after our last PAC call (2/2/2011). In a message to all officers, Dr. Koh and VADM Benjamin mentioned that the first list of officers was being transmitted through the Executive Office of the President to the Senate for confirmation and that a new process was established to routinely bring on new officers. These lists will be submitted every 2 weeks starting on February 11, 2011.

- OCCO support: On a previous SciPAC call I mentioned that the CPOs have been in discussion with OCCO to determine how the categories can assist OCCO in processing applications. Currently OCCO has 45 to 60 volunteers providing assistance (3 hrs/week). At a later date a request for long-term details (4–6 months) to assist as a Career Assignment Manager will be sent out. The CPOs are waiting on more information from OCCO.
- USPHS Symposium: Although we don't have a final decision at this time, the directions being favored are that officers will be asked to cover their airfare and that the agency will cover registration and hotel expenses. The thought is that officers typically have other alternatives for covering airfare.
- Questions:
 - CDR Karon Abe asked when multidisciplinary billets will be launched. CAPT Williams-Fleetwood replied that there has been no update to the schedule yet. Some categories have not yet started the process and progress is taking longer than anticipated, so it will like be delayed beyond the original projection.

3) **Report from the Chair and Vice Chair:** CDR Karon Abe

- The hiring “pause” was lifted on February 2, 2011. OCCO is now sending names for Senate confirmation prior to calling applicants to active duty. The first nomination list included applicants to the EIS program, applicants to the pharmacy resident program, applicants to the USUHS program, medical and dental applicants, and applicants processed prior to the “pause.” OCCO is requesting agency liaisons to submit 1662s for the nomination lists.
- Regarding assimilation of all officers prior to the Affordable Care Act, OCCO is processing the orders, purchasing ribbons, and preparing letters to be submitted to the eOPFs, but this will take time. Officers assimilated after the Affordable Care Act should not wear the Regular Corps Ribbon until officially notified and authorized.
- Thank you to the volunteers serving on Commissioned Corps Accountability Work Groups. This is a real opportunity to participate in shaping the future of the Commissioned Corps structure.
- The revised PAC Model Charter is now with the CPO Board. These revisions are recommendations and PACs are not required to implement the changes. The changes to the Model Charter include:
 - Increase in the number of voting members from 20 to 30.
 - Increase membership from 2–3 years up to 4 years.
 - Change language to allow non-voting PAC members to chair sub-committees
 - Retain the civil servant position as a voting member.
- Officers who have a Call to Active Duty (CAD) prior to Oct 2007 and have not yet completed the 2-day, 3-day, or 5-day basic officer training course and independent officer training course have the opportunity to do an online training course called Provisional Officer Basic Training Course. Please go to <http://dcp.psc.gov/POBC.aspx> for further information.
- Questions:
 - LCDR Robin Toblin asked if we increased the number of voting members, would we increase it all at once or incrementally each year. CDR Abe replied that we would do it incrementally so that we would have a similar numbers of slots to fill each year.

- LCDR Mark Clayton asked whether SciPAC will adopt any of these changes prior to voting member application time. CDR Abe replied that she is not sure because the Model Charter still needs to be approved by the CPO board and the Surgeon General.

4) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- The Awards Subcommittee is currently accepting nominations for Junior and Senior Scientist of the Year awards. The deadline to submit nomination packages is COB Friday, March 18, 2011. Another call for nominations and the nomination packet information will be sent out via the SciPAC listserv following this meeting.
- The Junior and Senior Scientist of the Year awards will be presented on Category Day at the 2011 USPHS Scientific and Training Symposium.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- CDR Abe sent out information regarding the Provisional Officer Basic Course (POBC) to the SciPAC listserv. This online course is for officers who were Called to Active Duty prior to October 2007 and have not successfully completed the 2-day, 3-day, or 5-day Basic Officer Training Course & Independent Officer Training Course (BOTC & IOTC) or attended the residential Officer Basic Course (OBC). If you are interested in participating in the online POBC, you must email LCDR Dean Trombley (dean.trombley@hhs.gov) today which is the deadline for enrollment. Officers successfully completing this course are eligible to earn the Commissioned Corps Training Ribbon.
- We will have our next training session on April 5, 2011 immediately after our monthly SciPAC call. Mr. Thomas Berry will give a Q&A session on USPHS retirement as a follow-up the retirement training he did following the February 2011 SciPAC call. The one-hour training will be structured as Q&A only; CDR Park will read questions that we have received through email for Mr. Berry to answer one by one. Then, we will open up the discussion to all officers on the call to ask questions. Before the training, we will send out the presentation slides from February (which also are posted on the SciPAC website) and ask you to email your questions to CDR Park and LCDR Hu. Notes from the Q&A retirement session will be included in the SciPAC meeting minutes for officers who cannot participate. Please feel free to contact LCDR Hu or CDR Park if you have any further questions or suggestions on SciPAC training projects.
- CAPT Steven Sparenborg attended the OBC graduation ceremony on February 25, 2011 to welcome LCDR Stephanie Rutledge from CDC on behalf of CAPT Williams-Fleetwood and SciPAC. A group picture of the graduation ceremony will be posted on the home page of our SciPAC website soon.
- OFRD Team Leader Training will be held this year in Dallas, TX. The purpose is to bring together OFRD and team leadership from all of the USPHS Response Teams. New team leadership will be selected following this event. Please let me know if you plan to attend this training; we may provide an opportunity for all Scientist attendees to get together at the meeting.
- The Second Officer Mid-Level Course (OMC) is now in progress. This 6-month online course is designed to prepare the Commissioned Officer with knowledge, disposition, and skills

necessary to serve as mid-level officers and the future leaders of USPHS. For further information, please go to <http://dcp.psc.gov/COTA/omlc.aspx>. The enrollment for this course is through your agency liaison.

- There is no update on the SciPAC Handbook this month. Please email LT Sydnor (Charlene.Sydnor@nih.hhs.gov) and LCDR Hu (Sally.Hu@nih.hhs.gov) if you have any suggestions regarding SciPAC Handbook.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- USPHS Scientific and Training Symposium will be held June 20–23, 2011 in New Orleans.
- Scientist Category Day is Tuesday, June 21, 2011.
- Remember to keep an eye out for the USPHS Symposium HHS travel memo.
- A category social event poll will be sent out via the SciPAC listserv to gauge interest in social event options for the Tuesday evening following category day in New Orleans.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- The Mentoring subcommittee has selected four additional committee members: LCDRs Sram, Sancho, Goodrich-Doctor, and Garnett.
- Our next task is to develop and implement a survey of the current mentoring activities and preferences and develop support services according to the results.

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy review during February 2011.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo

- As of the beginning of March 2011, there are a total of 303 Scientist officers on board
 - 40 Officers listed as “exempt”
 - 21 Officers listed as “not qualified” as follows: O6=14, O5=5, O4=2
 - Not including exempt officers, our category is 92.0% qualified
- With the hiring “pause” lifted, there has been an increase in inquiries from prospective officers. The RRR subcommittee has recently communicated with four prospective Scientist officers in the past few weeks regarding miscellaneous recruitment questions. Officers are encouraged to answer questions and begin the recruitment process.
- The RRR subcommittee received communication from the Strategic Priorities/Direction committee of the USPHS Recruitment Branch Accountability Structure Work Group. It appears there will be some changes in the Division of Commissioned Corps Recruitment (DCCR). It isn't clear what changes may come out of this work group, but the group is studying ways to restructure and improve the recruiting process.
- Several RRR subcommittee members volunteered last year to assist with the PHS Facebook project. There will be a meeting of that Facebook project group next week.

g. **Rules and Membership:** CDR Karon Abe

- The SciPAC Charter and SOP have been approved by the voting members. The documents have been sent to the OSG for final approval.
- The templates for the subcommittee SOPs will be sent out for comments/suggestions to the Rules and Membership subcommittee members. Once finalized, the templates will be sent to each subcommittee chair and co-chair.

h. Science: LCDR Yi Zhang

- I have put the first draft of the article together and it is ready for comments. I will distribute among the contributors who wrote sections of the article and set up a conference call to discuss any suggestions on the first draft. The full version of the article will be submitted to Public Health Reports and the short version of the article is for the SciPAC Newsletter.
- I would like to thank all our volunteers, including CDR Sara Newman, LCDR Minglei Cui, LCDR Anne Purfield, LCDR Loren Rodgers, LCDR Jorge Ruano-Rossil, LT Alexander Balbir, and LT Ruiqing Pamboukian for their help and support. Job well done!
- As one of our outreach programs to serve the local community, I am coordinating a program with Grace Episcopal Day School to assist with their Science Fair. The event will be held in Maryland on March 3, 2011. Five of our Scientist officers will serve as the Science Judges. Thank you to CAPT Martin L Sanders, LCDR Anne Purfield, LCDR Alfredo R Sancho, and LCDR Jon Eric Tongren for volunteering. I will report this event in our next monthly meeting.
- We continue to receive requests from public about becoming PHS Scientist Officers. It is very nice to see more people interested in joining PHS.

i. Visibility: CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu

- LCDR Steffen is organizing a recruitment booth at Johns Hopkins School of Public Health for March 3, 2011.
- Thanks to CDR Anne Dobmeyer, LT Erin Koers, and CDR Robert Williams for their Visibility activities of judging science fairs and providing recruitment materials.
- LCDR Nikki Frazer is presenting on the role of mental health providers at DoD sites at the Armed Forces Public Health Conference on March 23, 2011 at Hampton Roads, VA.
- LCDR Emily Streeter is coordinating the Scientist poster for the USPHS Symposium this year in New Orleans. She has 6 submissions thus far. Please contact her if you have something to contribute to the poster at emily.streeter@med.navy.mil

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- All updates and corrections have been made to the website. Please continue to send updates to CDR Danice Eaton at deaton@cdc.gov.

5) Liaison Reports

a. Billet Transformation: LCDR Judy Facey

- If you received an email from PSC on January 4, 2011 instructing you to start the billet process it is very important for you to do so. If you have started the billet process and received the email for the second step, it is important that you complete this step. If you need any assistance please feel free to contact LCDR Judy Facey at facey.judy@epa.gov.
- At this time I do not know when the multidisciplinary billets will be launched. I will keep you posted.

b. COF: CAPT Timothy Nelle

- As of March 1, 2011, our balance is \$2601.42.
- We have an inventory of 134 coins and 52 T-shirts.

c. **COA: CDR Sara Newman**

- On February 28, 2011, the COA Board of Directors presented the Health Leader of the Year award to Senator Jeff Bingaman for his outstanding commitment to public health and the Corps in particular.
- That same afternoon the COA Board met with Surgeon General Benjamin (at her request) for a productive and successful 90 minutes. Below is a summary of the meeting highlights:
 - The COA, as representatives of the all aspects of the Corps, including every Category, offered its support to further the goals of the SG. We expressed our gratitude and noted that she is the first SG to have ever requested a meeting with the Board.
 - VADM Benjamin reaffirmed the Department's commitment to the Corps following the management review.
 - The implementation of the Ready Reserve is moving forward with the current effort directed at determining the size, skills, employment, etc. They are looking at the Individual Ready Reserve (IRR) concept as a way to bring in the former Inactive Reservists.
 - VADM Benjamin offered suggestions about the planned service project in conjunction with the New Orleans symposium. The committee chair for all the pre-conference sessions is already acting on her comments.
 - The SG reported that she is working on an initiative to have Corps officers and the Medical Reserve Corps (MRC) get involved in refurbishing 200 playgrounds across the country as part of the First Lady's "Let's Move" program. The COA thought this was an excellent idea and suggested that this effort would likely get enthusiastic support from the Corps officers.
 - The SG also agreed on the need for more frequent communication from her office to officers in the Commissioned Corps.

d. **JOAG: LCDR Robin Toblin**

- Nominations for the Junior Officer of the Year, JOAG Excellence and Carmona Inspiration Awards are due Friday, March 18, 2011. The applications can be found at the JOAG homepage: www.usphs.gov/corpslinks/joag
- Nominations for JOAG Voting Membership are due Friday, April 1, 2011. The Scientist Liaison spot is open this year as are 4 at-large positions. There will be a Q&A session with the Membership Committee chair tomorrow at 1200 EST. The nomination packet and call-in info for the Q&A session can also be found on the homepage: www.usphs.gov/corpslinks/joag
- The Journeyman Series call will be on Friday, March 11, 2011 at 1300 and will focus on mentoring and will feature CAPT Dean Coppola and CDR Jim Simpson. http://www.usphs.gov/corpslinks/joag/index_files/Meetings.htm

e. **PSYPAG: LCDR Rick Schobitz**

- PsyPAG held a general meeting on February 2, 2011. The meeting featured a talk by CDR Christine Hunter who spoke about her role with NIH.

- A call for committee membership continues. Of particular need is the Advocacy Committee, chaired by LCDR Robin Toblin. Please send LCDR Toblin (robin.l.toblin@us.army.mil) an email to join or if you would like more information.
- Our next general meeting is scheduled for April 6, 2011 at 1200 EST. Call in number is 1-877-691-9937; pass code is 4549026. The meeting will feature CAPT Jon Perez, National Behavioral Consultant for IHS. He will be speaking about his time a leader of Mental Health Team #2.

6) Other Business, Questions, Comments

- None

7) Closing Remarks: CDR Karon Abe

- None

NOTE: Next meeting **Tuesday, April 5, 2011 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, April 5, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Excused
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Excused
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Excused
CDR	Bensyl, Diana	Immediate Past Chair	Excused
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Excused
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Yes
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	Daugherty, Jon	FDA	Yes
CAPT	McLaughlin, Michael A.	FDA	Yes
CDR	Draski, Laura	OS	Yes
CDR	Methner, Mark	CDC	Yes
CDR	Park, Amy	DoD	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clayton, Mark	DoD	Yes
LCDR	Clingman, Chekesha S.	FDA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Davis, Shane	CDC	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Geissler, Aimee	CDC	Yes
LCDR	Hess, David	DoD	Yes
LCDR	Lowther, Sara	CDC	Yes
LCDR	Njai, Rashid	CDC	Yes
LCDR	Purfield, Anne	FDA	Yes
LCDR	Rodgers, Loren	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Steffen, Scott	FDA	Yes
LCDR	Streeter, Emily	DoD	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Xu, Fei	FDA	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Freeland, Amy L.	CDC	Yes
LT	Green, Seth	DoD	Yes
LT	Hollis, NaTasha	CDC	Yes
LT	Ivey, Asha Z.	CDC	Yes
LT	Myers, Todd	DoD	Yes

LT	Pamboukian, Ruiqing	FDA	Yes
LT	Parks Brown, Sharyn	CDC	Yes
LT	Rivera, Luz	FDA	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Sydnor, Charlene	NIH	Yes
LT	Tartof, Sara Y.	CDC	Yes

1) Call to Order and Welcome: CDR Karon Abe

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking (press *6 if you do not have a mute button)
- Do not place the conference call line on hold.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Happy “National Public Health Week”!
- Billets: We are now three months into the Scientist standard billets launch. We have contacted most of our officers to facilitate the initiation and completion of this process for the category. However, we still have a few officers that have not started the process. The projected time for each category to complete the process is three months. We will continue to ramp up our efforts to facilitate progress. During the process, we had a number of Scientists that indicated the multidisciplinary billet is the correct fit for their job. The latest projection is that the multidisciplinary billets will be launched around May or June, 2011. As mentioned on previous SciPAC calls, we have a team of Scientist Rapid Responders to assist our officers and they are LCDR Judy Facey, CAPT Pam Ching, CAPT Kevin McGuinness, and CDR Matthew Newland.
- OCCO support: On a previous SciPAC call I mentioned that the CPOs have been in discussion with OCCO to determine how the categories could assist OCCO in processing applications. OCCO has had volunteers providing assistance (3 hrs/week). The latest request to the CPOs is to identify 12 more short-term volunteers from the DC area. I have forwarded the names of the Scientists that are interested in volunteering their assistance.
- Accountability Structure Work Groups: The reports from the workgroups were submitted and are being reviewed for next steps.
- USPHS Symposium: Although we don’t have any final decisions at this time, the directions being favored are that officers will be asked to cover their airfare and that the agencies will cover the hotel and registration. The thought is that officers often have other alternatives for covering airfare and transportation costs.
- New Call to Active Duty (CAD) Process: Agencies are sending forward 1662 forms for applicants who have been professionally boarded. OCCO is preparing the lists and sending them through OSG/ASH to the President for Senate approval. Once the list is approved by the Senate and received back in OCCO, the applicant will be placed on personnel orders. Several nomination lists have been sent to the Department since the pause was lifted February 3, 2011.
- Regular Corp Appointment Process: There are approximately 4,000 Reserve Corps Officers that were deemed Regular Corps on March 23, 2010. OCCO has requested guidance for implementation from the ASH. Until additional information is received, OCCO is treating all of the impacted officers as Regular Corps.

- Questions:
 - CDR Newman asked about whether Commissioned Corps officers would be exempt from a federal government furlough, as they have been in the past. CAPT Williams-Fleetwood replied that there appears to be mixed messages coming from different agencies. Officers should check with their respective agencies and look for additional email communication from the OSG.
 - CAPT Bennally inquired about the latest information on the Post-9/11 GI Bill transferability. CAPT Williams-Fleetwood replied that HHS still needs to write a letter to DoD stating that transferability for USPHS officers would improve national security. After the memo is written and received, HHS would still need to make decisions about how to implement transferability within USPHS.

3) **Report from the Chair and Vice Chair: CDR Karon Abe**

- The Office of Commissioned Corps Force Management (OCCFM) will now be in the OSG.
- Medical Waivers: Each officer is responsible for reporting any health care updates to Medical Affairs Branch (MAB). Medical waivers are provided to protect officers who have health issues from being penalized from promotion. These health care updates should be processed by MAB within 48 hours, but the information can only be communicated to MAB via FAX, the US Postal System, or by hand.
- Senior Officers Advisory Group Proposal (SOAG): Anecdotal information suggested that senior officers may be experiencing difficulties with career advancements and have considered separating from the Corps. In order to strengthen the retention aspects of the USPHS, it was important to capture the needs of all officers. The Health Services category began discussing the concept of the Senior Officer Advisory Group (SOAG) last year. A survey was developed to understand how officers' needs are addressed and to assess efforts to retain high caliber officers. Some of the areas of need that were identified from the survey included: mentorship, uniform etiquette, career development, readiness, and need for a listserv as a means of internal communication between senior officers. The Health Services PAC is working to get a draft report to the other PACs by July 2011.
- Utility Uniforms: A new policy is in development regarding utility uniforms. Currently, the woodland camouflage BDU is the deployment uniform, but there will be a change to the BDU due to the cost of the uniform.
- Model Charter: The Model Charter was reviewed by the CPO Board. The Board supported increasing the number of voting members from 20 to 30 and for increasing the duration of voting membership from 3 to 4 years. These are recommendations and PACs are not required to implement these changes. However, the Board did not accept a recommendation to allow a nonvoting member to chair a "main" subcommittee.
- Frocking Policy: When officers are selected for promotion to their next temporary grade but have not yet promoted, it is unclear if such officers have the right to wear the insignia and uniform and assume the title of the next higher grade using the words "Select" or "Rank (Sel.). Plans are underway to develop a frocking policy with established guidance and procedures on the rules governing the frocking of Commissioned Corps officers.

4) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- We received several high quality nomination packets for the Senior and Junior Scientist Officer of the Year Awards. The judging process is underway and we look forward to presenting these awards during the Scientist Category Day at the USPHS Scientific and Training Symposium in New Orleans this June.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- We will have a one-hour Q&A training session today immediately following the SciPAC call. We are very lucky to have Mr. Thomas Berry return to follow-up on the retirement training he did following the February 2011 SciPAC call. CDR Park will read questions that we have received through email for Mr. Berry to answer one by one. Then, we will open up the discussion to all officers on the call. In addition, you can review the USPHS retirement slides posted on our website if you like. Notes from the Q&A retirement session will be included in the SciPAC meeting minutes for officers who cannot participate. Please feel free to contact CDR Park (amy.park1@us.army.mil) or LCDR Hu (hus@mail.nih.gov) if you have any further questions or suggestions on SciPAC training projects in the future.
- There are no Officer Basic Courses scheduled for March or April so we do not have any activities related to OBC graduation ceremony to report.
- The Handbook Team has been updating the Basic Readiness, Training, and Officer Basic Course sections of the SciPAC handbook. LT Zewde Demissie is coordinating this effort and is finalizing the edits to the Basic Readiness section. We hope to have the revised version posted onto the SciPAC website very soon. We will continue to update the Training and Officer Basic Course sections. We still need a volunteer to help update the Officership section of the handbook. If anyone is interested in helping out with this effort, please contact LT Sydnor (sydnorc@mail.nih.gov) or LCDR Hu (hus@mail.nih.gov).

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- The USPHS Scientific and Training Symposium will be held June, 20–23 in New Orleans, LA.
- You can now reserve your room at the Sheraton New Orleans for the 2011 USPHS Scientific and Training Symposium. Visit www.phscofevents.org to book your room at the federal per diem rate of \$131 (plus applicable taxes). The rate is valid from June 14 to June 29. There should be no hotel cancellation fee if you are unable to attend the meeting, but please read the fine print because in the past that has been known to change.
- The Scientist and Medical Categories will host a shared social event the evening following category day on Tuesday, June 21, 2011. The event will be held on a steamboat starting at 6:00pm and will include a cruise along the Mississippi River from 7:00–9:00pm as well as live music. Tickets cost \$37.35 for the cruise only or \$61.00 for the cruise and a Cajun dinner. You can reserve your tickets at www.neworleanssteamboat.com/2011/usphs/reserve.htm. You are able to sign-up for the social event up until Tuesday, June 21, 2011 and you are able to cancel your ticket up to 48 hours prior to the event date.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- LCDRs Sancho, Garnett, Goodrich-Doctor, and Sram have joined the Mentoring subcommittee. Existing members include CDRs Bensyl, Methner, and Aponte.
- We just started the development of a needs assessment survey in order to restructure the program. The survey will be distributed via the SciPAC listserv within the next few weeks.
- A presentation of results and preliminary changes is scheduled to take place during Category Day at the USPHS Symposium in June.

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy document review during March 2011.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo

- As of the beginning of April 2011, there are a total of 303 Scientist officers on board
 - 42 Officers listed as “exempt”
 - 20 Officers listed as “not qualified” as follows: O6=13, O5=6, O4=1
 - Not including exempt officers, our category is 92.3% qualified
- Quarterly readiness report from OFRD (closed 3/31) indicated that the Scientist category is 87.2% ready. The difference in percentages may be attributed to handling of CAD. New CADs working toward becoming basic ready should make sure they are listed as “exempt” with OFRD.
- Regarding the Facebook Response Network, each PAC is to establish a system for responding to category specific Facebook inquiries. We are developing a plan to provide a response within 24 hours that has been reviewed and approved. From time to time we will likely be called upon to respond to a question about a scientific discipline or an agency not represented on the Recruiting, Readiness, and Retention subcommittee. In those cases we may need to contact other members of SciPAC for guidance. The response time is very short, so if we call you with a Facebook question, please respond as quickly as possible.
- There is unfinished business regarding extending transferability of Post 9/11 Veterans Education Improvements Act benefits for USPHS officers. In the latest edition of Frontline, COA Executive Director Jerry Farrell urges HHS to take the needed action to secure these benefits for our officers. This is an important aid in recruiting and retention. We want to do whatever we can to support making this benefit available to our officers.

g. **Rules and Membership:** CDR Karon Abe

- The templates for the subcommittee standard operating procedures (SOPs) will be sent out to the subcommittee chairs this month with a return deadline of July 1, 2011. If you have any questions, please feel free to call or email CDR Abe (kabe@cdc.gov).
- Nomination packages for new SciPAC members will be sent out in May 2011.
- There are two upcoming Rules and Membership subcommittee meetings:
 - April 19 — Discuss how many membership slots will be open for the 2011–2012 year. Our charter states that no more than 1/3 of the voting membership should turn-over from year to year. We are currently not in compliance. We will discuss the possibility of extending current voting members tenure by one year.
 - June 10 — Nomination of new members
- Comments: LCDR Toblin suggested that the Rules and Membership subcommittee consider offering 2-year terms to this year’s members, which will get more people in line with those

who will be moving into their second year. It would also allow more people to have the opportunity to serve as a voting member.

h. Science: LCDR Yi Zhang

- We had a meeting to discuss the first draft of the Public Health Reports article on March 28, 2011. Five officers attended the meeting. I am currently working on revising the article based on the advice and comments obtained from the meeting. Per the discussion, we have to collect more data on USPHS Scientist allocation.
- As one of our outreach programs to serve the local community, I coordinated a program with Grace Episcopal Day School to assist with their Science Fair on March 3, 2011. Five of our Scientist officers served as the Science Judges and reviewed over 60 posters and presentations given by 5th through 8th grade students. The projects embraced a wide range of fields, including microbiology, architecture engineering, behavioral and social sciences, cellular and molecular biology, biochemistry, chemistry, physics, animal sciences, earth and planetary sciences, energy and transportation, environmental science, and plant sciences. We are thrilled and impressed by all participants' creativity, curiosity, and capability in exploring the science around them. Volunteers officers who participated in this event will receive an appreciation memo from CAPT Williams-Fleetwood. A short communication regarding this event has been submitted to the SciPAC Newsletter.

i. Visibility: CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu

- Thanks to LCDR Fei Xu, LCDR Minglei Cui, and LT Scott Phillips for judging a Science Fair in Montgomery County, MD on March 19, 2011.
- LCDR Matt Breiding will be serving as the Scientist member for the planning committee of the 2011 AMSUS conference. The conference itself will occur in November 2011.
- Thanks to LCDR John Stansberry and LCDR Sally Hu for their great COA Frontline article entitled, "Officers Increased USPHS Visibility at the 18th Annual NBC4 Health and Fitness Expo." It appears in the March 2011 issue.
- CDR Ayala and LT Silvio will be sending out reminders to finalize articles for the upcoming Scientist Newsletter. The next issue should appear in May. If you would like to submit photos of your family for the newsletter or have other articles of interest, please email CDR Ayala (cia1@cdc.gov).

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- CAPT Cindy Striley and CDR Danice Eaton met with CAPT Eric Shih and CDR Diahann Williams with OCCFM about the initiative to transition PAC websites to the hhs.gov server using a standard template. CAPT Shih stated they currently are working to identify a content management system (CMS) that would be adequate for creating and maintaining all PAC websites. Their goal is to create a template that PACs could use so that all sites have a similar look and feel. All the sites would be hosted on the hhs.gov server (at the expense of OCCFM) and each of the PACs would be responsible for keeping their site up-to-date using the identified CMS. This initiative complements work that CAPT Striley already has been engaged in to identify a CMS that would work well for the SciPAC website so that we can transition away from Microsoft FrontPage, which not everyone has access to and has to be installed on local machines. The CMS will be available via the Internet and therefore

accessible to anyone and, ideally, will not require any specialized programming skills. OCCFM will be creating a workgroup to help guide and oversee this process, and we plan to participate on this workgroup. There is currently no timeline for this initiative.

5) Liaison Reports

a. **Billet Transformation:** LCDR Judy Facey

- Report not received.

b. **COF:** CAPT Timothy Nelle

- As of March 30, 2011, our balance is \$2,761.42.
- We have an inventory of 119 coins and 51 T-shirts.

c. **COA:** CDR Sara Newman

- Several legislative issues are on the agenda of the COA including:
 - As a means of recruiting more officers into the Commissioned Corps, COA is focused on urging DHHS to include Public Health Sciences Track Implementation funding in its budget requests while at the same time working with the Senate to have Track funding included in HHS Appropriations legislation.
 - COA is staying actively involved to ensure that transferability of benefits provided in the new Post-9/11 GI Bill (Law 111-377) are realized for USPHS officers.
 - COA is urging DHHS to seek funding for the Ready Reserve Corps in the FY12 budget.
 - COA is working with senior leaders of the Commissioned Corps to sign an memorandum of understanding with the Department of Veteran Affairs (VA) to open clinical billets to Commissioned Corps officers in VA hospitals.
- Questions: CDR Abe asked whether the language regarding transferability of GI Bill benefits will be finalized by August 2011. CDR Newman said she would find out more at next Wednesday's meeting. As far as she knows, they are still tinkering with the language and is not sure how it affects USPHS officers.

d. **JOAG:** LCDR Robin Toblin

- The next JOAG general meeting is Friday, April 8 from 1300–1500. Call-in#: (218) 936-4700; Passcode: 791 - 9605.
- The winter issue of the JOAG Journal, the quarterly publication from JOAG, was recently distributed and can be found on the JOAG website:
http://www.usphs.gov/corpslinks/joag/index_files/JOAG_Journal.htm
- Regional Meet and Greet events are being held; to find out if one in your area will be held, contact LCDR Toblin (robin.l.toblin@us.army.mil).
- Several candidates applied to be the SciPAC liaison voting member for JOAG. Good showing!
- JOAG is selling three t-shirts at the COF Symposium for \$15; these can be pre-ordered or can be ordered and shipped to you if you will not be able to attend the conference. To pre-order, email LCDR Toblin. All shirts will have the JOAG logo on the front pocket area and the following slogans will be on the back:
 - U.S. Public Health Service: Building the Foundation for a Healthier Nation
 - Uniform pants that actually fit: \$41
 - Ribbon for doing what you were hired to do: \$1

Protecting, promoting and advancing the health and safety of our Nation: Priceless

- U.S Public Health Service: Explaining Ourselves Since 1789. We're Not the Navy

e. **PSYPAG: LCDR Rick Schobitz**

- PsyPAG will hold our next general meeting on April 6, 2011 at 1200 Eastern. Call in number is 1-877-691-9937; pass code is 4549026. The meeting will feature CAPT Jon Perez, National Behavioral Consultant for IHS. He will be speaking about his time a leader of Mental Health Team #2.
- A call for nomination for Psychologist of the Year has gone out. If you missed the email on the listserv with instructions, please email LCDR Schobitz (Richard.schobitz@us.army.mil) and I will forward them to you.

6) Other Business, Questions, Comments

- None

7) Closing Remarks: CDR Karon Abe

- The call will now be turned over to LCDR Sally Hu to begin the Career Development session.

8) Retirement Q&A Session: Mr. Thomas Berry, Compensation Branch, Office of Commissioned Corps Support Services

- Notes from this session will be distributed separately via the SciPAC listserv by the Career Development subcommittee.

NOTE: Next meeting Tuesday, May 3, 2011 @ 1100–1300 EDT



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, May 3, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Excused
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
LCDR	Hu, Sally	Career Development Chair	Excused
LCDR	Kenney, James	Awards Chair	Excused
LCDR	Murphy, Matthew	Category Day Chair	Excused
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Excused
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Excused
LCDR	Sram, Jacqueline		Excused
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Excused
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	Daugherty, Jon	FDA	Yes
CDR	Dobmeyer, Anne C.	DoD	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Glover, Maleeka	CDC	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clingman, Chekesha S.	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Geissler, Aimee	CDC	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Hatch, Arlin	DoD	Yes
LCDR	McCollum, Andrea	CDC	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Saydah, Sharon	CDC	Yes
LCDR	Sharma, Andrea	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes
LT	Freeland, Amy L.	CDC	Yes
LT	Green, Seth	DoD	Yes
LT	Koers, Erin	CDC	Yes
LT	Lu, Xiaowu	HHS	Yes
LT	Myers, Todd	DoD	Yes
LT	Pamboukian, Ruiqing	FDA	Yes
LT	Rivera, Luz	FDA	Yes
LT	Steele, Matthew	FDA	Yes
LT	Sydnor, Charlene	NIH	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking (press *6 if you do not have a mute button)
- Do not place the conference call line on hold.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Furlough Determination: On our April SciPAC call there was some confusion regarding the possible furlough status of Corps officers. During that week, many officers were concerned about the potential government shut down and their furlough status. A number of officers voiced their concerns related to their active duty status. The Surgeon General communicated to all Corps officers that they would remain on “active duty” but stated the agencies would determine which of the three categories their officers should be placed in. Fortunately, a government shutdown was averted. To better understand the new determinations for officers, the OSG is conducting a review of the decisions and rationale.
- Billets: We are now almost 4 months into the Scientist standard billets launch. We have contacted most of our officers to facilitate the initiation and completion of this process for the category. However, we still have a few officers that have not started or completed their part of the process. These officers have limited time remaining to be responsive before administrative actions may have to be taken. The Surgeon General, Deputy Surgeon General, and the Chief of Staff are being updated on our progress. The overall status across the categories is that the Therapists are done and all but possibly two categories are working to enter standard billets into the Billet Collection System. Multidisciplinary billets will launch in the near future.
- 2010 COERs: One goal of the new COER instrument was that it accurately reflect officers’ strengths and areas for improvement. The overall COER data was evaluated and indicated that there was a shift in the average scores. Although the average scores did shift that majority of officers still received exceptional ratings on their COERs. Therefore, the recommendations include that training and education are needed to fully utilize the new COER as intended and that officers will play a critical role in that culture change. The data from this evaluation will be available once finalized.
- Compensatory Policy Advisory Board (CPAB) update: The CPAB is reconvening and will meet in May. This board will review and propose efforts related to special pay. Updates will be provided in the future, as appropriate.
- Accountability Structure: Management positions for the new Commissioned Corps Accountability Structure will be announced this summer. The new management selected will use the accountability structure work group reports to implement operations.
- CC Liaison to the ASH: RADM Penny Slade-Sawyer is our new Commissioned Corps Liaison to the Assistant Secretary for Health. She will assist with coordination between the ASH and the OSG.
- CPO update: CAPT Scott Gaustad (IHS/Phoenix) is the new Chief Therapist Officer. He is replacing the out-going Therapist CPO, CAPT Karen Siegel, now at FDA.

3) Report from the Chair: CDR Matthew Newland

- Please keep CAPT Tim Nelle and LCDR James Kenney in your thoughts and prayers.
- USPHS Symposium: The HHS travel policy for the 2011 USPHS Scientific and Training Symposium is currently in the Office of the Assistant Secretary for Health, pending approval.
- Frocking Policy Revisions: The PAC Chairs are revising the Frocking Policy Document. One of the revisions requested is to provide examples from other military services (e.g., Air Force) that currently have a frocking policy in place for their senior officers. CAPT Sheila Merriweather has provided the original documents used to develop the USPHS policy as well as examples from other branches in DoD.
- There is a proposal in discussion for recommending pay equivalence for specific professions in PHS with those in DoD. Details on this will be presented during the May PAC Chairs’ call.

- During the May PAC Chair's call, CDR Thomas Pryor will provide an update on the Associate Recruiter Program and CAPT Sheila Merriweather will provide an update on the formation of a Senior Officers' Advisory Group.
- Thank you to CDR Karon Abe for leading the SciPAC calls in March and April.

4) **Report from Vice Chair:** CDR Karon Abe

- No report

5) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- The appointed award review committee is still in the process of reviewing the nomination packets for the Junior and Senior Scientist Officer of the Year Awards, which will be presented during Category Day at the USPHS Scientific and Training Symposium in June.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- We are working on the training notes from last month's Q&A retirement session for inclusion in the June SciPAC meeting minutes.
- The Officer Basic Course (OBC) was canceled for the month of April. The next OBC is scheduled from May 7–20, 2011. The graduation ceremony will be on May 20, 2011. We will send an officer from our subcommittee to the May OBC graduation ceremony to greet any Scientist graduates if there are any.
- We are in the process of arranging another SciPAC training session. Please stay tuned for more details.
- The Handbook Team completed the update to the Readiness section of the SciPAC handbook. The new version was recently posted on our website. Many thanks go to LT Zewde Demissie for her efforts in updating this section and working with OFRD as well as LCDR Paul Seo to make sure the information we supply to SciPAC is accurate. LT Zewde is also updating the Officer Basic Course and Training sections of the Handbook. The OBC section is currently under review by LCDR Mary McCormick of the Commissioned Officer Training Academy (COTA). We hope to have the OBC section posted on the website soon. We are continuing to work on the Training section.
- At last month's meeting, the Handbook Team requested volunteers to help update the Officership section of the handbook. We received a number of responses from junior officers; however, we were advised to select a Senior officer for this role, preferably an O-6. As such, the handbook team is seeking assistance from an O-5 or O-6 officer to help update the Officership section of the SciPAC Handbook.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- The Category day agenda is available online:
http://www.phscofevents.org/agenda/ag_glanceSelect.cfm
- SciPAC Social Event: The year we are having a joint Category Day social event with the PhysicianPAC on the Steamboat Natchez. You can choose to sample some fine South Louisiana cuisine with a bit of jazz and dancing or just hop on the boat and shake it out on the water. To make a reservation for the Social Event, please visit the following website:
www.neworleanssteamboat.com/2011/usphs/reserve.htm

- Note: The Social Event registration website may not work properly on US government computers.
 - Remember to book your hotel room now, if you haven't already. The conference hotel rate of \$131 per night (plus applicable taxes) is available until 5 PM (Central) on May 24, 2011. The federal per diem rate is available from June 14–29, 2011.
 - Sheraton New Orleans Hotel, 500 Canal Street, New Orleans, LA 70130
 - Reservation link: <http://www.starwoodmeeting.com/Book/usphs>
 - We are still awaiting a decision regarding the HHS Travel Memo.
 - Early bird registration likely to be extended (it was originally through May18, 2011); however no further extensions are expected. Register at: <http://www.phscofevents.org/registration.cfm>
- d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner
- The Mentoring Subcommittee met for the second time since it was expanded.
 - We are currently polishing the survey instrument to be used as a needs assessment. This is an important step for restructuring the mentoring activities.
 - The survey will be implemented via the SciPAC listserv, and all scientist officers will be invited to participate.
- e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip
- We received no requests for policy document review during April 2011.
- f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo
- As of the beginning of May 2011, there are a total of 304 Scientist officers on board
 - 16 Officers listed as “exempt”
 - 24 Officers listed as “not qualified” as follows: O6=14, O5=8, O4=2
 - Not including exempt officers, our category is 91.7% qualified
 - Of the 304 Scientist officers: 127 are at CDC, 64 are at FDA, and 36 are at DoD.
 - Our main activities this month included developing a standard operating procedure to respond to Scientist-specific Facebook inquiries and reviewing a recruiting document. We have polled the subcommittee members for input on the Facebook SOP. The biggest challenge seems to be finding a way to ensure someone is always able to respond and to take the lead in developing our response in a timely manner. We have been through three versions of the SOP and the process is nearly complete.
 - The other activity has been giving feedback on a brochure titled “Best Kept Secrets” intended for use in recruiting behavioral health professionals to USPHS. This project is an inter-category project with input mostly coming from psychologists in the Scientist and Health Services categories. We have solicited review by the psychologists on our subcommittee. That process will be concluded in the next 10 days.
 - CAPT Dean Coppola and representatives of Booz Allen Hamilton, the marketing firm that works on various recruitment activities, have contacted us about meeting later this month to review recruiting activities and programs and how we may work more closely with the Division of Commissioned Corps Recruitment.

g. Rules and Membership: CDR Karon Abe

- The Rules and Membership Subcommittee submitted a proposal to the SciPAC Executive Board to have five current voting members (three with their current term ending in 2011 and two with their current term ending in 2012) extend their current term by one year so that we can restore the balance of having one-third (1/3) of the voting membership turn over each year. The SciPAC voting members approved the proposal. An email request was sent to current voting members and names of volunteers were selected from a hat by an unbiased individual.
 - CDR Karon Abe, CDR Boris Aponte, and CDR Wei Guo will serve a four-year term ending in August, 2012.
 - LCDR Judy Facey and LCDR James Kenney will serve a four-year term ending in August, 2013.
- 2011 Call for SciPAC Membership will go out at the end of next week with a two-week turn-around time. We will have 7 slots available, 6 slots for Commissioned Corps officers and one slot for a Civilian Servant. Commissioned Corps and Civil Service scientists interested in serving are encouraged to self-nominate. Interested individuals will need to submit 3 items:
 - Current curriculum vitae (CV) summary page
 - One-page cover letter describing their SciPAC activities and interest
 - SciPAC self-nomination form signed by the nominee and his/her supervisor
- The next Rules and Membership subcommittee meeting will be June 10, 2011 at 10 am to discuss the voting member nominations.
- Subcommittee SOPs are due by July 1, 2011.

h. Science: LCDR Yi Zhang

- I received more data on PHS Scientist officer allocation to add to our article. I am currently revising the draft of the article based on the comments received during our last meeting.
- I received and answered six requests for information about joining the Commissioned Corps from the public, including post-docs, graduate students, and civilian employees.

i. Visibility: CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu

- The Scientist Newsletter went to the Editorial Board for review and should be coming out on May 15, 2011.
- We would like to remind members to submit article suggestions and family photographs to CDR Carma Ayala for the Scientist Newsletter.
- LCDR Emily Streeter is developing the Scientist poster to be displayed at the USPHS Scientific and Training Symposium in New Orleans.

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- Last month, I reported that Office of Commissioned Corps Force Management (OCCFM) is renewing efforts to create a standard template for all PACs to use for their websites. OCCFM indicated they would be forming a subcommittee with representation across the PACs to provide guidance on this effort. To date, we have not had additional communication from OCCFM about this. The Website Subcommittee will meet next week to discuss the website transition and other subcommittee business.

6) Liaison Reports

a. **Billet Transformation:** LCDR Judy Facey

- We are still trying to reach the last few people who have not responded to the billet transformation request. Thank you to those officers who took appropriate action after being contacted.

b. **COF:** CAPT Timothy Nelle

- As of May 1, 2011, our balance is \$2,961.42.
- We have an inventory of 99 coins and 51 T-shirts.

c. **COA:** CDR Sara Newman

- No report

d. **JOAG:** LCDR Robin Toblin

- Updates regarding the USPHS Scientific and Training Symposium:
 - The JOAG room share program is available for those officers who want to share a room.
 - JOAG will hold a meet and greet general meeting from 6–8 PM on Sunday before the Symposium (May 19, 2011). This will be held at the conference hotel.
 - There will be a JOAG Social on Wednesday night (May 22, 2011) at Pat O'Brien's. Lookout for more details on the JOAG listserv.
 - There will be PHS merchandise for sale. T-shirts can be pre-ordered.
- Regional Meet and Greet meetings are occurring all over the country. These will be announced on the 1st and 15th of each month via the JOAG listserv.
- The next Journeyman series is on Friday, May 13, 2011 at 1300 EDT.
- More information can be found at: www.usphs.gov/corpslinks/joag.

e. **PSYPAG:** LCDR Richard Schobitz

- PsyPAG has been asked by OCCO to review recruiting materials for Mental Health Professionals. We have reviewed draft website recruitment related content and the "Best Kept Secrets" brochure and are providing feedback.
- PsyPAG is working with the Physician Assistant Professional Advisory Group, Social Work Professional Advisory Group, and Veterinarian PAC to examine specialty pay issues and advocacy.
- PsyPAG DoD Special Interest Group (SIG) held its second meeting. It was very well attended and included both psychologists and social workers. A number of issues were covered and the meeting was also attended by the DoD/PHS liaison. The next meeting of the DoD SIG is scheduled for May 18, 2011 at 1200 EDT. The dial in number for the meeting is: 1-877-691-9937; pass code: 4549026.
- An awards committee has been formed to evaluate the Psychologists of the Year award packages. We anticipate announcing the recipient at the June PsyPAG meeting.
- Our next PsyPAG general meeting is scheduled for June, 1 2011 at 1200 EDT. Call in number is: 1-877-691-9937; pass code: 4549026.

7) Other Business, Questions, Comments

- LT Todd Meyers announced that he received personnel orders to become a “regular” officer via notification in his eOPF on May 2, 2011. He (along with about 20 other Scientist officers) was on the first list sent to the Senate for confirmation submitted in February 2011. After the list was confirmed in early March 2011, he received feedback from DHS and sent in his Oath of Office. He expects a hard copy of the personnel orders to follow at his home or office address.
- LT Matthew Steele mentioned that he has not received any email notification about billets. CDR Newland clarified that if he is currently in a multidisciplinary billet than he is okay because those have not been sent yet.
- CAPT Adekoya asked what the SciPAC funds are typically used for. CDR Newland mentioned that the money is used to purchase plaques for the Scientist of the Year awards and gifts for retiring officers. Occasionally SciPAC offers support to junior officers to attend the USPHS Scientific and Training Symposium.
- LCDR Marco Bennett asked a question about the recent Personnel Operations Memorandum (POM) as it related to wearing the Battle Dress Uniform (BDU). CDR Newland commented that according to the POM, officers are allowed to wear the BDU uniform one day a week. CAPT Williams-Fleetwood confirmed that one day per week is allowed. The POM is available on the homepage of the CCMIS website: <http://dcp.psc.gov/>.

8) Closing Remarks: CDR Matthew Newland

- CAPT Williams-Fleetwood thanks all the Scientists officers for the great job that you do. Continue to keep up the great work.

NOTE: Next meeting **Tuesday, June 7, 2011 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, June 7, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937

Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Excused
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Excused
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Excused
LCDR	Schobitz, Richard	PSYPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Lawrence, Theresa	HHS	Yes
CAPT	Massoudi, Mehran	CDC	Yes
CAPT	O'Connor, Ralph	CDC	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Riggs, Margaret	CDC	Yes
CDR	Ruano-Rossil, Jorge	FDA	Yes
CDR	Schuyler, Donna	BOP	Yes
LCDR	Adjemian, Jennifer	NIH	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bhagwat, Aditya	DoD	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Chen, Sanny	CDC	Yes
LCDR	Colborn, James	CDC	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davis, Shane	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Gardner, Tracie	CDC	Yes
LCDR	Garnett, Theodore	FDA	Yes
LCDR	Highsmith, Keisher	HRSA	Yes
LCDR	Njai, Rashid	CDC	Yes
LCDR	Purfield, Anne	FDA	Yes
LCDR	Rodgers, Loren	CDC	Yes
LCDR	Sancho, Alfredo	DoD	Yes
LCDR	Saydah, Sharon	CDC	Yes
LCDR	Schobitz, Rick	DoD	Yes
LCDR	Sloop, Sue L.	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Steffen, Scott	FDA	Yes
LCDR	Streeter, Emily	DoD	Yes
LCDR	Tate, Jacqueline	CDC	Yes
LCDR	Thomas, Peter	CDC	Yes
LCDR	Toblin, Robin	DoD	Yes
LCDR	Xu, Fei	FDA	Yes
LT	Barradas, Danielle	CDC	Yes

LT	Gieraltowski, Laura	CDC	Yes
LT	Ivey, Asha Z.	CDC	Yes
LT	Myers, Todd	DoD	Yes
LT	Odom, Erika	CDC	Yes
LT	Pamboukian, Ruiqing	FDA	Yes
LT	Parks Brown, Sharyn	CDC	Yes
LT	Rivera, Luz	FDA	Yes
LT	Steele, Matthew	FDA	Yes
LT	Sydnor, Charlene	NIH	Yes
LT	Tartof, Sara Y.	CDC	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking (press *6 if you do not have a mute button)
- Do not place the conference call line on hold.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- Scientist Officers of the Year: Please join me in congratulating the following officers for their selection as our Scientist Officers of the Year. We recently selected CAPT Mehran Massoudi as the Derek Dunn Memorial Scientist Officer of the Year and LCDR Matthew Murphy as the Junior Scientist of the Year. CDR Margaret Riggs was selected as the Scientist Responder of the Year a few months ago and she is also competing for the Commissioned Corps Responder of the Year to be announced at the USPHS Scientific and Training Symposium later this month. In addition, Scientist officer LCDR Richard Schobitz was selected as the Psychologist of the Year by the PsyPAG. We are honored to recognize these fine Scientists and look forward to formally recognizing them during Scientist Category Day on June 21, 2011.
- USPHS Scientific and Training Symposium memo: HHS and Commissioned Corps leadership recently shared guidance with the agencies regarding coverage for travel to the USPHS Symposium. Costs covered by the government include hotel lodging (3 nights) and registration expenses. Travel and meals and incidental expenses are the responsibility of the officers.
- CPO Career Development Session: The CPOs are sponsoring a career development session Monday, June 20, 2011 from 7-9am at the USPHS Scientific and Training Symposium. Topics that will be covered include 1) what it means to be a commissioned officer and a highly trained professional, 2) mission matters, and 3) ways to support the Corps. The session will wrap-up by bringing all three topics together to address how to have a great career in the Corps.
- Billets: We are now 4½ months into the Scientist standard billets launch. We are making progress and all officers have started the process. We still have about 20 officers that need to complete the billet form, thus completing their major responsibility. In addition, we will continue to work closely with the agency liaisons to facilitate the process at the rating and reviewing official stages. LCDR Judy Facey is facilitating and monitoring the billets process along with the support of CAPT Ching, CAPT McGuinness, and CDR Newland.

- 2012 Promotion Benchmarks: The 2012 promotion benchmarks have been posted on the CCMIS website. Currently, the Scientist 2012 promotion benchmarks were pulled for needed edits but will be quickly reposted. [Note: they were reposted on June 7, 2011]
- Appointment Standards: The General and Category-specific appointment standards were posted on the CCMIS webpage in May 2011. These standards were in the drafting stage for a long period of time during which we consistently provided comments to request Time and Education (T&E) credit for a master degree obtained between the bachelor and doctoral degrees and to allow for limited tours for practicing psychologists while they work to become licensed. The final posted version does not contain these changes but instead reflects the emphasis to have more consistency across the Corps.
- Compensation Policy Advisory Board (CPAB): The CPAB met in May. This board will review and propose any efforts related to special pay. Category white papers will be updated with discussions targeted for the end of the summer.
- Corps Impact during 9/11 Response: The CPOs met with Gay Converse, the OSG Communications Director, and discussed identifying a few officers that were involved in the 9/11 response and possibly using their stories in some manner during the upcoming anniversary of 9/11 as a way to communicate the service role of the Corps. Scientist officers that were involved in the 9/11 response should send a brief description of their role and impact to CDR Newland and CAPT Williams-Fleetwood by close of business on Wednesday, June 15, 2011.

3) Report from the Chair: CDR Matthew Newland

- USPHS Scientific and Training Symposium: The Surgeon General (SG) or a representative of the SG will be addressing each category during the Category Day event at the USPHS Scientific and Training Symposium. Please keep the environment positive.
- Regular Corps: Officers are receiving letters in their eOPF officially notifying them of their change to Regular Corps status. Please share updates with SciPAC as your officers receive them. It is encouraging to see the process unfold and is good for esprit de corps.
- Frocking Policy: The DoD documents on frocking were reviewed with RADM Canton (OCCFM). We decided not to pursue this issue for many reasons: 1) frocking is granted in very few cases in DoD and is based on statute, 2) the promotion process is different in DoD (e.g., there are no Temporary Promotions), and 3) it would be cumbersome to develop a USPHS frocking policy that would only apply to a few eligible individuals and could be considered burdensome to the Secretary. The issue was discussed thoroughly with RADM Giberson, CAPT Merriweather, and CDR Gibbins and the determination was made that there are currently many other, more pressing issues to be addressed.
- Questions and Discussion:
 - LT Laura Gieraltowski asked whether Regular Corps nominations will have any effect on promotion. She has heard a rumor that if an officer is up for promotion and his/her name has not yet been forwarded to the Senate for confirmation then the officer may be at a disadvantage. CDR Newland replied that he has not heard anything on this matter but will look into it. CAPT Williams-Fleetwood mentioned that the Corps is in favor of avoiding actions which will have a negative impact on officers and stated that she will also seek clarification.

- LCDR Jackie Sram asked whether there are any new rules regarding wear of the Regular Corps ribbon, given that all officers will soon be Regular Corps. CDR Newland stated that officers should not wear the ribbon until it shows up in their eOPF as an award authorized to wear. CAPT Williams-Fleetwood mentioned that she has not heard anything to date about whether there will be a change in policy regarding wear of the Regular Corps ribbon moving forward.
- CDR Alfredo Sancho asked about the timeline for when the nomination process will be complete for all officers. CDR Newland replied that the anticipated timeframe for having all officers approved by the Senate is the end of summer 2011.
- CAPT Ralph O'Connor mentioned that the list of officers nominated for confirmation (as viewed on the Thomas website: <http://thomas.loc.gov/home/Browse.php?&n=Issues>) includes the old ranks rather than our current Navy ranks. CAPT Williams-Fleetwood said she noticed same thing, but has not heard any discussion as to why the old ranks are being used. If she does hear anything on this topic, she will pass it along to SciPAC.

4) **Report from Vice Chair:** CDR Karon Abe

- No report

5) **Subcommittee Reports**

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- Congratulations to CAPT Mehran Massoudi and LCDR Matthew Murphy for being selected as the 2011 Senior Scientist of the Year and Junior Scientist of the Year, respectively.

b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- The major change for 2012 category benchmarks is that 5% for basic readiness has been deleted and 5% has been added to the "Education, training, and professional development" section. In other words, the percentage for the second section is now 20% instead of 15%. However, even though the Readiness precept no longer carries any weight with regard to numerical score for promotion, basic readiness remains one of the administrative checks for promotion. Officers in a "not ready" status as of the December 31st OFRD status report prior to the promotion year will receive an automatic "Board Not Recommend". In addition, officers in a "not ready" status as of the subsequent March 31st OFRD status report, who were otherwise successful, will be removed from the successful list. Please make sure you maintain basic readiness at all times; this is especially important for officers who are eligible for promotion.
- There is one important change for DEERS ID Cards. As of June 2011, Social Security Numbers (SSN) will no longer be printed on any new DEERS ID Cards (including our uniform service ID cards and beneficiary ID cards). The SSN will be replaced with an 11-digit DoD number on all ID cards issued after June 2011.
- Recent updates to the Post-9/11 GI Bill are summarized below. These updates are based on a presentation provided by Ms. Mary Boone in May 2011 to employees of the National Institutes of Health (NIH). Please note that PHS and NOAA officers are scheduled for eligibility to transfer their Post-9/11 GI Bill benefits to eligible family members (including spouse and children up to age 26) as of August 1, 2011; however, the Department of Health

and Human Services (DHHS) is still awaiting approval of the national security certification from Secretary of Defense Gates before Secretary Sebelius can authority the transfer of Post-9/11 GI Bill benefits to PHS officers (see the COA Liaison report below for more information). In the meantime, DHHS is responsible for developing policies and procedures to implement transferability and other provisions to the amendments for PHS officers.

- Proposed Changes Effective August 1, 2011:
 1. Pays all public school in-state tuition and fees. Private and foreign school costs are capped at \$17,500 annually (previously there was no cap)
 2. Allows reimbursement for more than one “license or certification” test (previously only one test was allowed)
 3. Allows reimbursement of fees paid to take national exams used for admission to an institution of higher learning (e.g., SAT, ACT, GMAT, LSAT)
- Proposed Changes Effective on October 1, 2011:
 1. Pays for Non-college degree (NCD) programs, on-the-job and apprenticeship training, correspondence trainings, and flight programs
 2. Allows students on active duty to receive a stipend for books and supplies
- For more details, please visit the VA Web site www.va.gov or contact the PHS VA Coordinator, Ms. Mary Boone, who gave a presentation to SciPAC in December 2010. Ms. Boone’s slides and contact information are posted on the SciPAC website.
- LCDR Minglei Cui attended the 42nd Office Basic Course (OBC) graduation ceremony in May 2011 to welcome CDR Raymond Anderson (IHS) and LT Tamara Henderson (FDA) on behalf of CAPT Williams-Fleetwood and SciPAC. A group picture of the graduation ceremony has been posted on the home page of the SciPAC website.
- As a result of a schedule conflict with the potential speaker, we are not having a Career Development training session today. The subcommittee is still working on it and hopes to have a training session in July or August.
- Scientist Handbook updates:
 - We have completed the Readiness section of the SciPAC handbook. This section is available on our website.
 - We are waiting to post the new version of the Officer Basic Course section of the handbook. We have received guidance from the OBC Cadre regarding changes that will occur with the OBC in the next several months. We will wait to post the new OBC section at the end of July 2011 to allow for any changes with OBC to take effect. If we do not receive information about the OBC changes by July, we will post what we have for the OBC section and make additional edits in the future as necessary.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- The USPHS Scientific Training and Symposium will be held June 20–23, 2011 in New Orleans.
- Category Day is Tuesday, June 21, 2011. Currently, the Surgeon General is scheduled to speak at 12:45.
- The Scientist and Medical Categories will host a shared social event the evening following category day on Tuesday, June 21, 2011 starting at 6pm, with a cruise along the Mississippi River from 7–9pm. The event will include live music and dancing (\$37.35) as well as a Cajun dinner option (\$61.00 total). You can reserve your tickets at

www.neworleanssteamboat.com/2011/usphs/reserve.htm. If you have trouble accessing the link I suggest trying from a nongovernment computer or reserving by phone. Sign-up for the social event can take place until Tuesday, June 21, 2011 and you are able to cancel your ticket up to 48 hours prior to the event date.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- The SciPAC mentoring subcommittee survey is fully functional and is undergoing final changes. In the upcoming days, it will be pilot tested and sent to the SciPAC Executive Board members for approval. This survey will provide the necessary information to restructure the SciPAC mentoring program.
- The survey will be made available to Scientist officers via the SciPAC listserv. On the first page, you will be asked to select one of the three links that best suits your role: mentor, mentee, officer not involved in the program. The dates for the availability of the survey will be communicated soon.
- LCDR Toblin asked whether officers should participate in survey if they are happy with their existing mentor. CDR Aponte requested that all officers participate and clarified that mentors will not be reassigned based on the survey results. It is important to note that the survey will be anonymous and that no one on the Mentoring subcommittee will be able to identify which officers have participated in the survey.

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy document review during May 2011.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo

- As of the beginning of June 2011, there are a total of 304 Scientist officers on board
 - 15 Officers listed as “exempt”
 - 25 Officers listed as “not qualified” as follows: O6=15, O5=7, O4=2, O3=1
 - Not including exempt officers, our category is 91.3% qualified
- An internal meeting was held with CAPT Coppola regarding recruiting. The RRR subcommittee will review the draft recruiting brochure entitled “Best Kept Secrets: Scientists” and provide comments for improvement and accuracy.
- CDR Newland reiterated to Scientist officers that it is always important to be basic qualified and that readiness is especially important around promotion time, i.e., at the end of December when promotion materials due and at the end of March when OFRD performs a last check before promotion materials are reviewed.

g. **Rules and Membership:** CDR Karon Abe

- We received 19 applications for 2011–2013 SciPAC voting membership. There are six Commissioned Corps slots available. The Rules and Membership subcommittee will meet Friday, June 10, 2011 to decide which of the nominees will be selected.
- The SOP for each subcommittee is due on July 1, 2011. LCDR Jackie Sram will take the lead on reviewing the SOPs so that we can have consistency across the subcommittees.
- The SciPAC Charter revisions were signed off by the Office of the Surgeon General (OSG). The revised Charter is available on the SciPAC website.

- CDR Newland thanked everyone who applied for SciPAC voting membership this year. He reminded all officers (including those applicants who are not selected as voting members) that there are always opportunities to get involved in SciPAC.

h. Science: LCDR Yi Zhang

- I have revised the draft of the article per the comments/suggestions received from the first round of the review cycle. The second revision will be distributed to all members of the Science subcommittee for additional comments/suggestions. In addition, I am going to set up a teleconference with all contributors in order to finalize the article. I will keep you updated.

i. Visibility: CDR Nisha Robbins; Co-Chairs, **LCDR Matthew Breiding**, LCDR Fei Xu

- Note: CDR Robbins is on maternity leave; LCDR Breiding gave the June report.
- The May SciPAC newsletter was released following the May SciPAC meeting. Thank you to CDR Carma Ayala and LT Heather Sylvio for leading the effort.
- LCDR Emily Streeter has been putting the finishing touches on the SciPAC poster for the 2011 USPHS Scientific and Training Symposium. Thank you to her and to those of you who submitted photographs for the poster.
- LCDR John Stansberry will be presenting his findings on developments in efforts to produce a vaccine for Leishmaniasis at the 2011 USPHS Scientific and Training Symposium.
- Finally, Scientist officers LT Ruiqing Pamboukian, LCDR James Kenney, LCDR Fei Xu, and three other category officers presented the SciPAC poster at the recent Annual Asian Pacific Islander Observance held by NIH.

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- No report

6) Liaison Reports

a. Billet Transformation: LCDR Judy Facey

- We are now 5 months into the launch of the Scientist category-specific billets process and with the help of the rapid responders (CAPT Ching, CAPT McGuinness, and CDR Newland) all our officers have completed the first step of the billet process.
- If you have changed jobs recently please remember to update your contact information (email address, phone number) in your eOPF file.
- If you need any assistance with the billet process, please do not hesitate to contact me at facey.judy@epa.gov or 703-305-5450.
- CDR Newland thanked LCDR Facey for her hard work. He mentioned that the mutlidisciplinary billets are next and that the process will likely begin sometime this summer.

b. COF: CAPT Timothy Nelle

- As of June 1, 2011, our balance is \$2961.42.
- We have an inventory of 99 coins and 51 T-shirts.

c. **COA:** CDR Sara Newman

- The COA raised concern in April regarding the announcement by the Secretary of Health that USPHS would be subject to furlough in the event of a government shutdown. The COA believed that this action called into question the status of the Corps as one of the uniformed services. Executive Director, Gerard Farrell sent a letter to the Secretary raising concern about this decision, and has not yet received a response.
- Post-9/11 GI Bill transferability: COA appealed to the Secretary of Defense to provide the necessary national security certification to implement Post-9/11 GI Bill transferability for the PHS Commissioned Corps. The Secretary of Health and Human Services can only exercise the transfer authority in Public Law 111-377 when authorized by the Secretary of Defense; that transfer authority is needed before August 1, 2011 to give the Department of Health and Human Services sufficient time to establish a transfer of benefits option for PHS officers. COA is seeking support to convince Secretary Gates to provide the needed authority.
- More details on these two topics and others can be found in the June issue of Frontline and on the COA website (<http://www.coausphs.org/>).

d. **JOAG:** LCDR Robin Toblin

- JOAG's General Meeting and Meet and Greet will be held on Sunday, June 19, 2011 from 6–8pm Central Time at the Sheraton, Grand Chenier, 5th Floor. Gift bags with snacks will be provided.
- JOAG's Social will be held on Wednesday, June 22, 2011 from 7–close at Pat O'Brien's (624 Bourbon Street).
- RADM Lushniak and RADM Halliday, the Deputy Surgeon General and Chief of Staff of PHS, will be meeting with JOAG from 11:30–12:30 on Wednesday, June 22, 2011. Space is limited. Please contact LCDR Toblin (Robin.l.toblin@us.army.mil) if you want the link to register.
- The JOAG Awards will be presented at the USPHS Scientific and Training Symposium.
- T-shirts are available for pre-order and will be available at the USPHS Symposium, as will mugs, gym towels, coin racks, and challenge coins.
- The most recent issue of the JOAG Journal was released last week. It will be on the JOAG website shortly at: http://www.usphs.gov/corpslinks/joag/index_files/JOAG_Journal.htm
- JOAG will be supporting the “Let's Move” initiative at the USPHS symposium by hosting two events. We will invite the local community to the Surgeon General's 5K on Wednesday, June 22, 2011 at 7:15am and will partner with a community summer camp and the Chris Paul Foundation to teach children about engaging in healthy eating choices and physical activity on Thursday, June 23, 2011 from 9-11am. Volunteers are welcome for both events. Please email LCDR Robin Toblin (Robin.l.toblin@us.army.mil) for more information.

e. **PSYPAG:** LCDR Richard Schobitz

- The PsyPAG DoD Special Interest Group (SIG) continues to grow. The next meeting of the DoD SIG is scheduled for June 15, 2011 at 1200 Eastern. The dial in number has not been announced yet and will be sent out via the listserv once it is available.

- The Advocacy committee is developing a paper looking at license limited tours for psychologists who are in the process of obtaining state licenses for independent practice. Examples of successes in the past and reasons for these tours will be included.
- The last PsyPAG general meeting was June 1, 2011. The meeting featured a presentation from Dr. Anita Brown, retired Army prescribing psychologist.
- The next PsyPAG general meeting is scheduled for August 3, 2011 at noon Eastern. The call in number is 1-877-691-9937; pass code is 4549026.

7) Other Business, Questions, Comments

- CDR Abe announced that she just received an email from CDR Nisha Robbins announcing the birth of her daughter, Delaney Robbins, earlier this morning at 10:43am. She weighs 8 lbs 0 oz and is 20" long. Congratulations CDR Robbins!

8) Closing Remarks: CDR Matthew Newland

- It has been a difficult year for the Commissioned Corps and the federal government in general. We understand that officers are likely to have many questions and concerns about changes to policies and procedures. It is important that officers remain within the established chain of command when seeking answers, especially when they concern sensitive issues. The SciPAC Executive Board and CPO are here to serve you and are happy to take your questions to the appropriate level as needed. Please continue to stay focused on your important work.

NOTE: Next meeting **Tuesday, July 5, 2011 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, July 5, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Excused
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Excused
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Excused
CDR	Avchen, Rachel	Category Day Co-Chair	Excused
CAPT	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Excused
CDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
LCDR	Murphy, Matthew	Category Day Chair	Excused
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair	Yes
CDR	Novak, Ryan	Policy Review Chair	Excused
CDR	Robbins, Nisha	Visibility Chair	Excused
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Excused
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Yes
CDR	Schobitz, Richard	PSYPAG Liaison	Excused
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Benally, Christine J.	HHS	Yes
CDR	Draski, Laura	OS	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Glover, Maleeka	CDC	Yes
CDR	Riggs, Margaret	CDC	Yes
CDR	Schuyler, Donna	BOP	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clingman, Chekesha S.	FDA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Gardner, Tracie	CDC	Yes
LCDR	Goodrich-Doctor, Adrienne J.	NIH	Yes
LCDR	Hatch, Arlin	DoD	Yes
LCDR	Hess, David	DoD	Yes
LCDR	Highsmith, Keisher	HRSA	Yes
LCDR	Pauli, Ingrid	DoD	Yes
LCDR	Rodgers, Loren	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Streeter, Emily	DoD	Yes
LCDR	Tate, Jacqueline	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LT	Cole, Jessica	FDA	Yes
LT	Cunningham, Timothy	CDC	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Gaines, Joanna	CDC	Yes
LT	Gieraltowski, Laura	CDC	Yes
LT	Odom, Erika	CDC	Yes
LT	Parks Brown, Sharyn	CDC	Yes
LT	Rivera, Luz	FDA	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email CDR Karon Abe (kabe@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking (press *6 if you do not have a mute button)
- Do not place the conference call line on hold.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- See PAC Chair Report

3) Report from the Chair: CDR Matthew Newland

- I hope that everyone had a safe and happy 4th of July weekend.
- USPHS Scientific and Training Symposium: This year's meeting in New Orleans was another great success. Thanks to all officers who were involved in the planning efforts, especially those officers who planned the Scientist Category Day activities. We learned a lot from the deployment panel regarding the roles of Scientist officers in deployments as well as from other presenters on: a) insights for the future and community health after Deepwater Horizon, b) the prevalence of post-war physical symptoms and their association with combat exposure, c) promoting family recovery and building resiliency post Hurricane Katrina, d) dengue epidemics, e) the prevalence of pulmonary nontuberculous mycobacterial infections in US Medicare beneficiaries, and f) improvements for the SciPAC mentoring program. In addition, we recognized our Scientist Category award recipients, and celebrated that Scientist officers also received the Commissioned Corps Responder of the Year, PsyPAG's Psychologist of the Year, and JOAG's VADM Richard H. Carmona's Inspiration Award. We were extremely grateful to have the Deputy Surgeon General, Chief of Staff, and the CC Liaison to the Assistant Secretary for Health visit with us on Category Day and help us to recognize our award recipients. The social event on the Steamboat Natchez which was a perfect ending to a fantastic day. Scientist officers recognized during 2011 as award recipients include:
 - CAPT Heidi Blanck, JOAG's VADM Richard H. Carmona Inspiration Award
 - CAPT Mehran Massoudi, Derek Dunn Memorial/Senior Scientist of the Year
 - CDR Margaret Riggs, Scientist Responder of the Year and Commissioned Corps Responder of the Year
 - LCDR Matthew Murphy, Junior Scientist of the Year
 - LCDR Richard Schobitz, PsyPAG's Psychologist of the Year
- Promotions: 2011 Temporary and Permanent grade promotions were announced on the CCMIS webpage in June. Congratulations to Scientist officers who received promotions!
- Billets: We are now 5 ½ months into the Scientist standard billets launch. We are making great progress. All of our officers have started the process and only a handful need to complete the billet form, thus completing their major responsibility. In addition, we will continue to work closely with the agency liaisons to facilitate the process at the rating and reviewing official stages. LCDR Judy Facey is facilitating and monitoring the billets process along with the support of CAPT Pam Ching, CAPT Kevin McGuinness, and CDR Matt Newland.
- Professional Licensure and Certification: A Commissioned Corps Instruction (CC251.01) for Professional Licensure and Certification is on the CCMIS webpage. The CC Instruction allows license-limited tours for psychologists, so that they can complete a one-year internship and obtain licensure while serving in the Commissioned Corps.

4) Report from Vice Chair: CDR Karon Abe

- No report

5) Subcommittee Reports

a. Awards: LCDR James Kenney; Co-Chair: LCDR Minglei Cui

- Scientist officers who received an award from the Scientist Category (e.g., Derek Dunn Memorial Scientist Officer of the Year, Senior/Junior/Young Scientist of the Year) before the SciPAC website was implemented in 2005 and who would like to have your award recognized on our website, please email a short bio with a photograph to LCDR James L. Kenney (james.kenney@fda.hhs.gov) for posting. Please keep the bio to 350 words or less and please look at the previous award bios for guidance: <http://www.usphs-scientist.org/activities.htm>

b. Career Development: CDR Sally Hu; Co-chair, LT Charlene Sydnor

- The option to use the “President’s Challenge” for the physical fitness requirement might be phased out soon. For officers who are eligible for promotion in 2012, please make sure your OFRD status is “basic qualified” and prepare for your Annual Physical Fitness Test (APFT) if needed. Information on the APFT can be found at: <http://ccrf.hhs.gov/ccrf/physical.htm>.
- Provisional Officer Basic Course (POBC) was designed to provide training for officers who have not completed all requirements for the Basic Officer Training Course (BOTC)/ Independent Officer Training Course (IOTC) and have not attended the OBC. POBC iterations can hold a maximum of 30 enrollees. Should you wish to attend, please contact LCDR Dean Trombley (dean.trombley@hhs.gov) of OCCO Commissioned Officer Training Academy (COTA). This online course can help officers to work toward earning the Commissioned Corps Training Ribbon.
- We submitted the first draft of the Career Development Subcommittee SOP and we are working on the second draft now.
- We finished the first draft of the subcommittee annual report and the list of all subcommittee members who will receive an appreciation letter from SciPAC.
- There was no OBC in June. There will be OBC graduation ceremony on July 22, 2011; CAPT John Golden will be there on behalf of SciPAC to welcome Scientist officer graduates.
- There are no updates on the SciPAC Handbook.
- Discussion:
 - CDR Abe asked when the President’s Challenge will be phased out. CDR Hu stated that it is unclear but she is recommending that all officers do the APFT for 2012 to ensure basic readiness. CDR Newland urged officers to continue to be basic qualified.

c. Category Day: LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- No report

d. Mentoring: CDR Boris Aponte; Co-chair, CDR Mark Methner

[Note: CAPT Diana Bensyl provided report on behalf of CDR Aponte]

- The Mentoring Subcommittee will be sending out a survey to the SciPAC listserv to get officers' opinions on the formal SciPAC mentoring program. We would like everyone to respond whether you have used this program or not. If you were not aware of the SciPAC mentoring program, please still respond to the survey. We want to stress that we are only interested at this time in the SciPAC formal mentoring program. We understand many of you have mentors that you found on your own. For this survey, though, we are focusing on why you have or have not used the formal program, how the program could be most useful, and suggested changes to the current protocol. The survey will be open for about two weeks and we will send a few reminders. Once we have the data, a report will be created for distribution to Corps leadership and the SciPAC Executive Board.
- If you need a mentor or are unsure about your status in the SciPAC mentoring program, please contact CDR Boris Aponte (Boris.Aponte@AHRQ.hhs.gov) or CDR Mark Methner (MMethner@cdc.gov).
- Discussion:
 - CAPT Adekoya Nelson informed SciPAC that CDC is developing a mentoring program. He will locate the office and pass that information on to CAPT Bensyl so that the SciPAC Mentoring Subcommittee can collaborate on some of the common issues.
 - LCDR Dave Hess asked who he needs to contact to get a new mentor (he was assigned one some time ago but lost contact). CAPT Bensyl directed him to contact the co-chairs of the Mentoring Subcommittee and also stated that it is acceptable for officers to request a new mentor as a result of changes in an officer's career or matching issues. The survey will address some of these issues.
 - CDR Abe noted that all voting members and subcommittee contact emails are listed on the USPHS Scientist website.

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy document review during June 2011.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo

- No readiness report provided this month.
- The next OFRD review will be September 30, 2011. Now is a good time to review your readiness checklist to see if you have anything that will expire in the next three months and get those issues resolved (e.g., a license renewal, a PPD or BLS expiring).
- We are in hurricane season, so check your deployment rotation schedule, check your deployment bag, and make sure you are ready to deploy.
- The RRR Subcommittee has reviewed a new Personnel Operations Memorandum (POM) that we anticipate will have an adverse impact on Scientist recruiting. POM 11-005 establishes maximum Training and Experience (T&E) credit and guidelines for determining a candidate's grade upon appointment to the Corps. The POM sets the maximum T&E credit for Medical and Dental category candidates at 17 years. For all other categories the maximum T&E will be 9 years. The POM can be found at: http://dcp.psc.gov/eccis/documents/POM11_005.pdf.

- The 9 year limitation on T&E is especially significant for Scientist candidates. Most Scientist candidates will have more than 9 years of training and experience (4 years of undergraduate, 4+ years of graduate school, and post-doctoral fellowship or other professional work experience). It's disappointing that the amount of T&E for physicians and dentists is recognized but that the extended education of our other doctoral level category, the Scientists, will not be recognized. We want to bring this to the attention of SciPAC. Hopefully this change can be revisited regarding its negative impact on the Scientist category.
- Discussion:
 - CAPT Bensyl asked when the 9 year T&E cap for Scientist officers is expected to be implemented and about what is being done at the leadership level to keep this from occurring. CAPT Murry stated that the POM effective date was June 3, 2011. CDR Newland stated that he and CAPT Williams-Fleetwood were working on it and to stand by.

g. Rules and Membership: CDR Karon Abe

- The subcommittee selected six (6) officers to become SciPAC voting members beginning in 2011–2012. The names of these individuals need to be approved by the Office of the Surgeon General (OSG) prior to release. The officers should be notified by August.
- Thank you to all the subcommittee chairs for submitting your SOPs. We should be getting all the SOPs by the end of this week. CDR Jackie Sram will be leading the review of these documents.
- Discussion:
 - LCDR Toblin wanted to know why the officers could not be notified earlier since JOAG notifies their officers with a statement that the nominations still needs to be approved by the OSG. CDR Abe replied that SciPAC does not notify the incoming voting members until they are approved.

h. Science: LCDR Yi Zhang

- The Science Subcommittee SOP was submitted to SciPAC for review.
- The annual report of Science Subcommittee has been prepared and is ready to be submitted.
- The second revision of the article for Public Health Reports has been distributed to all contributors for additional comments. I have received some comments and am waiting for a few more to come. Once I receive all comments, I am going to set up a teleconference with the Science Subcommittee to further discuss the details and finalize the draft of the article. I will keep you updated.

i. Visibility: CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu
[Note: LCDR Xu provided report on behalf of CDR Robbins]

- LCDR Emily Streeter presented the SciPAC poster at the recent USPHS Symposium. We would like to send a special thank to CDR Karen Sicard, LCDR Deborah Dee, and LCDR Matt Murphy for their assistance with securing a location for the presentation as well as all of the individuals who submitted photos.

- CDR Robert L. Williams will be in his USPHS uniform for the following up-coming activities: 1) Neurotoxicology Meeting in Triangle Park, NC in October; 2) PHS Recruitment Session at Florida A&M University College of Pharmacy in October; 3) Science Fair at a Junior High School in Atlanta.
- LCDR Loren Rodgers delivered three seminars while in uniform to high school and nursing students about USPHS history, daily activities, and deployments. He also recently co-authored an article for the May issue of COA Frontline titled, "Deployment of USPHS Scientist Officers."

j. **Website:** CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- No report

6) **Liaison Reports**

a. **Billet Transformation:** LCDR Judy Facey

- There are a few officers who have not completed the second step of the billet process. If you are one of these officers and need any assistance please do not hesitate to contact me at 703-305-5450 or facey.judy@epa.gov. As soon as SciPAC is informed of when the multidisciplinary billets will be launched we will let you know.
- Discussion:
 - LCDR Pauli asked about the distinction between multidisciplinary billets and scientist-specific billets. LCDR Facey stated that multidisciplinary billets can be filled by other categories. LCDR Pauli stated that she is a psychologist, which can be filled by HSO category, and inquired whether she should be in a multidisciplinary billet. LCDR Toblin stated that although Scientist psychologist positions can be filled by psychologist officers in the HSO category, for now psychologists should fill out a Scientist-specific billet. This issue will be worked out in the end.

b. **COF:** CAPT Timothy Nelle

- As of July 1, 2011, our balance is \$2961.42.
- We have an inventory of 99 coins and 51 T-shirts.

c. **COA:** CDR Sara Newman

- On June 29, 2011 the Senate passed a bill (S. 679 The Presidential Appointment Efficiency and Streamlining Act of 2011) with a large bi-partisan margin; the bill is expected to pass the House as well. The legislation includes language that will no longer require Senate confirmation of officers commissioned in the PHS Regular Corps or require Senate Confirmation for permanent promotions of Corps officers.
 - The legislation is of concern because it reduces the parity for the Corps with the other Uniformed Services. This distinction could be used as another argument as to why the Corps should not be compensated as a Uniformed Service (and should be subject to furlough in the event of a government shutdown, etc.)
 - COA sent a letter to both the Senate and the House to express concern about this legislation.
- Discussion:

- CDR Abe asked who initiated this bill. CDR Newland stated that it is unclear and that it was embedded within a larger piece of legislation.

d. JOAG: LCDR Robin Toblin

- LCDR Scott Steffen will be the new JOAG liaison for SciPAC. His term will be two years and will begin on October 1, 2011.
- Journeyman Series: Women Officer Leadership in the Corps will be presented by RADMs Clare Helminiak and Sandra Kweder on Friday, July 15, 2011 at 1300 EDT. Call in: 1-218-936-4700 and Participant Access Code: 7919605.
- Congratulations to CAPT Heidi Blanck who was awarded the VADM Richard H. Carmona Inspiration Award.
- Discussion:
 - CDR Newland mentioned that LCDR Mahyar Mofidi from the Dentist Category received a JOAG award. He is serving in the HIV/AIDS Bureau at HRSA.

e. PSYPAG: CDR Richard Schobitz

[Note: CDR Nikki Frazer provided report on behalf of CDR Schobitz]

- We had a very productive and enjoyable time at the USPHS Symposium. We awarded the Psychologist of the Year Award to CDR Rick Schobitz. Also, as you know, psychologists fall in both the Scientist and HSO categories and we had a number of presentations within each Category Day and during the Main Tracks. PsyPAG also had a luncheon that was very well attended. It was a great opportunity to meet colleagues in person. We have already begun planning for next year.
- The PsyPAG DoD Special Interest Group (SIG) continues to meet and grow. As a reminder the purpose of this group is to share information regarding training opportunities and clinical issues and to address any advocacy issues for psychologists since the partnership between DoD and HHS is a new initiative. We will also begin reporting updates from the SIG to DoD officers during quarterly All Hands meetings with RADM McGuinness. The next meeting of the DoD SIG is scheduled for July 20, 2011 at 1200 Eastern. The dial in number will be sent out via the listserv once it is available.
- Our Professional Development Committee has been working on tailoring information for promotion, benchmarks, and career development for psychologists. We will begin covering these topics during our PsyPAG meetings as part of our speaker series.
- The next PsyPAG general meeting is scheduled for August 3, 2011 at 1200 Eastern. The call in number is 1-877-691-9937; pass code is 4549026.

7) Other Business, Questions, Comments

- LCDR Pauli asked about feedback on the new COER. CDR Newland discussed how there is still grade inflation, but that the new COER for 2011 will be tweaked to have more room in the narrative section. There will also be movement to educate supervisors again on grade inflation. He also noted that the COER is only one of many documents used to evaluate officers and that COER calculations are not the only documents used when officers are up for promotion.

8) Closing Remarks: CDR Matthew Newland

- CDR Newland will be giving a leadership presentation next month following the August SciPAC call. The title of his presentation is "*Leadership Lessons from Extreme Conditions: The Example of Sir Ernest Shackleton and the Endurance.*"

NOTE: Next meeting **Tuesday, August 2, 2011 @ 1100–1300 EDT**



Scientist Professional Advisory Committee Meeting Minutes

Tuesday, August 2, 2011
1100–1300 (EDT)

Toll-Free Number: 1-877-691-9937
Pass code: 4549026

Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Yes
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Excused
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CAPT	Bensyl, Diana	Immediate Past Chair	Yes
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
CDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
CDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Excused
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
Other SciPAC Roles held by Nonvoting Members			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	No
CDR	Schobitz, Richard	PsyPAG Liaison	Yes
LCDR	Toblin, Robin	JOAG Liaison	Yes

Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	McDuffie, Kathleen Y.	CDC	Yes
CAPT	O'Connor, Ralph	CDC	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Frazer, Nicole L.	DoD	Yes
CDR	Glover, Maleeka	CDC	Yes
CDR	Rose, Deborah	CDC	Yes
CDR	Schuyler, Donna	BOP	Yes
LCDR	Barradas, Danielle	CDC	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bhagwat, Aditya	DoD	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Clayton, Mark	DoD	Yes
LCDR	Davidson, Bryan	DoD	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Demissie, Zewditu	CDC	Yes
LCDR	Gardner, Tracie	CDC	Yes
LCDR	Geissler, Aimee	CDC	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Goodrich-Doctor, Adrienne J.	NIH	Yes
LCDR	Hatch, Arlin	DoD	Yes
LCDR	Lowther, Sara	CDC	Yes
LCDR	Myers, Todd	DoD	Yes
LCDR	Odom, Erika	CDC	Yes
LCDR	Parks Brown, Sharyn	CDC	Yes
LCDR	Purfield, Anne	FDA	Yes
LCDR	Rodgers, Loren	FDA	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Sauber-Schatz, Erin K.	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Steffen, Scott	FDA	Yes
LCDR	Tartof, Sara Y.	CDC	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes

LT	Barbour, Kamil	CDC	Yes
LT	Cunningham, Timothy	CDC	Yes
LT	Hollis, NaTasha	CDC	Yes
LT	Huang, David	CDC	Yes
LT	Hudson, Naomi	CDC	Yes
LT	Ko, Jean	CDC	Yes
LT	Nichols, Erin	CDC	Yes
LT	Rivera, Luz	FDA	Yes

1) Call to Order and Welcome: CDR Matthew Newland

- Email LCDR Tegan Boehmer (tboehmer@cdc.gov) for roll call on the day of the call.
- Mute your phones when not speaking (press *6 if you do not have a mute button)
- Do not place the conference call line on hold.

2) Report from the CPO: CAPT Sharon Williams-Fleetwood

- **Billets:** We are now past 6 ½ months into the Scientist standard billets launch. At this point, Scientist billets have been closed out. Any officer that had not completed steps 1 and 2 will be removed from the database and will be expected to complete the process at a later date. All uncompleted supervisor and reviewing official reviews were approved by default, at this time. Administrative flags will be recommended for eOPFs once a review has determined that every effort was made to engage the officer in steps 1 and 2. The billet summary report is being reviewed by the category and agency liaisons. These reviews should be completed by late August in order for the Scientist standard billet data to be uploaded into Direct Access by September 1, 2011. Multidisciplinary billets are scheduled to launch mid-August. Officers will still have the ability to switch back to a Scientist standard billet if that is determined to be more appropriate during the multidisciplinary billet process. The multidisciplinary billet data is currently being scheduled for Direct Access upload by December 1, 2011.
- **Operation Lone Star, TX:** This medical readiness training effort offers free care to the underserved and was projected to provide medical care for 2,000–5,000 people the last week of July, 2011. The Brownsville Herald web page has a nice article on the community efforts and a video which features one of our own Scientist officers, CAPT Steven Sparenborg (NIH). This was a great opportunity to provide care and we're glad that CAPT Sparenborg, along with approximately 30 other USPHS officers, was able to assist.
- **GI Bill Transferability:** As of August 1, 2011, active duty members of the PHS Commissioned Corps are authorized to transfer unused Post-9/11 GI Bill education benefits to their eligible dependents. Please go to the CCMIS web page for more details.
- **National Prevention Strategy (NPS):** The Surgeon General and the National Prevention Council recently rolled out the NPS. We will begin to discuss and determine 1) what Scientist officers are currently doing toward this effort and 2) what our category can do to strengthen its support of the implementation of the NPS. More to come on this topic.
- **Training & Education Credit POM 11-005:** There is a Personnel Operations Memorandum (POM) on the CCMIS web page with a June 3, 2011 effective date. This POM places limits for permanent grade on appointment to no more than 17 years of Training and Experience (T&E) for Medical and Dental category candidates and to no more than 9 years of T&E for all other professional category candidates. There has been a lot of concern regarding this POM and its potential impact, specifically on our category. First I want to say that I understand your concerns and ask that you continue to share your thoughts with the SciPAC leadership and myself.

However, I need to share more details on this matter for you to better understand the bigger picture. This POM is a temporary administrative fix to reduce the impact of Constructive Credit which is allowed by statute for Regular Corps officers. Constructive Credit was intended to serve as a recruitment tool; unfortunately, it can cause a major financial impact at a time when the economy is struggling and budget constraints exist. Basically, when evaluating applicant's information, the Corps determines how much T&E the applicant has based upon the level of education they have obtained (e.g., 8 years for the doctoral degree) and any experience beyond receipt of the qualifying degree. The amount of T&E is then used to determine the appointment temporary and permanent rank of the applicant. If an applicant is nominated at the permanent rank of O-3 or higher, by statute, they must be given constructive credit (i.e., 3 years if nominated at permanent O-3, 10 years if nominated at permanent O-4, 17 years if nominated at permanent O-5). Constructive Credit does not impact the Training and Education Date (TED) but rather changes the applicant's years of service from zero to 3 or 10 or 17 years which increases their pay. By restricting the maximum T&E amount to 9 years, no category applicants (except Medical and Dental) will be nominated at the permanent rank of O-3 or higher, thus the Constructive Credit will not take effect. I am hoping that a permanent fix will be identified that is less impactful to Scientist officer applicants in the near future.

- Discussion related to Billets:

- CDR Avchen mentioned that she has heard from officers in other categories that the differential split between standard (category-specific) and multidisciplinary billets could have a negative impact or reflect poorly on the Scientist category. For example, we were told as Scientists to apply for a Multidisciplinary billet if any other category could fill our same position. On the other hand, Physicians were told to apply for a Standard billet if they are the only physician on their team, even if their position could be filled by an officer in another category.
- CAPT Williams-Fleetwood reminded officers that the criteria for selecting a multidisciplinary billet state that a multidisciplinary billet should be selected if the position: 1) can be filled by more than one category, 2) does not require category-specific experience, or 3) does not require category-specific licensure. The second criteria regarding category-specific experience would likely provide flexibility for officers to select a standard billet for positions in which the supervisor agrees that the experiences of a Scientist are critical for the job.
- CAPT Williams-Fleetwood also reported that prior to beginning the billet transformation process, approximately 2/3 of Scientist officers were in standard billets. So far, it looks as if 1/3 will end up in standard billets and 2/3 will end up in multidisciplinary billets. She has raised this issue with other CPOs. Other categories are also seeing a higher proportion of multidisciplinary billets in the preliminary data, but things could change after the multidisciplinary billets are launched. In general, it was thought that the differential was likely a result of the type of work that we do and that it would not reflect poorly on the Scientist category.
- LCDR Boehmer raised another concern about whether the differential in multidisciplinary billets between categories could affect opportunities for job transfers. For example, as an epidemiologist, will my options for a new position be limited because Physicians are mostly completing standard billets whereas most Scientists are completing multidisciplinary billets. In a sense, we are allowing them to fill our positions, yet we don't have the opportunity to fill theirs. CAPT Williams-Fleetwood said she can check to see how other categories are playing out so far, but noted that the data will be preliminary until the multidisciplinary billets are complete. LCDR Boehmer also inquired about how many of the Scientist standard billets have been among psychologist officers that require category-specific licensure.
- LCDR Facey added that the type of work we do is related to the Agency we work for. The Agency may open positions to other categories in order to fill specific roles. In her

- discussions with CAPT Bailey, he has repeatedly stated that there is nothing wrong with being in a multidisciplinary billet. The priority of the billet transformation process is to get a sense of what job duties PHS officers do. CAPT Williams-Fleetwood suggested that officers continue to discuss the experience needs for their position with their supervisor and use the criteria to guide determinations for whether a standard or multidisciplinary billet is selected.
- CAPT Bensyl commented that PHS officers in the CDC EIS program will all complete multidisciplinary billets because more than one category can fill the position; however, the EIS program is actually limited to officers with a doctoral-level degree (MD, DVM, PhD, etc). There are many other positions at CDC that require a doctoral-level degree which can be filled by officers in many but not all PHS categories. CAPT Bensyl asked whether there will be more than one tier of multidisciplinary billets to reflect those that require doctoral-level training. CAPT Williams-Fleetwood stated that there are not currently two tiers of multidisciplinary billets, but that the billet titles tend to reflect the type of work or discipline (i.e., Epidemiologist).
 - CDR Abe added to LCDR Facey's earlier comments. Based on her e-mail conversations with CAPT Bailey, the new billets are intended to provide a snapshot of what we are now. It is possible for new leadership to change the type of billet and position in the future.
 - Discussion related to T&E Limit:
 - CDR Avchen thanked CAPT Williams-Fleetwood for the further insight into the constructive credit justification for the T&E credit limit POM. CAPT Williams-Fleetwood said that SciPAC is looking into how many future Scientist officers this will likely affect, based on T&E of current officers.
 - CAPT Thoroughman strongly recommended that SciPAC and the CPO raise concerns about the new appointment standards. He stated that we have taken many steps back in past few years (e.g., officers are no longer able to get T&E credit for work completed before receipt of the final degree). The new policy discriminates against applicants with more experience and puts the Scientist category at a disadvantage because applicants will be nominated at the same level as applicants in non-doctoral categories. He also stated that, in his opinion, the financial impact is not a good justification for doctoral-level candidates, such as Scientists, especially since we are a small category. CAPT Williams-Fleetwood stated that many other officers on the call and in other categories (e.g., Veterinarian) share your concerns. The impact of having a "less qualified" workforce is an unintended consequence of the POM. She will continue to provide information as it becomes available.
 - LCDR Loren Rogers concurred with the issues raised so far and asked whether the constructive credit will apply to Reserve Corps officers (since eOPF does not yet reflect transition to Regular Corps). CAPT Williams-Fleetwood did not have an update.
 - CDR Avchen echoed CAPT Thoroughman's comments and stated that RADM Mishoe worked really hard to revise appointment standards while she was CPO. CDR Avchen hopes we can look beyond financial impact as much as possible to larger impact. CAPT Williams-Fleetwood concurred with CDR Avchen's comments.
 - Other Discussion:
 - LCDR Toblin asked whether there was an update on compensation pay that she could share with the PsyPAG. CAPT Williams-Fleetwood said she talked to CDR Nicole Frazer and that they are waiting on templates so that the approach can be streamlined for multiple categories. The templates are expected in August or September and she hopes to see closure to this issue by end of September.
 - CAPT Williams-Fleetwood thanked the 2010–2011 SciPAC Executive Board and CDR Newland for his leadership and stated that she looks forward to working with CDR Abe and the 2011–2012 SciPAC Executive Board.

3) Report from the Chair: CDR Matthew Newland

- Election Results: The 2011–2012 SciPAC Executive Board election results are as follows:
 - Vice Chair: CDR Ryan Novak
 - Secretary: CDR Danice Eaton
 - COF Liaison: LCDR Tegan Boehmer
 - Please join me in congratulating these officers as they prepare to serve the next administration under the leadership of our incoming SciPAC Chair, CDR Karon Abe.
 - For those who were not elected or did not run, I ask you to please continue to serve SciPAC in other roles. We value your commitment and contributions. Please also consider running next year. SciPAC and the USPHS will rely on you for your experience and energy as we face new challenges in the years to come.
- Furlough Status: The Office of the Surgeon General (OSG) is still looking into the furlough status of PHS Officers with the Office of the General Council (OGC). There are some draft documents, intended to help avoid confusion about furloughs in the future, stating that active duty officers continue to receive benefits and pay.
- Regular Corps Appointments: We are currently waiting for the Secretary to sign the Affordable Care Act (ACA) provisions. Some of the provisions are still being reviewed, so this will require more time.
 - To date, 567 Regular Corps appointment forms have been signed by the Secretary, and are now waiting for Senate approval. An additional 178 appointments are moving forward to the White House.
- Senate Bill 679 (Streamlining Act): No updates as of July, 2011. If passed, SB 679 would reduce the time to approve appointments to the Regular Corps and all appointments should be complete within 6 months.
- PAC Model Charter: The CPOs and the PAC Chairs are now waiting for official word on the PAC Model Charter from OSG. If approved, the Model Charter would allow (but not require) all PACs to make the following changes:
 - Increase membership from 20 to up to 30 voting members
 - Increase term limit for voting members from 3 to 4 years (or a total of 8 years for 2 terms)
- 2011 COER: The routing process for the 2011 COER will be as follows: (1) Officer, (2) Rater, (3) Officer, (4) Reviewing Official. Last year there was an error that resulted in the COER going straight from the Rater to the Reviewing Official. In addition, the 2011 COER will include more space in the narrative section for comments and supervisors will be reeducated on the process in an attempt to minimize score inflation.
- COSTEP Program: The PAC Chairs will receive an updated presentation on the COSTEP program for 2012
- Discussion:
 - CAPT Williams-Fleetwood asked CDR Newland about the concert held at the WWII memorial. CDR Newland replied that the PHS ensemble did an excellent job and performed a selection of pieces, including “Summertime” by Gershwin. He stated that the Surgeon General was in attendance along with many other officers, all of whom were wearing their PHS deployment t-shirt and black baseball cap without rank. CAPT Benally recognized Derek Dunn for starting the PHS ensemble.

4) Report from Vice Chair: CDR Karon Abe

- I would like to thank CDR Newland for his work this past year and for keeping a positive outlook through all of the unprecedented changes and challenges this year.

- I am formalizing the list of Subcommittee Chairs and Co-chairs for 2011–2012. I should be sending out the information by the end of the week. The SOPs are still being revised but Chair/Co-chairs should have them by September, 2011.

5) Subcommittee Reports

a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- No report.

b. **Career Development:** CDR Sally Hu; Co-chair, LT Charlene Sydnor

- First, I would like to take this opportunity to thank the 52 Subcommittee members for their hard work to make this year very productive for our Subcommittee. It was my honor working with all of you to serve our PAC. The Subcommittee successes include the following:
 - We provided CV review for 30+ Scientist officers
 - We sent a SciPAC representative to the monthly Officer Basic Training Course graduation ceremonies in order to congratulate and welcome new active duty Scientist officers in person. Graduates were presented with a letter and coin from CAPT Williams-Fleetwood. In addition, we provided a group picture from each graduation ceremony to be posted on SciPAC website.
 - We organized the four formal Career Development Trainings to address update information related to promotion, Post-9/11 GI Bill, and Retirement and provided related slides and/or notes to be posted on SciPAC website.
 - We updated and reviewed the web-based Scientist Handbook for substantial updates and additions on a monthly basis.
 - We facilitated the distribution of job opportunities to Scientists and answered career development related questions when needed.
- There are four important updates related to career development. A brief description and web links are provided for your reference.
 - Post-9/11 GI Bill: Officers should now be able to log-on to the Transfer of Education Benefits (TEB) web application (<https://www.dmdc.osd.mil/TEB/>) and apply for transference of your unused Post-9/11 GI Bill benefits to your eligible dependents.
 - Directive of Promotion: This Directive prescribes regulations for the permanent and temporary grade promotions of Regular Corps officers and will have implications for our career development. This directive replaces Commissioned Corps Personnel Manual (CCPM) CC43.4.1 section "Promotion of Commissioned Officers in the Public Health Service," dated 15 February 2000.
 - For more information: <http://dcp.psc.gov/eccis/documents/CC122.01.pdf>
 - Proposed Health Care Benefit Reduction: Sen. Tom Coburn (R-Okla.) wants to cut taxpayer funding for non-military elements of DoD by starting with making retired, uninjured service members (including us) pay more for themselves, their spouses, and their dependents under the TriCare Prime system.
 - For more information: http://www.washingtonpost.com/world/national-security/tom-coburns-cuts-militarys-tricare-prime-health-care-program-targeted/2011/07/20/gIQAAtZl6WI_story.html

- **Proposed Retirement Overhaul:** On July 2, the Defense Business Board of DoD proposed a new retirement plan which would give some benefits to all troops and phase out the 20-year cliff vesting system. Unlike other proposals to overhaul military retirement that would grandfather current troops, the board suggested that DoD could make an “immediate” transition to the new system, which would affect current troops quite differently depending on their years of service. The new retirement plan requires approval from Congress.
 - The plan calls for a corporate-style benefits program that would contribute money to troops’ retirement savings account (i.e., Thrift Savings Plan) rather than the promise of a future monthly pension. All troops would receive the yearly retirement contributions, regardless of whether they stay for 20 years. Those contributions might amount to about 16.5 percent of a member’s annual pay and would be deposited into a mandatory version of the Thrift Savings Plan.
 - For more information: <http://militarytimes.com/news/2011/07/military-dod-panel-calls-for-radical-retirement-overhaul-072511/>

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- Thank you to all of the speakers and presenters who contributed to a successful 2011 Category Day in New Orleans, as well as to all the officers who were able to attend. I would also like to extend thanks to the entire Category Day Subcommittee.
- Officers are encouraged to provide their input regarding next year’s category day.
- Currently there is no date or location for next year’s conference.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- The Mentoring Sub-committee just ended the open period of the survey and would like to thank all those who responded.
- The information obtained from the survey will be used to restructure the current mentoring services being offered. There were 116 respondents, which is a third of the Scientist Category.
- LCDR Sancho will represent our category on a PHS-wide workgroup developing a “white paper” on the current status of the mentoring activities offered by all PHS categories.
- We are in need of volunteers to serve as Mentors. Those interested can contact CDR Aponte (Boris.Aponte@ahrq.hhs.gov).

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy document review during July 2011.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, CDR Paul Seo

- As of the beginning of August 1, 2011, there are a total of 317 Scientist officers on board (up 14 officers from last month).
 - 35 Officers listed as “exempt”
 - 19 Officers listed as “not qualified” as follows: O6=12, O5=6, O4=1
 - Not including exempt officers, our category is 93.2% qualified

- **Readiness:** There was a rumor the President's Challenge would be phased out as a readiness option. OFRD has advised that the President's Challenge is still available as a fitness option to maintain basic readiness.
- **Recruitment:** We had been asked to review the "Best Kept Secrets: Scientists" brochure that is in development and offer suggestions and corrections. Our committee completed the review and submitted suggestions in July, 2011.
- **T&E Limit Feedback:** CDR Newland sent an email yesterday soliciting reactions to the new policy that caps T&E credit at 9 years for categories other than Medical or Dental. In addition to your comments, it would be helpful for Scientist officers to share their personal data regarding T&E credit (e.g., how T&E worked when you were called to active duty, how the new policy might have changed things, and if the new policy would have changed your career decisions).
- **Retention:** CDR Hu reported for Career Development about policy changes regarding health care benefits, retirement benefits, and changes in promotion policy. Those are all important issues impacting recruitment and retention. In addition to viewing those policies on the CCMIS site, some of these topics are also discussed on the COA website (<http://www.coausphs.org>) and PHS Chat (<http://www.phschat.com/forums/content.php>)

g. Rules and Membership: CDR Karon Abe

- We have identified a possible civil servant to fill the remaining voting member position. I am in the process of getting his self-nomination. Once I receive it, I will send it to the Rules and Membership Subcommittee and then move it forward.

h. Science: LCDR Yi Zhang

- I have been working on revising the draft for the Public Health Reports article which is now in its third version. I am going to send out the revised draft to all the contributors for their comments. Hopefully, we will be able to submit the article in a month or two.

i. Visibility: CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu

- CDR Robbins thanked her co-chairs for covering for her while she was on maternity leave. CDR Robbins is in the midst of a PCS to Ft. Knox right now. Her new e-mail address is: danisha.l.robbins@us.army.mil.
- Thanks to LCDR Emily Streeter for her outstanding work on the Scientist poster and displaying it at the USPHS Symposium in New Orleans this year. Great job!

j. Website: CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- No report

6) Liaison Reports

a. Billet Transformation: LCDR Judy Facey

- No report. See comments and discussion above under "Report from the CPO."

b. COF: CAPT Timothy Nelle

- As of August 1, 2011, our balance is \$2852.62.
- We have an inventory of 89 coins and 51 T-shirts.

c. **COA:** CDR Sara Newman

- No report

d. **JOAG:** LCDR Robin Toblin

- The next JOAG general meeting is Friday, August 12, 2011 at 1300. Call in number is (218) 936-4700; Passcode: 791 - 9605
- LCDR Scott Steffen will be the new JOAG SciPAC liaison starting on October 1, 2011.
- JOAG is surveying junior officers to see if the organization is meeting its goals. Please take 5 minutes to take this survey: http://www.surveymonkey.com/s/JOAGmembership_survey
- The 2011–2012 JOAG Executive Committee has been selected, pending OSG approval. Chair: LCDR Damon Smith (HSO at OFRD); Vice-Chair: LCDR Brett Maycock (HSO at FEMA); Chair-Elect: LT Tracy Tilghman (HSO at FDA); Executive Secretary: LCDR Eva McLanahan (EHO at EPA); and Financial Liaison: LCDR Glendolynn Johnson (Pharmacist at FDA).
- There are Meet and Greets activities coming up in Raleigh/Durham, Oklahoma City, and Denver. Be on the lookout for more information on the listserv if you live in those areas.
- The JOAG Recruitment and Retention Committee has published its list of career fairs for September if you would like to help recruit for PHS in your area. In addition, that committee has completed its pilot of the COSTEP Non-Select program to try to get those applicants who were qualified, but not selected for a COSTEP to consider commissioning upon graduation.

e. **PsyPAG:** CDR Richard Schobitz

- PsyPAG will hold its next teleconference tomorrow, August 3, 2011 at 1200 EDT. The call-in number is 1-877-691-9937; Passcode is 4549026.
- New COF Liaison: CDR Sam Dutton has been selected and will serve through December 2012. A major focus of his role is be involved in the CEU identification for psychologists so we can maximize those next year at the USPHS Symposium.
- We are selecting the American Psychological Association (APA) Liaison position for 2012 now so they can overlap with the current liaison and further develop this role as it was a new role for PsyPAG.
- The PsyPAG Professional Development Committee will host a discussion about promotion for psychologists across both Scientist and HSO categories (20 minutes) on the August call.
- PsyPAG continues to be concerned about the new POM 11-005 establishing maximum T&E credit and we appreciate the willingness of the Scientist category's leadership to look into the issue.

7) **Other Business, Questions, Comments**

- None

8) **Closing Remarks:** CDR Matthew Newland

- None

9) **Guest Speaker:** CDR Matt Newland will give a presentation on leadership entitled *“Leadership Lessons from Extreme Conditions: The Example of Sir Earnest Shackleton and the Endurance”*

NOTE: Next meeting **Tuesday, September 6, 2011 @ 1100–1300 EDT**