



# Scientist Professional Advisory Committee Meeting

## Meeting Minutes

Tuesday, February 7, 2006

**1000 – 1300**

USA Toll Free Number: 866-632-2864

USA Toll Number: +1-517-623-2000

PASSCODE: 9374222

Leader: Ross Spears

### I. Call to Order and Welcome

**LCDR Spears**

- There were over 50 officers who dialed in last month. The number of lines was expanded to 70 for this call.
- Send an email to christine.benally@ihs.gov of your attendance.

### Participants

<b>PAC Members</b>	<b>Agency</b>	<b>Discipline</b>	<b>X, if Present</b>
CDR Christine J. Benally	IHS	Epidemiology	X
CAPT Bill Burkhardt III	FDA	Microbiology	X
CDR Jon R. Daugherty	FDA	Microbiology	-
LCDR Wei Guo	FDA	Pharmacology/Biochemistry	X
CDR John Mosely Hayes	CDC	Epidemiology	-
LCDR Rhonda Koch	HRSA	Clinical Psychology	-
LCDR Rona Leblanc	FDA	Microbiology	X
CDR Robin Lyerla	CDC	Biostatistics	-
LCDR Leslie MacDonald	CDC/NIOSH	Ergonomics	X
LCDR Tracy Macgill	FDA	Microbiology	X
CDR Mehran Massoudi	CDC	Epidemiology	X
CDR David McIntyre	HRSA	Clinical Psychology	X
LCDR Mark Methner	CDC/NIOSH	Env. Science/Indus. Hygiene	X
CDR Daphne B. Moffett	ATSDR	Env. Health/Tox	X
LCDR Sara Newman	DIHS/DHS	Epidemiology	X
Dr. Dalton Paxman	OS/OPHS	Environmental Health/Tox	-
CDR Carlton Pyant	BOP	Forensic Psychology	X
LCDR Martin Sanders	NIH	Microbiology	X
CDR Mark Seaton	EPA	Pharmacology	X
LCDR D. Ross Spears	CDC	Chemistry	X
<b>CAPT Helena O. Mishoe</b>	<b>NIH</b>	<b>Microbiology</b>	<b>X</b>

Non-voting Scientists Participants:

LCDR Rachel Nonkin Avchen  
LT Marco Bennett  
CAPT Pamela Ching  
LT David J. Beckstead  
CDR Lemyra DeBruyn  
CDR Heidi Michels Blanck  
CDR Joseph L. Despina  
CDR John J. Eckert  
LCDR Judy Facey

LCDR Artensie Flowers  
LCDR Maleeka Glover  
LCDR Althea M. Grant  
CDR Tom Hendricks  
CAPT Brian Jones  
CDR Francois M. LaLonde  
CDR Theresa Lawrence  
CAPT Kevin M. McGuinness  
CDR Michael D. Murry

LCDR Amy H. Park  
CDR Doug Thoroughman  
CDR Richard P. Troiano  
LT Drew Voetsch  
CDR Clem Welsh  
CDR O'Neal Walker  
CAPT Mildred Williams-  
Johnson

## **II. Report from the CPO**

## **CAPT Mishoe**

- Highlighted the January 18 SG PAC and CPO meeting
- RADM Moritsugu re-iterated Dr. John Agwunobi's, Assistant Secretary for Health, key principals on character, integrity, credibility, transparency of the Corps. He asked for loyalty of the officers. Other officers who met him or heard him speak, spoke highly of his responsiveness. CDR Thoroughman spoke to him about concerns on the three strikes rule, keeping science, maintaining moral, and using the CPO as an important resource. The recent statements on transformation are available at the following websites.
  - <http://www.coausphs.org/TRANSFORMATION%20HAS%20ARRIVED.doc>
  - <http://overhill.health.org/asf1/3CommCorps/06-0118TransformationEvent.wmv>
  - <http://www.cdc.gov/od/occp/news/transformation.htm>
- Transformation: Much of the work on transformation is at the Departmental level and has been pre-decisional with constant changes with lots of questions and five working groups are working on overall development of recommendations to change. The five groups are 1) Sizing, 2) Classification and Position, 3) Assignments, 4) Recruitment and Training and 5) Readiness. The work groups should be done by late February or early March. A couple of underlying issues for implementation are Human Resources and Information Technology infrastructure. Also, there are needs in partnerships with other governments, recruitment and retention, readiness, deployable teams, and use of selective reserves, and training in all areas to insure adequate response, and career development. As part of career development, mentorship, training, and more liaisons. The Assignments work group discussion included isolated, hardship, and difficult to fill positions, vacancy identification, assignments, agency selection, loan repayment, and rotational models. Members of the work groups were selected by agency. Officers are asked to be patient and to have the groups work through this the first process. The Chairs of each work groups meeting weekly. Other officers also on the work groups commented that:
  - there is some cross communication between groups,
  - that there needs to be increased capacity within categories that are not at times in OPDIVs,
  - develop billets for non-federal billets that are at times prohibited, especially with Tribal, State and local governments,
  - having diverse assignments verses geographic mobility,
  - to have officers rotate on these planning committees,
  - need to identify agency needs,
  - level of civil service participation, and

- agency buy in.

### **III. Report from the PAC Chair**

**LCDR Spears**

#### **a. Goals and Challenges for the New Year**

- Support for the PsyPAG vote passed.
- The percent of basic ready scientist officers fell below 70%. Overall, officers needed flu vaccine and PPD.
- Assimilation applications are due February 15, 2006.
- CPOs are aware of PAC concerns and when they'll be brought into discussion.
- Plaques for the awards passed. This year's awardees will get plaques.

#### **b. Treasure's Report**

- CDR Daugherty was absent so there was no report. The balance is \$1892.

### **IV. Subcommittee Reports**

**LCDR Spears**

#### **a. JOAG Report**

**LCDR Rona LeBlanc**

CAPT Lee Shackelford presented at the last meeting. SG Carmona will present at the next meeting on 2/10/06. The nomination for JOAG award is 3/1/06. A list of question/concerns for SG Carmona was provided.

#### **b. Awards Subcommittee**

**CDR Clem Welsh**

The notice for nomination is out. The deadline is 3/17/06. O6 grade officers are asked to volunteer to review and score the nominees.

#### **c. Category Day Subcommittee**

**LCDR Newman**

The COA Scientist Category day is packed with presentations from CAPT Mishoe, scientist of the year, promotion, disaster response, OFRD. For an agenda, contact LCDR Newman at Sara.Newman@hhs.gov. CAPT Jones will follow up on Atlanta-Denver flight.

#### **d. CCRF Subcommittee**

**CDR Mark Seaton**

More (33) officers were not basic read on the January list from the November list, most due to lacking the PPD and flu shot. OFRD does not send out reminders. CDR Seaton suggested that he might send an email to all officers as a reminder to get the annual flu shot and PPD, so individual officers don't feel singled out. A motion was made to change the name of this committee from CCRF to OFRD. There were no objections.

#### **e. Career Development**

**CAPT Bill Burkhardt**

Four volunteers are needed for two projects. If interested send an email to CAPT Burkhardt at w.burkhardt@fda.hhs.gov. The handbook needs to be updated with changes in policies in

benchmarks, mentoring, hardship, preferential treatment, duty and readiness. The subcommittee needs two volunteers to work on the handbook.

**f. Emergency Preparedness Subcommittee**

**LCDR Tracy Macgill**

Online SERT courses are posted on the CCRF website with application duration and deadlines (table below). Officers who took the course in February spoke favorably of the course and encouraged others to sign up, especially if your role is a Liaison Officer who would be the first to be deployed. Officers recommended that officers should be given the option to select secondary and tertiary roles.

<u>Course</u>	<u>Application period opens</u>	<u>Application deadline</u>
March 6-24, 2006	February 1, 2006	February 17, 2006
April 10-28, 2006	March 1, 2006	March 24, 2006
May 8-26, 2006	April 1, 2006	April 21, 2006

**g. Mentoring Subcommittee**

**LCDR Mark Methner**

There are 34 mentors and 28 mentees. LCDR Methner asked for O5 and O6 volunteers to provide mentorship. LCDR Spears recommended that anyone who is an O-4 or below needs to have a mentor and to contact LCDR Methner at [mmm5@cdc.gov](mailto:mmm5@cdc.gov). His committee will work on assignment, matching, and reassignment.

**h. Policy Review**

**LCDR Martin Sanders**

No report.

**i. Recruitment and Retention Subcommittee**

**CAPT Carlton Pyant**

CAPT Pyant will be contacting members and arrange for a t-con next week, and welcome ideas, and new posting of vacancies. Send them to [eyo0@cdc.gov](mailto:eyo0@cdc.gov). Discussion was on how to retain officers as those coming into EIS and policy changes as eliminating the 3 and freeze that maybe scaring potential career officers away. Every organization is a pyramid therefore we need to promote that the COs are sharp, competitive, and not a terrible thing to be so drive people to become COs.

**j. Rules Subcommittee**

**LCDR Leslie MacDonald**

Seven subcommittee submitted their Standard Operating Procedures and five need to. Will be organizing a t-call at the end of this month or early next month. Need SOP for PAC member selection process. Email SOPs to LCDR MacDonald at [lmacdonald@cdc.gov](mailto:lmacdonald@cdc.gov), 513-841-4529.

**k. Science**

**CDR Moffett**

The subcommittee met on January 17, 2006. Regular meeting will be held 3<sup>rd</sup> Thursday, 1200-1300 hours of each month. The are 16 members. The subcommittee will work on OMB clearance, opportunities for speakers, risk assessments modeling. The next meeting is February 16.

**l. Visibility Subcommittee**

**LCDR Wei Guo**

There has been frequent email exchange among members. Two updates: 1) collect information to details on activities, and 2) CO information was distributed at the Lake Forest New Chinese Year Celebration. Suggestions were to make information available at the FDA Scientist Conference, 4/18-20. Visibility opportunity is also available in the DC area activities through the DC COA and arrangements are being made for officers to help with judging science fairs in the DC area. You're your news to LCDR Guo at [wei.guo@fda.hhs.gov](mailto:wei.guo@fda.hhs.gov), 301-827-1257.

**m. Website**

**LCD John Mosely Hayes**

Report was provided by CDR Francois Lalande. The subcommittee met January 31, 2006. All but one subcommittee has a front page. They hope to others to view the page before going public.

**V. Closing Remarks**

**LCDR Spears**

The presidents FY 2007 budget requests for a \$XX million increase and \$XX million to transform the Corp.

Next meeting: March 7, 2006; 1000-1300 ET. Same number and code.