



# 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

- Send an email to [christine.benally@ihs.gov](mailto: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	-
CDR Jon R. Daugherty	FDA	Microbiology	X
LCDR Wei Guo	FDA	Pharmacology/Biochemistry	X
CDR John Mosely Hayes	CDC	Epidemiology	X
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	-
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	
<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

CDR Heidi Michels Blanck

CAPT Kate Brett  
CAPT Pamela Ching  
CDR Lemyra DeBruyn  
CDR Joseph L. Despina  
LCDR Laura Draski  
LCDR Danice K. Eaton  
LCDR Judy Facey  
LCDR Artensie Flowers

LCDR Maleeka Glover  
CAPT Bryan Jones  
CDR Theresa Lawrence  
CDR Michael D. Murry  
LCDR Timothy Nelle  
LT Paul Seo  
LT John Stansberry  
LCDR David A. Thompson

CDR Doug Thoroughman  
CDR Richard P. Troiano  
LT Drew Voetsch  
CDR O'Neal Walker  
CDR Clem Walsh  
CAPT Mildred Williams-Johnson

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

## **CAPT Mishoe**

- Highlighted a couple of items 1) the three and freeze and 2) transformation.
- The CPOs put together a memo for the SG to reconsider the three and freeze that was written in 2003 to be effective for the third trim, in 2006. This policy was to be part of transformation on which plans are now underway, therefore the three and freeze policy was developed at a different time. Also based on recent changes in data and promotion criteria, the recommendation not to enforce the three and freeze was forward by RADM Moritsugu and Surgeon General Carmona to RADM John Agwunobi, the Assistant Secretary of Health. Officers will be informed of the ASH's decision.
- Transformation. The five working groups have been meeting for the last two months. Last Thursday, all the groups met together with the SG and the ASH who were present for the entire meeting and very engaged. The overall recommendations are still predecisional and will be shared until decisions are made. There is no paper flow because things could change. The working groups report went to the Deputy Secretary to the Secretary who will share with the Agency Heads then it will go back to the Secretary. Afterwards, implementation will take place. The challenges are fiscal support for IT support and IT system.
- The SG was pleased that the Katrina report that went to the White House mentioned the USPHS and the Secretary applauded the Corp in recent statements.
- Another overarching key things from the working groups recommendations are to grow the Corps at 10% from 6000 to 6600. All officer must be Basic Ready, and must be considered deployable. Each officer will be placed in one of four functional group; Clinical, Applied Public Health, Mental Health, and Research. So, each officer will have three role: Functional, Category, and Deployment. Each role maybe different. The deployment role is in a four tier system (1 to 4) with 1 and 2 include individuals be deployable in 12 to 36 hours. These people will be trained together, at least once a year to know each other.
- The role of the PAC was provided by CDR Troiano. The PACs will be charged with developing a billet for every position. Currently, about 200 of the 600 billets are used. There will be over 6000 billets. Each officer will have a career track path from O2 or O3 to O6. The functional advisory group will have up to four members, research, mental health, clinical, and applied public health, to insure continuity across billets.
- Two trainings were mentioned at the CPO and SG meeting. First, each agency will be asked to designate officers that are mission critical. Before officers are assigned into one of the four Tiers, RADM Babb needs to know who is critical and who are ready to deploy. The liaisons will work with those considered critical.

- Assignment. Devise a plan on how an officer is assigned a Hard to fill or Isolated/Hardship and how to get out. Also provide officers with incentive pay, training, career development, and given preference to leave for another assignment. This would provide a clear career path, and may help recruitment and retention. Again, resource is needed for IT, IT system, and FTEs for career development.
- Sixth precept. CAPT Furman provided a presentation with revised recommendations that addressed issues that arose. The policy was not provided therefore couldn't comment, also due to concerns that it is not based on data to make an assessment and wanted to make sure it was equitable.
- A couple of work groups had agency implement by January. Additional information on sizing was that 22% could retire and another 22% could retire in 5 years. Attrition, recruitment and IT are issues to recruit the next generation of officers.

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

**LCDR Spears**

- a. **No report.**

### **IV. Treasure's Report**

- b. **CDR Daugherty** reported that the balance was \$1879.36.

### **V. Subcommittee Reports**

**LCDR Spears**

- w. **Website**

**LCD Hayes**

Met on February 28, 2006. There is progress with five officers working on remodeling to enhanced website.

- a. **JOAG Report**

**LCDR Rona LeBlanc**

Met February 10, 2006 with Carmona, Mortisugu, and Williams who talked about transformation, three and freeze, new manual on uniform wear, training, ASH confirmation, sizing, and COA. The next meeting is Friday, February 10, 2006, 1 pm est. 866-772-5230 password 4413222.

- b. **Awards Subcommittee**

**CDR Clem Welsh**

The notice for nomination is out and nominations are accepted through March 17, 2006.

- c. **Category Day Subcommittee**

**LCDR Newman**

The speaker coordination is Marco Bennett and the moderator is Arnold Farley. The COA Social event is May 2, 2006 at the Colorado History Museum from 7 to 11 pm.

- d. **Career Development**

**CAPT Angela Gonzales**

We established priority to revise the scientist handbook starting with Chapters 1 and 2. The Next meeting is March 16.

- e. **Emergency Preparedness Subcommittee**

**LCDR Tracy Macgill**

Met February 24 with a good turnout. They are asking for volunteers to develop a spreadsheet for OFRD. If you deployed for the Hurricane, you should see a Crisis Response Award in your eOPF. Contact your liaison. RADM Babb will join us for 10-15 minutes during the next PAC call. Send questions or issues to LCDR Macgill..

**f. Mentoring Subcommittee**

**LCDR Mark Methner**

There are 34 mentors and 31 mentees. Contact LCDR Methner at [mmm5@cdc.gov](mailto:mmm5@cdc.gov) if you wish to be a mentor or mentee.

**g. OFRD Subcommittee**

In holding pattern during January and February. They will request a basic qualified report. Judy Fesey developed a flyer to remain officer to get their annual BLS. PPD and flu immunization. They would like to collect information on officers who deployed as they may not be captured by OFRD.

**h. Policy Review**

**LCDR Martin Sanders**

Obtained copies of policy from the Physicians category and is now being reviewed.

**i. Recruitment and Retention Subcommittee**

**CAPT Carlton Pyant**

A letter was sent to BOPs about CO opportunities, training, and benefits of joining PHS. Second, USPHS information are being set up at the EIS conference, FDA Centennial forum, and Blackwell Sciday forum.

**j. Rules Subcommittee**

**LCDR Leslie MacDonald**

Subcommittee is working on the Standard Operating Procedures. The Career Development and Recruitment and Retention subcommittees need to notify LCDR MacDonald if there or any or no changes. The Policy Review and Science need to submit their SOPs. SOPs should be to LCDR MacDonald at [lmacdonald@cdc.gov](mailto:lmacdonald@cdc.gov), 513-841-4529. Hope to have the complete set for the April meeting.

**k. Science**

**CDR Thoroughman**

Met on February 16. Will look into OFRD deployment role. 2) develop a document with a scientific accomplishments to share with others.

**l. Visibility Subcommittee**

**LCDR Wei Guo**

There is discussion on making some SCIPAC / PHS coins. Quotes are being collected. Susanne Caviness would like pictures and paragraphs for the COA meeting. A point of contact is needed for the Military Almanac that NOAA and PHS on its cover but not in the rest of the catalog. [www.militaryalmanac.com](http://www.militaryalmanac.com), 703-532-1631.

**VI. Closing Remarks**

**LCDR Spears**

CAPT Jones, Psychology of the year award call for nomination.

Next meeting: April 4, 2006; 1000-1300 ET. Same number and code.