



Scientist Professional Advisory Committee Meeting Meeting Minutes

Tuesday, Feb 6, 2007

1100 – 1300

USA Toll Free Number: 866-705-4165

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PASSCODE: 1220522

Leader: Martin Sanders

I. Call to Order and Welcome

CDR Martin Sanders

- Send an email to sara_newman@NPS.gov to register your attendance.

Participants

PAC Members	Agency	Discipline	X, if Present
CAPT Bill Burkhardt III	FDA	Microbiology	
CDR Christine J. Benally	IHS	Epidemiology	X
CDR Jon R. Daugherty	FDA	Microbiology	X
CDR Mehran Massoudi	CDC	Epidemiology	X
CDR David McIntyre	IHS	Clinical Psychology	
CDR Daphne B. Moffett	ATSDR	Env. Health/Tox	X
CDR John Mosely Hayes	IHS	Epidemiology	X
CDR Martin Sanders	CDC	Microbiology	X
CDR Mark Seaton	FDA	Pharmacology	X
LCDR Rachel Avchen	CDC	Epidemiology	X
LCDR Marco Bennett	FDA	Medicinal Chemistry	
LCDR Diana Bensyl	CDC	Epidemiology	X
LCDR Wei Guo	FDA	Pharmacology/Biochemistry	
LCDR Rona LeBlanc	FDA	Microbiology	X
LCDR Tracy MacGill	FDA	Microbiology	
LCDR Mark Methner	CDC/NIOSH	Env. Science/Indus. Hygiene	
LCDR Matthew Newland	HRSA	Epidemiology	X
LCDR Sara Newman	OS/OPHEP	Epidemiology	X
LCDR D. Ross Spears	CDC	Chemistry	X
Dr. Dalton Paxman	OS/OPHS	Environmental Health/Tox	
CPO- CAPT Helena Mishoe	NIH	Microbiology	X

Non-voting Scientist Participants

Participant	Agency
CAPT Pamela Ching	CDC
CAPT Lemyra Debruyne	CDC
CAPT Francois Lalonde	NIH
CAPT Kevin M. McGuinness	NHCS
CAPT Margaret Riggs	CDC
CAPT Bill Taylor	FDA
CDR John Eckert	OPHS
CDR Francois Lalonde	NIH
CDR David Laird	FDA
CDR Theresa Lawrence	OS
CDR Timothy Nelle	FDA
CDR Stacey Williams	DOD
CDR Doug Thoroughman	CDC
LCDR Candido Alicea	NIH
LCDR Leigh Ramsey Buchanan	CDC
LCDR Michael Cooper	OCCFM/WPPD
LCDR Maleeka Glover	CDC
LCDR Brian Harcourt	CDC
LCDR Lisa Pealer	CDC
LCDR Margaret Riggs	CDC
LCDR John Stansberry	NIH
LCDR Lauren Zapata	CDC
LT Andrew Voetsch	CDC

II. Report from the CPO

CAPT Mishoe

a) Promotion

- Thank CDR Sanders getting information out regarding promotion before the end of December 31st.
- Last email regarding deadline of Feb 2nd for individuals to contest their December 31 basic readiness status. That was the deadline, which has passed.
- Individuals not recommend for permanent promotion. This has significant separation implications for the officer.

a) ECAD System (Call to Active Duty system)

- Planned for launch in April
- This will enhance our recruitment effort

b) Benchmarks

- Thanks to all who worked on Benchmarks for 2008
- They have been reviewed by the CPO Board and they are now completed and in the OSG for review
- They may be released by Spring

c) CoSTEP Program:

- Has undergone hardships over the past years and there is an attempt to revitalize the program.
- CPO had significant concerns about the co-step program.
- This will be reflected in the recruitment report

d) Transformation SubCommittees

- WIPITS and WPDGs reports will be presented today.
- We will also discuss a process for us to respond more quickly
- There is some attrition from the various groups. It is becoming very burdensome to participate in the groups. This was brought up at the CPO PAC meeting
- We should, as much as possible, stay the course because it is critical that we stay the course so that we have input into these efforts

e): White Paper being developed on dual mission of officers and balancing the dual mission.

- Primarily focused on Junior officers
- Adamant that the Corps balance the demand on Jr. Officers
- CAPT Mishoe will give an update on this at March Meeting

f): Award Policy

- Will be on agenda for our March meeting to discuss new awards policy.
- How awards policy will change to benefit the officers. How important officers are and how we need to recognize efforts of our officers

g): Request to CPO Board by ADM Moritsugu

- Asked Board to identify public health priorities over the next 5-10 years
- In an effort for us to be proactive instead of being reactive
- Identify 5 top areas (review healthy people 2010)
- Comments are due March 23
- Scientist Committee agreed to take on the task of taking the lead to provide input for this request

III. Report from the PAC Chair

CDR Sanders

a) Category Day:

- CAPT Cavinness is collecting photos of officers in uniform. Please send them to her.
USPHS Scientific Training and Symposium Theme: The Many Faces of Public Health
Date: June 3 - 7, 2007
Location: Duke Energy Conservation Center, Cincinnati, Ohio
Category Day is Tuesday June 5th.

- The Scientist Category Day Agenda is finalized. A total of 17 scientists will be participating (All participants confirmed except 2). Our category was given a small budget and might be able to cover registration ONLY for officers who will not be funded by their agency. Junior officers (rank of O-4) are urged to apply for Junior Officer scholarships. After we've received confirmation from everyone, we will determine how our budget will be divided to offer complimentary registration for presenters who are not covered by their agency.
- Since the deadline for Contributed Papers was extended to Jan 15, final announcements will be made sometime in mid-February (Not Category Day).
- Global Health Summit Details announced. Registration and hotel lodgings as well as brief synopsis of each category are available online at <http://www.coausphsconference.org/>

b) SciPAC Coins Please buy them!

c) Awards Committee

LCDR Mathew Newland

- Establishing criteria for responder of the year
- Considering other category criteria to ensure these criteria and others are in line with OFRD. We will have time to call for nominations and the review and submit a nomination by year's end. Would appreciate more support for this activity. Mnewland@hrsa.gov if you are interested in participating in that.
- CAPT Mishoe encouraged those who have already been members of this activity serve as ad hoc members to provide input.
- Thanks to Matt and Laura for working over the holidays to get this moving forward
- LCDR Metner went forth as Scientist Category nominee. Officer that is selected for Scientists Category should be automatically nominated for the Corps responder of the year.
- Call for Jr and Sr Scientist of the Year Award will be available Wednesday, February 14th and awards will be selected by April 1st. Will provide information on nominees to COA by April 7th. Hoping to have a description of the award, but the awardee listed in COA and past awardees.

IV. Treasure's Report

CDR Sanders

- Current balance of \$1300
- Expense of coins will bring balance to \$1177
- Need Scientists to buy the coin to help offset the cost

V. Transformation Report

- If you need input from our category as you are working on issues related to these working groups please contact CAPT Mishoe or CDR Sanders and they will try to get an answer if it is critical. Contact at anytime.

A. Recruitment

- Go on DCP website and look at Implementation Plan for 2006 (Recruitment is Tab 5)
- Implementation of the E-CAD System
- Push a centralized recruitment structure for the Corps
- Reorganization of the staffing and recruitment of the Corps.
- Working to reduce the time that it takes to board certify applicants
- Complete reworking of the Co-Step programs. Increase the number of Jr. officers. Co-Step will be changed to a three program approach.
 - Student Reserve Commission Program (formerly Early Commission Program)
 - Costep (Jr Costep formerly). No major difference in structure.
 - Early Commissioning Program (formerly Sr. Co-Step)
- First program to roll out will be the clinical disciplines (because that's where the greatest need is)
- Should ensure that this group integrates with the HR counterparts on the civilian side. In many respects the HR counterpart on the civilian side has a lot of say on recruitment issues.

B. Discipline and Retention

CDR Moffett

- Scope of policies includes separation policies, standards of conduct, retirement, etc. Have been divided into three groups to manage the varied areas.
- The group has been told to hold because the mission is evolving. Consider whether or not that exists currently is two separate policies. Policy and Implementation. Can we define breaking points?
- Discussions on where authority is whether it is the ASH the SG or others?
- Looking at retention issues and what a retention board is and difference between a retention board and other types of boards. These are still being discussed and decided on.
- Do not have definitive policies yet.

C. Readiness

CDR Mark Seaton

- Met Feb 1 deadline to include the following recommendations put forth
- Readiness will no longer be a checkbox that we do at the end of the year, it will be a condition of employment with the Corps
- Physical fitness standard policy. Recommend that officers be able to complete physical fitness test or president's challenge. Recommend doing away with healthy lifestyle. Officers join presidential fitness program.
- Recommend doing away with the side bridge and go with curl up.
- Any discussion of giving Corps parity with other armed services to allow for physical fitness training during work day. This was discussed. Not all offices of armed services have daily physical fitness time. Discussion as to whether we should have time during the

workday to stay fit.

- Weight and body fat policy was reviewed. BMI measurement of 27.5 to calculate a maximum allowable weight. If failed will go to body fat. Men 25% women 36%. If not able to meet fat standard, officer must work with their health provider to go on a weight reduction program and document that they are meeting the standards.
- Group will still accept feedback. Moved recommendations up to OCCO. They will review and come back with requested changes.

D. Training and Career Development

LCDR Sara Newman

- Purpose of the working group is to develop an implementation plan for the Commissioned Corps based on the Secretary's decisions and principles for transforming training and career development. The group will develop policy points based on the Secretary's decision and develop processes and functions that will manage training and career development continuum throughout an officer's career. In addition the group will define and develop core competencies, training concepts and career development guidebook.
 - Shared responsibility between the agency and the Corps
 - Build a centralized career development training infrastructure
 - Defining competencies that officers need

E. Billets Officer Profile and Collection System

CAPT Pamela Ching

- Online approach for every officer to have their own billet.
- In process of developing the system. Discussing items to include and weights.
- Asked that the group weigh in on: Asking for certain types of licensure for people to get full credit. It would be helpful to know what types of licensures and credentialing that we would like to include in this system.
- Can credit be obtained for post-doctoral fellowships
- Standard billets were used as a starting point for developing the system

F. Three H (Isolated Hardship, Hazardous duty, Hard to fill)

- Defining these areas it the duty and the process for designating these
- Assignment incentive pay
- A lot of discussion on the different characteristic of these areas because there were major inconsistencies in them.
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VI. Subcommittee Reports

CDR Sanders

a. Rules

LCDR Avchen

No Issues

b. Awards Subcommittee

LCDR Newland

c. Visibility Subcommittee

LCDR Guo

The committee is in need of ideas to promote visibility.

d. Science Subcommittee

CDR Daphne Moffett

The subcommittee has held its first meeting.

e. JOAG Report

LCDR Rona LeBlanc

JOAG is accepting nominations for three awards (Junior Officer of the Year, JOAG Excellence, and VADM Richard H Carmona Inspiration Award). Information and nomination forms can be found at: <http://www.joag.org/Award%20-%20body.htm>. JOAG will also be sponsoring a T-shirt contest in the future.

f. Emergency Preparedness Subcommittee

LCDR MacGill

g. Mentoring Subcommittee

LCDR Methner

h. OFRD Subcommittee

CDR Seaton

i. Policy Review Subcommittee

CDR Benally

j. Recruitment and Retention

LCDR Bensyl

k. Website Subcommittee

CDR Mosely Hayes

Please make sure to read the e-mail message that was distributed recently concerning the SciPAC Website. The SciPAC members have been asked to review the SciPAC Website Standard Operating Procedure (SOP), to keep sending the SciPAC Website Subcommittee members suggestions for improvement, and to make sure that materials submitted for posting, are ready for posting. The webpage subcommittee members should be expected to post but not edit submitted documents. Usually sending submissions as pdf files is the best way to ensure the documents are posted in exactly the same format as the submitter intended.”

VI. Other Business

- Got draft of Scientist Handbook. Please provide comments so we can post the handbook. Send them to CAPT William Burkhardt at william.burkhardt@fda.hhs.gov.

VII. Closing Remarks

- Thanks again to everyone for participating in the call today.

March SciPAC call

March 6, 2007, 1100-1300 (EST)

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