



Scientist Professional Advisory Committee Meeting

Minutes for Tuesday, September 4, 2007

1100 – 1300

USA Toll Free Number: 866-723-8146

PASSCODE: 7713400

Leader: CDR (Sel.) Sara Newman

I. Call to Order and Welcome

CDR Sara Newman

Participants

SciPAC Executive Committee 2007 Voting Members

Rank	Name	Agency	Discipline	Prior Term	Current Term		Yrs on PAC	X, if present
					Start	End		
CAPT	Bill Burkhardt III	FDA	Microbiology	No	2005	2008	3	
CAPT	John Mosely Hayes	IHS	Epidemiology	Yes	2005	2008	6	
CDR	Christine Benally	OS	Epidemiology	Yes	2007	2010	4	X
CDR	Diana Bensyl	CDC	Epidemiology	No	2006	2009	2	X
CDR	Jon R. Daugherty	FDA	Microbiology	Yes	2005	2008	6	X
CDR	Tracy MacGill	FDA	Microbiology	No	2005	2008	3	
CDR	Mehran Massoudi	CDC	Epidemiology	No	2005	2008	3	X
CDR	David McIntyre	IHS	Clinical Psychology	Yes	2007	2010	4	
CDR	Mark Methner	CDC	Env. Science/ Indus. Hygiene	Yes	2006	2009	5	X
LCDR	Maleeka Glover	CDC	Env. Health/Tox	No	2007	2010	1	X
LCDR	Sara Newman	NPS	Epidemiology	Yes	2007	2010	4	X
CDR	Martin Sanders	CDC	Microbiology	Yes	2007	2010	4	
CDR	Mark Seaton	FDA	Pharmacology	No	2005	2008	3	
LCDR	D. Ross Spears	CDC	Chemistry	Yes	2006	2009	5	
LCDR	Rachel Avchen	CDC	Epidemiology	No	2006	2009	2	
LCDR	Marco Bennett	FDA	Medicinal Chemistry	No	2006	2009	2	X
LCDR	Wei Guo	FDA	Pharmacology/ Biochemistry	No	2005	2008	3	X
LCDR	Rona LeBlanc	FDA	Microbiology	No	2005	2008	3	X
LCDR	Matthew Newland	HRSA	Epidemiology	No	2006	2009	2	X
	Dr. Dalton Paxman	OS/ OPHS	Environmental Health/Tox	Yes	2005	2008	6	
RADM	CPO-Helena Mishoe	NIH	Microbiology					X

Non-voting Scientist Participants

Participant	Agency
LCDR Alicea Candido	NIH
LCDR Danice Eaton	CDC
LCDR Judy Facey	EPA
CAPT Michael McLaughlin	FDA
CDR Thomas Hendricks	FDA
CDR Michael Murry	BOP
CDR Doug Thoroughman	CDC
CDR Laura Draski	FDA
LCDR Chekesha Clingman	NIH
LCDR Maleeka Glover	CDC
CDR Daphne Moffett	CDC
LCDR Fei Xu	FDA
CDR Stacey Williams	DoD
CDR Timothy Nelle	FDA
LCDR Sally Hu	NIH
LCDR Joel Montgomery	CDC

II. Report from the PAC Chair

LCDR Sara Newman

- Announcement of new Executive Committee members: LCDR Avchen, Vice Chair; LCDR Newland, Treasurer; CDR Bensyl, Secretary.
 - Announcement of new PAC member: LCDR Maleeka Glover
 - Standard Operating Procedures (SOP) exist for SciPAC. CDR Newman will send these out for all to see. Please send any suggestions for changes to LCDR Avchen (ravchen@cdc.gov).
- a) Historian
- CDR Thoroughman indicated that he didn't think that SciPAC has a current historian. This is a good time to talk about the electronic archiving idea that John Mosely Hayes introduced and CDR Thoroughman developed but no one has taken advantage of.
 - Please let CDR Newman know if you are interested in the role of Historian for SciPAC.
- b) Minutes
- Please send short bullets on any updates given during the call to CDR Bensyl (dbensyl@cdc.gov).
 - Please say name clearly on call, we will check attendance periodically from phone roll call.

III. Report from the CPO

RADM Helena Mishoe

- There was no combined meeting for August. The September meeting is still planned.
- a) Surgeon General update
- RADM Moritsugu will have a farewell reception soon. You should attend if you are able.
 - Hopefully, an announcement will be made in the next two weeks about who will take over leadership.
- b) ASH update

- September 4, 2007 was Agwunobi's last day.
- c) Health Diplomacy Missions
- Corps officers are continuing participation in the President's Advancing the Cause of Social Justice in the Western Hemisphere program aboard USNS Comfort and USS Peleliu. We are receiving good reports about these missions.
- d) Camp Bullis Training
- RDFs and MHTs have completed their training at Camp Bullis with outstanding performance. RADM Mishoe is proud of officers who did the training and for demonstrating they are ready and prepared for deployment.
- e) Awards Policy
- Final policy has been distributed with tremendous improvements.

IV. Treasurer's Report

LCDR Matthew Newland

- Current balance is the same as last month and is \$2127.51.
- Buy coins to increase our balance.
- How do other categories handle and promote coin sales? Do they market to other categories?

V. Functional Advisory Committee Reports (as needed)

- There were no FAC reports.

VI. Transformation Reports (as needed)

a) 3H (Isolated/Hardship, Hazardous Duty, and Hard-to-Fill positions) **CDR Doug Thoroughman**

- This workgroup ended activity several months ago but recently was reactivated to review a survey designed to be used with 3H officers to discern what their concerns and needs are so that these can be better addressed by the Corps.
- Survey is in development and should be used in the near future.

b) Discipline and Retention

CDR Doug Thoroughman

- The D & R WIPT is still meeting. Because of a recent *draft* disciplinary policy on creation of a Personnel Review Board in order to review cases of officers who are in the bottom promotion decile X 3, are "not recommended" for promotion, or did not meet readiness in the last promotion cycle, the D & R WIPT had concerns and addressed these with RADM Williams. An outcome of this was that he was unaware of the White Paper that the D & R WIPT had created at the request of RADM Canton concerning the whole discipline and retention process. He is meeting with the D & R WIPT this afternoon to be briefed on the White Paper.

- One of the WIPT's primary concerns is that the discipline policies are coming out piecemeal as needs arise to address issues before the next promotion cycle (for instance) rather than an overarching policy on the discipline process being developed for all issues. RADM Mishoe noted that coming at these policies from different venues is it was noted that informing RADM Williams of our goals and concerns will hopefully help also.
- CPO counseling of officers in bottom quartile discussion RADM Mishoe indicated that CPO counseling is in an earlier policy document that has been implemented. CDR Thoroughman mentioned that the counseling function may more appropriately reside with OCCO, not the CPO's. He raised concern that placing this responsibility with CPOs puts a burden on our Corps, when Congress should fund career counseling in the Corps as is done in the other military services. CAPT Bryan Jones mentioned the possibility of OCCO having a "Detailer" position and that this would be an ideal function for this position.

VII. Subcommittee Reports (As Needed)

LCDR Newman

- CDR Newman noted that with the start of the new year, subcommittee leadership and membership would be transitioning.
- All voting members are expected to hold a subcommittee leadership position.
- Some committees need new Chairs: Recruitment and Retention, Visibility, and Science Subcommittees. Non-voting members can serve as co-chair with a voting member.

a. Rules Subcommittee

LCDR Rachel Avchen

- No update.

b. Awards Subcommittee

LCDR Matt Newland

- Nominations for the Scientist Responder of the Year Award are still being accepted for 2007. This is a new award, established by the Chief Scientist Officer, U.S. Public Health Service, to recognize a scientist's impact on emergency preparedness, disaster response, and contributions to local, national or international public health threats, during the previous fiscal year (October 1st 2006 through September 30th 2007).
- View the nomination criteria on the Sci-PAC website:<http://usphs-scientist.org/>
- Email your nominations to LCDR Lauren Zapata dvq8@CDC.GOV and LCDR Matthew Newland mnewland@hrsa.gov no later than COB October 31st, 2007

c. Visibility Subcommittee

LCDR Wei Guo

- This year, we are planning to organize a few out-reach activities to increase the visibility of our scientist category. We are currently working on a project to make some merchandise available on the web with SciPAC logos for sale for fundraising and promoting our Category.
- Sally Hu will be the Co-chair for this term.
- We need more officers to work on this subcommittee.

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| <p>d. Science Subcommittee</p> <ul style="list-style-type: none"> • CDR Moffett willing to pass on materials to new Chair. | <p>Vacant</p> |
| <p>e. JOAG Report</p> <ul style="list-style-type: none"> • No update. | <p>LCDR Maleeka Glover</p> |
| <p>f. Career Development Subcommittee</p> <ul style="list-style-type: none"> • Posting of the Scientist Handbook on the website will occur soon. | <p>CDR Ross Spears</p> |
| <p>g. Emergency Preparedness Subcommittee</p> <ul style="list-style-type: none"> • No update. | <p>CDR Tracy MacGill</p> |
| <p>h. Mentoring Subcommittee</p> <ul style="list-style-type: none"> • The Mentoring Subcommittee is currently matching mentors with those officers who have recently requested a mentor. • Officers who are O-5 or O-6 may volunteer to become a mentor. • This group may also be able to provide assistance to officers falling in the lowest quartile for promotion. | <p>CDR Mark Methner</p> |
| <p>i. OFRD Subcommittee</p> <ul style="list-style-type: none"> • No update. | <p>CDR Mark Seaton</p> |
| <p>j. Policy Review Subcommittee</p> <ul style="list-style-type: none"> • No update. | <p>CDR Christine Benally</p> |
| <p>k. Recruitment and Retention Subcommittee</p> <ul style="list-style-type: none"> • The selection process for the Epidemic Intelligence Service (EIS) class of 2008 will begin shortly with interviews in Atlanta (9/13-11/7). US citizens generally join EIS using 1 of 2 career tracks: the EIS fellowship and the Commissioned Corps of the US Public Health Service, the latter which often leads to a USPHS career track after EIS. Former EIS Officers who are officers in the Commissioned Corps have voiced a need for the EIS Program to provide more information about the Corps than is currently provided, so that EIS candidates can make more informed decisions about career choices. • To improve the process, the R&R Subcommittee and Atlanta COA are providing an onsite staff person to provide materials and speak with candidates. If you are ATL-based and | <p>Vacant</p> |

would like to volunteer ~2 hours of your time for this, please contact CDR Bensyl (dbensyl@cdc.gov) and CDR Ulana Bodnar (ubodnar@cdc.gov).

I. Website Subcommittee

CAPT John Mosely Hayes

- No update.

VIII. Other Business

- Uniform policy released, callers expressed concern regarding how this policy will adversely impact visibility.
- CDR Newman will serve on uniform transition team and will bring SciPAC issues to the table. Please notify her (sara_newman@nps.gov) to inform her where you stand on this issue.
- Dental office closed. Additional concern raised but officers are eligible for full dental benefits at other DOD dental offices.

XI. Closing Remarks

- The next PAC call will be the first Tuesday in October.

October SciPAC Call

October 2, 2007, 1100-1300 (EST)

USA Toll Free Number: **866-723-8146**

PASSCODE: **7713400**

Leader: LCDR Sara Newman