



Scientist Professional Advisory Committee

Meeting Minutes

Tuesday, December 1, 2009

1100 – 1300 (Eastern Standard Time)

Toll Free Numbers: USA 1-877-691-9937

Participant Passcode: 4549026

Participants

2009/10 SciPAC Executive Sub-committee and Voting Members

Rank	Name	Role	X, if present
CAPT	Sharon Williams-Fleetwood	CPO	X
CDR	Diana Bensyl	Chair	X
LCDR	Matthew Newland	Vice Chair/ Rules and Membership	X
CDR	Timothy Nelle	Secretary	X
LCDR	Sally Hu	Awards/COF Liaison	X
CDR	Rachel Avchen	Ex-Officio	X
CAPT	Martin Sanders	Awards Co-Chair	X
CDR	Karon Abe	Career Development	X
LCDR	Tegan Boehmer	Category Day	X
CDR	Daphne Moffett	Historian	
CDR	Boris Aponte	Mentoring	X
LCDR	Wei Guo	Policy Review	X
CAPT	Michael Murry	Recruitment, Retention & Readiness/PSYPAG Liaison	X
LCDR	Paul Seo	Recruitment, Retention and Readiness Co-Chair	X
LCDR	Yi Zhang	Science	X
CAPT	Christine Benally	Visibility	X
LCDR	James Kenney	Visibility Co-Chair	X
CDR	Danice Eaton	Website	X
LCDR	Judy Facey	Billets and Direct Access Liaison	
CDR	Sara Newman	COA Liaison	
LCDR	Maleeka Glover		
Dr.	Monique Mansoura	Civilian Service Liaison	

Non-voting Members

Non-voting Scientist Participants

Participant	Agency
RADM Helena Mishoe	NIH
CAPT Kate Brett	CDC
CAPT Jon Daugherty	FDA
CAPT Gregory Murrey	IHS
CAPT Ross Spears	CDC
CAPT Doug Thoroughman	CDC
CDR Raymond Droby	IHS
CDR John Golden	DCOE
CDR Mark Methner	CDC
CDR Amy Park	DOD
CDR Nisha Robbins	CDC
CDR Margaret Riggs	CDC
LCDR Marco Bennett	FDA
LCDR Aditya Bhagwat	DOD
LCDR Renee Calanan	CDC
LCDR Mark Clayton	EPA
LCDR Chekesha S. Clingman	FDA
LCDR Minglei Cui	CDER
LCDR Bryan Davidson	DOD
LCDR Shane Davis	CDC
LCDR Nicole Frazer	DCOE
LCDR David Hess	DOD
LCDR Victoria Ingram	DOD
LCDR Henraya McGruder	CDC
LCDR Matthew Murphy	CDC
LCDR Jacqueline Sram	FDA
LCDR Robin Toblin	BOP
LT Jennifer Bodart	DOD
LT Jessica Cole	FDA
LT Theodore Garnett	FDA
LT Sara Lowther	CDC
LT Ashleigh May	CDC
LT Cria Gregory Perrine	CDC
LT Loren Rodgers	FDA
LT Charlene Sydnor	NIH
LT Jeremy Wally	FDA

1) **Call to Order and Welcome**, LCDR Matthew Newland
 EMAIL: timothy.nelle@fda.hhs.gov for roll call.

2) **Report from the CPO**, CAPT Williams-Fleetwood

- We welcome and look forward to working with our new Surgeon General, VADM Regina Benjamin who was sworn in on October 29th.

- Again, there is an outstanding job opportunity that was announced on the listserv on November 1. It is for an epidemiologist position with the Center for Health Promotion and Preventive Medicine (CHPPM) in Europe and it starts January 1, 2010. As an O-4 billet, it's a great opportunity for a junior officer. Although we've had some officers to express interest, none have followed through with CHHPM to date. Please send an email to CAPT Williams-Fleetwood if you are interested as time is running out on this great opportunity.

3) Report from the Chair, CDR Diana Bensyl

- Nothing new to report.

4) Report from Vice Chair, LCDR Matthew Newland

- Nothing new to report.

5) Subcommittee reports

a) Awards, CDR Sally Hu, Co-chair: CAPT Martin Sanders

- We have very strong candidates for The Scientist Responder of the Year Award 2009. All candidates are excellent. The reviewing process is ongoing and the results will be released soon.
- Currently finalizing language for standardizing the award selection process that will be included in the SciPAC Standard Operating Procedures (SOP). Plan to provide a draft to SciPAC the Rules and Membership Subcommittee in two weeks.

b) Career Development, CDR Karon Abe

- Officers up for promotion—make sure that your supervisor writes up their Reviewing Officer Statement (ROS) and sends it to OCCO through your agencies Commissioned Corps Office.
- We have a new “Top Ten Tips” for new officers. This document was put together by LCDR Bryan Davidson. It is a great resource for new officers who want to know what they need to do (i.e., what websites to navigate). It can be found at the Scientist website on the ‘Resources’ page under ‘Useful Information’.

c) Category Day, LCDR Tegan Boehmer, Co-Chair: LCDR Matt Murphy

- The Final Category Day agenda is due to the conference planning committee today.
- We have put together an exciting agenda that includes 3 invited speakers, 5 scientific presentations from call for abstracts, and a career development panel.
- Invited speakers include:
 - RADM (ret) Thomas Novotny, M.D., M.P.H.; Professor, San Diego State University, School of Public Health
 - CAPT Susan Conrath, Ph.D., M.P.H.; U.S. Environmental Protection Agency
 - CAPT Bruce Cohen, M.D., M.P.H., U.S. Navy; Commanding Officer, Navy/Marine Corps Public Health Center
- Thank you to the Career Development Subcommittee for their assistance in organizing the Category Day panel session.

d) Mentoring, CDR Boris Aponte; Co-Chair: CDR Mark Methner

- Thanks to all the volunteers who have joined the Mentoring subcommittee.

e) Policy Review, LCDR Wei Guo, Co-Chair: LCDR Ryan Novak

- Subcommittee had a quiet month after a busy October. We reviewed one policy related to drug abuse, and five policies related to uniform. Thanks to all members participated, esp. to LCDR Novak who was on deployment but still conducted and organized his reviews on time.

- f) **Recruitment, Retention, and Readiness**, CAPT Michael Murry, Co-Chair LCDR Paul Seo
- There have been no new announcements on implementation of the new Associate Recruiter Program. We are encouraged to continue recruiting as we have done in the past, e.g. visiting graduate school programs, professional associations, job fairs, etc. We should always be alert to new recruiting opportunities.
 - As of the beginning of Dec 2009, our category had a total of 296 scientist officers on board
 - 43 Officers are listed as exempt
 - 17 Officers listed as “not qualified” as follows: O6=10, O5=1, O4=5, O3=1
 - Not including exempt officers our, category is 93.3% qualified!

- g) **Rules and Membership**, LCDR Matthew Newland
- The Rules and Membership Subcommittee is in the process of updating the SciPAC Charter and SOP. They are striving to make the language consistent with both documents. One specific area is updating language with regard to the treasury. They are also working with the Awards Subcommittee to include language about membership, nominations, and selection process. They should have a draft ready by the end of this calendar year.

h) **Science**, LCDR Yi Zhang

- No report.

i) **Visibility**, CAPT Christine Benally, Co-Chair LCDR James Kenney

- The Visibility subcommittee is currently preparing the next edition of the Scientist Newsletter. If you would like to contribute, please contact CAPT Benally (Christine.Benally@hhs.gov)

j) **Website**, CDR Danice Eaton

- Several updates and corrections have been made to the website as requested. Please continue to submit corrections or updates to the website subcommittee. Requests can be sent to CDR Danice Eaton at dhe0@cdc.gov.

6) **Liaison Reports**

a) **Billet Transformation Review**, LCDR Judy Facey

- See JOAG Report for information about the upcoming session on billet transformation.

b) **COF Liaison**, LCDR Sally Hu

- Our current balance as of November 30, 2009 is \$2224.28. We have an inventory of 178 coins and 67 T-shirts. We mailed two SciPAC T-shirts to two retiring officers separately after receiving their orders.

c) **COA**, CDR Sara Newman

- No report.

d) **JOAG**, LCDR Robin Toblin

- Q&A session on billet transformation on Wed, Dec 3 from 1200-1330 EST. Dial-in numbers: 1-219-509-8111, access code 864814.
- General Member Meeting December 11, 2009; 1300 - 1500 EST.
- Junior officers are encouraged to join a committee to get involved with JOAG and can contact LCDR Robin Toblin (rtoblin@bop.gov) with questions.

e) **PSYPAG**, CAPT Michael Murry

- PsyPAG has not met recently. The scheduled meeting for November was postponed and re-scheduled for December 2. An update on the PsyPAG will be included in the newsletter. The Chair and the Secretary of the PsyPAG work in DOD positions. The events at Fort Hood last month undoubtedly impacted PsyPAG members in the DOD.

7) **Closing Remarks**, CDR Diana Bensyl

NOTE: Next meeting: January 5, 2010; 1100-1300