



Scientist Professional Advisory Committee Meeting Minutes

**Tuesday, July 6, 2010
1100 – 1300 (Eastern Time)**

Toll Free Numbers: USA 1-877-691-9937
Participant Passcode: 4549026

Participants

SciPAC Executive Subcommittee 2009/10 Voting Members

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

Non-voting Members

Non-voting Scientist Participants

Participant	Agency
CAPT Nelson Adekoya	CDC
CAPT Doug Thoroughman	CDC
CDR Sara Newman	NPS
CDR Nisha Robbins	CDC
CDR Diana Schneider	HHS
LCDR Jennifer Adjemian	NIH
LCDR Renee Calanan	CDC
LCDR Minglei Cui	FDA
LCDR Lela Demby	BOP
LCDR Nicole Frazer	DOD
LCDR Keisher Highsmith	HRSA
LCDR Matthew Murphy	CDC
LCDR Rick Schobitz	DOD
LCDR Michael Smith	FDA
LCDR Jackie Sram	FDA
LCDR John Stansberry	NIH
LCDR Scott Steffen	FDA
LCDR Robin Toblin	DOD
LT Jessica Cole	FDA
LT James Colborn	CDC
LT Ashleigh May	CDC
LT Mark Miller	EPA
LT Matthew Steele	FDA

1) **Call to Order and Welcome**, CDR Diana Bensyl

EMAIL: timothy.nelle@fda.hhs.gov for roll call

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

- I hope everyone had a happy and safe holiday weekend! Since our last meeting, another edition of our newsletter was released. As always, it is a great read. Thanks to everyone who contributed and worked on the newsletter.
- The FY 2010 temporary grade promotions results were released June 9th and I want to congratulate those officers on their promotions. The permanent grade promotion results are usually released later, typically at the end of the summer. All officers that were up for permanent promotion should have received their promotion-board score sheets in their e-OPF. This is due to a process that places all score sheets (temporary and permanent) in the files at the same time. Please keep in mind that these score sheets cannot be put into perspective until the permanent grade promotion results are released later this summer.
- Information on the Associate Recruiter Program is expected to be released in 1-2 months. A POM is being developed with details and timelines. OCCO has requested each of the categories identify points-of-contact to work with OCCO staff when responding to category-specific Facebook inquiries. We have identified our POCs and will look for updates on this activity from our Recruitment, Retention, and Readiness subcommittee.
- As of July 1, the information in Direct Access will be used during the COER process. I hope everyone was able to update their information.
- Congratulations to CAPT Pam Chin on her retirement.

- RADM Williams will be retiring at the end of July. Information about the retirement ceremony will be announced soon.
- 3) **Report from the Chair**, CDR Diana Bensyl
- During the PAC Chairs Call, the impact of retirements and terminations on promotion rates was discussed. Though retirements have stayed the same over the last 5 years, inactivations and terminations have decreased.
 - Since the inactive reserve does not exist anymore, once officers leave the PHS, they will no longer serve in the inactive reserve. If they wish to be reinstated to active duty, they will need to undergo the full application process again.
- 4) **Report from the Vice Chair**, CDR Matthew Newland
- Nothing new to report
- 5) **Subcommittee reports**
- a) **Awards** (CDR Sally Hu, Chair; CAPT Martin Sanders, Co-chair)
- Nothing new to report.
- b) **Career Development** (CDR Karon Abe)
- Nothing new to report.
- c) **Category Day** (LCDR Tegan Boehmer, Chair; LCDR Matt Murphy, Co-Chair)
- Category Day presentations are going to be posted on the COA website. A link will be established on our website.
- d) **Mentoring** (CDR Boris Aponte, Chair; CDR Mark Methner, Co-Chair)
- One new mentor assignment was made last month.
- e) **Policy Review** (CDR Wei Guo, Chair; LCDR Ryan Novak, Co-Chair)
- We recently completed the review of 4 documents. Three of them are related to leave (absence, annual leave and sick leave) and the other is for flag officer position management.
- f) **Recruitment, Retention, and Readiness** (CAPT Michael Murry, Chair; LCDR Paul Seo, Co-Chair)
- As of the start of July 2010, our category had a total of 308 scientist officers on board
 - 47 Officers are listed as exempt
 - 15 Officers listed as “not qualified” (O-4 = 3, O-5 = 3, and O-6 = 9)
 - Not including exempt officers our category is 94.3% qualified.
 - We have had several volunteers from the RRR subcommittee for OCCO’s Facebook response team to help with answering category specific questions for incoming applicants.
 - COSTEP applicants with basic questions can direct questions to LCDR Seo. A PowerPoint presentation can be made available that answers many basic COSTEP questions.
- g) **Rules and Membership** (CDR Matthew Newland)
- There were fifteen new calls to duty. Most of these were new EIS officers at CDC.
 - LT Todd Myers, DOD
 - LT Eduardo Cua, DOD
 - LT Dawn McDaniel, CDC
 - LT Adam Bjork, CDC
 - LT Timothy Cunningham, CDC
 - LT Tyler Sharp, CDC
 - LT Kamil Barbour, CDC
 - LT Zewditu Demissie, CDC
 - LT Jean Ko, CDC
 - LT Joanna Gaines, CDC
 - LT Naomi Hudson, CDC
 - LT Erika Odom, CDC
 - LT Sara Tartof, CDC
 - LT Natasha Hollis, CDC

- LT Asha Ivey, CDC

h) **Science** (LCDR Yi Zhang)

- Nothing new to report.

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

- The third newsletter (and final issue for this fiscal year) was released last month. Thanks to all the officers who contributed.
- Please contact CAPT Benally if you are interested in taking the lead editor position on the Scientist Newsletter next year.
- Thanks to all the officers who participated in the Pacific Islander American Organization PHS Visibility Events in May.

j) **Website** (CDR Danice Eaton)

- Please e-mail CDR Danice Eaton with any updates to the website. SciPAC voting members should let CDR Eaton know if your rank has changed so your information can be updated on the website.

6) **Liaison Reports**

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

- PHS is poised to launch the Commissioned Corps Billet Collection System (BCS) Transformation initiative. This initiative will start the process to create new billets for all non-flag positions encumbered by Commissioned Corps Officers. Scientists will start the process in August. Please take some time to view the tutorials below.
 - Billets Transformation: http://dcp.psc.gov/Billets_Tutorial.aspx
 - FAQs at <http://usphs.gov/transformation/billet.aspx>.

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

- As of June 30, 2010, our current balance is \$2531.42. We have an inventory of 136 coins and 57 T-shirts.

c) **COA** (CDR Sara Newman)

- Congratulations to LCDR Mike Smith for being selected to serve as the member-at-large officer for the Scientist category.

d) **JOAG** (LCDR Robin Toblin)

- A Journeyman series presentation titled "Inactive Reserve and the Ready Reserve, the Impact of the Patient Protection and Affordable Care Act (PPACA) of 2010" will be on Fri, July 9 at 1300 EDT and presented by LCDR Rebecca Bunnell. Call in: 1-219-509-8111. Participant Access Code: 864814. Please email questions to LT Dina Passman (dina.passman@hhs.gov) by COB, Thursday, 1 July.
- JOAG recorded CAPT Jones' talk on Space-A Travel. If interested, please email LT Hiren Patel (hiren.patel@fda.hhs.gov) to get this recording. Please consider using your personal email account due to the size of the file.
- LCDR Robin Toblin's new email is robin.l.toblin@us.army.mil.

e) **PSYPAG** (CAPT Michael Murry) (delivered by LCDR Richard Schobitz)

- This summer has been a busy time for PsyPAG. We are currently in the middle of our election for our new chair elect. We also had a meeting on June 2nd. The focus of that meeting was to report on proposed changes to our bylaws, reflect on a few of our activities at COF, and to continue with our speaker series. LCDR Matt Breiding was our speaker in June and reported on his work at the CDC. Our next meeting is scheduled for August 4th and will feature CDR Vicki Ingram speaking about obtaining board certification in psychology

f) **Closing Remarks** (CDR Diana Bensyl).

NOTE: Next meeting: August 3, 2010; 1100-1300