



# Scientist Professional Advisory Committee Meeting Minutes

**Tuesday, March 1, 2011  
1100–1300 (EDT)**

Toll-Free Number: 1-877-691-9937  
Pass code: 4549026

## Chief Scientist Officer and 2010/11 SciPAC Voting Members

Rank	Name	Role	Present
CAPT	Williams-Fleetwood, Sharon	Chief Scientist Officer	Yes
CDR	Newland, Matthew	Chair	Excused
CDR	Abe, Karon	Vice Chair; Rules & Membership Chair	Yes
LCDR	Boehmer, Tegan	Executive Secretary	Yes
CAPT	Nelle, Timothy	COF Liaison	Yes
CDR	Aponte, Boris	Mentoring Chair	Yes
CDR	Avchen, Rachel	Category Day Co-Chair	Yes
CDR	Bensyl, Diana	Immediate Past Chair	Excused
CDR	Eaton, Danice	Website Chair	Yes
LCDR	Facey, Judy	Billets and Direct Access Liaison	Yes
CDR	Guo, Wei		Yes
LCDR	Hu, Sally	Career Development Chair	Yes
LCDR	Kenney, James	Awards Chair	Yes
LCDR	Murphy, Matthew	Category Day Chair	Yes
CAPT	Murry, Michael	Recruitment, Retention & Readiness Chair; PSYPAG Liaison	Yes
CDR	Novak, Ryan	Policy Review Chair	Yes
CDR	Robbins, Nisha	Visibility Chair	Yes
LCDR	Seo, Paul	Recruitment, Retention & Readiness Co-Chair	Yes
LCDR	Sram, Jacqueline		Yes
CDR	Zhang, Yi	Science Chair	Yes
<b>Other SciPAC Roles held by Nonvoting Members</b>			
CAPT	Moffett, Daphne	SciPAC Historian	No
CDR	Newman, Sara	COA Liaison	Yes
LCDR	Schobitz, Richard	PSYPAG Liaison	No
LCDR	Toblin, Robin	JOAG Liaison	Yes

## Participation by Nonvoting Scientist Officers

Rank	Participant	Agency	Present
CAPT	Adekoya, Nelson	CDC	Yes
CAPT	Benally, Christine J.	HHS	Yes
CAPT	McDuffie, Kathleen Y.	CDC	Yes
CAPT	Thoroughman, Doug	CDC	Yes
CDR	Dobmeyer, Anne C.	DoD	Yes
CDR	Draski, Laura	FDA	Yes
CDR	Dutton, Samuel S.	DHS	Yes
CDR	Park, Amy	DoD	Yes
CDR	Schuyler, Donna	BOP	Yes
LCDR	Bennett, Marco	FDA	Yes
LCDR	Bodart , Jennifer	DoD	Yes
LCDR	Breiding, Matthew	CDC	Yes
LCDR	Calanan, Renee	CDC	Yes
LCDR	Carroll, Diana D.	CDC	Yes
LCDR	Clayton, Mark	EPA	Yes
LCDR	Cui, Minglei	FDA	Yes
LCDR	Dee, Deborah	CDC	Yes
LCDR	Frazer, Nicole L.	DoD	Yes
LCDR	Gardner, Tracie	CDC	Yes
LCDR	Goodie, Jeffrey L.	DoD	Yes
LCDR	Goodrich-Doctor, Adrienne J.	NIH	Yes
LCDR	Nielsen, Carrie	CDC	Yes
LCDR	Sancho, Alfredo	DoD	Yes
LCDR	Satterfield, William	DoD	Yes
LCDR	Sloop, Sue L.	CDC	Yes
LCDR	Smith, Michael	FDA	Yes
LCDR	Spikes, Pilgrim	CDC	Yes
LCDR	Stansberry, John	NIH	Yes
LCDR	Toblin, Robin	DoD	Yes
LCDR	Vagi, Sara	CDC	Yes
LCDR	Wally, Jeremy	FDA	Yes
LCDR	Xu, Fei	FDA	Yes
LCDR	Yip, Fuyuen	CDC	Yes
LCDR	Zapata, Lauren B.	CDC	Yes
LT	Cole, Jessica	FDA	Yes
LT	Demissie, Zewditu	CDC	Yes
LT	Hollis, NaTasha	CDC	Yes
LT	Koers, Erin	CDC	Yes

LT	Parks Brown, Sharyn	CDC	Yes
LT	Perrine, Cria Gregory	CDC	Yes
LT	Sharp, Tyler M.	CDC	Yes
LT	Sydnor, Charlene	NIH	Yes

**1) Call to Order and Welcome:** CDR Karon Abe

- Email LCDR Tegan Boehmer ([tboehmer@cdc.gov](mailto:tboehmer@cdc.gov)) for roll call on the day of the call.
- Mute your phones when not speaking (press \*6 if you do not have a mute button)
- Do not place the conference call line on hold.

**2) Report from the CPO:** CAPT Sharon Williams-Fleetwood

- **Billets:** It's been two months since the start of the Scientist standard billets launch. Remember that this process only applies to Scientists who are currently in a Scientist-specific billet. As of the last status report, 66% of officers have started the process; but, we need 100% of Scientists to start the process. The projected time for each category to complete the process is three months. We will soon begin contacting officers who have not yet started to remind them of their responsibility and address any questions that they have. If these officers have not made progress within 2 weeks, a call will be made to their supervisors to help facilitate the process. Progress is counted if an officer either a) selects a standard billet and fills in their position-specific information or b) responds via email indicating that their position is more suited for a multidisciplinary billet. As mentioned on previous SciPAC calls, we have a team of Scientist Rapid Responders who are available to assist our officers: LCDR Judy Facey, CAPT Pam Ching, CAPT Kevin McGuinness, and CDR Newland.
- **Commissioned Corps Accountability Structure Work Groups:** All of the 10 established workgroups are currently three weeks into efforts to evaluate the accountability structure and provide recommendations on changes needed to maximize effectiveness via structure, staffing, and operations. These groups are chaired by our flag officer leadership including our very own RADM Mishoe. We are very fortunate to have a total of 10 scientists on 5 of the 10 workgroups. The first draft reports are due March 14, 2011 with final reports due at the end of March. If anyone on the call can share information about their workgroup please feel free to do so.
  - CAPT Williams-Fleetwood indicated that she is on the Training Team Workgroup. The workgroup has conducted a SWOC analysis to identify Strengths, Weaknesses, Opportunities, and Challenges. The group has received input from OFRD and on the Officer Basic Course, and will continue to evaluate and make recommendations for efficient operations for the training program.
  - CDR Sara Newman indicated she is on Recruitment Workgroup. The workgroup split into smaller workgroups and has also conducted a SWOC analysis.
- **Hiring "Pause":** As everyone is probably aware, the hiring "pause" was lifted the day after our last PAC call (2/2/2011). In a message to all officers, Dr. Koh and VADM Benjamin mentioned that the first list of officers was being transmitted through the Executive Office of the President to the Senate for confirmation and that a new process was established to routinely bring on new officers. These lists will be submitted every 2 weeks starting on February 11, 2011.

- OCCO support: On a previous SciPAC call I mentioned that the CPOs have been in discussion with OCCO to determine how the categories can assist OCCO in processing applications. Currently OCCO has 45 to 60 volunteers providing assistance (3 hrs/week). At a later date a request for long-term details (4–6 months) to assist as a Career Assignment Manager will be sent out. The CPOs are waiting on more information from OCCO.
- USPHS Symposium: Although we don't have a final decision at this time, the directions being favored are that officers will be asked to cover their airfare and that the agency will cover registration and hotel expenses. The thought is that officers typically have other alternatives for covering airfare.
- Questions:
  - CDR Karon Abe asked when multidisciplinary billets will be launched. CAPT Williams-Fleetwood replied that there has been no update to the schedule yet. Some categories have not yet started the process and progress is taking longer than anticipated, so it will like be delayed beyond the original projection.

### 3) **Report from the Chair and Vice Chair: CDR Karon Abe**

- The hiring “pause” was lifted on February 2, 2011. OCCO is now sending names for Senate confirmation prior to calling applicants to active duty. The first nomination list included applicants to the EIS program, applicants to the pharmacy resident program, applicants to the USUHS program, medical and dental applicants, and applicants processed prior to the “pause.” OCCO is requesting agency liaisons to submit 1662s for the nomination lists.
- Regarding assimilation of all officers prior to the Affordable Care Act, OCCO is processing the orders, purchasing ribbons, and preparing letters to be submitted to the eOPFs, but this will take time. Officers assimilated after the Affordable Care Act should not wear the Regular Corps Ribbon until officially notified and authorized.
- Thank you to the volunteers serving on Commissioned Corps Accountability Work Groups. This is a real opportunity to participate in shaping the future of the Commissioned Corps structure.
- The revised PAC Model Charter is now with the CPO Board. These revisions are recommendations and PACs are not required to implement the changes. The changes to the Model Charter include:
  - Increase in the number of voting members from 20 to 30.
  - Increase membership from 2–3 years up to 4 years.
  - Change language to allow non-voting PAC members to chair sub-committees
  - Retain the civil servant position as a voting member.
- Officers who have a Call to Active Duty (CAD) prior to Oct 2007 and have not yet completed the 2-day, 3-day, or 5-day basic officer training course and independent officer training course have the opportunity to do an online training course called Provisional Officer Basic Training Course. Please go to <http://dcp.psc.gov/POBC.aspx> for further information.
- Questions:
  - LCDR Robin Toblin asked if we increased the number of voting members, would we increase it all at once or incrementally each year. CDR Abe replied that we would do it incrementally so that we would have a similar numbers of slots to fill each year.

- LCDR Mark Clayton asked whether SciPAC will adopt any of these changes prior to voting member application time. CDR Abe replied that she is not sure because the Model Charter still needs to be approved by the CPO board and the Surgeon General.

#### 4) **Subcommittee Reports**

##### a. **Awards:** LCDR James Kenney; Co-chair, LCDR Minglei Cui

- The Awards Subcommittee is currently accepting nominations for Junior and Senior Scientist of the Year awards. The deadline to submit nomination packages is COB Friday, March 18, 2011. Another call for nominations and the nomination packet information will be sent out via the SciPAC listserv following this meeting.
- The Junior and Senior Scientist of the Year awards will be presented on Category Day at the 2011 USPHS Scientific and Training Symposium.

##### b. **Career Development:** LCDR Sally Hu; Co-chair, LT Charlene Sydnor

- CDR Abe sent out information regarding the Provisional Officer Basic Course (POBC) to the SciPAC listserv. This online course is for officers who were Called to Active Duty prior to October 2007 and have not successfully completed the 2-day, 3-day, or 5-day Basic Officer Training Course & Independent Officer Training Course (BOTC & IOTC) or attended the residential Officer Basic Course (OBC). If you are interested in participating in the online POBC, you must email LCDR Dean Trombley (dean.trombley@hhs.gov) today which is the deadline for enrollment. Officers successfully completing this course are eligible to earn the Commissioned Corps Training Ribbon.
- We will have our next training session on April 5, 2011 immediately after our monthly SciPAC call. Mr. Thomas Berry will give a Q&A session on USPHS retirement as a follow-up the retirement training he did following the February 2011 SciPAC call. The one-hour training will be structured as Q&A only; CDR Park will read questions that we have received through email for Mr. Berry to answer one by one. Then, we will open up the discussion to all officers on the call to ask questions. Before the training, we will send out the presentation slides from February (which also are posted on the SciPAC website) and ask you to email your questions to CDR Park and LCDR Hu. Notes from the Q&A retirement session will be included in the SciPAC meeting minutes for officers who cannot participate. Please feel free to contact LCDR Hu or CDR Park if you have any further questions or suggestions on SciPAC training projects.
- CAPT Steven Sparenborg attended the OBC graduation ceremony on February 25, 2011 to welcome LCDR Stephanie Rutledge from CDC on behalf of CAPT Williams-Fleetwood and SciPAC. A group picture of the graduation ceremony will be posted on the home page of our SciPAC website soon.
- OFRD Team Leader Training will be held this year in Dallas, TX. The purpose is to bring together OFRD and team leadership from all of the USPHS Response Teams. New team leadership will be selected following this event. Please let me know if you plan to attend this training; we may provide an opportunity for all Scientist attendees to get together at the meeting.
- The Second Officer Mid-Level Course (OMC) is now in progress. This 6-month online course is designed to prepare the Commissioned Officer with knowledge, disposition, and skills

necessary to serve as mid-level officers and the future leaders of USPHS. For further information, please go to <http://dcp.psc.gov/COTA/omlc.aspx>. The enrollment for this course is through your agency liaison.

- There is no update on the SciPAC Handbook this month. Please email LT Sydnor (Charlene.Sydnor@nih.hhs.gov) and LCDR Hu (Sally.Hu@nih.hhs.gov) if you have any suggestions regarding SciPAC Handbook.

c. **Category Day:** LCDR Matt Murphy; Co-chair, CDR Rachel Avchen

- USPHS Scientific and Training Symposium will be held June 20–23, 2011 in New Orleans.
- Scientist Category Day is Tuesday, June 21, 2011.
- Remember to keep an eye out for the USPHS Symposium HHS travel memo.
- A category social event poll will be sent out via the SciPAC listserv to gauge interest in social event options for the Tuesday evening following category day in New Orleans.

d. **Mentoring:** CDR Boris Aponte; Co-chair, CDR Mark Methner

- The Mentoring subcommittee has selected four additional committee members: LCDRs Sram, Sancho, Goodrich-Doctor, and Garnett.
- Our next task is to develop and implement a survey of the current mentoring activities and preferences and develop support services according to the results.

e. **Policy Review:** CDR Ryan Novak; Co-chair, LCDR Fuyuen Yip

- We received no requests for policy review during February 2011.

f. **Recruitment, Retention & Readiness:** CAPT Michael Murry; Co-chair, LCDR Paul Seo

- As of the beginning of March 2011, there are a total of 303 Scientist officers on board
  - 40 Officers listed as “exempt”
  - 21 Officers listed as “not qualified” as follows: O6=14, O5=5, O4=2
  - Not including exempt officers, our category is 92.0% qualified
- With the hiring “pause” lifted, there has been an increase in inquiries from prospective officers. The RRR subcommittee has recently communicated with four prospective Scientist officers in the past few weeks regarding miscellaneous recruitment questions. Officers are encouraged to answer questions and begin the recruitment process.
- The RRR subcommittee received communication from the Strategic Priorities/Direction committee of the USPHS Recruitment Branch Accountability Structure Work Group. It appears there will be some changes in the Division of Commissioned Corps Recruitment (DCCR). It isn't clear what changes may come out of this work group, but the group is studying ways to restructure and improve the recruiting process.
- Several RRR subcommittee members volunteered last year to assist with the PHS Facebook project. There will be a meeting of that Facebook project group next week.

g. **Rules and Membership:** CDR Karon Abe

- The SciPAC Charter and SOP have been approved by the voting members. The documents have been sent to the OSG for final approval.
- The templates for the subcommittee SOPs will be sent out for comments/suggestions to the Rules and Membership subcommittee members. Once finalized, the templates will be sent to each subcommittee chair and co-chair.



**h. Science:** LCDR Yi Zhang

- I have put the first draft of the article together and it is ready for comments. I will distribute among the contributors who wrote sections of the article and set up a conference call to discuss any suggestions on the first draft. The full version of the article will be submitted to Public Health Reports and the short version of the article is for the SciPAC Newsletter.
- I would like to thank all our volunteers, including CDR Sara Newman, LCDR Minglei Cui, LCDR Anne Purfield, LCDR Loren Rodgers, LCDR Jorge Ruano-Rossil, LT Alexander Balbir, and LT Ruiqing Pamboukian for their help and support. Job well done!
- As one of our outreach programs to serve the local community, I am coordinating a program with Grace Episcopal Day School to assist with their Science Fair. The event will be held in Maryland on March 3, 2011. Five of our Scientist officers will serve as the Science Judges. Thank you to CAPT Martin L Sanders, LCDR Anne Purfield, LCDR Alfredo R Sancho, and LCDR Jon Eric Tongren for volunteering. I will report this event in our next monthly meeting.
- We continue to receive requests from public about becoming PHS Scientist Officers. It is very nice to see more people interested in joining PHS.

**i. Visibility:** CDR Nisha Robbins; Co-Chairs, LCDR Matthew Breiding, LCDR Fei Xu

- LCDR Steffen is organizing a recruitment booth at Johns Hopkins School of Public Health for March 3, 2011.
- Thanks to CDR Anne Dobmeyer, LT Erin Koers, and CDR Robert Williams for their Visibility activities of judging science fairs and providing recruitment materials.
- LCDR Nikki Frazer is presenting on the role of mental health providers at DoD sites at the Armed Forces Public Health Conference on March 23, 2011 at Hampton Roads, VA.
- LCDR Emily Streeter is coordinating the Scientist poster for the USPHS Symposium this year in New Orleans. She has 6 submissions thus far. Please contact her if you have something to contribute to the poster at [emily.streeter@med.navy.mil](mailto:emily.streeter@med.navy.mil)

**j. Website:** CDR Danice Eaton, Co-chair, CAPT Cynthia Striley

- All updates and corrections have been made to the website. Please continue to send updates to CDR Danice Eaton at [deaton@cdc.gov](mailto:deaton@cdc.gov).

**5) Liaison Reports**

**a. Billet Transformation:** LCDR Judy Facey

- If you received an email from PSC on January 4, 2011 instructing you to start the billet process it is very important for you to do so. If you have started the billet process and received the email for the second step, it is important that you complete this step. If you need any assistance please feel free to contact LCDR Judy Facey at [facey.judy@epa.gov](mailto:facey.judy@epa.gov).
- At this time I do not know when the multidisciplinary billets will be launched. I will keep you posted.

**b. COF:** CAPT Timothy Nelle

- As of March 1, 2011, our balance is \$2601.42.
- We have an inventory of 134 coins and 52 T-shirts.

**c. COA: CDR Sara Newman**

- On February 28, 2011, the COA Board of Directors presented the Health Leader of the Year award to Senator Jeff Bingaman for his outstanding commitment to public health and the Corps in particular.
- That same afternoon the COA Board met with Surgeon General Benjamin (at her request) for a productive and successful 90 minutes. Below is a summary of the meeting highlights:
  - The COA, as representatives of the all aspects of the Corps, including every Category, offered its support to further the goals of the SG. We expressed our gratitude and noted that she is the first SG to have ever requested a meeting with the Board.
  - VADM Benjamin reaffirmed the Department's commitment to the Corps following the management review.
  - The implementation of the Ready Reserve is moving forward with the current effort directed at determining the size, skills, employment, etc. They are looking at the Individual Ready Reserve (IRR) concept as a way to bring in the former Inactive Reservists.
  - VADM Benjamin offered suggestions about the planned service project in conjunction with the New Orleans symposium. The committee chair for all the pre-conference sessions is already acting on her comments.
  - The SG reported that she is working on an initiative to have Corps officers and the Medical Reserve Corps (MRC) get involved in refurbishing 200 playgrounds across the country as part of the First Lady's "Let's Move" program. The COA thought this was an excellent idea and suggested that this effort would likely get enthusiastic support from the Corps officers.
  - The SG also agreed on the need for more frequent communication from her office to officers in the Commissioned Corps.

**d. JOAG: LCDR Robin Toblin**

- Nominations for the Junior Officer of the Year, JOAG Excellence and Carmona Inspiration Awards are due Friday, March 18, 2011. The applications can be found at the JOAG homepage: [www.usphs.gov/corpslinks/joag](http://www.usphs.gov/corpslinks/joag)
- Nominations for JOAG Voting Membership are due Friday, April 1, 2011. The Scientist Liaison spot is open this year as are 4 at-large positions. There will be a Q&A session with the Membership Committee chair tomorrow at 1200 EST. The nomination packet and call-in info for the Q&A session can also be found on the homepage: [www.usphs.gov/corpslinks/joag](http://www.usphs.gov/corpslinks/joag)
- The Journeyman Series call will be on Friday, March 11, 2011 at 1300 and will focus on mentoring and will feature CAPT Dean Coppola and CDR Jim Simpson. [http://www.usphs.gov/corpslinks/joag/index\\_files/Meetings.htm](http://www.usphs.gov/corpslinks/joag/index_files/Meetings.htm)

**e. PSYPAG: LCDR Rick Schobitz**

- PsyPAG held a general meeting on February 2, 2011. The meeting featured a talk by CDR Christine Hunter who spoke about her role with NIH.

- A call for committee membership continues. Of particular need is the Advocacy Committee, chaired by LCDR Robin Toblin. Please send LCDR Toblin ([robin.l.toblin@us.army.mil](mailto:robin.l.toblin@us.army.mil)) an email to join or if you would like more information.
- Our next general meeting is scheduled for April 6, 2011 at 1200 EST. Call in number is 1-877-691-9937; pass code is 4549026. The meeting will feature CAPT Jon Perez, National Behavioral Consultant for IHS. He will be speaking about his time a leader of Mental Health Team #2.

**6) Other Business, Questions, Comments**

- None

**7) Closing Remarks: CDR Karon Abe**

- None

**NOTE:** Next meeting **Tuesday, April 5, 2011 @ 1100–1300 EDT**