

Physician Assistant Professional Advisory Group
U.S. Public Health Service
Thursday, February 14, 2008
1830 – 2000 EST

Attendance	Rank	Last Name	First Name	OPDIV
Present	LT	Branch	Tracy	OS
Present	LCDR	Bonfiglio	Susan	BOP
Present	CDR	Hunter-Buskey	Robin	BOP
Excused	LCDR	Pelkey	Michelle	NOAA
Present	LCDR	Hager	Paul	IHS
Excused	LCDR	Zink	James	IHS
Present	LCDR	LaFleur	Phillip	BOP
Present	LT	Morris	Katherine	IHS
Present	LT	Bowens	Karla	BOP
Excused	LCDR	Buckser	Jeffery	NOAA
Present	CDR	Cole	Gary	BOP
Present	LT	Carr	James	DHS
Absent	LT	Chuley	Michael	DHS
Present	LTJG	Ruiz	Melinda	BOP
Present	LCDR	Wickard	Paul	BOP
Guests	LCDR	Guy	Jan	DIHS

Call to Order

Meeting called to order at 2035

Approval of Minutes

January Minutes Approved

Review Open Action Items - LCDR Hager

PAPAG Chair Report - LT Branch

Awards -

Participation on the PAC's and PAG's qualifies individuals for inclusion in group awards.

Keep records of the time you spend performing PAPG activities, 2 hours = half a day of activity, while 4 hours = a full day of activity.

In the past it has taken months to years for an officer to have an award placed into their eOPF. To decrease the turn around time there is a push on to decrease that delay to weeks to a few months.

Assimilation –

The requirement that a masters degree that is discipline specific is being looked at currently at the request of RADM Milner. The following disciplines are impacted by this requirement: PA, Dental Hygiene, IT, Administration, and Medical Records.

HISO Applicants

The lack of HSO senior officers willing to serve on appointment boards is causing a backlog and delay in the commissioning of HSO applicants. A call is going out requesting that O-5/O-6 officers volunteer to serve on the boards.

OCCO Backlog

OCCO is attempting to clear a backlog of materials that needs to be entered into officer's eOPF's for December. If you are in the D.C. area please consider volunteering to assist OCCO in cataloging officers data into eOPF's .

Pay Issues

As part of transformation special pays for all officers serving in 3H positions is being considered. In the past the special pay would only have been given to physicians and dentists. The US Army has been offering incentive pays to recruit and retain PA. Their program has been successful enough that PHS is considering a similar action.

Recruitment

Due to the need to increase the CC by 600 officers while continuing to commission enough officers to replace those that retire or leave the CC the push is on for recruitment of officers. RADM Milner states EVERY officer is a recruiter regardless of Associate Recruiter status. To assist in the placement of officers any officer who is aware of a current or upcoming vacancy within their organization they should e-mail that information to LCDR Michelle College who will pass this information along to the discipline liaisons.

Coins

HS-PAC Coins are currently available. LCDR Lynda Lee-Bishop is the point of contact. To see the coin you can log onto the HSO Website.

COF Conference

To enable a larger number of officers to attend COF this year the number of funded attendees has been increased from 250 to 500 officers this year.

COSTEP Mentor Program

There is currently a need to officers to serve as COSTEP mentors. For more information you can contact JOAG or LTJG Darren Smith.

PAC Committees

There is alot of crossover /intersection/duplication between what the PAC committees and the PAG committees are attempting to accomplish. To eliminate the duplication of efforts all committee chairs should make contact with their respective PAC committee chair and volunteer to serve on that committee as a volunteer.

Treasure

It was suggest by CDR Brad Austin that we utilize the Federal Financial Credit Union that is in the Parklawn Building for our financial institution. There are also guidelines that must be followed in regards to the PAG holding money.

Committee Reports- Update on Action Items and monthly activities

Communications Subcommittee - LT Morris, LT Carr

Nothing to new to report for the communications committee at this time.

Readiness Subcommittee - CDR Cole

Accomplished:

1. Contacted LCDR Paul Hager related to prior activities in assessment of PA's with readiness deficiencies.
2. Received and reviewed 12/31/07 Readiness Spreadsheet supplied by LT Branch.
3. Received copy of Nursing PAG letter with links. I Feel it is too busy with excessive links and information. Printed poorly with assorted ascii.

4. Formulated simple letter explaining deficiencies, offering assistance and containing link to OFRD.
5. Sent letter to new PA referred from LT Branch.

Short-term activities to complete by next conference call:

1. Ascertain top reasons for why PHS Physician Assistants are deficient and in what items. Seek solutions to counter.
2. Modify letter after fielding it to board members for approval with suggested modifications.
3. Direct phone contact of readiness challenged PA's

Longer-term activities: (Complete prior to 2008 AAPA Conference)

1. Seek access to OFRD database in order to receive actual spreadsheet and direct link for real-time /daily reporting.
2. Study feasibility of additional incentives for maintaining readiness status for one year .
 - a. C-4 course
 - b. Medical Management of Chemical Injuries.
3. Solicit PA Flag Leadership to give "YouTube" video on readiness and Link to HSO and PAPAG websites.

Professional Development Subcommittee - CDR Hunter-Buskey, LTJG Ruiz

No Report

Membership Subcommittee - LCDR Buckser

No Report

Policy Subcommittee - LCDR Bonfiglio

Nothing new at this time.

Recruitment & Retention Subcommittee - LCDR LaFleur, LT Chuley

Developed a directory of PA Programs with identification of contact person and their contact information for use by PAPAG members to recruit PA students. (See Attachment: PA Directory)

Welcoming Subcommittee - LT Bowens

Two new officers were contacted and received welcome packets. Questions were answered and there were no negative comments.

Have begun the review of the welcome packet. Membership list sent out for review of contact information. In an effort to avoid duplication of efforts, contact has been made with CAPT Jose Belardo (HS PAC Recruitment and Retention Committee) to possibly join together as they are also reviewing/re-writing their welcome packet.

Awards Subcommittee - CDR Pelkey, LCDR Wickard

Received the blank plaques from CDR Placide. Sent to members draft of the letter to be put on the list serve regarding the JOAG awards.

Ad Hoc COA Subcommittee - CDR Pelkey, LT McKinnon

No report

HSPAC Report - LT Branch

See Chair report

PHSAPA - LT Ruiz, CDR Cole

No report

JOAG Liaison - LCDR LaFleur

No report

IHS Liaison Report - LT Morris

No report

New Business

Vote in favor for the creation of a BOP Liaison

Vote in favor for the creation of a DIHS Liaison

Discussed creation of a Treasure position on the Executive Board

Adjournment - 2005

**Next Teleconference meeting on Thursday March 13, 2008 at
Call in Number: 866-619-7571, Passcode 4274208**