

Physician Assistant Professional Advisory Group
U.S. Public Health Service
Thursday, November 8, 2007
1830 –2000

| Attendance | Rank | Last Name | First Name | OPDIV | Exec Position |
|---------------------------|-------------|----------------------|-------------------|--------------|----------------------|
| Present | LCDR | Zink | James | HHS | Chair |
| Present | LT | Branch | Tracy | HRSA | V. Chair |
| Present | LCDR | Bonfiglio | Susan | BOP | Secretary |
| Excused | LCDR | Hawkins | Camille | CG | Chair Elect |
| Present | LCDR | Bunnell | Rebecca | OS | IM past Chair |
| Present | LT | Burt | Brian | BOP | |
| Excused | CDR | Placide | Frances | IHS | |
| Present | CDR | Hunter-Buskey | Robin | BOP | |
| Absent | LCDR | Harris | Robert | HRSA | |
| Present | LCDR | Tahiru | Adam | HRSA | |
| Excused | CDR | Pelkey | Michelle | NOAA | |
| Present | LT | McKinnon | Mark | OS | |
| Excused | LT | Hager | Paul | IHS | |
| Present | LCDR | LaFleur | Phillip | BOP | |
| Absent | LT | Morrison | Denise | HRSA | |
| Present | LT | Morris | Katherine | IHS | |
| Guests | | | | | |
| LCDR Laurie Kelley | | | | | |
| LCDR James Carr | | | | | |
| LT Karla Bowens | | | | | |
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Call to order

Meeting was called to order at 1836.

Approval of Minutes

October minutes were approved with changes.

Summary and Status of Action Items

Reviewed and updated

Chair Report – LCDR Zink

Executive Committee Elections: not all votes are in yet, will e-mail results to all Monday November 12.

Subcommittee Reports

Communications Committee – LCDR Tahiru and LT Morris

Nothing new to report

Readiness Subcommittee – LT Hager

Report submitted prior to the meeting by LT Hager, unable to attend

- Seventeen active duty PAs contacted to inform them that OFRD records indicated they are not Basic Qualified
- Readiness Committee received a 25% response rate
- Two officers indicated they had met requirements and were waiting for OFRD to update records
- Three officers indicated they were in the process of completing requirements to meet Basic Readiness
- LT Branch is checking with OFRD to see if deficiencies are corrected. Wish to forward names of those awaiting OFRD updating to Rebecca, as may have a greater impact as HS PAC readiness Committee Chair contacting OFRD
- LCDR Bunnell reported that 129 HSO's are not Basic Ready
- Request from LCDR Laurie Kelley to volunteer for the Readiness Committee

Professional Development Subcommittee – LCDR Harris and LT Morrison

Nothing new to report

Membership Committee – LT Branch and CDR Hunter-Buskey

- The voting membership reviewed and unanimously agreed to accept the 7 new voting members for the 2008 voting year
- Letters have been sent to all applicants notifying them of the committee's decision

Policy Subcommittee – LCDR Hawkins

Position Descriptions are all in.

Recruitment and Retention Committee - LT McKinnon and LCDR Pelkey

Nothing new to report

Welcoming Committee – LT Burt

- Four new Welcome packets were sent out in the last 2 months. No negative responses were received. One e-mail was undeliverable.
- LT Burt has volunteered to help with the Committee in 2008 to help with the transition
- HSO Website to be put under Communications Committee

Ad Hoc COA Subcommittee - LT McKinnon

Nothing new to report.

It was agreed that LT McKinnon will start contacting people. CDR Placide is the representative for the HSO Category Day

Awards Subcommittee - CDR Placide & LCDR LaFleur

- Announcement regarding HSO responder of the Year was sent to the field. Commissioned Corp Officers for the Health Services Category, excluding 2007 voting members of the HS PAC, are eligible for this award. Deadline for nominations is November 9, 2007. The award will be presented at the Commissioned Officers Association annual meeting in Tucson, AZ
- We will not be able to make a presentation to RADM Moritsugu at the 2007 Federal PA meeting in Texas as planned. Alternate dates/events are being sought.
- The Association of Military Surgeons of the US (AMSUS) is looking for Health Service Officers to serve on the 2008 AMSUS Conference Committee. Additionally, the PHS is the host and is looking for PHS Award Subcommittee members. If you are a member of AMSUS and are interested in serving on one of these committees please contact CDR George Durgin: george.durgin@hhs.gov

HSPAC Report – LCDR Bunnell

No meeting in November

PHSAPA Report – LCDR Hawkins

LT McKinnon is in process of starting a membership drive

JOAG Liaison - LT Branch

- The first meeting held of the new voting year. A call for committee volunteers went out to the field. If interested in volunteering with a particular committee contact that committee chair about your interest.
- Total Corps Readiness as of September 27, 2007 was 81.8%. The next update will take place on December 31, 2007.
- OCCO sent out a survey to all CC Officers serving in the 3H duty stations with the goal of gathering data for transformation activities. If you are in a 3H duty station and have not gotten the survey e-mail Joyce.Prince@hhs.gov with your contact information and a survey will be mailed to you.
- Promotion “temporary” policy states that officers in the bottom docile and officers not recommended for promotion by the promotion boards for 3 consecutive years will be referred to the retention review board. To date there is no directive for review board and about 200 officers will again be eligible for promotion in the PY 2008 due to this.
- Next meeting December 7, 2007. **Call in number: 888-322-1791 Passcode 83301**

IHS Liaison - CDR Placide

PAs will join the IHS Advances in Indian Medicine Conference in Albuquerque, NM early May 2008. IHS PAs interested in presenting a CME topic are invited to contact CDR Placide at frances.placide@cherokeehospital.org. You may also contact her for more information.

New Business

LCDR LaFleur gave a formal Thank You for funds sent to his family.

Adjournment

The meeting was adjourned at 2019 hours.

Next teleconference: Thursday, December13, 2007 @ 1830 hrs EST.

Call-in number: 866-619-7571; Pass code number 4274208.

Meeting minutes draft prepared by LCDR Bonfiglio, PAPAG Secretary.