

**Junior Officer Advisory Group**  
**U.S. Public Health Service**  
Meeting Minutes November 12, 2004  
1300-1500 Hours

<b>Voting Membership</b>					
<b>Attendance</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>OPDIV</b>	<b>Category</b>
x	LCDR	Adekoya	Nelson	CDC	Scientist
v	LCDR	Agnello	Mark	OS/CCRF	HSO
v	LT	Armenderiz	Janice	FDA	Dietician
v	LT	Bleuel	Jane	IHS	Dentist
v	LT	Colledge	Michelle	ATSDR	HSO
v	LT	Hall	Ted	IHS	Pharmacy
v	LT	Longstaff	Laura	IHS	Nurse
v	LCDR	Mahmud	Nasser	OS	Pharmacy
v	CDR	Newman	Robert	CDC	Medical
v	LT	Oyster	Carolyn	OCCO	EHO
v	LCDR	Richardson	Jeffrey	IHS	Therapist
v	LCDR	Ross	Brenda	PSC/FOH	Nurse
AWP	LT	Ryan	Shelia	FDA	Pharmacy
v	LT	Samanic	Claudine	NIH	HSO
AWP	LCDR	Schier	Joshua	CDC	Medical
v	CAPT	Steward	John	ATSDR	EHO
v	LCDR	Kennedy-Sullivan	Jackie	TRICARE	Nurse
v	LCDR	Tone	Nancy	IHS	Nurse
v	LCDR	Villines	Bobby	IHS	EHO
v	LCDR	Wachs	Geoffrey	IHS	ENG
v	LCDR	Williams	Allison	CDC	Veterinarian
<b>General membership (those who emailed notification of their attendance)</b>					
v	LDCR	Blanck	Heidi	CDC	Scientist
v	LT	Bouie	Teshara	FDA	
v	LT	Camphire	Aranne	FDA	Pharmacy
v	LTJG	Chanlongbutra	Amornrat	HRSA	HSO
v	LCDR	David	John	FDA	Nurse
v	LT	Frasca	Dominic	FDA	Scientist
v	LT	Garcia	Lori	FDA	Pharmacy
v	LT	Gunther	Sheryl	FDA	Pharmacy
v	LT	Gusto	John	FDA	HSO
v	LT	Hairi	Susan	CDC	
v	LT	Hustoun	Monika	FDA	Pharmacy
v	LCDR	Keats	Ronald	OCCO	Nurse
v	LT	Murga	Ricardo	IHS	ENG
v	LT	Nguyen	Quynh	FDA	Pharmacy
v	LT	Paroan	Dianne	FDA	Nurse
v	LCDR	Pincock	Laura	FDA	Pharmacy
v	LT	Savalia	Varsha	FDA	ENG
v	LTJG	Slawinski	Betsy	OFRD	EHO
v	LCDR	Sullivent	Ernest	CDC	
v	LT	Stewart	Kendra	FDA	Pharmacy
v	LT	Valentín-Bon	Iris Enid	FDA	HSO
v	LT	Vang	Jeff	IHS	
v	LT	Vondall	Carol	HIS	Pharmacy
v	LCDR	Williams	Allison	Veterinarian	
v	LCDR	Williams	Diahann	OID	HSO
v	LCDR	Zunic	MaryJo	HIS	Pharmacy

***The October minutes were revised for correction.***

## **Chair Report**

***LT Michelle Colledge***

*Flu vaccinations and readiness requirements*

The SG PAC and CPO PAC (policy advisory committees) had a combined meeting on October 21. Of course, the first topic of discussion was the issue of readiness and immunizations. ADM Moritsugu reported that upper leadership did have a position on this issue for the commissioned corps, and a Personnel Policy Memorandum was posted on the CCMIS website on October 19, 2004. You can find it at [http://dcp.psc.gov/PDF\\_docs/05-002%20Influenza.pdf](http://dcp.psc.gov/PDF_docs/05-002%20Influenza.pdf), and its title is "Revision of Influenza Immunization Requirement Section 5.a.(2)(a) Manual Circular PHS No. 377, "Basic Level of Force Readiness Standards for the Commissioned Corps of the U.S. Public Health Service". It basically states that flu vaccinations requirements are waived until November 1, 2005. ADM Moritsugu went on to state that the requirements in MC 377 were being waived for the purposes of readiness and promotion until the November 1, 2005 deadline.

In addition to the PPM I just mentioned, there is a second piece with regard to flu vaccinations which has to do with a general flu policy for commissioned officers, which is currently being finalized through OCCFM. The Commissioned Corps policy will follow CDC guidance – ie, officers not falling within certain risk categories should not receive the vaccine and step aside for other officers who do (ex. officers who give direct patient care, etc.). There is discussion of issuing a policy form to bring to MTFs so that officers may receive the vaccine if they fall into the high risk categories, but this has not been finalized because availability of the vaccine at MTFs is uncertain. Stay tuned- we will let you know when this second PPM is issued. In the meantime, if you get questions from the public regarding the flu vaccine situation, ADM Moritsugu suggests we speak from official CDC guidance that is posted at [www.dhhs.gov/news/press/2004.html](http://www.dhhs.gov/news/press/2004.html). Be sure to read the October 19 press release!

On October 14<sup>th</sup>, the Surgeon General rolled out a report on bone health and osteoporosis. For the second time in history, it has a "people's piece", or a lay person's version of the report, included in the larger report. There has been a tremendous response to the release of the report. If you would like a copy, you can call 1-866-718-BONE (2663) for a hard copy or download a pdf from <http://www.surgeongeneral.gov/library/bonehealth/>.

*Readiness update*

Over 550 Commissioned Officers were deployed in the Florida hurricane responses. There are still 18 deployed with the American Red Cross in Florida. The Surgeon General visited Florida in October and in met with Governor Jeb Bush as well as the LT. Governor and the Secretary of the Florida Dept. of Health. Jeb Bush stated that during the hurricanes, "The Commissioned Corps saved us." The CEO of the American Red Cross and the Secretary of FDOH affirmed the same. The Director of FEMA wrote a letter to Tommy Thompson and to thank him for our efforts.

Most of you, have probably seen the readiness numbers. We eeked by, and as of October 1, 2004, we have 50.09% of the Commissioned Corps meeting basic readiness (by the standards of MC375). Some agencies did very well (NPS- 72.73%; ATSDR- 67.61%, FDA- 62.08%) and some categories did very well (led by Therapy 68.33% and Dietician 65.12%). There were three categories that didn't make the 50% cutoff: Medical (at a measly 33.36%), Dentist (48.05%), and Scientist (48.5%). Junior officers did very well. ADM Babb reported that we need to be ready not only for promotion, but for disaster readiness. There are looming threats (especially surrounding the election), and we can't wait to work on readiness

until they manifest themselves. He also stated that OFRD is rostering 30 officer teams through mid-January to be ready for pre-deployment if something happens.

A Medical Ready Reserve Corps of civilians is being assembled to ensure that all responders needed in a time of disaster can be filled by DHHS. In this situation, the Commissioned Corps would respond first, followed by the reserve corps if more roles need to be filled than we can fill. The ready reserve is a supplemental assistance group, and it must be carefully integrated into an overall DHHS response.

ADM Babb reminded the group that as of October 1, we must comply with the readiness standards in MC 377, and that MC 375 is a thing of the past.

*OCCO Update (CAPT Canton)*

**ATTENTION ALL ACTIVE DUTY OFFICERS!  
2005 PROMOTION INFORMATION NOW AVAILABLE!!!**

Effective November 8, 2004, promotion notification memos are available to PHS officers eligible for competitive temporary and permanent promotion consideration. If eligible for competitive promotion consideration, the grade(s) for which eligible and a link to the memo will appear at the top of the first page after logging into the 'Secure Area' of the Commissioned Corps Management Information System (CCMIS) Web site - <http://dcp.psc.gov>. The competitive promotions include temporary and permanent O-4 through O-6 grades. (Excluding medical officers eligible for temporary O-4), and regular corps officers eligible for permanent O-2 through O-3 grades. These officers must print out a copy of the notification memo from the 'Secure Area' of the web site and closely follow its guidelines.

If you do not know your Logon ID and password, contact the CC Help Desk at 301-594-0961, or you may e-mail the Help Desk at [cchelpdesk@psc.gov](mailto:cchelpdesk@psc.gov). If you do not have Internet access, contact your Commissioned Corps Liaison for guidance.

When you log onto the web site, it is critical to verify that your registered email address is correct. This may be different than the address used for this mailing. The address shown on the web site will be used for future important mailings concerning promotions.

**IMPORTANT DATES TO REMEMBER**

- PIR Corrections Postmarked No Later Than: 12/17/2004
- Documents Faxed for Inclusion in Electronic OPF No Later Than: 12/31/2004
- ROS/OS Statements to OCCO No Later Than: 12/31/2004

**IMPORTANT CONTACT INFORMATION:**

***Readiness Questions:***

General: [crcf@osophs.dhhs.gov](mailto:crcf@osophs.dhhs.gov)

Response Questions: [crcf-response@osophs.dhhs.gov](mailto:crcf-response@osophs.dhhs.gov)

***Training Questions:*** [crcf-training@osophs.dhhs.gov](mailto:crcf-training@osophs.dhhs.gov)

***PIR Questions:*** 240-453-6051

***License Questions:*** 240-453-6037

COERs are not yet completed by all officers. OCCO has received mixed feedback about them. About 2000 officers had completed their COERs by 10/21. OCCO is not being firm with deadlines because of long delays and technical difficulty, but encourages everyone to get them done ASAP.

Also:

- an update phone listing will be posted on the CCMIS website very soon!
- the December issue of the CCBulletin will have a Resource Guide for officer support components
- promotion board form formats are being reviewed and revised

*OCCFM Update (CAPT Furman)*

- Many workgroups are currently being put together to address a number of policy issues. There is an ongoing workgroup for MC 377, which sets the tone for promotions next year. As of May 1, all officers are expected to be basic qualified for readiness. They have prepared and released one PPM, as mentioned previously, regarding waiving the requirement of the flu vaccine for this promotion cycle, and the official policy on the flu vaccine will be address in a forthcoming PPM.
- OCCFM is working on policies regarding Flag officer billet and promotion boards
- OCCFM is assembling a Warrant Officer Corps workgroup to create policies for the Warrant Officer Corps. JOAG was asked to provide a junior officer to participate on the workgroup, and has selected XXXXXXXXXXXXXXXXX.
- A "6<sup>th</sup> precept" workgroup is being developed to address iso-hard and hard to fill positions. OCCFM expects to have the requirements for a 6<sup>th</sup> precept completed by the end of the year. At this time, it is uncertain if the 6<sup>th</sup> precept will be implemented for promotion cycle '05.
- Other issues that are being address is policy development and refinement for CPO selection, an "early commissioning program" (some OPDIVs want to use this as a tool to bring officers on board), and special pays revisions (some, like dental officer revisions, are complete, while others, such as pharmacy, are still in draft).

*CPO Board Report (CAPT McGarvey)*

- The CPO Board has reviewed comments on individual promotion boards and the use of benchmarks. There is a general consensus that the new benchmarks are acceptable to the promotion boards. A few recommendations have been forwarded to OCCO.
- There is currently a new policy and procedures workgroup to streamline the awards nomination process.
- CPO Board is meeting on trying to create consistency as to what constitutes eligibility for the SG Certificates of Appreciation.

*Transformation Update (ADM Knouss)*

- By the first week in November, ADM Knouss believed that a memo would be circulated with transformation options (those that LT Samanic presented to us last month) to agency heads, and recommendations will be submitted by agencies, CPOs, PAC Chairs, etc. to the Secretary to make decisions in the 7 key areas of Transformation.
- An effort has begun to secure contracting firms to help with the development of a communication strategy to the American public and feed sources (institutions we will recruit from) about the Commissioned Corps. We are trying to identify ourselves and transform the image of the Corps. Currently, there is also an effort to develop materials to be used in media outlets.

*Miscellaneous*

- DOD recently announced the downsizing of their medical health corps. We may see an influx of medical/clinical requests for transfers.
- NIH is creating a special interest group for Emergency Preparedness and Biodefense. Please contact RADM Wyatt ([rw9o@nih.gov](mailto:rw9o@nih.gov)) if you are interested in participating in this group.
- Approximately 1300 slogans have been submitted for our PHS motto. The OSG has narrowed this down to 4 or 5 slogans to be presented to the SG.

**Chair-Elect Report**

*LT Claudine Samanic*

**COA Update**

The last meeting of the COA Board was held October 27, 2004. Planning for COA 2005 is underway. This year will be the first year that all categories will be able to obtain CME, or CEUs. COA is considering the idea of offering all categories the opportunity to hold a 1-day CME/CEU workshop the day before the conference begins. The COA Foundation is sponsoring the Global Health Summit the day prior. This program is still under development.

Seattle and Cincinnati are being considered for COA 2006.

The Awards Committee will soon put out a call for nominations for the Health Leader of the Year Award.

## **National Defense Authorization Act**

On Thursday, Oct. 28, President Bush signed the FY2005 National Defense Authorization Act into law. The final version of the law provides for immediate full concurrent receipt payments for qualified retirees that have been rated 100% disabled by the VA, and will phase out the Survivor Benefit Plan "widow's tax" over the next 3.5 years. In addition, the law includes authorization for a "Premium-Based" TRICARE program for Selected Reserve members who have served at least 90 days on active duty. The following is a list of some of the more important benefit-related details in the FY2005 Defense Authorization Act:

### **Pay Issues:**

- A 3.5% pay raise for all (including Guard/Reserve) service members as of January 1, 2005.
- Increase of Basic Allowance for Housing (BAH) to cover 100% of the median cost of housing for all grades.
- More Selective Reenlistment Bonus flexibility to meet retention needs.

### **Benefit Issues:**

- Locks in 180-day TRICARE coverage for all servicemembers (including Guard/Reserve members leaving active duty) and families following separation from active duty.
- Clarifies (in law) that the commissary and exchange programs are designed to enhance the quality of life for military members, retirees and family members. It also authorizes the consideration of Reserve members' quality of life in any assessment of future commissary closures.
- Authorizes a premium-based TRICARE eligibility for Selected Reserve members who have served at least 90 days on active duty since Sept. 11, 2001 and agree to continue service in the Selected Reserve.

### **Retirement and Survivor Benefit Plan (SBP) Issues:**

- Phases out the SBP "Widows Tax" by increasing the minimum SBP annuity for survivors age 62 and older to 40% of retired pay as of Oct 1, 2005; to 45% of retired pay on April 1, 2006; to 50% on April 1, 2007; and to 55% on April 1, 2008. Approximately 255,000 widows of military retirees draw survivor benefits under the current plan. No action is required by SBP annuitants, they will receive these increases automatically
- Continues to increase coverage levels for current retirees already paying supplemental SBP premiums, but such retirees will no longer have to pay the extra premium for the supplemental SBP coverage as of the date the new law is enacted.
- Allows retirees not enrolled in SBP to participate in a one-year open-enrollment period starting Oct. 1, 2005 -- provided they make a lump-sum payment covering all back premiums since retirement, plus interest.
- Provides Full concurrent receipt payments to eligible retirees rated at 100% disabled by the VA, as of January 1, 2005.

## **PHS Motto Committee**

The PHS Motto Committee is well underway. There are 6 members who are reviewing the 1,164 submissions. COA has devised a process by which the committee will continue to vote yes or no on the

entries until the list is reduced to five. The Committee's will deliver this list of five recommended mottoes to the Surgeon General, and he and the Department will make the final selection. Attributes which the final motto of the PHS Commissioned Corps ought to emphasize could include the following: heritage, mission (global/response/protection), public health, public trust, service, core values (virtues), USPHS, forward-looking, Commissioned Corps, appeal/catchiness

### **PHS Warrant Corps**

The Commissioned Corps Warrant Officer Advisory Group has been formed to review the development of warrant officer personnel policies and provide guidance associated with the establishment of a PHS Warrant Officer Corps. Axion Resources Management, Inc. was awarded the contract to write the regulations for the new PHS Warrant Corps.

### **COA Conference Roommate Assistance**

Officers interested in reducing costs for the 2005 Public Health Professional Conference by sharing a hotel room are invited to email CDR Dave LaBadie at [dlabadie@bop.gov](mailto:dlabadie@bop.gov). CDR LaBadie has offered to coordinate a roommate locator service for officers if there is sufficient interest. Email should include name, gender and smoking preference.

### **Other**

Penny Coppola is leaving the ARP program and November 14 will transfer to the National Health Service Corps.

## **Vice-Chair's Report**

***LCDR Janis Armendariz***

I want to encourage all JOs to attend COA Conference June 6 -9, 2005 at the Wyndnam Franklin Plaza in Philadelphia Pennsylvania, which is the birth place of the USPHS. The Surgeon General has put out a challenge for attendance to reach 2000 for this conference. Make sure you ask your agency for funding to attend this conference, they may even be willing to provide partial funding. If your agency is not able to provide your funding you can submit administrative leave to attend if you plan on attend on your own. Visit the COA web sight at <http://www.coausphs.org> for up to date information about the conference. If you are going to attend please fly in early on Sunday the 5th June 2005 because we will be having a JOAG meet and greet in the evening and on Monday morning we will be sponsoring a Professional Development work shop. We are also going to have a fun social event one of the evenings of the conference. This conference is also a great way to meet other professionals in your category by attending category day. Hope to see you all there.

For those of you selected as Committee Chairs remember to keep track of your meeting times and document who is participating. You will be expected to provide updated committee reports during JOAG meetings. If you have any concerns or need assistance please let me know.

## **Committee Reports**

**Membership Committee: LT Jane Bleuel, LT Laura Longstaff**

- LT Longstaff spoke with CAPT Gilbert Rose and review of the draft submitted to him is pending.

- LT Longstaff responded to five requests for information about JOAG membership via email.
- LT Longstaff preparing Membership Information for JOAG website.

#### **Policy & Procedures : LT Claudine Samanic**

- No report submitted

#### **Awards: LCDR Brenda Ross**

Certificates of appreciation for all JOAG participants for 2004

- The committee received names of all deserving officers for appreciation letters from committee Chairs. LCDR Ron Keats volunteered to locate all officers current work addresses and insert information in template letter. The Award Committee Chair forwarded the letter via Fed-Ex to Jeff Richardson for signature and distribution to Junior Officers.

Special Assignment Award (SAA) for Awards Committee members/complete documentation.

- Names have been submitted for members rotating off JOAG for the SAA.

Discussion-

- Awards Committee will need to start announcing nominations for the "Junior Officer of the Year Award" soon. Brenda will check to see when Executive Committee wants to start.
- LCDR Jackie Kennedy-Sullivan resigns as Awards Committee Co-Chair, LCDR Sullivan now serves as JOAGS' Exec. Sec. We will need to appoint a Co-Chair of the awards Committee.
- Schedule next meeting- Tuesday, November30th. Call in number (816) 926-6686.
- 9:00-10:00 AM Central Time/10:00 –11:00 AM Eastern Time

#### **Recruitment and Retention: LCDR Sheila Ryan**

- No report submitted

#### **Professional Development: LT Carrie Oyster**

PD committee met 9 NOV 2004, next meeting 7 DEC 2004:

- LT Oyster noted that LT Trefiletti and LTJG Kunz were working on composing a draft letter of appreciation for the PD Committee. Discussion followed about the purpose and details of a proposed template, to help draft similar letters in the future. LCDR Martinson's thank you has been sent. LTJG Garner will send a good citation letter example to LT Trefiletti and LTJG Kunz to help further develop the appreciation letter template. LCDR Murga updated the Committee regarding developing a number of brief presentations for the Monday 9-11 a.m. hours of the COA annual conference. This project will be discussed in detail via teleconference next week, Wednesday 11/17 at 1300 EST. LCDR Schier updated the work group status. He encouraged PD Committee members to participate. LT Oyster noted that PD Committee issues may come to OCCO attention for action quite easily, making this very worthwhile.
- LCDR Ron Keats attended the meeting and spoke about a new OCCO Career Development project to present helpful information to officers in one coordinated place. Thus far, this is planned as a series of personal visits by LCDR Keats to the PACs. Suggestions were solicited and discussed. The next PD committee meeting: 7 DEC 2004, 1300-1500 EST

#### **Welcoming Committee: LT Nancy Tone**

- No Report submitted

#### **Communications: LCDR Bobby Villines**

- New content and ideas for the new JOAG website are always welcome. Please email them to LCDR Bobby Villines (bobby.villines@ihs.gov).

- It is possible for each committee to have a specific page on the site. If you are a chair or co-chair of a JOAG committee and would like to have specific content on the site that relates to your committee's work, please email LCDR Villines.

## Special Projects

### JOAG Website Workgroup

**LCDR Bobby Villines**

- No Report

### Deployment and Missions

**LCDR Josh Schier**

- No Report

### COA Virtual Branch

**LCDR Jackie Kennedy-Sullivan**

- Met with the Baltimore Branch membership committee for the approval and development of the work group.
- Meeting with the Baltimore web site committee Dec 7, 2004

### JOAG Budget

**LCDR Jeff Richardson**

- No report

### Professional Development Workshop

**LT Carrie Oyster**

- See notes in Professional Development

### COA Conference

**LT Ted Hall**

- I. Events: All events will be coordinated by LT Claudine Samanic (Liaison to COA and COA Board of Directors); all reports from this workgroup will be sent to LT Samanic for reference of date/time/location requests.
  - a. *Formal Meet and Greet*
    - i. Agreed that Sunday June 16, 2004 at least one hour following the APFT/SG run is most appropriate scheduling date
    - ii. OSG will be contacted for a formal request for brief appearance by VADM Richard Carmona
    - iii. Discussion that 2.5 hours is beyond requirement for event, however the room will most likely be reserved at the end of the day and will be available for the entire evening
    - iv. Official time is pending SG run
  - b. *Professional Development Workgroup (PDW)*
    - i. LT Oyster is requesting 1 large room plus 10 additional smaller rooms
      1. Agreed that Monday June 17, 2004 from 1000-1200 hours will be requested.
      2. Approximately 1.5 hours of general PDW meeting followed by a category break-out session with CPO's
      3. Discussion of request reasonability; LT Samanic will discuss availability of large number of rooms with COA
    - ii. Planning workgroup agreed that summary of notes would be JOAG's responsibility as well as creation of category room assignment signs and appropriate posting of signs at the conference.
    - iii. Planning workgroup team lead will consult LT Oyster after the PDW meets for further discussion of requests and details.

- c. *Booth Set-Up*
  - i. Establish details nearer to conference date
    - 1. Call for volunteers and create/maintain volunteer roster
  - ii. Planning Workgroup will contact LCDR Jeff Richardson to locate JOAG booth
  - iii. Planning workgroup will consult the welcoming committee for ideas for booth appearance and arrangement
  - iv. LT Samanic will discuss courtesy booth site with COA (similar previous years)
- d. *Junior Officer Staffing Requests*
  - i. Establish details nearer to conference date
- e. *Social Event:*
  - i. Agreed Monday evening is most appropriate
    - 1. Time pending event selection from survey
  - ii. LT Savalia will forward a survey requesting officer requests for social event choices
    - 1. Majority will rule outcome
    - 2. Choices include: Dinner cruise, sporting event, or restaurant reservation

## Professional Category/Liaison Reports

### **Pharmacy Category: LT Ted Hall**

- Accession bonus officially reinstated through 31 December 2005.
- PharmPAC CPO has recommended to the CPO board to develop an alternate awards system that recognizes commissioned officers for activities performed outside their duty station; the board recommended a workgroup to be formed to further investigate and a recognition task force has been chosen and is chaired by LCDR Scardina.
- There is a pharmacist position available in Iraq through the Office of Global Health Affairs and the tour is approximately 6 months; interested officers should contact RADM Walling.
- PAC Liaisons for organizations have been chosen and new PharmPAC members were announced.
- Anniversaries to be celebrated at the upcoming COA conference: 75<sup>th</sup> Anniversary of Pharmacists in the Commissioned Corps, 50<sup>th</sup> Anniversary of Indian Health Service and the retirement of RADM Walling.
- IHS is developing an early commissioning program in which students will enter the inactive reserves of USPHS after their first professional year, which will make the accession process much easier and count towards retirement and pay grade.
- Penny Coppola is no longer the POC for the Associate Recruiter Program; Associate Recruiters needing a booth or recruitment materials can contact CAPT Ames at (240) 453-6135
- PharmPAC is 41.8% qualified for readiness standards.
- Assimilation packages are due 11 February 2005.
- The new CV format is available on the PharmPAC web site
- The post-graduate Pharm.D. degree is recognized as an advanced degree for promotion purposes.

### **HSO Category : LT Claudine Samanic, LT Michelle Colledge**

- No report this month.

### **EHO Category: LCDR Bobby Villines**

- The EHOPAC met on September 9, 2004 on the campus of Eastern Carolina University in Greenville, North Carolina. This meeting was held in conjunction with a recruiting visit

coordinated by CAPT Mike Herring and CDR Alan Parham. The EHOPAC recruiting team presented to over 100 undergraduate and graduate students.

- The EHOPAC recently held committee elections with 29 officers applying for 7 vacancies. Final election results were not available at the time of this email.
- Additional EHOPAC information can be found on the EHOPAC website ([www.ehopac.org](http://www.ehopac.org)) once the meeting minutes are approved and posted to the site.

**Engineering Category : LCDR Martinson**

- No meeting held, due to holiday.
- EPAC meeting minutes are posted at <http://www.usphsengineers.org/> for reference.
- The next EPAC meeting will be Thursday, December 23rd, 2004 at 13:00 EST. Call-in info is: USA
- Toll Free Number: 866-802-7163, PASSCODE: 225848.

**Therapist Category : LT Jeff Richardson, LT Maxfield**

- No report submitted

**Scientist Category (LCDR Adekoya)**

- No report submitted.

**Medical Category : LCDR Deblina Datta, LCDR Newman**

- No report submitted.

**Veterinarian Category: LCDR Alison Williams**

- No report submitted.

**Nursing Category: LT Laura Longstaff, LT Ross**

- No report this month.

**Dental Category : LCDR Burrell**

- No report this month.

**Dietician : LT Janice Armendariz**

- No report this month.

**Liaison Reports**

**BCOG- LTJG Lorraine Dixon**

BCOAG is sponsoring an Associate Recruiter Training (ARP)

Topics: Compensation, COSTEP Program, Fishing for Recruits, Application Process

Date: 11.16.2004

Time: 1 pm to 4 pm

Location: Parklawn Building, Chesapeake Room

All interested participants should contact LCDR John David at [davidj@cder.gov](mailto:davidj@cder.gov)

**OSG LT: John Mallos**

- No report submitted.

**OCCO report : LT Oyster**

OCCO report:

A. DCCA info: review billet info at: [dcp.psc.gov](http://dcp.psc.gov), Services Tab, Billet Info link

Can print this info. Follow directions on the bottom of the page, it's in PDF format. Empty description = billet needs to be scanned into the system. If this is the case, contact LCDR Claire Karlson (Claire.Karlson@hhs.gov) with your request. It will take 30 days. Officers may get their billet number from their supervisors.

B. DCCTCD info:

CDR LouAnn Rector and LCDR Ron Keats are creating a Career Development track at OCCO. They are looking at ways to gather info. They attended the PD committee meeting to seek information and the JOAG meeting. They want to know what officers fear, worry about, need clarity on, etc. for career development -- things outside a PAC's scope and want JOAG to help guide their efforts. More to come with this in the future.

**COTA report : LT Oyster**

DCCTCD director, CAPT Lee Shackelford, is beginning to plan out FY2005 BOTCs. COTA is not sure how 3-day and 5-day programs will be scheduled. Nor are we 100% certain about how info will be disseminated to the field. Please do not email instructors or check only the website only. Look for OCCO list serve emails coming out with info about upcoming classes. Officers may check the web, contact COTA, however understand the most up-to-date info will be sent out via list serves -- OCCO, PAC, JOAG, etc. And, the final decision depends on what Secretary Thompson does with the Lewin Group proposal.

**CCRF: LT John Mallos, LCDR Mark Agnello, or LTJG Betsy Slawinski**

- No report submitted.

**MOLC: LT Vang**

- No report submitted

**ARP: LT Michelle Colledge or LT Claudine Samanic**

- No report this month.

**Senior Advisor's Report**

- CDC held a BOTC 90 officers in attendance
- CPT Steward Apprentice BOTC Instructor this initiative will facilitate additional training opportunities for officer to take BOTC at CDC. There is also training ongoing for apprentice instructors in HIS underway.

**General Deployment Discussion**: Main over arching concerns

