

**Physician Assistant Professional Advisory Group**  
**U.S. Public Health Service**  
**Thursday, April 12, 2007**  
**1830 - 2000**

<b>Attendance</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>OPDIV</b>
<b>Present</b>	<b>LCDR</b>	<b>Zink</b>	<b>James</b>	<b>DHS</b>
<b>Present</b>	<b>LT</b>	<b>Branch</b>	<b>Tracy</b>	<b>HRSA</b>
<b>Present</b>	<b>LCDR</b>	<b>Bonfiglio</b>	<b>Susan</b>	<b>BOP</b>
<b>Excused</b>	<b>LCDR</b>	<b>Hawkins</b>	<b>Camille</b>	<b>OCCO</b>
<b>Present</b>	<b>LT</b>	<b>Bunnell</b>	<b>Rebecca</b>	<b>HRSA</b>
<b>Present</b>	<b>LT</b>	<b>Burt</b>	<b>Brian</b>	<b>BOP</b>
<b>Present</b>	<b>CDR</b>	<b>Placide</b>	<b>Frances</b>	<b>IHS</b>
<b>Present</b>	<b>CDR</b>	<b>Hunter-Buskey</b>	<b>Robin</b>	<b>BOP</b>
<b>Present</b>	<b>LCDR</b>	<b>Harris</b>	<b>Robert</b>	<b>HRSA</b>
<b>Present</b>	<b>LCDR</b>	<b>Tahiru</b>	<b>Adam</b>	<b>HRSA</b>
<b>Present</b>	<b>LCDR</b>	<b>Pelkey</b>	<b>Michele</b>	<b>NOAA</b>
<b>Present</b>	<b>LT</b>	<b>McKinnon</b>	<b>Mark</b>	<b>OS</b>
<b>Excused</b>	<b>LT</b>	<b>Hager</b>	<b>Paul</b>	<b>IHS</b>
<b>Present</b>	<b>LTJG</b>	<b>Martindale</b>	<b>Howie</b>	<b>NHSC</b>
<b>Excused</b>	<b>LT</b>	<b>LaFleur</b>	<b>Phillip</b>	<b>BOP</b>
<b>Present</b>	<b>LT</b>	<b>Morrison</b>	<b>Denise</b>	<b>HRSA</b>
<b>Present</b>	<b>LT</b>	<b>Morris</b>	<b>Katherine</b>	<b>IHS</b>

Call to order

Meeting was called to order at 1836.

Approval of Minutes

Minutes of March 2007 minutes were approved with corrections.

Summary and Status of Action Items

All open items were reviewed and updated; please see attached.

PAPAG Chair Report – LCDR Zink

I would like to continue to encourage all members to keep up the incredible work you have been doing for the PAPAG as well as for HS PAC. The work we do here is going to affect all of our careers and the careers of those who follow. Tracy Branch will be acting in my absence May 10<sup>th</sup>. I will be available by Email.

## Subcommittee Reports

### Communications Committee - LT Tahiru and LT Morris

Nothing new to report.

### Readiness Committee - LT Hager and LTJG Martindale

Twenty Six people on Non-Qualified status contacted by email. Received nine responses and all were easy fixes.

### Professional Development Committee - LCDR Harris (Chair) and LTJG Morrison

The Physician assistant Career Path Matrix was submitted to the functional group representatives for review. A conference call with all discipline representatives within the HSO category is forthcoming.

Conference Call is scheduled for May 9@1230-1330 EST;

Call-In Number: 866-770-8662; Participant Passcode: 8509167

The representatives of each discipline and the committee chairs are invited as well as select interested parties. All PAPAG members are also invited.

### Membership Committee – LT Branch

The call for nominations for the 11 upcoming vacancies on the PAPAG will post in the E-Bulletin by the end of the month.

### Policy Committee – LCDR Hawkins

LCDR Hawkins continues to look at the old policies for updating.

### Recruitment and Retention Committee - LT McKinnon and LCDR Pelkey

Currently updating HSO site.

### Welcoming Committee – LT Burt

No Welcome Packets were sent out this month (no names received). Work continues on the “Correct Wear of the Uniform” section.

### Ad Hoc COA Subcommittee - LT McKinnon and LT Bunnell

COA Breakfast sessions all set.

### Awards Committee - CDR Placide

LT LaFleur will make the PAPAG of the Year award presentations. Thanks to CAPT H. Taylor for obtaining the plaque.

### Compensation Workgroup - CDR Placide, LT Stephen Smith, LT Ron Pinhiero

Nothing to report.

### IHS Liaison - CDR Placide

Nothing new to report.

JOAG Liaison - LTJG Martindale

Currently no report. The next meeting is tomorrow.

PHSAPA Liaison – LCDR Hawkins

Currently no report.

New Business

LT Burt called for volunteers to man the Photography Fundraiser at the COA Meeting in June. LCDR Pelkey and LT LaFleur came forward as volunteers.

It was requested by committee members that the Actions items be updated and sent out within a week. LCDR Bonfiglio requested that committee reports be forwarded within 7-10 days so minutes could be drafted and sent out within two weeks to allow time for review before the next meeting.

Adjournment

The meeting was adjourned at 2000 hours.

**The next teleconference will be held Thursday, May 10, 2007 @ 1830 hrs EST.  
The call-in number is 1-866-619-7571; Pass code number 427- 4208.**

**Meeting minutes draft prepared by LCDR Bonfiglio, PAPAG Secretary.**