

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

<b>Attendance</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>OPDIV</b>
<b>Present</b>	<b>LT</b>	<b>Branch</b>	<b>Tracy</b>	<b>OS</b>
<b>Present</b>	<b>CDR</b>	<b>Bonfiglio</b>	<b>Susan</b>	<b>BOP</b>
<b>Present</b>	<b>CDR</b>	<b>Hunter-Buskey</b>	<b>Robin</b>	<b>BOP</b>
<b>Present</b>	<b>CDR</b>	<b>Pelkey</b>	<b>Michelle</b>	<b>NOAA</b>
<b>Present</b>	<b>LCDR</b>	<b>Hager</b>	<b>Paul</b>	<b>IHS</b>
<b>Absent</b>	<b>LCDR</b>	<b>Zink</b>	<b>James</b>	<b>IHS</b>
<b>Present</b>	<b>LCDR</b>	<b>LaFleur</b>	<b>Phillip</b>	<b>BOP</b>
<b>Present</b>	<b>LT</b>	<b>Morris</b>	<b>Katherine</b>	<b>IHS</b>
<b>Present</b>	<b>LT</b>	<b>Bowens</b>	<b>Karla</b>	<b>BOP</b>
<b>Absent</b>	<b>CDR</b>	<b>Buckser</b>	<b>Jeffery</b>	<b>NOAA</b>
<b>Absent</b>	<b>CDR</b>	<b>Cole</b>	<b>Gary</b>	<b>BOP</b>
<b>Resigned</b>	<b>LT</b>	<b>Carr</b>	<b>James</b>	<b>DHS</b>
<b>Present</b>	<b>LCDR</b>	<b>Chuley</b>	<b>Michael</b>	<b>DHS</b>
<b>Present</b>	<b>LTJG</b>	<b>Ruiz</b>	<b>Melinda</b>	<b>BOP</b>
<b>Absent</b>	<b>LCDR</b>	<b>Wickard</b>	<b>Paul</b>	<b>BOP</b>
<b>Guests:</b>				
	<b>LCDR</b>	<b>Cruz</b>	<b>John</b>	<b>IHS</b>
	<b>LCDR</b>	<b>Guy</b>	<b>Jan</b>	<b>DHS</b>
	<b>LCDR</b>	<b>Keene</b>	<b>David</b>	<b>BOP</b>
	<b>LT</b>	<b>Baughman</b>	<b>Todd</b>	<b>IHS</b>

**Call to order**

Meeting called to order at 1830

**Chair Report** LT Branch

**Awards Subcommittee** CDR Pelkey, LCDR Wickard

No Report

**Membership Subcommittee** LCDR Buckser

No Report

**Policy Subcommittee** CDR Bonfiglio

Since the last PAPAG meeting we have met on 7/16, 7/23, and 8/6. Next meeting is 8/20. Discussions have progressed through Article VII. Target date for presentation to the PAPAG remains on 9/11. All PAPAG voting members will receive a copy of the revisions, both a clean copy and one with tracking of why revisions were made and how they differ from the original. This way we can discuss under a closed session and vote.

**Professional Development Subcommittee** CDR Hunter-Buskey, LTJG Ruiz

Information about free CME links continues to be submitted for distribution by PAPAG newsletter. There are time limited sites on the list. The committee will periodically review the list for accuracy. Apologies are extended from the committee in advance if any sites are de-constructed. The development of the list of free CME and professional development opportunities is ongoing. Sources include (but not limited to) AAPA, schools of Public Health, on-line CME companies and FEMA.

Contact has been made with the PAC re: posting of CME on the PAC website. This project is on hold pending development of uniform standards/appearance of all websites in conjunction with the HSO PAC.

There have been no new senior officers volunteer to serve as mentors and no new junior officers request a mentor. Follow up from the HSO Pac regarding current PA mentors is pending.

The “mixer” for senior /junior PAs has begun with 15 officers. Junior officers will seek information from senior officers. This will stimulate interaction between agencies and geography inquiring about such topics as leadership, mentorship, teaching/precepting and service (such as aide de camp). Selected junior officers will “interview” a senior officer and share “pearls of success” with the field. Results from these activities will be submitted for distribution to the PAPAG newsletter.

**Readiness Subcommittee** CDR Cole

1. Received new readiness spreadsheet in July 2008. Initial contact made with 26/28 deficient USPHS PA’s either directly, voicemail, or email.
2. Time-consuming as *contact fields need to be included in future spreadsheets*. This given as Email attachment to CDR Lum, HSO Readiness Chair about same. Majority looked up on global or sent by Groupwise (BOP Intranet)
3. DHS might be broken down to *DIHS, USM, CBP, USCG*, etc. Referred to CDR Lum, HSO Readiness Chair as process improvement item.
4. Breakdown analysis:
  - 8/28 were missing APFT or President’s Challenge (single item)
  - 5/28 were missing Medical Exam or Hepatitis A incomplete( single item)
  - 6/28 were missing BLS (single item)
  - 3/28 were missing PPD.(single item)
  - 1/28 Referred to HSO Readiness for chronic inaction.
  - 3/28 New Officers making progress.
  - 2/28 Were missing a few easily reported items.
5. A few CO’s claimed to have previously submitted items during updates but not verified by the Officer later to ensure it was updated by OFRD. No trend but some anecdotal evidence to suggest it occurs.

Language and Policy needs to be in synch for Readiness.

Promotions

Special Pay

Adverse Actions

Next FY. It’s coming.

**Recruitment & Retention Subcommittee** LCDR LaFleur, LCDR Chuley

The 2008-2009 academic school year is just around the corner, the PAPAG Recruitment and Retention Committee has received a list of upcoming career fairs compiled by the Junior Officers Advisory Group for the month of November 2008. We encourage all officers to get out there and represent the Corps! Sent out List of October and November Career Fairs to USPAH PAs. For further details and information. Questions and comments can be directed toward LCDR Philip LaFleur, MPAS, PA-C [phil8248@bop.gov](mailto:phil8248@bop.gov) or LCDR Michael Chuley [michael.chuley@dhs.gov](mailto:michael.chuley@dhs.gov)

**Welcoming Subcommittee** LT Bowens

There were no new officers since our last meeting.

**Communications Subcommittee** LT Morris

Monthly PAPAG Newsletter sent out to all PHS PA Officers.

**Ad Hoc COA Subcommittee** CDR Pelkey, LT McKinnon

No Report

**BOP Liaison** LT Williams, LT Carter

No Report

**DIHS Liaison** CDR Cole

1. Opportunities needed for PA's and NP's in all facilities. Greatest need is in Arizona Facilities (3) Eloy, Florence, Pinal and South Texas (6) Willacy, Harlingen, Port Isabel, Pearsall, Taylor, and Houston Facilities.
2. They welcome our help in accomplishing their recruiting mission.
3. Advertisement:
  - A) VATS/ CC website is hard to work with from Recruiter's perspective. Specifics needed.
  - B) Powered by I-Recruiter- no specific drop down for PA's or NP's- we are listed as "other". They will staff this and rectify. I will follow up with them to see that this happens.
  - C) Using List-Serve for Commissioned Corps categories. Kevin Marshall is contact.
4. Exit Interviews are starting to be tracked again by LT Bailey.  
Dropped off in the past. Opportunity for improvement.
5. Deployment/Readiness. No PA's are known to be deployed or going on 2008 Humanitarian Missions.
6. Field Morale-variable.
7. Restructuring- Regionalizing HSA's. (Similar to BOP). Moving along well.

**IHS Liaison Report** LT Baughman LT Morris

No Report

**JOAG Liaison** LCDR LaFleur

Forward Thinking Retreat at the COA Conference was a success. Projecting out Twenty Years a vision of the Corps.

Assimilation was addressed and a topic of great interest to Jr. Officers.

**PHSAPA** LTJG Ruiz, CDR Cole

1. Farewell to previous Board of Directors:

CDR Hunter-Buskey, LCDR James Cannon, LT Mark McKinnon, and

LT William Zarychta,  
CDR Frances Placide, LCDR Paul Hager, RADM Michael Milner and  
CAPT Harry Taylor.

Welcome to new Board of Directors:  
CDR Gary Cole, LT Stephen Smith, CDR Hunter-Buskey, LT Rodney Sluss,  
LCDR Paul Hager, LCDR Ian Marks, LCDR Irwin Fish, and LTJG Cari Ritter.

Middle of leadership transition.

2. Next Meeting is one week from today on August 21<sup>st</sup> at 1930 EDT.

(866) 618-7571 code 4274208 .

3. Events:

Federal Services Congress	November 5-8, 2008
AMSUS	November 9-14, 2008
AAPA-San Diego	May 23-28, 2008

4. Work towards:

Career progression/ pathways/ balance for our PA's  
Community Service Project/Donations.  
Continue enhancing visibility of PHS PA's with Military Service collaboration  
and Drawing new PA's into the Corps.

Adjournment: 2017

**The next teleconference will be held Thursday, September 11, 2008 @ 2030 hrs EST.**

**The call-in number is 1-866-619-7571; Pass code number 427- 4208.**

Meeting minutes draft prepared by LCDR Hager, PAPAG Secretary.