

**Physician Assistant Professional Advisory Group
U.S. Public Health Service
December 11, 2008
1830 – 2000 EST**

Attendance	Rank	Last Name	First Name	OPDIV
Present	LCDR	Branch	Tracy	OS
Present	CDR	Bonfiglio	Susan	BOP
Present	CDR	Hunter-Buskey	Robin	BOP
Present	CDR	Pelkey	Michelle	NOAA
Present	LCDR	Hager	Paul	IHS
Present	LCDR	Zink	James	IHS
Absent	LCDR	LaFleur	Phillip	BOP
Present	LCDR	Morris	Katherine	IHS
Present	LT	Bowens	Karla	BOP
Excused	CDR	Buckser	Jeffery	DHS
Present	CDR	Cole	Gary	BOP
Absent	LCDR	Chuley	Michael	DHS
Present	LT	Ruiz	Melinda	BOP
Present	LCDR	Wickard	Paul	BOP
Guests:				
	LT	Sluss	Rodney	BOP
	LT	Mitchell-Lee	Yolanda	FDA

Call to order

Meeting called to order at 1830

Chair Report LCDR Branch

Assimilation

As of now Assimilation Boards have been suspended indefinitely. This is a result of having reached capacity. It is anticipated that there will be enough Regular Corps vacancies within the next two years which would allow the boards to resume.

Uniforms

With the ending of this year so will be the end of the ability to wear the following:

Army Sweater (pull over and cardigan)

Working Khaki (poly-cotton)

Indoor Duty Whites

Winter Blues/Working Winter Blues

Service Blues (Salt & Pepper)

Blue Garrison Cap (Black with Gold piping)

Association Ribbons (ie. COA, ROA, AMSUS, etc.)

Basic Readiness

For those officers who deployed to the hurricanes please review your officer page. Verify that the information is correct, if it is not please notify LT Smith Damon. Smith@HHS.GOV. Please remember that the FMRB is not a benchmark for promotion but being basic ready is.

Check officer page to enter any information that needs to be added prior to The end of the year: PPD, Influenza, PFTs, Physical Exams, and Immunizations.

If you are unable to meet basic readiness due to Pregnancy, acute injury, allergy to Flu vaccine, etc. you MUST obtain a waiver from the Medical Affairs Branch (MAB) or you will be considered not basic ready.

COF

For any officer who would like to present at COA and have not already notified me please send me an e-mail ASAP. You will need to register on the COF web Site which will qualify you for reduced conference registration.

By Laws Committee

I will be submitting a Unit Award for the members of the By Laws Committee for their dedication and work on this project. It was extremely fast paced and time consuming and I greatly appreciate the work of CDR Bonfiglio in spearheading this activity and keeping the volunteers motivated and focused. Thank you all for your work.

Closing

Thank you to all of the PAPAG voting members, your work on the behalf of your colleagues has been invaluable in increasing the value and visibility of our discipline. It has been an honor serving with all of you.

Communications Subcommittee LCDR Morris, LT Carr
Monthly PAPAG Newsletter sent out to all PHS PA Officers.

Membership Subcommittee CDR Buckser
No Report

Readiness Subcommittee CDR Cole

1. Received new readiness spreadsheet from CDR Lum of HSO Readiness. I have requested document listing PA's in order to break out deficient PA's from HSO Grouping. LCDR Branch is assisting me with this project. At that time, I will know who to specifically contact for deficiencies.
2. Request appointment of new Readiness Subcommittee Chair from new volunteer pool as my new appointment to Secretary will refocus my energy.
3. I will provide training and documents to the new volunteer and provide ongoing assistance as they transition into this new position.
4. Request that welcoming Committee or PAPAG Chair forward names of new Officers for Readiness contact letter.

Policy Subcommittee CDR Bonfiglio

We have successfully closed this year with completion of major revisions to the PAPAG Bylaws which could only have been accomplished with the combined efforts of the Bylaws Subcommittee members. It was a daunting task and a rigorous schedule and I cannot thank you all enough for your commitment.

Have a wonderful holiday and looking forward to working with you all next year.

Awards Subcommittee CDR Pelkey, LCDR Wickard

The committee is working on plaque recognizing the career contributions CAPT Taylor.

Ad Hoc COA Subcommittee CDR Pelkey

No Report

Recruitment & Retention Subcommittee LCDR LaFleur

No Report

Welcoming Subcommittee LT Bowens

No Report

Professional Development Subcommittee CDR Hunter-Buskey, LT Ruiz

The CME references have been reviewed and revised. An updated list has been sent to the PAPAG news and is ready for posting on the PAPAG web site. A recent interview done by a junior PA officer of a senior PA officer will be submitted to the PAPAG NEWS for publication.

There are two senior PAs who have volunteered to serve as Mentors. Personal contact has been made with several officers preparing for promotion. CVs have been reviewed. Personal contact has been made with two individuals seeking commissioning. One Junior officer was contacted about career planning options.

The PAC Mentor Committee may change the way the mentor program is managed next year by utilizing the PAGs more. Details are forthcoming.

A summary of the committee's activities for 2008 is forthcoming.

PHSAPA Liaison Report CDR Cole

1 .We approved sending a donation of \$100 to AAPA President-Elect Paul Robertson's Family which has been setup as a Scholarship fund for his two teenage children.

A & A Robinson Educational Fund

First National Bank of River Falls

104 East Locust St.

River Falls, WI 54022

2. We have been tasked with a Special Election for a new President after Paul's untimely death. The nominating committee and the all of the candidates sent out emails to all Constituent Chapter's requesting our votes. This will be discussed at the conference call

Tonight by our members and a consensual candidate approved.

3. PHSAPA is working on a project for purposes of advertising PHS Physician Assistants in a number of different venues. We would like to make this a collaborative project with the PAPAG and utilizing volunteers come up with an approved item by NLT February 2009 meetings. A sample of what our Army and USAF Brethren have accomplished will serve as a basis for building ours.

4. We are considering placing some advertising space for rent on the PHSAPA website for a recruiting tool for PHS Physician Assistants and as a revenue stream to be able to offer scholarships to our Officers for AAPA HOD and other important events requiring our presence.

BOP Liaison LCDR 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. Opportunities for HSA/ AHSA/ MCC and some DC-based positions.

2. They welcome our help in accomplishing their recruiting mission. They have had some success with STG recruiting. (Contractor)

3. Advertisement:

DIHS Website has been modified to take PA's out of "other" category but instead we are listed under "all". Improvement still needed. PHSAPA is going to ask Recruiting HQ if they would like to advertise on the PHSAPA website.

4. Restructuring- Regional HSA's restructuring is on hold for review. New DIHS Director On board –CAPT Rodriguez.

JOAG Liaison LCDR LaFleur
No Report

IHS Liaison Report LT Baughman
No Report

Adjournment: 2143

**The next teleconference will be held Thursday, January 10, 2009 @ 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.**