

**Physician Assistant Professional Advisory Group  
U.S. Public Health Service  
Thursday, November 13, 2008  
2030 EST**

Attendance	Rank	Last Name	First Name	OPDIV
Excused	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
Absent	LCDR	Zink	James	IHS
Present	LCDR	LaFleur	Phillip	BOP
Present	LCDR	Morris	Katherine	IHS
Present	LT	Bowens	Karla	BOP
Present	CDR	Buckser	Jeffery	DIHS
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

**Call to order**

Meeting called to order at 2030

**Chair Report** LCDR Branch

The end of the year and rapidly approaching, as with the closing of each year there are housekeeping measures that all officers should undertake to include: Obtaining your Flu vaccine unless you are allergic in which case you **MUST** obtain a medical waiver for the Flu vaccine. Updating your CV (is should be in HSO format) and submitting it into your eOPF. Making sure your 2008 COER has been completed and is in your eOPF. If you are eligible for promotion make sure to submit an updated Medical History form to MAB. Submit any agency awards, certificates of appreciation, letters of thanks or appreciation into your eOPF. Most importantly for those whose NCCPA certification expires 31 December 2008 you **MUST submit proof of continued certification to the license tech BEFORE the end of the year or you will not only be not basic ready but could face separation.**

**Communications Subcommittee** LCDR Morris

Monthly PAPAG Newsletter sent out to all PHS PA Officers.

**Membership Subcommittee** LCDR Buckser

There are currently fourteen members on the PAPAG roster. Two members will have their term expire at the end of 2008. Six members will have their term expire at the end of 2009.

Agencies currently represented:

BOP: 5

DHS: 4

IHS: 3

NOAA: 1

OS/OPHS: 1

There are 7 males and 7 females currently on the PAPAG.

Voting for new members will occur during the closed portion of tonight's meeting.

**Readiness Subcommittee** CDR Cole

1. RADM Rutstein announced today that as of September 30th, the HSO category is among the top five professional categories for Readiness. We currently stand at 90%, an increase from 84% on September 18 and 82% on June 30. Thanks to all the Readiness Committee volunteers who worked to make our category basic ready, and thanks to all HSO who maintain their basic readiness status. RADM Rutstein also specifically recognized the HSO category by noting that we are doing a great job despite being the most diverse category in the USPHS. At the current rate, the HSO category may be able to reach the HS Chief Professional Officer's goal of 95% by December 31, 2008.

2. September report to be sent soon from CDR Lum for my review.

3. Readiness Letters sent to one new Officer since our last meeting.

4. CDR Lum brought up issues of database access to OFRD. They must remain the same now for confidentiality reasons.

5. Working Group meeting regularly since return from Hurricane Ike. ASPR lead. Consists also of Regional Emergency Coordinators, NDMS, and OFRD. Looking toward redefining roles for IRCT and Changing Geographical Boundaries.

**Policy Subcommittee** CDR Bonfiglio

No new news. All PAPAG members should have been sent a final clean copy of the Bylaws by Wed. 11/12. This final copy is the one to be sent to the HS PAC for the Dec meeting to be put to a vote either at the Dec meeting or in Feb 2009.

**Awards Subcommittee** CDR Pelkey, LCDR Wickard

No Report

**Ad Hoc COA Subcommittee** CDR Pelkey

No Report

**PHSAPA Subcommittee** CDR Cole

(2) AAPA Representatives came down to the Federal Services Congress to help us better organize PHSAPA. This is a service that AAPA offers to its constituent chapters at no cost with an initial assessment and written report issued. Stohlberg was the facilitator and has extensive experience as both a Clinical PA and Educator. Lauren Alexander was the AAPA representative and we will be using her as our primary POC at AAPA Constituent Relations.

Federal Services Congress was a collaborative CME between USAF, USA, USPHS, and VA. Good topics presented by PAs for PAs. CDR Hunter-Buskey gave a presentation on Diabetes and CDR Cole on Autism. We need a representative for the 2009 CME which will also be in San Antonio at Drury Place and one to work with LCDR James Cannon for FSC bylaws revision. Anyone interested in either of these areas please contact CDR Cole at (785) 393-9657 or [gcsnowhawk2000@yahoo.com](mailto:gcsnowhawk2000@yahoo.com). This also is a good opportunity to hone your Public Speaking skills as it is a "friendly crowd" but still retains the elements of stage, microphone, and PowerPoint.

Ongoing work in solidifying our membership base and organizing the finances has been undertaken by LT Stephen Smith and LT Rodney Sluss. These Officers have spent a great deal of time performing these operations and we are ready now to expand the membership now that systems are in place. Minor bylaws revision is taking place to make election process more streamlined. The membership form was also revised to reflect our new POC's and make it easier for the member to navigate.

**BOP Liaison** 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. (4) HSA and (2) AHSA positions also.
2. DIHS has a new Director. He came on board last month.
3. Advertisement:
  - A) DIHS had a recruiter at the recent NCCHC Conference in Chicago. I suggested that They consider Federal Services Congress along with AMSUS presence.
  - B) Powered by I-Recruiter- no specific drop down for PA's or NP's- we are listed as "other". IT is in the process of correcting this.
  - C) Using List-Serve for Commissioned Corps categories. Kevin Marshall is contact. New Openings sent to me today.
4. Field Morale-still variable. Site dependent.
5. Restructuring- Regionalizing HSA's. Now retracted for the moment .

**JOAG Liaison** LCDR LaFleur  
No Report

**Recruitment & Retention Subcommittee** LCDR LaFleur  
Everyone should be recruiting all the time.

**IHS Liaison Report** LT Todd Baughman  
No Report

**Welcoming Subcommittee** LT Bowens

Three new officers joined in October.

Newest PAs to the Commissioned Corps:

LTJG Micheal Serrano, 9/3/08, FDA, NJ

LT Kendall Hirano, 9/02/08, BOP, WA

ESN Valerie Smith, 9/15/08, BOP

They were sent a welcome packet. I received no feedback, concerns or comments. The welcome packet remains in revision.

**Professional Development Subcommittee** CDR Hunter-Buskey, LT Ruiz  
No Report

**Closed Session**

The remainder of the November PAPAG Meeting held in closed session for the purpose of election of 2009 additional PAPAG members and 2009 PAPAG Officers.

**Selected for 2009 PAPAG membership:**

CDR Susan Bonfiglio

CDR Paul Wetherill

LT Ulgen Fideli

LT Shawn Taylor

LTJG Lisa Amaya

**2009 PAPAG Executive Officers:**

Chair-Elect LCDR Karla Bowens

Vice Chair LCDR Paul Hager

Secretary CDR Gary Cole

Adjournment: 2140

**The next teleconference will be held December 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.