# THERAPIST PROFESIONAL ADVISORY **COMMITTEE MEETING MINUTES** 22 FEB 2002



# Therapist Professional Advisory Committee

**CAPT Charlotte Richards** Chief Professional Officer Northern Navajo Medical Center Rehabilitation Services Department

PO Box 160 Shiprock, NM 87420 Phone: 505-368-7100

FAX: 505-368-7078

E-mail:

charlotte.richards@shiprock.ihs.gov

CDR Jeff Fultz Chair, TPAC

Northern Navajo Medical Center Health Promotion Program

PO Box 160

Shiprock, NM 87420 Phone: 505-368-6306 FAX: 505-368-6324

E-mail:

jeffrey.fultz@shiprock.ihs.gov

LCDR Bart Drinkard Executive Secretary, TPAC National Institutes of Health Building 10, Room 6S-235 10 Center Drive, MSC 1604 Bethesda, MD 20892-1604 Phone: 301-402-3015 FAX: 301-480-0669

E-mail:

bart\_drinkard@nih.gov

If you have information you would like to pass on, or have a question for TPAC please do not hesitate to contact your Field Representative, CDR Fultz or LCDR Drinkard.

FIELD REPRESENTATIVE	AGENCY	EMAIL	Phone#
Ms. Tina Bauer	IHS Northwest	Tina.Bauer@mail.ihs.gov	(406)-477-4422
CDR Betty Garner	IHS Multi-site	ababgarner@cableone.net	(580) 421-4585
CDR Lou lannuzzi	HRSA / USCG	Liannuzzi@hrsa.gov	(212) 562-2748
LCDR Michelle Jordan	Multi-Agency	Mjordan@hrsa.gov	(301) 443-7037
LT Jeffrey Lawrence	IHS NM	Jlawrence@abq.ihs.gov	(505) 552-5431
LCDR Cindy Melanson	CMS	Cmelanson@cms.hhs.gov	(410) 786-0310
LT Jenevieve Neros	IHS AK	Jenevieve.neros@searhc.org	(907) 966-8312
LCDR Sue Newman	BOP WEST	Snewman@bop.gov	(817) 413-3435
CAPT Fran Oakley	NIH PT/OT	foakley@nih.gov	(301) 402-3019
LT Michelle Peterman	CMHS	Gatoram2@aol.com	(202)-645-7610
LT Joseph Rasor	IHS AZ	Joseph.Rasor@pimc.ihs.gov	(602)-263-1561
Ms. Beth Solomon	NIH SLP	Bsolomon@nih.gov	(301) 496-8831
LCDR Matt Taylor	BOP EAST	mtaylor@bop.gov	(978) 796-1000ext.4663

#### **FUTURE TPAC MEETINGS:**

DATES FOR FUTURE TPAC MEETINGS:

24 APR 02 -COA Mtg. Atlanta, GA (21 APR- 25 APR 02) Friday, 28 JUN 02

# I. THERAPIST PROFESSIONAL ADVISORY COMMITTEE MEETING AGENDA 22 FEB 2002

I.	CALI	ALL TO ORDER		
II.	REV	REVIEW AND ADOPTION OF AGENDA		
III.	REV	REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES		
IV.	OPE A. B.	N FORUM Introduction of Special Guests Action Item Review (See Attachment) J. Fultz		
V.	OLD A.	BUSINESS Appointment Board S Therapists	standards/Foreign Trained	DCP Rep
	6.) N A. B.	EW BUSINESS TPAC Membership E Retirement Recogniti		B. Drinkard J. Fultz
VII.	A. B. C. D. E. F. G. H. I. J.	Home Page Strategic Growth Cor Discipline Liaisons: A	ative Committee ention Committee k Force or Therapist Category nmittee udiology Occupational Therapy Physical Therapy Speech Language Path	C. Richards J. Fultz G Johnson G. Mead L. LaBranche R. West R. Parks D. Aretino M. Smith M. Melanson K. Siegel J. Hurley L. Simpson R. Parks M. Smith B. Solomon
	K. L. M. N. O.	Newsletter Junior Officer Report Field Rep Coordinato IHS A	esentative fask Force (Atlanta, GA)  r: Reports (Summary) Alaska Arizona Multi-site New Mexico Northwest	R. Parks I. Williams D. Brueggemann M. Jordan C. Melanson J. Neros J. Rasor B. Garner J. Lawrence T. Bauer L. lannuzzi F. Oakley B. Solomon

BOP East M. Taylor
BOP West S. Newman
Community Mental Health Services M. Peterman
HCFA C. Melanson
Multi-agency M. Jordan

# **Therapist Professional Advisory Committee Meeting Minutes**

Date: 22 FEB 2002

Time: 1000 - 1300 hours EDT

Location: Teleconference, with Chair in Shiprock, NM

II. CALL TO ORDER: 1000 AM EDT

Roll Call:

MEMBERS: CDR Jeffrey Fultz Chair

LCDR Bart Drinkard Executive Secretary

CAPT Dominick Aretino CAPT Mark Dardis CDR Lois Goode

CAPT John Hurley Proxy CDR Weaver

CAPT Georgia Johnson LCDR Michelle Jordan

LT Grant Mead

CAPT Rebecca Parks Proxy LCDR Drinkard LCDR Richard Shumway Proxy LCDR Lisa Figueroa

CDR Frank Weaver LCDR Ron West CAPT Ivana Williams

**GUESTS:** 

CAPT Charlotte Richards CPO

CAPT David Brueggemann

CDR Penny Royall CDR Martha Duganne CDR Karen Siegel CDR Michaele Smith LCDR Rita Shapiro LCDR Lisa Figueroa LCDR Mark Melanson

LCDR Mercedes Benitez-McCrary

LT Joe Rasor LT Jeff Richardson LTJG Lisa Souvignier

#### III. REVIEW AND ADOPTION OF AGENDA:

The agenda was adopted as written

# IV. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES:

The TPAC Minutes for 14 DEC 01 were approved as written

#### V. OPEN FORUM

#### **INTRODUCTION OF SPECIAL GUESTS:**

LCDR Michael Lackey reported that

- 1) 3 new therapist billets have been initiated as recommended by our billet review task force (see TPAC minutes of 14 DEC 01).
- Work has begun on consolidating billets as recommended by the billet review task force.

#### **ACTION ITEM REVIEW:**

- 1. CDR Siegel posted the Policy and Procedures manual on the Therapist Category web page.
- 2. CDRs Fultz and Cavanaugh forwarded the final draft of the billet review task force recommendations to DCP.
- 3. CDR Fultz forwarded the therapist specialist certification recommendation document to the APTA.
- 4. CDR Fultz requested letters of TPAC appointment from TPAC members.
- 5. LCDR Drinkard re-distributed TPAC nomination forms to the category.
- 6. LCDR Drinkard distributed the updated category roster.
- CDR Fultz and LT Mead forwarded the Therapist CCRF Manual to OSG and OEP.
- 8. CDR Duganne provided a report on IHS scholarship status. See Attachment A

#### **VI. OLD BUSINESS**

A.) CDR Fultz reported there was no new information regarding appointment board standards or foreign trained therapists

#### **VII. NEW BUSINESS**

A) LCDR Drinkard summarized the TPAC member election process and reported that fifteen nominations were received. Five members and 2 alternates will be elected.

LCDR West reminded the PAC that some TPAC committee positions will be vacant after several members rotate off the PAC in July.

B) Retirement Recognition Task Force

CDR Fultz requested that the TPAC form a task force to develop recommendations for recognition of retiring officers.

CDR Goode volunteered to chair the task force. CAPT Johnson, and LCDRs Jordan and Shapiro volunteered to serve as task force members.

#### **ACTION ITEM**

The retirement recognition task force:CDR Goode (chairperson), CAPT Johnson, LCDRs Jordan and Shapiro will

- a. Provide recommendations for formal recognition of retiring officers
- b. Develop a method for identifying eligible officers
- c. Present their recommendations at the next TPAC meeting in 24 April 2002

#### VIII. REPORTS

# A) CHIEF PROFESSIONAL OFFICER

CDR Fultz thanked CAPT Richards for her service as CPO over the last four years. CAPT Richards provided a brief synopsis of her time spent as CPO, highlighting past category accomplishments and thoughts on future directions. She thanked all therapists for her tour as CPO.

# B) CHAIRPERSON

CDR Fultz spoke about the Surgeon General's exemplary service and recent retirement.

CDR Fultz informed TPAC about CAPT Flyzik's retirement and encouraged a continued therapist category role in the Healthy Lifestyles initiative which may include work with FOH.

Regarding Strategic growth, CDR Fultz stated that category focus should remain both external (e.g. agreements with the VA and DOD) and internal (e.g. commissioning of respiratory therapists).

CDR Fultz congratulated LT Mead on receiving an award from the DHHS Secretary recognizing exceptional volunteer service and heroism related to the September 11 crisis.

CDR Fultz urged category members to submit nominations for this years category awards.

#### C) AWARDS COMMITTEE:

CAPT Johnson reminded category members that Commissioned Corps and Civil service therapists may be nominated for the Joseph Hoog and Therapist Clinician awards. Only Commissioned Corps officers are eligible for the Junior Officer and William Fromherz awards. CAPT Johnson stated she is more than willing to send examples of award nominations to individuals who are interested. Contact CAPT Johnson at (410) 786-6859.

#### D) CCRF COMMITTEE:

LT Mead announced that new CCRF Standards are in effect (including fitness and health standards and online computer training)

#### E) EDUCATION COMMITTEE:

The continuing education list is posted on the web page.

#### F) FINANCE COMMITTEE: See ATTACHMENT B

#### G) HEALTHY LIFESTYLES COMMITTEE: See ATTACHMENT C

# H) RECRUITMENT AND RETENTION COMMITTEE:

Vacancies:

<b>AGENCIES</b>	LOCATION	POSITION
IHS	Gallup, NM	1 occupational therapist
	Fort Belknap, MT	1 physical therapist
	13 week temp Norton	1 physical therapist
	Sound, AK	
	Fort Defiance, AZ	1 staff OT
	Lac Du Flambeu, WI	1 physical therapist
	Tuba City, AZ	1 speech pathologist
	Parker, AZ	1 supervisory PT
	Winslow, AZ	1 PT asst.
Federal	usa.jobs.opm.gov	Health promotion/wellness

For those who are interested in recruitment CDs and brochures for PHS in general, please contact Mark Melanson at 202-645-4953.

**Home Page:** CDR Siegel has posted the latest TPAC meeting minutes and TPAC Policy and Procedures on the category webpage.

**Mentoring**: CDR Smith reported that we have a large pool of mentors and placed a standing call for mentees. Contact her at: michaele\_smith@nih.gov

CDR Duganne reported she has been interested in placing current IHS vacancies on the web. CDR Fultz suggested that CDR Siegel explore the possibility of using the category webpage for this purpose.

**ACTION ITEM**: CDR Siegel is to investigate ways to make recruitment / job listing information more readily available including appropriate links for IHS on the therapist category web page.

# I) STRATEGIC GROWTH COMMITTEE: See ATTACHMENT D

#### J) DISCIPLINE LIAISONS:

No new news was reported

#### K) COA THERAPIST REPRESENTATIVE:

No new news was reported

# L) 2002 COA Meeting Task Force

CAPT Williams reported that all planning has been completed for the COA meeting 21-25 April. There will be a TPAC meeting the evening of 24 April at the COA meeting. Teleconferencing will be available for individuals unable to attend. A category social event is planned for Wednesday 24 April after the TPAC meeting.

# M) NEWSLETTER:

A standing call for material for the newsletter. Photos are more than welcome. CAPT Brueggemann is investigating the possibility of placing the newsletter on the category webpage. Individuals will continue to submit materials to him. Contact CAPT Brueggemann (dbruegge@anmc.org).

# N) JUNIOR OFFICER REPORT:

LCDR Jordan reported that the Junior Officer Advisory Group is seeking a senior officer advisory member. A survey is being developed to determine why junior officers leave the Corps.

# O) FIELD REPRESENTATIVES REPORTS:

See Field Reports section on web page.

#### CLOSING ROLL CALL:

Roll Call:

MEMBERS: CDR Jeffrey Fultz Chair

LCDR Bart Drinkard Executive Secretary

**CAPT Dominick Aretino** 

CDR Lois Goode

CAPT Georgia Johnson LCDR Michelle Jordan

LT Grant Mead

CAPT Rebecca Parks Proxy LCDR Drinkard LCDR Richard Shumway Proxy LCDR Lisa Figueroa

LCDR Ron West CAPT Ivana Williams

GUESTS:

CAPT Charlotte Richards CPO

CAPT David Brueggemann

CDR Penny Royall
CDR Martha Duganne
CDR Karen Siegel
CDR Michaele Smith
LCDR Lisa Figueroa
LCDR Mark Melanson

LCDR Mercedes Benitez-McCrary

LT Jeff Richardson LTJG Alicia Souvignier

CONCLUSION: Meeting adjourned

Respectfully Submitted: LCDR Bart Drinkard, TPAC Executive Secretary.

Concur: CDR Jeff Fultz, TPAC Chair.

Concur: CAPT Charlotte Richards, CPO Therapist Category.

Report on Indian Health Service Physical Therapy Scholarship Recipients to TPAC 22 February 2002

As a request by the Commissioned Officers Therapist Professional Advisory Committee(TPAC) this report has been generated. A preface needs to be made regarding the collection of data. Information presented comes from the Office of the Director of the Indian Health Service. The IHS Scholarship Office has been in the process of converting computer programs and were unable to provide data regarding specific numbers of IHS scholarship recipients since the inception of the program. The remaining information comes from querries from the field.

#### THE INDIAN HEALTH CARE SYSTEM:

Indian Health Service (IHS) direct health care services are administered through a decentralized system of 12 Area offices and 84 service units.

Tribally operated health care services are under the authority of the Indian Self-Determination and Education Assistance Act (Public Law 93-638, as amended), Titles I and V. There are 53 Title V compacts and represent 272 tribes. There are also 265 tribes and tribal organizations that contract under Title I. Overall, nearly 46% of the IHS FY 2002 appropriation is administered by tribes.

There are 34 urban projects, ranging from community health to comprehensive primary health care services.

#### POPULATION SERVED:

To members of more than 560 federally recognized tribes in 35 states. 1.5 million American Indians residing on or near reservations. 330,000 American Indians are served in urban clinics.

#### **HUMAN RESOURCES:**

Total IHS employees: 15,006 (69% are Indian; excluding medical professionals, 85% are Indian)

	All employees	Indian	Non-Indian	PT's	I.H.S. Scholarship PT's
Commissioned Corps					
	2,058	362	1,696	50	13
Civil Service	12,948	9,938	3,010		
Tribal					10/combined with tribal

#### STATUS:

- -IHS PT scholarship recipients now comprise 26% of the Commissioned Corps physical therapists in the Indian Health Service.
- -Of those (2) rank 05
  - (4) rank 04
    - (4) rank 03
  - (3) rank 02
- A 'first' occurred in IHS during FY 2001. Gallup Indian Medical Center had the first all Indian Physical Therapy staff(all Commissioned Officers).
- Of the 12 Areas in IHS there are only 4 Areas without a scholarship recipient PT. They are Albuquerque, Bemedji, California, and Nashville.
- It has been difficult keeping up with new Therapy programs that are being initiated at tribal operated facilities. Work is being done to keep current of potential job vacancies not only in IHS facilities but new tribal programs for placement of new IHS scholarship graduates.
- The number of IHS scholarship graduates who have fulfilled their obligation for their scholarship and have left IHS is not accessible by record at this time. Only 2 students in the past 18 years have been unable to meet PT graduation or licensure requirements.

- It is a consensus among IHS Therapist to assure that <u>all</u> new Therapy graduates are placed in a facility where they are not the sole Therapist. By doing this new graduates are allowed time to develop their clinical skills in the mentorship of experienced Therapists. This in turn provides the populations that we are serving Therapists who have developed competencies through greater peer interaction.
- The IHS PT scholarship program has allowed Native students the opportunity to enter this aspect of the Health professions educational process. It continues to be a slow process in combating the disparity of education and health care that the Native American populations face compared to the general population of the United States.
- It is only in the past 19 years that growth has occurred from 1 IHS scholarship graduate working within IHS/or a tribal system to the current level of 23.
- In 2002 there will be (7) new IHS scholarship recipients, and 2003(6) projected to be graduating from Physical Therapy programs.
- Since 1992 IHS Physical Therapists who have been an IHS scholarship recipient have been asked to serve as the liaison to the students currently in the scholarship program. Work is still required to assist in the placement of these graduates through improved communication, job availability, and retention issues.
- Increasing areas of leadership within IHS Physical Therapy continue to be accomplished by former IHS scholarship recipients. At the National level they include a CO-Therapist who is now a Service Unit Director in the Aberdeen Area and newly elected Chairman of the IHS National Council of Service Unit Directors, a CO-Therapist was appointed as the Physical Therapist member to the IHS National Council of Clinical Chief consultants and now serves as the vice-chair for this committee. A CO-Therapist served as Secretary for the TPAC. (8) are now in Supervisory positions at IHS and tribal facilities with Physical Therapy programs.

Accolades go to all (23) IHS PT scholarship recipients currently working within an IHS or tribal facility. There is also (1)CO-Therapist now working in the BOP agency.

Respectfully submitted,

CDR Martha Duganne,PT Chief Clinical Consultant IHS Physical Rehabilitation Services

#### Copies:

Dr. Trujillo, Director Indian Health Service
Capt Charlotte Richards, CPO Therapist Category
CDR Jeffrey Fultz, TPAC Chairman
IHS Area Rehab Directors/Consultants
IHS Scholarship Office, IHS Headquarters
LCDR Ron West, IHS Therapist Liaison to Scholarship recipients
IHS/Tribal Physical Therapy Scholarship Recipients

TPAC Finance Committee Report 22 FEB 2002

#### **Members:**

LCDR Ron West, Finance Committee Chair CDR Lois Goode LCDR Cindy Melanson LT Joe Rasor

In accordance with our initial focus of fund raising, the Finance committee has been busy organizing contributor lists for the Henry Jackson Foundation.

There are many lists of potential contributing companies on the Web, but the Henry Jackson Foundation has asked that all lists have specific contact information including a contact person's name. This has increased the duties of the committee to contact each potential contributor and get a contact person's name.

In early December, Liz Chipchosky from the Henry Jackson Foundation sent a draft of the solicitation letter. Changes were made and the letters were sent to 55 local and regional vendors from Arizona and the Western United States. Liz reports no response to the initial mailing and that she is planning on doing follow-up phone calls.

Through the APTA we have acquired a list of over 300 PT vendors and supporters. It is the main task of the committee to contact each of these vendors. We have a good start and plan on continuing to make contacts and complete the list. As we complete segments of the list we will send them to the Henry Jackson Foundation so that there can be a steady stream of mailings.

To date our biggest contributors are the category members, especially some of the TPAC members. We encourage all TPAC members to make a contribution. There is currently in our account \$452.87. This is enough to cover the awards, but not much else.

Between now and the April TPAC Meeting, we will send out to all TPAC Field Representatives requests for lists of local vendor and supporter. We will request that they contact all of the Category members and encouraging them to make contributions.

For those category members who want to make contributions, please make checks payable to:

**Henry Jackson Foundation - #5352** 

send it to:

Henry M. Jackson Foundation for the

**Advancement of Military Medicine** 

1401 Rockville Pike, Suite 600

Rockville, MD 20852-1428

ATTN: Liz Chipchosky

Respectfully Submitted:

LCDR Ron West, Finance Committee Chairperson

# HEALTHY LIFESTYLES COMMITTEE REPORT (2/22/02)

# 1. Bureau of Prisons Wellness Initiative Report

Facility	Activities
FMC, Butner	No Report
FMC, Carswell	Corporate team to participate in the Cowtown Marathon, 10K, 5K run.
FMC, Devens	No Report
FMC, Fort Worth	No Report
FMC, Lexington	Encouraging PHS officers to participate in fitness award program.
FMC, Rochester	PT staff will participate in a Marathon relay. CCRF fitness test scheduled for May, 2002.
MCFP, Springfield	PT staff wrote an article for the local newsletter on the importance of exercise and the Surgeon General's guidelines for physical fitness.

# **Summary:**

The BOP Wellness Initiative participants are using local COA branches and other resources to provide group or individual presentations and encourage participation in the Presidential Sports Award program.

- 2. Whiteriver Service Unit Fitness Program continued Monthly Fitness Assessments; last month 9 employees completed the fitness testing. Walking/jogging clubs were initiated, and walkers (5-7) meet at noon 3 days/week. Joggers (4) meet following work 2 days/week. A noontime aerobics class meets 2x/week, averaging 6-8 employees. Fonda Dosela, PT Aide began a local Weight Watchers club with approximately 20 participants.
- 3. Anchorage completed their pilot of the 10,000 step program for employees. It's been one of their most successful initiatives. Employees logged over 4 million steps. The program was so well received that 2 new 10,000 step programs are being started in additional patient communities. One program is being sponsored by the nutritionist for patients with diabetes, the other is part of a multifaceted lifestyle intervention program for women called "The Wisewoman Program."
- 4. CDR Fultz has his Employee Wellness Clinic up and running at Northern Navajo Medical Center. He is consulting with several Commissioned Corps officers and civilians regarding their personal fitness programs. In January he completed and distributed a reference pamphlet, <a href="Employee Fitness Resource Guide">Employee Fitness Resource Guide</a> to provide employees with information on available local resources for their fitness activities.
- 5. The Clinical Center at NIH reports that Recreation Therapy has extended use of their mini gym to Rehabilitation Medicine Department employees, in addition to the patients staying at the CC.

# Memorandum

**To: TPAC Secretary** 

From: CAPT John T. Hurley

Date: 2-14-02

**Subject:** Strategic Growth Committee Report

#### Members

CAPT John T Hurley CAPT Georgia Johnson CDR Frank Weaver CDR Nancy Balash LCDR Mark Melanson LT Joe Rasor

I regret to inform TPAC that all attempts at establishing MOU's/MOA's have failed. The host site or sponsorship rule has not only continued but even impeded the slot allotted for our DOD Exceptional Family Member Service position. RADM Davidson had given the Therapist Category one of his PSC slots for either our civilian position with the Army or the EFMP/EDIS program. At the threshold of establishing the MOU, as well as having two slots identified, (PT and Speech at Landstuhl Germany) the PSC host slot was lost. RADM Davidson truly regretted reporting this information to me. I had been negotiating with Carl Grube at the Office of the Army Surgeon General and an agreement was at hand when I was notified the slot was lost. The only way that the Therapist Category will be able to capture these EFMP positions will be if an agency, i.e. IHS, BOP, CMS, etc will host it. The only obligation the agency would have is to pick up the Officer on completion of the assignment. At this juncture I will continue to keep in contact with DCP regarding changes in policy but feel that the Strategic Growth Committee needs to re-focus our attention to internal strategies for growth and improved communication. The SGC committee met 2-14-02 and discussed a new strategic plan for TPAC direction. Below is a summary of that discussion

#### **DOD**

CAPT Richards and myself made initial contact with COL Hooper, Chief of the Army Medical Specialist Corps December 01 regarding use of PHS officers in civilian slots. Initially COL Hooper had concerns as to the potential of PHS Officers impacting active duty slots of the military. We assured her that the PHS Therapist Category was only attempting to strengthen our ties with our sister service. We felt that having active duty PHS officer in a civilian slot could only strengthen the Army's chain of command and control. She asked for additional information regarding previous MOU's with DOD. I met with COL Hooper 2-1-02 and gave her the requested information. We had a positive discussion and, I believe a positive outcome. In conclusion I felt that she had a better understanding of what we could offer and she was going to have further discussions with her AMSC administration. In light of my introductory statement I will contact her regarding host sight requirements and that PHS officers will not be available in the near future.

#### **EFMP/EDIS**

As stated above the Army Office of the Surgeon General has identified two therapy positions in Germany. No PHS host site has been identified to take responsibility for the detail. I will contact Carl Grube and let him know that until the Therapist Category can identify a host agency, we will not be able to send any persons for their positions. If anyone knows of an agency that would serve as a host, **please contact John Hurley.** 

#### VA

Apparently there is a new director for VA Rehab Services. At the time of this writing there is no new movement at a national level for an MOU. RADM Davidson is still scheduled to meet with the VA Director of personnel for discussions on future involvement with PHS Officers. I will contact the new VA Rehab director to discuss past rehab discussions, but will not try to establish employment ties for our Officers.

# **Respiratory Therapist**

No new progress. Apparently negotiations are at the SG/DCP level and analysis for needs being determined

# **PHS Therapy Category**

The only section where I can write some good news. The SGC plans to turn their energy and time into improving communication and involvement with the 160 civilians and CC officers in our category. CDR Jeff Fultz and LCDR Bart Drinkard are finalizing a database of all PHS therapy personnel. CAPT Miller and LCDR Melanson had previously developed a fact sheet regarding general information and benefits of being a CC Officer in the Therapist Category. This fact sheet also discussed benefits of hiring CC Officers. We need to let all persons, belonging to our category, know what TPAC is involved in and stands for. Our involvement in agency and community activities reach far beyond our own category and impact on all other categories. The SGC committee will contact all Therapy category members in the next 6 months. We will send them the fact sheet, and newsletter. We will also summarize information on TPAC activities. We will offer them a point of contact from the SGC for direct communication. By improving internal communication for supervisors and staff, new membership will develop.

CDR Frank Weaver will give the SGC report since I will be on travel the day of the TPAC meeting. Thank you all for participation in our ongoing effort for excellence.

Respectfully Submitted

John T. Hurley SGC Chairperson TPAC