



U.S. PUBLIC HEALTH SERVICE
Pharmacist Professional Advisory Committee
Department of Health and Human Services

Minutes of Meeting
01 DECEMBER 2005
Office of Global Health Affairs Conference Room
1300-1700

Members Present:

In Rockville

RADM John Babb (Acting CPO), OFRD-Rockville, MD
CAPT James Bresette IHS-Rockville, MD
CAPT George Havens, DHS-Washington, DC
LCDR Renu Chhabra, FDA-Rockville, MD
LCDR Glenna Meade (Executive Secretary), BOP-Washington, DC
LCDR Richard Glabach, HRSA-Rockville, MD
LCDR Brenda Stodart, FDA-Rockville, MD
LT Karen Williams, HRSA-Rockville, MD (alt./Glabach)

Via Telephone

CAPT Michael Foreman, HIS-Aberdeen, SD
CAPT Raelene Skerda (Ex-Officio Chair) BOP-Allenwood, PA
CDR Thomas Boroughs, IHS-Winterhaven, CA (alt./McClelland)
CDR Patricia Garvey, FDA-White Oak, MD
CDR Michael Long (Chair) BOP-Butner, NC
CDR Robert McClelland, IHS-Elko, NV
CDR Nita Sood, CDC- Atlanta, GA
CDR Kimberly Zeitlow, IHS-Redlake, MN
LCDR Christopher Allen, CDC-Atlanta, GA
LCDR Tamara Close IHS-Whiteriver, AZ
LCDR Laura Pincock (Vice Chair), FDA-White Oak, MD
LCDR Jeffrey Mouakket, HRSA-Dallas, TX
LCDR Peter Vermilyea, IHS-Winslow, AZ
LT Violet Geza, BOP-Bradford, PA

Members Absent

CDR Thomas Berry, FDA-Raleigh, NC
CDR Samuel Foster, HIS-Ogema, MN
LCDR Christopher Allen, CDC-Atlanta, GA
LCDR Jeffrey Newman, BOP-Springfield, MO
Michael Cox, NIH-Bethesda, MD

Guests:

CAPT Robert Young, HIS-Sitka, AK
CAPT Robert Taylor, HRSA-Rockville, MD
CDR Alice Knoben, FDA-Rockville, MD
CDR Matthew Tarosky FDA-Rockville, MD
LCDR Aaron Sigler FDA-Rockville, MD
LCDR Stephan Ortiz, FDA-Rockville, MD
LCDR Nora Roselle, FDA-Rockville, MD
LCDR Hawyee Yan, FDA-Rockville, MD
LCDR James Czarzasty FDA-White Oak, MD
LCDR Kendra Worthy FDA-White Oak, MD
LCDR Ayoub Suliman, FDA, Rockville, MD

Call to Order: CDR Michael Long (mzlong@bop.gov)

CDR Michael Long called the meeting to order and minutes from the previous meeting were accepted with few edits.

CPO Report: RADM John Babb

- ◆ RADM Babb expressed pleasure and honor in participating in the 75th Anniversary Celebration and thanked CRD Vaillancourt and LCDR Sigler for their leadership roles in the event as well as the efforts of the workgroup. RADM Babb added that all flag officers involved were appreciative of opportunity to take part in the event.
- ◆ RADM Babb attended the retirement ceremony for CAPT Jim Knoen who had 33+ years of service with the PHS.
- ◆ RADM Babb also attended CAPT Tom McGinnis' farewell reception at the FDA as he leaves for his new position at Tricare.
- ◆ Promotion
 - NACI Security Clearances – should have been completed upon entry to the Corps. All officers must have this clearance on file in their OPF. Over the last several years, NACI's were not completed for various reasons. Some officers will be receiving a letter notifying them that a NACI Clearance must be submitted, whether or not they had already done so.
 - Revised Pharmacy Benchmarks are now posted on the Pharmacy website.
 - Deadline for required promotion documents has been changed from December 31, 2005 to January 23, 2006 to give relief from late notification of benchmarks and other requirements.
 - Permanent promotion and eligibility information is scheduled for release the first week of December, 2005.
- ◆ Deployment:
 - To date 335 pharmacists have deployed for hurricane relief efforts. FEMA representative had illustrated the perspective of the disasters: during the 4 hurricanes that hit Florida last year, there were 20,000 people displaced for extended periods, which set a historical US record high. This year, the total reached 400,000 displaced, a figure 20 times the previous record. The Corps are still present in Louisiana with much of the clinical support ending around December 15, 2005. HHS will then provide a relatively small number of people to support DMORT operations, provide assistance to New Orleans hospital and ambulatory care systems, and provide a representative to ESF-14 to address recovery issues.
- ◆ Coins are still available for purchase from CAPT Frank Nice (Ret.) fjncat@hotmail.com. 250 of 300 coins have been sold. An idea for the funds of the coin sales included support for the pharmacy student award plaques. Additional suggestions are requested.
- ◆ Several PAC subcommittees are planned to identify and reach goals
- ◆ No further action has been taken regarding a Pharmacy CPO

Section Lead Comments:

- ◆ Recruitment/Career Development → LCDR Mouakket (jeff.mouakket@hrsa.hhs.gov)
 - CDR Mouakket reported progress on the PHS Pharmacy career matrix table that will include billet ranks and OPDIV assignments. The DCP website currently has a tool to look up various billets, but no table encompassing all available billets. With difficulty in developing such a table, LCDR Mouakket is requesting feedback to develop a flow diagram of a suggested officer's career path, perhaps agency-specific. For additional ideas, the nursing category's career path model is being studied. RADM Babb added the aspect of various types of pathways available to pharmacists (i.e., clinical, public health,

administrative, and regulatory) may be an important factor, especially in light of impending transformation decisions. RADM Babb will provide point of contact to LCDR Mouakket on transformation issues.

- CDR Nita Sood supplied additional information regarding benchmarks and promotions:
 - 2006 Benchmarks final version are now posted on the listserv. The effects, if any, of the benchmarks regarding the Sixth Precept and future promotion periods is unknown at this time.
 - Possible promotion denial reasons have included missing paperwork from officer's files, such as licenses, physical exams, and NACI clearances. Fifteen additional days were allotted for corrective actions. A specific concern regarding the time to process NACI clearances was clarified. An officer missing the clearance need only submit the paperwork for the NACI within the 15 day period.
 - 2006 officer statements and ROS are due January 23rd. Reviewing Officials Statements (ROS) have to be printed then faxed to OCCO. Reviewing officials need to forward the ROS to agency liasons.

- Communication → CDR Sam Foster (Samuel.foster@ihs.gov) & CDR Nita Sood (Nsood@cms.hhs.gov)

- Concern was expressed that IHS pharmacists were omitted from the global e-mail address listing. In order to improve availability of contact information, CAPT Bresette urged all officers to keep their OPF up to date, particularly those located in Alaska. The information could then be provided by CDR Blackwell and CAPT Knight. Another solution was to utilize the Alaska area liaison, Mike Keifer. Additionally, on a monthly basis, RADM Babb sends a letter to new active duty stations and urges all new active duty officers to join the PHS-Pharmacists listserv.

- ◆ Administration → CDR Patricia Garvey (patricia.garvey@fda.hhs.gov) & LT Violette Geza (vgeza@bop.gov)

- New PAC members were announced:
 - Michael Cox – NIH
 - CAPT George Havens - DHS
 - CAPT Jim Bresette - IHS (second term)
 - CDR Robert McClelland - IHS
 - CDR Kimberly Zietlow – HIS
 - LCDR Peter Vermilyea - IHS
 - LCDR Christopher Allen - CDC
 - LCDR Richard Glabach - HRSA
 - LCDR Jeffrey Newman - BOP
 - LT Violette Geza - BOP
- It was requested that new members provide the names of alternates and that the alternates provide CV's and supervisory concurrence via e-mail to CDR Garvey.
- Letters will be sent to nominees that were not selected.
- Responder of the Year nominations may be submitted to CDR Garvey by December 15, 2005.
- Special Assignment Award - due date has been extended to December 30, 2005. Name and hours should be included with the submission.
- PAC Honor Awards – due date is March 1, 2006. The announcement and call for nominations will be sent via the Listserv to distribute to other agencies.
- Student Awards (Excellence in Public Health Pharmacy Practice) – schools have been informed, POC's will be advised.
- Volunteers are needed to review the nominations. Contact CDR Garvey if interested.
- CDR Long added that the American Public Health Association is looking at developing a subsection surrounding pharmacy and would provide another avenue for PHS officers to get involved. The annual meeting is this month.

- ◆ Recruitment → CAPT Jim Bresette (james.bresette@ihs.hhs.gov)
 - General statistics: 927 commissioned officers currently in the pharmacy category; 113 are on the application list, of which 27 have been closed out. It was noted that numbers above 900 were in the desired range.
 - Recruitment is in the process of formulating and submitting the 2005-2006 work plan.
 - LCDR Chhabra, new recruitment co-lead, is looking for section leads and volunteers interested in assisting in recruitment projects and activities.
 - CAPT Bresette outlined the efforts for officer-driven teams of 3 to 4 members, to work collectively and submit products to monthly meetings. He also acknowledged those that are already involved in team leadership positions: LCDR Michael Lee - IHS, LT Cleveland Brown - IHS, LT Kelley Simms - IHS, LCDR Ryan Schupbach - IHS, CDR Elizabeth Girard - IHS, LCDR Mary Byrne - IHS, and CDR Jane Kreis - FDA.
 - Generic recruitment publications currently available include PHS compact disks, "Make the Right Move" pamphlets, and background set-ups. Point of contact is CDR Blackwell - OCCO. The backgrounds need to be requested early due to short supply. Agency-specific materials are available from CAPT Bresette - IHS, CAPT Robert Pittman - IHS, and CAPT Chris Bina - BOP. IHS and BOP are scheduled to have a booth at the American Society of Health System Pharmacists Mid-year Clinical Meeting next week.
 - OCCO is planning to have a booth at APhA in May, 2006.
 - OCCO had no funding available this year to support registration costs for PHS submissions to the Shenandoah University Career fair. Several schools have permitted PHS to participate at no cost when we asked.
 - Pharmacy PAC recruitment powerpoint presentation is now available on the PAC website located under "What's New." The presentation is divided into 4 segments and consists of 59 slides and additional embedded information. Two segments are quite voluminous and high speed internet access is recommended for downloading purposes. A future goal is to post the presentation with only the static slides to decrease file size. Various portions of the presentation can be chosen and utilized for recruiting and briefing efforts. It was noted that some high schools and elementary schools have requested that PHS officers brief their students. A link from the Recruitment section is planned to be available today. Within the next two months, basic recruitment materials should be available to all. It is requested that 15 to 20 minutes be dedicated to discussion of the presentation project at the January meeting. Product distribution plans will be announced then.
 - RADM Babb commented that school presentations that seemed most successful were those that illustrated a unique aspect of PHS work, such as those associated with the emergency responses of 9/11 and this year's hurricane devastations. It was felt that teaching classes and presenting slideshows that showcased the clinical and managerial aspects of PHS pharmacists would provide greater impact than having officers sit in a recruitment booth. Differentiating the dynamic roles (daily job versus contributions of deployments) of PHS pharmacists from other clinical pharmacists would increase students' interest. The presentation subject matter would need to be updated to stay relevant to the students. As an ongoing effort, more pictures will be added to the presentation in subsequent versions. February is probably the earliest date of release for the revised version.
 - Three officers at the PAC meeting shared their experiences after it was noted that 30 to 40 deployment articles from different categories had been submitted:
 - LCDR Peter Vermilyea will possibly have an article published in the January 2006 issue of COA Frontline and Retired Officers Association's magazine.
 - LT Karen Williams visited local school students, grades 6 to 8, and illustrated the diversity of the Corps service with regards to personal and professional life. She highlighted team efforts and accomplishments during deployments to incorporate the school's ideals of teamwork.
 - CDR Nita Sood spoke of recent display of deployment role photos solicited from local emergency response teams that were collected and displayed at Mercer University.

- ◆ Readiness→ CDR Nita Sood (Nsood@cms.hhs.gov)
 - As of 11/28/05, the pharmacy category was 72.6% basic readiness qualified. Currently, 252 officers do not meet basic readiness standards. It is unknown as to how many of those are new officers. Statistics were provided by LCDR Mark Strong – BOP.
- ◆ 2006 COA Meeting→ LCDR Aaron Sigler (aaron.sigler@fda.hhs.gov)
 - The conference agenda for the category days has been finalized and speakers will be contacted this week. Back up speakers are encouraged to give a poster or paper presentation at the meeting. There are low numbers this year, only two submissions so far. The deadline is the middle of the month. Contact LCDR Sigler or CDR Beth Fritsch for submission information. CDR Nita Sood will send out another call for the poster presentations in efforts to reach last year's total of 8 submissions.
 - Representatives from the dental category are again generously offering to organize a roommate locator service for the 2006 conference. Officers interested in reducing costs for the 2006 Public Health Professional Conference in Denver by sharing a hotel room are invited to email LT Varsha B. Savalia at vsavalia@ora.fda.gov. LT Savalia has offered to coordinate a roommate locator service for officers if there is sufficient interest. Email should include name, rank, category, gender and smoking preference. Also, please include if you are willing to host/donate half of your room to an unfunded officer.

75th Anniversary Celebration→ LCDR Aaron Sigler expressed success of the event and thanked RADM Babb for his kind words to the committee. LCDR Jacqueline Thomas wrote an article about the celebration that should appear in the Commissioned Corps Bulletin, COA Frontline, and the Journal of the American Pharmacist Association early next year.

LIAISONS:

- ASHP: (no report)
- APhA: (from previous meeting minutes)
APhA would like to put together a series of articles on officer deployments supporting the hurricane affected areas. Anyone wishing to publish must receive permission. A request can be made through RADM Babb.
- ASCP: (no report)

New Business:

- ◆ Closing Comments: CDR Michael Long
 - Legislative update from LCDR Louis Flowers summarizes the current status of the Pharmacist Conscience Clause controversy. CDR Flowers notes that the issue has state and federal legislators' attention, but to date, legislative proposals are still pending. BOP and IHS have policies regarding abortion services, DCP, DOD, and Coast Guard officials are not aware of any policy forthcoming regarding the Pharmacist Conscience Clause.
 - COSTEP and Junior COSTEP Application deadline date for the summer is December 31, 2005.
 - No Responder of the Year nominations have yet been received. CDR Sood will send out a reminder since the nomination deadline is December 15, 2005.
 - CDR Long noted that he received many positive comments from officers, including flag officers, regarding the 75th Anniversary Celebration. He also expressed his appreciation to LCDR Sigler and his committee for their work.
 - Choices of PAC member alternates need to be submitted to CDR Garvey. The alternates should be actively involved in the PAC.

Next Meeting Date:**05 January 2006 @ 1300 EST, Room TBA****Agenda and call in information will be distributed prior to the meeting.**

Useful Links and Contact Info:

- ◆ Emails: PHARMPAC@list.nih.gov
 PHS-PHARMACISTS@list.nih.gov
 PHS-RX-JOBS@list.nih.gov
 PHS-RX-STUDENTS@list.nih.gov

 - ◆ Listservs: PHS Pharmacists <http://list.nih.gov/archives/phs-pharmacists.html>
 PHS Rx Students <http://list.nih.gov/archives/phs-rx-students.html>
 OFRD <http://list.nih.gov/archives/ccrf.html>
 RPh Job Vacancies <http://list.nih.gov/archives/phs-rx-jobs.html>
 CCMIS <https://list.nih.gov/archives/ccinformation-l.html>
 CC Vacancies <https://list.nih.gov/archives/ccvacancies-l.html>

 - ◆ Websites: PharmPAC <http://hhs.gov/pharmacy/>
 CCMIS <http://dcp.psc.gov>
 USPHS <http://www.usphs.gov>
 OFRD <http://oep.osophs.dhhs.gov/ccrf/>
 PHS-1 DMAT <http://teams.fema.gov/dmat>
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--Respectfully Submitted,

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LCDR Glenna L. Meade, Executive Secretary Date

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CDR Michael Long, Chair Date

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RADM John Babb, Acting CPO Date