

# THERAPIST PROFESSIONAL ADVISORY COMMITTEE MEETING MINUTES

## 23 FEBRUARY 2007



| Therapist Professional Advisory Committee   |  |  |
|---|--|--|
| CAPT Karen Lohmann Siegel<br>Chief Professional Officer<br>National Institutes of Health<br>Building 10, CRC, Rm 1-1469<br>10 Center Drive, MSC 1604<br>Bethesda, MD 20892<br>Phone: 301-451-7534<br>FAX: 301-451-7536<br>E-mail:<br><a href="mailto:karen_siegel@nih.gov">karen_siegel@nih.gov</a> | CDR Kathleen O'Neill-Manrique<br>Chair, TPAC<br>Hopi Health Care Center<br>HWY 264, Mile Marker 3<br>Pollaca, AZ 86042<br>Phone: 928-737-6130<br>FAX: 928-737-6153<br>E-mail: <a href="mailto:Kathleen.o'neill-manrique@ihs.gov">Kathleen.o'neill-manrique@ihs.gov</a> | LCDR Corey Dahl<br>Executive Secretary, TPAC<br>OS, OCCOS, DCCOS<br>1101 Wootton Parkway<br>Plaza Level, Suite 100<br>Rockville, MD<br>Phone: 240-453-6051<br>FAX: 240-453-6134<br>E-mail:<br><a href="mailto:corey.dahl@hhs.gov">corey.dahl@hhs.gov</a> |

| TPAC MEMBERS           | AGENCY  | EMAIL  | Phone#            |
|------------------------|---------|--|-------------------|
| CAPT Michelle Hooper   | IHS     | <a href="mailto:Michelle.hooper@mail.ihs.gov">Michelle.hooper@mail.ihs.gov</a> | 580-353-0350      |
| CDR Scott Gaustad      | BOP     | <a href="mailto:Scott.gaustad@ihs.gov">Scott.gaustad@ihs.gov</a>               | 928-338-3610/3649 |
| CDR Liza Figueroa      | IHS     | <a href="mailto:Liza.Figueroa@pimc.ihs.gov">Liza.Figueroa@pimc.ihs.gov</a>     | 602-263-1200      |
| CDR Michelle Jordan    | HRSA    | <a href="mailto:mjordan@hrsa.gov">mjordan@hrsa.gov</a>                         | 301-443-2602      |
| CDR Rita Shapiro       | USCG    | <a href="mailto:rita.b.shapiro@uscg.mil">rita.b.shapiro@uscg.mil</a>           | 202-475-5182      |
| LCDR Terry Boles       | IHS     | <a href="mailto:Terry.Boles@ihs.gov">Terry.Boles@ihs.gov</a>                   | 480-829-7396      |
| LCDR Mike Faz          | IHS     | <a href="mailto:Mike.faz@fdih.ihs.gov">Mike.faz@fdih.ihs.gov</a>               | 928-729-8805      |
| LCDR Laura Grogan      | OS,OPHS | <a href="mailto:Laura.grogan@osophs.dhhs.gov">Laura.grogan@osophs.dhhs.gov</a> | 303-844-7849      |
| LCDR Fred Lief         | BOP     | <a href="mailto:flief@bop.gov">flief@bop.gov</a>                               | 859-255-6812x5362 |
| LCDR Henry McMillan    | OS      | <a href="mailto:Henry.mcmillan@hhs.gov">Henry.mcmillan@hhs.gov</a>             | 240-453-6000      |
| LCDR Tarri Randall     | IHS     | <a href="mailto:tarri.randall@mail.ihs.gov">tarri.randall@mail.ihs.gov</a>     | 928-339-3610      |
| LCDR Jeff Richardson   | IHS     | <a href="mailto:jeff.richardson@mail.ihs.gov">jeff.richardson@mail.ihs.gov</a> | 928-475-7369      |
| LCDR Jon Schultz       | BOP     | <a href="mailto:but0207@bop.gov">but0207@bop.gov</a>                           | 919-575-3900      |
| LCDR Alicia Souvignier | IHS     | <a href="mailto:Alicia.souvignier@ihs.gov">Alicia.souvignier@ihs.gov</a>       | 505-368-7105      |

| FIELD REPRESENTATIVE | AGENCY                 | EMAIL  | Phone#         |
|----------------------|------------------------|--|----------------|
| LCDR Jodi Tanzillo   | Field Rep. Coordinator | <a href="mailto:jodi.tanzillo@ihs.gov">jodi.tanzillo@ihs.gov</a>             | (505) 368-7100 |
| LT Kieu-Phuong Vu    | NIH                    | <a href="mailto:vuk@cc.nih.gov">vuk@cc.nih.gov</a>                           | (301) 451-7567 |
| LCDR Maria Bacilio   | CMHS                   | <a href="mailto:MLBacilio@yahoo.com">MLBacilio@yahoo.com</a>                 | (202) 645-7610 |
| LCDR Cindy Carter    | IHS Multi-site         | <a href="mailto:cindy.carter@mail.ihs.gov">cindy.carter@mail.ihs.gov</a>     | (918) 458-3260 |
| LCDR Justin Feola    | BOP West               | <a href="mailto:ifeola@bop.gov">ifeola@bop.gov</a>                           | (417) 837-1738 |
| LT Doug Henry        | BOP East               | <a href="mailto:D2henry@bop.gov">D2henry@bop.gov</a>                         | (919) 575-3900 |
| LCDR Robert Roe      | IHS NW-AK              | <a href="mailto:robert.roe@ihs.gov">robert.roe@ihs.gov</a>                   | (406) 745-3525 |
| LT Matthew Daab      | IHS-NM                 | <a href="mailto:Matthew.daab@ihs.gov">Matthew.daab@ihs.gov</a>               | (505) 786-6266 |
| LCDR Joseph Golding  | IHS AZ                 | <a href="mailto:joseph.golding@mail.ihs.gov">joseph.golding@mail.ihs.gov</a> | (602) 263-1561 |
| LT Ayanna Hill       | Multi-Agency           | <a href="mailto:Ayanna.hill@fda.hhs.gov">Ayanna.hill@fda.hhs.gov</a>         | (301) 594-3090 |

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE  
MEETING AGENDA  
23 February 2007  
1200 EDT**

|      |  |                      |           |
|------|--|----------------------|-----------|
| I.   | CALL TO ORDER  | CDR O'Neill-Manrique | 1200      |
| II.  | REVIEW AND ADOPTION OF AGENDA                            | CDR O'Neill-Manrique | 1205      |
| III. | REVIEW AND ADOPTION OF PREVIOUS<br>TPAC MINUTE           | CDR O'Neill-Manrique | 1210      |
| IV.  | <b>GUEST SPEAKER</b><br>None                             |                      |           |
| V.   | <b>REPORTS</b>   |                      |           |
|      | A. CHIEF PROFESSIONAL OFFICER                            | CAPT Siegel          | 1210-1230 |
|      | B. TPAC CHAIR  | CDR O'Neill-Manrique | 1230-1235 |
|      | C. * ADMINISTRATION COMMITTEE CHAIR                      | LCDR Dahl            | 1235-1240 |
|      | D. * INFORMATION MANAGEMENT CHAIR                        | CDR Figueroa         | 1240-1245 |
|      | FIELD REP COORDINATOR                                    | LCDR Tanzillo        | 1245-1250 |
|      | E. * READINESS COMMITTEE CHAIR                           | CDR Shapiro          | 1250-1255 |
|      | F. * STRATEGIC PLANNING AND<br>DEVELOPMENT COMMITTEE     | LCDR Boles           | 1255-1300 |
|      | G. * PROFESSIONAL DEVELOPMENT CHAIR                      | LCDR Randall         | 1300-1305 |
|      | H. * THERAPIST CATEGORY LIAISON                          | CAPT Pickering       | 1305-1310 |
| V.   | <b>OLD BUSINESS</b>                                      |                      |           |
|      | A. Action Item   |                      |           |
|      | 1. COA 2007 Planning                                     | LCDR Fred Lief       | 1310-1315 |
|      | 2. Billet Description Task force                         | CDR Fultz            | 1315-1325 |
|      | 3. Legal Issues/Federal Government Therapist             | CDR Figueroa         | 1325-1335 |
| VI.  | <b>NEW BUSINESS</b>                                      |                      |           |
|      | A. Action Items  |                      |           |
|      | 1. SG Health Priorities – Task Force                     | CDR O'Neill-Manrique | 1335-1345 |
|      | 2. Appointment Standards and Foreign Trained US Citizens | CDR Gaustad          | 1345-1355 |
|      | 3. White Paper for Advance Practice Web Site             | CDR O'Neill-Manrique | 1355-1405 |
|      | 4. Specialty Pay Task Force                              | CDR Shapiro          | 1405-1415 |
| VII. | OPEN FORUM FOR DISCUSSION                                | TPAC CATEGORY        | 1415-1445 |
| VII. | ADJOURN  |                      |           |

## Therapist Professional Advisory Committee Meeting Minutes

Date: 23 February 2007      Time: 12:00- 1445 hours EDT      Location: Teleconference

### I. **CALL TO ORDER: 12:00 PM EDT**

Roll Call:

| <u>MEMBERS</u>                | <u>TITLE/PROXY</u>   | <u>AGENCY/OPDIV</u> |
|-------------------------------|----------------------|---------------------|
| CDR Kathleen O'Neill-Manrique | Chair                | IHS                 |
| LCDR Corey Dahl               | Secretary/Souvignier | OS                  |
| CAPT Michelle Hooper          |                      | IHS                 |
| CDR Liza Figueroa             | Boles                | IHS                 |
| CDR Scott Gaustad             |                      | IHS                 |
| CDR Michelle Jordan           |                      | HRSA                |
| CDR Rita Shapiro              |                      | USCG                |
| LCDR Terry Boles              |                      | IHS                 |
| LCDR Mike Faz                 |                      | IHS                 |
| LCDR Fred Lief                |                      | BOP                 |
| LCDR Laura Grogan             |                      | OSOPHS              |
| LCDR Henry McMillan           |                      | OS                  |
| LCDR Tarri Randall            |                      | IHS                 |
| LCDR Jeff Richardson          |                      | IHS                 |
| LCDR Jon Schultz              |                      | BOP                 |
| LCDR Alicia Souvignier        |                      | IHS                 |
| <b>Ex-Officio Member:</b>     |                      |                     |
| CAPT Siegel                   | CPO                  | NIH                 |
| <u>GUESTS</u>                 | <u>AGENCY/OPDIV</u>  |                     |
| CAPT Terry Cavanaugh          | IHS                  |                     |
| CDR Nancy Balash              | IHS                  |                     |
| CDR Mercedes Benitez-McCrary  | CMS                  |                     |
| CDR Jean Bradley              | BOP                  |                     |
| CDR Jeff Fultz                | IHS                  |                     |
| CDR Gary Shelton              | IHS                  |                     |
| CDR Ron West                  | IHS                  |                     |
| CDR Jessie Whitehurst-Lief    | BOP                  |                     |
| LCDR Michelle Baker           | BOP                  |                     |
| LCDR David Byrne              | NIOSH                |                     |
| LCDR Barbara Werito           | IHS                  |                     |
| LT Joe Kennedy                | IHS                  |                     |
| LTJG Heidi Fisher             | IHS                  |                     |

### II. **REVIEW AND ADOPTION OF AGENDA:**

The agenda was reviewed and adopted with a motion by LCDR Faz and seconded by LCDR Grogan.

### III. **REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES:**

December 2006 meeting minutes were provided and approved via e-mail to all TPAC members. Minutes were posted to TPAC Web site in January 2007. The December 2006 meeting minutes were adopted by acclimation.

### IV. **GUEST SPEAKER(S): NONE**

### V. **REPORTS**

#### A. **CPO Report: CAPT Karen Siegel reported:**

- CAPT Siegel thanked CAPT McGarvey for 4 years of service as CPO and congratulated him on 30 years of service.

- CAPT Siegel thanked the Readiness Committee for their efforts. As of 31 December, the category readiness was at 89.9%.
- Thank you to all therapist officers working on transformation workgroups. Please continue to email meeting minutes from teleconferences to CPO and TPAC Chair.
- The ASH has approved the proposal to commission RTs. OCCFM is working on the appointment standards. No date established yet. Less than 10 commissioned RTs are anticipated in the first year.

**B. TPAC Chair Report**

- From the SG/CPO meeting: CAPT McGarvey was presented the Surgeon General's Distinguished Service Medal.
- CDR O'Neill-Manrique thanked and recognized therapist officers for their efforts working on transformation workgroups.

**(Committee reports provided as attachments C – G)**

**C. Administration Committee:** LCDR Dahl reported members will receive the 2007 TPAC Membership Ballot on 1 March. Completed ballots must be returned by 15 March. 10 officers have self-nominated for 6 vacancies.

**D. Information Management Committee:** CDR Figueroa not present. LCDR Jodi Tanzillo deferred to the Information Management Committee report. LCDR Tanzillo, Field Rep Coordinator congratulated LCDR Grogan on her engagement and reported CDR O'Neill-Manrique completed a full marathon in January. CDR O'Neill-Manrique stated the Legal Issues Task Force has been disbanded.

**E. Readiness Committee:** CDR Shapiro stated category readiness needs remain at or above 70%. It is currently below 90%. Please look at routine items for annual items that need updating to maintain readiness. CDR Shapiro encouraged officers to read the Commissioned Corps e-bulletin. Two items have been submitted to the bulletin by the Readiness Committee and CDR Shapiro welcomes any suggestions for future pieces.

**F. Strategic Planning and Development Committee:** LCDR Boles stated he was working on the Corps Sizing Working Policy and Design Group. The retention task force is developing a survey for the category. It will meet again in March. LT Trombley is working on SLPs and Audiologists becoming COSTEPs. Four of the five IHS scholarship recipients have failed their license exams. One failed three times. One is working as a PT Tech in Arizona. The one that has passed is waiting for a position in Tucson or Phoenix.

**G. Professional Development Committee:** LCDR Randall deferred to the report. CDR Gaustad stated 40% of our category is not assimilated into the Regular Corps. He recommends the PAC consider a charge to mentors and mentees. The 2800 Regular Corps ceiling may impact the Corps in the near future. Transformation may also impact assimilation. CDR O'Neill-Manrique recommended LCDR Randall put together an assimilation task force and statement for the TPAC stating the Corps should be in line with other uniformed services. LCDR McMillan, CDR West, LTJG Fischer, and LCDR Boles volunteered to assist with the task force.

**H. Therapist Category Liaison:** No report.

**VI. OLD BUSINESS**

COA 2007 Planning: LCDR Lief stated the agenda is now on the website:

[www.coausphs/conference.org](http://www.coausphs/conference.org). This link includes the entire week and category day.

Scholarships are available for T-04 grade and below for the cost of the conference. Volunteers are needed for a lead coordinator and staff for Therapy Category BMI booth. The lead coordinator does not have to attend the conference; only coordinate the booth staffing. CDR

Shapiro volunteered for Tuesday. If interested, please contact LCDR Lief or CDR Benitez-McCrary. CDR O'Neill-Manrique asked for a category-wide email to ask for a lead coordinator. LCDR Lief will provide this request.

Billet Description Task Force: See report. Q&A: LCDR Lief asked if report is an IHS or category recommendation. CDR Fultz stated it was a category initiative. CDR Benitez-McCrary asked if SLP/Aud will have separate billets. CDR Fultz reported this recommendation was made but still needs to be approved. CDR West asked what the average time an officer occupies an 0-6 billet. CDR Fultz did not know. LCDR Boles asked where non-clinical billets come from. Certain agencies have their own 99 series billets. Currently, 25 therapists occupy multi-disciplinary billets. Officers should email CDR Fultz if further questions remain.

Legal Issues/Federal Government Therapist: CDR O'Neill-Manrique stated this task force has been turned over to CDR Shelton. Dr. Richard Olson, Director of the Office of Clinical and Preventive Services (OCPS), IHS HQ, has asked that a workgroup be formed to undertake the task of rewriting and updating the Rehab chapter. CAPT Lois Goode PT, the IHS Rehabilitation Consultant, is the lead on this project and CAPT Gary Shelton is the project manager and facilitator. Therefore, this task force is dissolved and another workgroup has been established to assist with this project.

CDR Shelton reported he is working on a project to re-write Chapter 15 of the Indian Health Manual (the one that describes physical therapy). It is very out of date and will be updated to include PT, OT, and SLP. As part of the development and research, CDR Shelton will examine and update the scope of practice. CDR Shelton states it will include the legal issues with licensure and practice in the federal system. The expectation is that it will, if not address the issues for the other agencies, serve as a basis that can be expanded upon for the entire therapy category. CDR Shelton states it is a big project that will take some time.

## **VII. NEW BUSINESS**

SG Health Priorities Task Force: CDR O'Neill-Manrique stated the Acting SG requested each category provide a list of top 5 health concerns. The suspense date is by 23 March 2007. CDR Shapiro volunteered to chair the task force. LT Elza, CDR Lief, CDR Standish, LTJG Fischer and CDR Gaustad volunteered to assist. Each PAC member should provide suggestions and ideas to CDR Shapiro prior to first teleconference on 2 March. Please email CDR Shapiro or CDR O'Neill-Manrique if you wish to volunteer.

Appointment Standards and Foreign-Trained US Citizens: CDR Gaustad reported there are 100 therapist vacancies throughout most agencies. There is tremendous variability across the DoD for the four therapy disciplines. CDR Gaustad recommends task force. CDR Benitez-McCrary, LCDR Souvignier, CDR Whitehurst-Lief, and CDR Shapiro volunteered.

Education Subcommittee- White Paper for Advance Practice Website: LCDR Feda reported on a proposed website for career development. Efforts are currently being made to look for means to distribute information. With isolated officers a need exists for communication. The category does not have funding or IT to do this yet. A possible website could be a place where clinical information is passed and any one can access. An additional website with password protection could contain personal information. The white paper would officially propose the idea. Q&A: CDR West asked if this new proposal would replace the current TPAC website. LCDR Feda stated this will eventually occur at the OCCO level. CDR Gaustad reported on the variability of other category websites. LCDR Feda hopes this can be an OCCO generated site and part of transformation. CME material and research contributions could be posted. This is similar to the current Army Learn website. CDR Gaustad moved and CDR Shapiro seconds the motion to move forward with the white paper.

Specialty Pay Task Force: CDR Shapiro stated the focus has been on specialty certification- not 3H issues. The APTA stated they do not support offering an ABPTS exam for wound care. AOTA did not respond. No other uniformed service has wound care certification. Under the US Code, the same specialty pay rule applies to all services. CDR Shapiro would like this effort to be combined with the DoD. CDR O'Neill-Manrique stated the Corps should go ahead without DoD approval since we did this with the RT proposal.

**OPEN FORUM** – LCDR McMillan encouraged officers to call him with questions concerning billets or transformation.

CDR Shapiro suggested the Pharmacy Category provides audio of meeting for members not able to attend.

LCDR Boles reported there are two inconsistent sources of vacancy lists. The Strategic Growth list is updated on a monthly basis and vacancy contacts are regularly called. The Field Rep Report relies on what is sent in from the field. LCDR Souvignier moves and CDR Shapiro seconds the motion to eliminate “POSITIONS OPEN/ANTICIPATED OPENINGS” section from the Field Rep Report.

JUNIOR OFFICERS: All junior officers are encouraged to join the Junior Officer List serve: <http://list.nih.gov/archives/joag.html>

Therapist website: <http://www.cc.nih.gov/rm/pt/tpac/htm>

CONCLUSION: Meeting adjourned at 1400 Eastern Time

**Next TPAC meeting: April 27, 2007, 1200 EST;  
Call in number: 1-888-381-8510, pass code 87222.**

Respectfully Submitted: LCDR Corey Dahl, TPAC Executive Secretary  
Concur: CDR Kathleen O'Neill-Manrique, TPAC Chair  
Concur: CAPT Karen Siegel, CPO Therapist Category

Special Thanks to LCDR Alicia Souvignier for taking meeting minutes.

**ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT**

**ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT**

**ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT**

**ATTACHMENT D: STRATEGIC GROWTH COMMITTEE REPORT**

**ATTACHMENT E: READINESS COMMITTEE REPORT**

**ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT**

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**MEMORANDUM**

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**TO:** CDR KATHLEEN O'NEILL MANRIQUE, TPAC CHAIR  
**FROM:** LCDR COREY DAHL, ADMINISTRATION COMMITTEE CHAIR  
**DATE:** 2/23/07  
**RE:** ADMINISTRATION COMMITTEE REPORT, FEBRUARY, 2007

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**Finance Subcommittee Report, CDR Ron West, Chair.**

Nothing to report.

**COA Meeting Task Force**

Volunteers are needed for a lead coordinator and staff for Therapy Category BMI booth. The lead coordinator does not have to attend the conference; only coordinate the booth staffing. Junior Officer Scholarships are available to cover registration costs for officers with a rank of Temporary 0-4 or below. Information is available on the web site.

The Commissioned Officers Foundation has posted detailed agendas for the 2007 USPHS Scientific and Training Symposium (formerly the USPHS Professional Conference). Visit [www.phscofevents.org](http://www.phscofevents.org) to review the agendas, book a hotel room, or register for the symposium.

One of the highlights of this year's Symposium will be a full day of biological disaster response training on Thursday June 7. This essential one-day training course is appropriate for Tier 1, 2 and 3 responders across professional categories. The training directly addresses roles identified in the Secretary of the Department of Health and Human Services' playbooks for disaster response.

Category Day will be held on Tuesday, June 5 and each of the categories have put together a dynamic agenda featuring timely sessions on emerging trends in public health, key research developments, deployment skills and other critical topics. Continuing education credits are again expected to be available for all 11 professional categories for the Symposium and Global Health Summit II, which precedes the Symposium on June 3.

**Member Elections Task Force**

Members will receive the 2007 TPAC Membership Ballot on 1 March. Completed ballots must be returned by 15 March. 10 officers have self-nominated for 6 vacancies.

## **ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT**

DATE: February 20, 2007

TO: CDR Kathleen O'Neill-Manrique, TPAC Chair  
LCDR Corey Dahl, TPAC Executive Secretary

FROM: LCDR Tarri Randall, Professional Development Committee, Chair

SUBJECT: Professional Development Committee Report  
Therapist Professional Advisory Committee  
February 23, 2007

### Education Subcommittee:

Chair: LCDR Jessica Feda

Secondary Chair: LT Felipe Zamarron

Members: LCDR Jeff Richardson, LTJG Carlos Estevez, LT Brian Elza, LCDR Jeff Lawrence, LCDR Henry McMillan, LCDR Jon Schultz, LT Dean Trombley

- The last Education Subcommittee meeting was held on January 23<sup>rd</sup>, 2007. The next meeting will be in April 2007.
- The Education Subcommittee is nearing completion of an “Advanced Practices” page that will be posted on the Education Subcommittee site. This page will highlight the therapist category’s efforts as a whole and offer a means to share clinical presentations and information. The page is designed to focus on evidence-based practice. The page will include information on how to obtain clinical specialization, a list of therapists who have obtained specialty certifications, a list of therapist research citations, critically appraised topics, course information with feedback, and therapist presentations. LTJG Estevez is currently working with CAPT Siegel to ensure adequate posting of the material. More information will be forthcoming once the page is posted, so therapists will be aware of the site, understand how the page will work, and encourage participation/postings.
- The Education Subcommittee has also prepared a “white paper” on suggested Commissioned Corps webpage advances. The paper will propose future design and need for an interdisciplinary PHS website which would allow distance clinical consultation and a means to share professional and clinical information. The paper is pending review and approval by the TPAC voting members to move forward to the PAC Chairs Committee. We are hoping the paper can be advanced to the transformation workgroup/OCCO level to propose ideas that may be plausible and useful in the future as transformation progresses.
- Any therapist who has obtained specialty certification and has not submitted it to the Education Subcommittee is encouraged to send their name, rank, and specialization to LCDR Feda at [jfeda@bop.gov](mailto:jfeda@bop.gov). This information will be posted on the Education Subcommittee’s “Advanced Practice” page.



- Please review the course listings on the Education Subcommittee page (<http://www.cc.nih.gov/rm/pt/tpac.htm> click on Education Subcommittee Course Listings under the Professional Development Committee). The current listings include the upcoming Combined Sections Meeting, Management of Combat Stress Casualties Course, Joint Operational Deployment Course (may be able to accept one additional interested officer), COL Doug Kersey Neuromusculoskeletal Evaluator Course, Burn and Trauma Course, Air Force Neuromusculoskeletal Evaluator course (All PHS seats are taken for 2007), and the McKenzie Part A Course. All of the courses are excellent, maintain evidence-based standards, and many are provided by our sister services.
- In addition, there is a new course being offered at Walter Reed Army Medical Center (DC area) on “Advances in Spine Surgery and Rehabilitation.” It has top-notch instructors and specialists in the medical and physical therapy fields instructing. It has a short-turnaround with approaching course dates of 26-27 March, 2007. Please contact LCDR Feda at [jfeda@bop.gov](mailto:jfeda@bop.gov) or 507-287-0674 ext 5070 if you are interested and can procure funding.
- Please consider attending the McKenzie Part A course July 27-30th, 2007 at Northern Arizona University’s Campus. More people are needed to attend in order to sponsor the course. See below:

This McKenzie certification is a four part course that is offered over a three year period on an annual basis for parts A (Lumber/thoracic), B (Cervical) and C (review) at a reduced rate. Part D is not sponsored. The course is taught by Mr. Greg Silva. It is held at Northern Arizona University's campus. Greg has been in the field of physical therapy for over 30 years and is also a former Public Health Service officer. He has had the opportunity to practice with Robin McKenzie and offers a unique perspective into the treatment of spine using the McKenzie method. If you have not attended one of his courses, this is an excellent opportunity to not only attend continuing education, but also to network with our colleague's in the IHS (Indian Health Service). As an attendee of the past class and an agency transfer from the IHS, I was lucky enough to attend Parts A, B, and C under his tutelage. If you have the opportunity to attend, this course proves to be another methodology that offers effective management strategies that can be employed in outpatient settings including the BOP.

The course cost is \$100 (\$25 to the McKenzie Institute with registration; and \$75 to Brian for travel and educational materials provided by Greg). **Please contact Brian Elza if you are interested in attending this upcoming summer for Part A.**

#### Mentoring Subcommittee:

Chair: CDR Michaele Smith

Members: CAPT Rebecca Parks, LCDR Schultz

- This quarter I’ve sent out 4 notices to new officers.
- Matched two pairs and waiting to match a mentor.

#### Awards Subcommittee:

Chair: CDR Nancy Balash

Members: CDR Scott Gaustad, CDR Lois Goode

- All award nominees' packets have been sent to the randomly selected judging panels. There were multiple problems this year with nominators not following the directions on the website. This resulted in at least a week delay from the timetable for processing. It also requires multiple emails and phone calls. While this has not been a problem in the past, I will review the process as listed on the website, and see if a "Steps for Awards" section would help.

Thank you for the submissions. I look forward to being able to announce the awards at the February TPAC meeting!

Promotion Preparation Subcommittee:

Chair: CDR Michele Jordan

Members: CDR Nancy Balash, CDR Ron West, CDR Kathleen O'Neill-Manrique, CDR Jesse Whitehurst-Lief, CDR Monique Howard, LCDR Tarri Randall

- Nothing to report

Retirement Recognition Subcommittee:

Chair: CDR Jesse Whitehurst-Lief

Members: CAPT Susanne Pickering, CAPT Lois Goode, CDR Ron West, CDR Jean Bradley, CDR Julia Woodard, CDR Rita Shapiro, LCDR Damien Avery, and LCDR Cindy Carter

- The retirement subcommittee continues to work on the retirement recognition celebration for the 2007 Cincinnati COA meeting. We are working closely with the COA planning committee.

To date, there are six therapists that the committee is aware of who either retired in late 2006/early 2007 or will be retiring later in 2007. Only one of these retirees has confirmed that they will be attending the meeting.

## **ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT**

February 23, 2007

To: CDR Kathleen O'Neill-Manrique, TPAC Chair  
LCDR Corey Dahl, TPAC Secretary

From: CDR Liza Figueroa, TPAC Information Management Chair

Re: TPAC INFORMATION MANAGEMENT REPORT FEBRUARY 2007

### **I. WEB PAGE SUBCOMMITTEE, CAPT Karen Siegel, Chair**

Changes include:

- Update to list of Field Reps and change to LCDR Tanzillo's e-mail
- New course to the education listing added
- Associate Recruiter info changes
- Posted formatted version of the CC values statement circulated by COTA under the time sensitive section of the site
- Posted the December CADs in the Hail and Farewell section
- 2007 call for TPAC self-nominations posted under the time sensitive area and admin committee
- The description of the Army-Baylor t-DPT program under the education listing was modified to reflect the expanded opportunity for graduates of any accredited masters PT program to participate and the web link updated
- Posted an updated vacancy list
- Posted the due date for the 2007 category award nominations

The Therapist Category web site is <http://www.cc.nih.gov/rm/pt/pathways.htm>

### **II. JOAG Liaison, LCDR Jessica Fedra, Chair**

-Nothing reported

### **III. HISTORIAN, CDR Jessie Whitehurst-Lief, Chair**

Work continues on the development of a chronology/timeline for the therapy category history website. CDR Whitehurst-Lief plans to meet with the USPHS Historian and website developers in April or May.

### **IV. RETIRED THERAPIST SUBCOMMITTEE, CAPT (ret.) Leo LaBranche and CDR (ret.) Selden Wasson**

-Nothing to report

**V. INACTIVE RESERVE, LCDR Alicia Souvignier, Chair**

Sites looking for Inactive Reserve Officers:

Sitka, AK: contact CAPT Terry Cavanaugh at 907-966-8312.

**VI. COMMISSIONED OFFICERS ASSOCIATION, CAPT Suzanne Pickering**

- Nothing reported

**VII. FIELD REPRESENTATIVE COORDINATOR REPORT/CATEGORY  
ROSTER SUBCOMMITTEE CHAIR, LCDR Jodi Tanzillo**

**I. Positions Open/Anticipated Openings:**

• **IHS AZ**

**Chinle:**

One Audiologist and one SLP

Contact ***LCDR Andra Battocchio, PT***

928-674-7225

One Staff Physical Therapist and one Assistant

Contact ***LT Matt Armentano, PT***

928-674-7553

• **IHS AZ**

**Tuba:**

3 PT, Clinical Specialists and Staff PT's

Contact ***LCDR James Cowher***

928-283-2659

• **IHS NM**

**Shiprock:**

One Occupational Therapist

Contact ***LCDR Joseph Strunce, DSc, PT***

505-368-7118

• **IHS Multi-Site**

**Hastings Indian Medical Center:**

One PTA position

Contact ***LCDR Cindy Carter, PT***

918-458-3260

**Choctaw Nation Health Center- Summer Opening**

1 PT position located in Idabel, OK

1 PT position located in McAlester, OK

Contact ***Suzan Abeyta***

918-567-7046

- **BOP EAST**

**FMC Butner, NC**

**4 openings for PT staff**

**Contact *LCDR Jon Schultz***

**919-575-3900 x5390**

**II.                   **Congratulations:****

- **IHS AZ**

**Hopi:**

Congratulations to Lani Talawyma and Felicia Sekaquaptewa completed the 2007 PF Chang ½ marathon.

Congratulations to CDR Kathleen O'Neill-Manrique who completed the full marathon on Sunday 1/14/07 in the frigid below normal Phoenix weather!!!

Sights are set on:

- Tour de Phoenix- Bicycle race 3/31/07
- Prescott Whiskey Row ½ Marathon 5/5/07

**Phoenix:**

Congratulations to CDR Liza Figueroa who passed her certification exam and has become a Certified Pain Practitioner and Diplomate of the American Academy of Pain Management. She also became Board Certified as Senior Disability Analyst and Diplomate of the American Board of Disability Analysts.

LCDR Terry Boles, PT, who received the PHS Outstanding Unit Citation in recognition of exemplary contributions to protect the public health of the citizens of Louisiana during Hurricane's Katrina and Rita. LCDR Boles was deployed to stand up the SERT, and served as the Louisiana ESF 8 Logistics Chief for the month of September 2005.

**Chinle:**

Congratulations to LCDR Jodi Tanzillo who has been assimilated to the Regular Corps of the USPHS and for receiving the USPHS Achievement Award for her sustained quality of patient management and contributions in direct patient care as the Northern Navajo Medical Center/Chinle Service Unit Specialty Hand Clinic Liaison from August 2003 to June 2006.

Congratulations to LT Paul Stout, MPT, ATC for coming on active duty to the Reserve Corps December 2006.

- **IHS NM**

**Shiprock:**

Congratulations to LCDR Lorrie Murdoch who has been assimilated to the Regular Corps of the USPHS.

- **CMHS**

Congratulations to LCDR Maria Bacilio on the birth of her son.

- **Multi-Agency**

Congratulations to: LCDR Laura M. Grogan, OTR/L who accepted a recent proposal from Victor C. Ruggiero. Victor proposed to Laura during a Helli boarding trip in Canada over President's weekend. OS/OPHS- Region VIII Denver, CO

### **III. News From the Field:**

- **IHS AZ**

**Hopi:**

CDR Kathleen O'Neill-Manrique has resumed her MPH studies at UMass-Amherst, anticipated completion date- Spring 2008.

**Sells:**

LCDR Andrea Woolridge will be starting the DPT Transitional online program with AT Still University on March 5<sup>th</sup>.

**Tuba:**

Student Program restarted, currently have 2 students from the University of Rhode Island.

**PT is presenting a proposal to the Medical Executive Committee on starting Podiatry services.**

Recent Training:

LCDR James Cowher - APTA Clinical Instructor, AACVPR Annual Conference

LTJG Heidi Fisher - Col Doug Kersey Neuromusculoskeletal Evaluation Course

- **IHS NM**

**Gallup:**

Two PT staff members assisted in implementing the Electronic Health Record (EHR) system 1/23/07.

The GIMC Wellness Center has a full-time Health Technician, Edith, and CAPT Dominick Aretino, OT staffs the Center 80% of the time.

- **IHS Multi-site**

LT Toni Donahoo is expected to graduate soon from the Arizona School of Health Sciences in March with her DPT.

- **CMHS**

LCDR Maria Bacilio and LCDR J. Michelle Peterman received a Certificate of Achievement for completion of All Hazards Disaster Mental Health Training.

**IV. Welcome/ Farewell:**

- **IHS AZ**

**Chinle:**

Welcome to LCDR Jodi A. Tanzillo, OTR/L who has transferred from Northern Navajo Medical Center, Shiprock, NM as of February 4<sup>th</sup>.

- **IHS NM**

**Shiprock**

Welcome to Scott Schmidt, PT who will be transferring to Northern Navajo Medical Center from the US Army with an anticipated start in March.

- **IHS Multi-site**

Farewell to LTJG Carlos Estevez who has transferred to the BOP in Fort Worth, TX.

- **BOP EAST**

**FMC Butner, NC**

FMC Butner says a final farewell to their deputy chief LCDR Damien Avery. He has orders to ship out by the end of February. His accomplishments at Butner include spearheading the initial development and management of the FCI II rehabilitation department in 2006. Damien will be dearly missed as he makes his transition out west in route to FCC Tucson. We want to thank Damien for his numerous contributions to our team here at Butner.

**FMC Devens, MA**

FMC Devens welcomes LT Kit Burnham to their staff. LT Burnham made a transition from active duty with the US Army to the USPHS.

**FCC Tucson, AZ**

FCC Tucson is the first “non-medical center” care-level three facility to welcome a PT to its staff. Please congratulate LCDR Avery as he assumes the Chief position there at FCC Tucson!

**V. Presentations:**

- **IHS AZ**

**Hopi:**

CDR Kathleen O’Neill-Manrique will be presenting 6/6/07 at the USPHS Scientific and Training Symposium “Complex Wound Care Management on the Hopi Reservation: Multidisciplinary Approach, Technological Challenges.”

**VI. Publication: None reported**

**VII. Deployments: None reported**

## **VIII. DISCIPLINE LIASIONS**

*CAPT Michelle Hooper – Aud.*

-Nothing reported

*CAPT Rebecca Parks – OT*

-Nothing reported

*Ms. Beth Soloman – SLP*

-Nothing reported

*CDR Michaele Smith – PT*-Nothing reported



**ATTACHMENT D: STRATEGIC PLANNING and DEVELOPMENT COMMITTEE REPORT**

**MEMORANDUM**

To: LCDR Corey Dahl, TPAC Secretary  
 CDR Kathleen O'Neill-Manrique, TPAC Chair

Date: 12/18/06

From: LCDR Terry Boles, Strategic Planning and Development Chair

PHS Therapists category Vacancies

| <b>IHS</b>     | <b>Duty Location</b>                           | <b>POC</b>  |
|----------------|--|---|
| Home Health PT | ANCHORAGE, AK<br>Alaska Native Med Center      | DOUG MUNOZ (907) 729-1261<br><a href="mailto:dmunoz@anmc.org">dmunoz@anmc.org</a>   |
| STAFF PT       | ANCHORAGE, AK<br>South Central Regional Office | LARISSA LUCA (907) 729-4999   |
| PT DIRECTOR    | BETHEL, AK<br>Yukon Kuskokwim Hospital         | DAVID FRIDAY<br>1-800 – 478-8905-EXT 3<br><a href="mailto:DAVID_FRIDAY@YKHC.ORG">DAVID_FRIDAY@YKHC.ORG</a>  |
| CHIEF PT       | JUNEAU, AK<br>SEARHC Medical Center            | LCDR JEFF LAWRENCE (907) 462-6682<br><a href="mailto:JEFFREY.LAWRENCE@SEARHC.ORG">JEFFREY.LAWRENCE@SEARHC.ORG</a><br>or<br>CAPT TERRY CAVANAUGH<br>(907) 966-8312<br><a href="mailto:TERRY.CAVANAUGH@SEARHC.ORG">TERRY.CAVANAUGH@SEARHC.ORG</a> |
| STAFF PT       | KOZEBUE, AK<br>Manilaq Health Center           | PAT SAMMARTINO<br>(HUMAN RESOURCES)<br>(907) 442-3321   |
| STAFF PT       | SITKA, AK<br>Mt Edgecomb Hospital              | CAPT TERRY CAVANAUGH<br>(907) 966-8312<br><a href="mailto:TERRY.CAVANAUGH@SEARHC.ORG">TERRY.CAVANAUGH@SEARHC.ORG</a>  |

|   |  |  |
|---|--|--|
| CHIEF<br>AUDIOLOGIST                          | SITKA, AK<br>Mt Edgecomb<br>Hospital                                 | CAPT TERRY CAVANAUGH<br>(907) 966-8312<br><a href="mailto:TERRY.CAVANAUGH@SEARC.ORG">TERRY.CAVANAUGH@SEARC.ORG</a><br>Dr JERRY AINSWORTH<br>(907) 966-8366<br><a href="mailto:JERRY.AINSWORTH@SEARHC.OR">JERRY.AINSWORTH@SEARHC.OR</a> |
| STAFF PT                                      | CHINLE, AZ   | LT MATT ARMENTANO<br>(928) 674-7223<br><a href="mailto:Matthew.Armentano@ihs.gov">Matthew.Armentano@ihs.gov</a><br>or<br><a href="mailto:Andra.battocchio@chinle.ihs.gov">Andra.battocchio@chinle.ihs.gov</a>                          |
| STAFF PT                                      | FORT<br>DEFIANCE, AZ<br>FT. Defiance Indian<br>Medical Center        | CDR MIKE FAZ<br>Mike.faz@ihs.gov   |
| CHIEF PT<br>and/or<br>OT<br>* Tribal Position | SANTA ROSA,<br>AZ<br>Archie Hendricks<br>Skilled Nursing<br>Facility | Ms CAROLE DENE GARCIA<br>(520) 361-1800<br><a href="mailto:Cgarcia@toltc.org">Cgarcia@toltc.org</a><br>or<br>Mr. LEE OLITZKY (520) 444-4109<br><a href="mailto:Lolitzky@toltc.org">Lolitzky@toltc.org</a>                              |
| STAFF OT                                      | TUBA CITY, AZ  | ANN O'CONNOR (928) 283-2594<br><a href="mailto:ANN.O'CONNOR@TCIMC.IHS.GOV">ANN.O'CONNOR@TCIMC.IHS.GOV</a>  |
| STAFF PT                                      | TUBA CITY, AZ<br>Tuba City Indian<br>Medical Center                  | JAMES COWHER (928) 283-2659<br><a href="mailto:JAMES.COWER@TCIMC.IHS.GOV">JAMES.COWER@TCIMC.IHS.GOV</a>  |
| 2 - PT<br>CLINICAL<br>SPECIALISTS<br>(0-5)    | TUBA CITY, AZ<br>Tuba City Indian<br>Medical Center                  | JAMES COWHER (928) 283-2659<br><a href="mailto:JAMES.COWER@TCIMC.IHS.GOV">JAMES.COWER@TCIMC.IHS.GOV</a>  |
| STAFF SPEECH<br>LANGUAGE<br>PATHOLOGIST       | TUBA CITY, AZ  | ANN O'CONNOR (928) 283-2594<br><a href="mailto:ANN.O'CONNOR@TCIMC.IHS.GOV">ANN.O'CONNOR@TCIMC.IHS.GOV</a>  |
| STAFF PT                                      | CROW AGENCY,<br>MT<br>PHS Indian Hospital                            | CURTIS BRIEN<br><a href="mailto:CURTIS.BRIEN@IHS.GOV">CURTIS.BRIEN@IHS.GOV</a>   |
| STAFF PT                                      | LAMEDEER, MT   | JENNIFER ALLIES  |

|                     |  |  |
|---------------------|--|--|
|                     | PHS Indian Health Center   | <a href="mailto:JENNIFER.ALLIES@MAIL.IHS.GOV">JENNIFER.ALLIES@MAIL.IHS.GOV</a>   |
| CHIEF PT            | GALLUP, NM<br>Gallup Indian Med Center                             | LCDR BARBARA WERITO (505) 722-1505<br><a href="mailto:BARBARA.WERITO@GIMC.IHS.GOV">BARBARA.WERITO@GIMC.IHS.GOV</a>                 |
| STAFF PT            | SHIPROCK, NM<br>Northern Navajo Medical Center                     | LCDR JOSEPH STRUNCE (505) 368-7118<br><a href="mailto:JOSEPH.STRUNCE@IHS.GOV">JOSEPH.STRUNCE@IHS.GOV</a>                           |
| STAFF PT            | TAHLEQUAH, OK<br>W.W. Hastings Indian Hospital                     | LCDR CINDY CARTER (918) 458-3260<br><a href="mailto:CINDY.CARTER@MAIL.IHS.GOV">CINDY.CARTER@MAIL.IHS.GOV</a>                       |
| STAFF PT            | CRANDON, WI<br>Forest County Potawatomi Health and Wellness Center | CHRIS SKAGGS (715) 478-4340<br><a href="mailto:CHRIS@FPCPOTAWATOMI.COM">CHRIS@FPCPOTAWATOMI.COM</a>                                |
| STAFF PT            | ONEDIA, WI<br>Onedia Community Health Center                       | KATRINA ELIZONDO (920) 869-4814  |
| <b>BOP</b>          | <b>Duty Location</b>   | <b>POC</b>   |
| CHIEF PT (05)       | Terminal Island, CA<br>FCI Terminal Island                         | CDR Jean Bradley (817) 782-4572<br><a href="mailto:JEBRADLEY@BOP.GOV">JEBRADLEY@BOP.GOV</a>  |
| CHIEF PT (05)       | Terra Haute, IN<br>FCC   | CDR Jean Bradley (817) 782-4572<br><a href="mailto:JEBRADLEY@BOP.GOV">JEBRADLEY@BOP.GOV</a>  |
| STAFF OT (02-04)    | Butner, NC<br>FMC Butner   | CDR Jean Bradley (817) 782-4572<br><a href="mailto:JEBRADLEY@BOP.GOV">JEBRADLEY@BOP.GOV</a>  |
| <b>Multi-Agency</b> | <b>Duty Location</b>   | <b>POC</b>   |
| SAMHSA              | Pennsylvania<br>Adolescent Services Coordinator                    | <a href="mailto:Carol.Rest-Mincberg@samhsa.hhs.gov">Carol.Rest-Mincberg@samhsa.hhs.gov</a><br>Announcement: DCCA-SAMHSA-1126-1025  |
| HHS –OS (04-05)     | Washington, DC<br>Senior Operations Analyst                        | CDR Tom Doss (202) 205-0499<br><a href="mailto:Thomas.Doss@hhs.gov">Thomas.Doss@hhs.gov</a><br>Announcement : DCCA-OPHEP-1046-1520 |
| HHS –OS (03-04)     | Washington, DC<br>Operations Analyst                               | CDR Tom Doss (202) 205-0499<br><a href="mailto:Thomas.Doss@hhs.gov">Thomas.Doss@hhs.gov</a>  |

|   |   |  |
|---|---|--|
|   | ESF 8   | Announcement : DCCA-OPHEP-1046-1520  |
| HHS –OS<br>(03-04)                        | Washington, DC<br>Operations Analyst<br>A&F Section                       | CDR Tom Doss (202) 205-0499<br><a href="mailto:Thomas.Doss@hhs.gov">Thomas.Doss@hhs.gov</a><br>Announcement : DCCA-OPHEP-1046-1520   |
| HHS – DCP                                 | Washington, DC<br>Coordinator   | <a href="mailto:jason.jurkowski@hhs.gov">jason.jurkowski@hhs.gov</a><br>Announcement: DCP-0127-001   |
| OPHS -OPHEP                               | Washington, DC<br>Public Health and<br>Science Program<br>Officer/Analyst | Mary Mazanec (202) 205-8929 or<br><a href="mailto:mary.mazanec@hhs.gov">mary.mazanec@hhs.gov</a><br>Announcement: DCCA-OPHEP-9186-1015   |
| OPHS                                      | Washington, DC<br>Senior Science<br>Advisor                               | Mary Mazanec (202) 205-8929 or<br><a href="mailto:mary.mazanec@hhs.gov">mary.mazanec@hhs.gov</a><br>Announcement: DCCA-OPHEP-9186-1013<br>Billet 99AA044   |
| <b>PHS OCCO</b>                           |   | <b>POC</b>   |
| PHS Details and<br>Special<br>Assignments |   | PHS Detail Project Officer, DCCA, OCCO<br>(240) 453-6006<br><br><hr/> <i>* For possible assignments listed below,<br/>contact the PHS Detail Project Officer as well<br/>as the POC listed for the job announcement.</i> |

Partial listing of web sites for vacancy announcements:

<https://jobs.quickhire.com/scripts/FSIS.exe/>

[www.usphs.gov/html/other\\_federal\\_jobs.html](http://www.usphs.gov/html/other_federal_jobs.html)

[dcp.psc.gov/VATS/rept\\_select.htm](http://dcp.psc.gov/VATS/rept_select.htm)

[www.cdc.gov/ncipc/default.htm](http://www.cdc.gov/ncipc/default.htm)

[www.fda.gov/jobs/default.htm](http://www.fda.gov/jobs/default.htm)

[www.cms.hhs.gov](http://www.cms.hhs.gov)

[www.hrsa.gov](http://www.hrsa.gov)

PT- 0633      OT – 0631      SLP – 0665      Aud - 0665

### **Recruitment Subcommittee**

Chair: LCDR Alicia Souvignier

Members:

Open Business: Monthly updates of therapists vacancies listed on the TPAC website.

Closed Business:

New Business: Reminder ARP application and training information is posted on the TPAC web site.

### **Strategic Growth Subcommittee**

Chair: CDR Scott Gaustad

Members: CAPT Gary Shelton

Open Business: Continuing work on a staffing formula for therapists in IHS with the aim to reflect appropriate number of staff to population ratios.

Closed Business: Category profile updated as of October 6<sup>th</sup> is posted on TPAC web site.

New Business: Welcome new Chair CDR Scott Gaustad.

### **Retention Subcommittee**

Chair: LCDR James Cowher

Members: CDR Mark Melanson  
LT Doug Fiorentino

Open Business: Subcommittee continues effort in creating a new retention survey to include transformational interest.

Closed Business:

New Business: Nothing new to report.

### **COSTEP Subcommittee**

Chair: LCDR William Pearce

Members:

Open Business:

Closed Business:

New Business: Nothing new to report.

### **Long Term Training Subcommittee**

Chair: LT Ayanna Hill

Members: LCDR Teshara Bouie

Open Business:

Closed Business:

New Business: Nothing new to report.

### **IHS Scholarship Subcommittee**

Chair: LT Toni Donahoo

Members:

Open Business: Continuing dialogue with 2006 PT graduates regarding job placement. Five remaining graduates need licensure and/or job placement.

- Three scholarship recipients have failed their licensure exam; one recipient failed the test three times.

- One scholarship recipient has been licensed in Arizona since 07/25/06, and is waiting out a position in the Tucson/Phoenix area. Recommendation to the Scholarship Branch to place this scholarship recipient in default.

- One scholarship recipient is looking in the Albuquerque area for a PT position. Had a temporary NM license, expires 11/22/06, plans to sit board exam week of 18 December.

Closed Business:

New Business: Nothing new to report.

### **Appointment Standards Subcommittee**

Chair: CDR Jessie Whitehurst-Lief

Members: CDR Rita Shapiro  
CDR Mercedes Benitez-McCrary  
CAPT Frank Weaver  
LCDR Teshara Bouie

Open Business: The TPAC appointment standards recommendations sent up by the original task group in October, 2005 and later revised; still pending approval at DCP level.

Closed Business:

New Business: Nothing new to report.

## ATTACHMENT E: READINESS COMMITTEE REPORT

### TPAC READINESS COMMITTEE

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Rita B. Shapiro, MA, PT  
CDR, USPHS  
Chair, TPAC Readiness Committee/OFRD Subcommittee  
2100 Second Street, SW  
Room 5314  
Washington, DC 20593  
Office: 202-475-5182  
Mobile: 240-401-8776  
Email: rita.b.shapiro@uscg.mil



February 22, 2007

From: CDR Rita B. Shapiro, Readiness Committee Chair  
To: CDR Kathleen O'Neill-Manrique, TPAC Chair  
LCDR Corey Dahl, TPAC, Executive Secretary

Subject: Readiness Committee Report for February 2007

Members of the Readiness Committee: CDR Scott Gaustad (IHS), LCDR Joseph Golding (IHS), LCDR Monique Howard (CMS) and LT Doug Fiorentino (BOP)

OFRD Subcommittee: Chair, CDR Rita Shapiro

Healthy Lifestyles Subcommittee: Chair, LCDR Joseph Golding

Readiness: The therapist category basic readiness status in January 2007 again exceeded all other categories at nearly 90% ready. Well done! Thanks to the Readiness Committee members who diligently worked on assisting officer needing help/guidance in completing some requirements. Just a note of caution that some items require a periodic update and all must be cognizant of that.

The readiness committee submitted another article to the CC Bulletin for the "Fit for duty Fit for Life" section that is being managed by the Dietician category on exercise safety in Cold Weather. LCDR Golding did the primary research for this topic. Please feel free to suggest topics of interest to CDR Shapiro at [rita.b.shapiro@uscg.mil](mailto:rita.b.shapiro@uscg.mil) and copy to LCDR Golding ([Joseph.Golding@ihs.gov](mailto:Joseph.Golding@ihs.gov)) and LT Fiorentino ([dfiorentino@bop.gov](mailto:dfiorentino@bop.gov)).