



**U.S. PUBLIC HEALTH SERVICE**  
**Pharmacist Professional Advisory Committee**

**Department of Health and Human Services**

**Minutes of Meeting**  
**7 September 2006**  
**Surgeon Generals Conference Room**  
**Parklawn Building**  
**1300-1600**

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**Members Present:**

**In Rockville:**

RADM Robert Pittman (CPO), IHS-Rockville, MD  
CAPT Raelene Skerda (Ex-Officio Chair), BOP-Allenwood, PA  
CDR Patricia Garvey, FDA-Silver Spring, MD  
CDR Laura Pincock (Vice Chair), FDA-Silver Spring, MD  
CDR Nita Sood, HRSA- Rockville, MD

LCDR Renu Chhabra, FDA-Rockville, MD  
LCDR Richard Glabach, HRSA-Rockville, MD  
LCDR Tara Turner (Ex-Officio Executive Secretary), CMS- Baltimore, MD

**Via Telephone:**

CAPT James Bresette, IHS-Rockville, MD  
CAPT George Havens, NDMS-Washington, DC  
CDR Christopher Allen, CDC-Atlanta, GA  
CDR Thomas Berry, FDA-Raleigh, NC  
CDR Tamara Close, IHS-Whiteriver, AZ  
CDR Samuel Foster, IHS-White Earth, MN

CDR Michael Long (Chair) BOP-Butner, NC  
CDR Kimberly Zietlow, IHS-Red Lake, MN  
LCDR Violette Ganoë, BOP-Bradford, PA  
LCDR Jeff Mouakket, HRSA-Dallas, TX  
LCDR Jeffrey Newman, BOP-Springfield, MO  
LCDR Peter Vermilyea, IHS-Winslow, AZ

**Members Absent:**

CAPT Robert McClelland, IHS-Elko, NV  
LCDR Brian Campbell (Ex-Officio JOAG), IHS-Whiteriver, AZ  
LCDR Ted Hall (Ex-Officio JOAG), IHS-Baraboo, WI

LT Stacey Smith (Ex-Officio JOAG), IHS-Fort Washakie, WY

**Guests\*:**

CAPT Michael Forman, IHS-Aberdeen, SD  
CAPT Sharon Gershon, FDA-Rockville, MD  
CAPT Lillie Golson, FDA-Rockville, MD  
CAPT William Hess, FDA-Rockville, MD  
CAPT George Lyght, FDA-Rockville, MD  
CDR Robert Anderson, BOP-Fort Worth, TX  
CDR Scott Giberson, IHS-Rockville, MD  
CDR Elizabeth Girard, FDA-San Diego, CA  
CDR James Good, DHS-Tacoma, WA  
CDR Daniel Hasenfang, USCG, Cape May, NJ  
CDR Mark McClain, FDA-Hartford, CT  
CDR Sharon McCoy, FDA-Rockville, MD

CDR Nina Mezu-Nwaba, FDA-Rockville, MD  
CDR Cassandra Sherrod, FDA-Silver Spring, MD  
CDR Michael Shiber, BOP-Cumberland, MD  
CDR Matthew Tarosky, FDA-Rockville, MD  
CDR Deborah Thompson, USCG-New London, CT  
LCDR Christine Bina, FDA-Rockville, MD  
LCDR Mary Byrne, IHS-Polacca, AZ  
LCDR Jim Czarzasty, FDA-Rockville, MD  
LCDR Louis Flowers, HRSA-Rockville, MD  
LCDR Lori Garcia, FDA-Silver Spring, MD  
LCDR Christopher Jones, FDA-Rockville, MD  
LCDR Connie Jung, FDA-Rockville, MD  
LCDR Paula LaPlant, FDA-Swanton, VT

LCDR Diem-Kieu Ngo, FDA, Rockville, MD  
LCDR Mimi Phan, FDA-Rockville, MD  
LCDR Patrick Romero, USCG-Clearwater, FL  
LCDR Diane Smith, FDA-Silver Spring, MD  
LCDR Krista Scardina, HRSA-Rockville, MD  
LCDR Jacqueline Thomas, OS-Rockville, MD  
LCDR Gerardo Vazquez, HRSA, Houston, TX  
LCDR Teresa Watkins, FDA-Rockville, MD  
LCDR Karen Williams, HRSA-Rockville, MD

LCDR Chi-Ann Wu, FDA-Rockville, MD  
LT Randy L. Anderson, FDA-White Oak, MD  
LT Dan Brum, FDA-Rockville, MD  
LT Binh Nguyen, FDA-Irvine, CA  
LT Keri Suh, FDA-Rockville, MD  
LT Christina Thompson, FDA-Rockville, MD  
LT Joseph Zagame, BOP-Lewisburg, PA  
Ayanna Garner, Pharmacy Student

\*Guests attending the meeting via call in are requested to email their rank, name, agency, and location information to the PharmPAC secretary at [tara.turner@cms.hhs.gov](mailto:tara.turner@cms.hhs.gov).

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**Call to Order: CDR Mike Long ([mzlong@bop.gov](mailto:mzlong@bop.gov))**

CDR Long called the September 2006 Pharmacist Professional Advisory Committee (PharmPAC) meeting to order.

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**Acceptance of August 06 PharmPAC Meeting Minutes: CDR Mike Long ([mzlong@bop.gov](mailto:mzlong@bop.gov))**

Minutes from the August 3, 2006 PharmPAC meeting were accepted with no edits.

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**CPO Comments: RADM Robert Pittman**

- ◆ **Federal Bureau of Prisons Pharmacy Meeting**
  - RADM Pittman attended the meeting and reported that it was very well organized and well attended.
- ◆ **Flu Vaccine**
  - Good supply expected for the 2006-2007 season.
- ◆ **CPO/PAC Chair Meeting**
  - All COERS are due in officers' eOPFs by November 20, 2006; CPO's plan to release a document to assist officers with completing their COERS; OCCO is expected to address the issue of missing COERS; must have COERS on file for promotions, etc.
  - Officers' Time – how much on duty time should be spent on Corps activities? What is expected of officers for officership?
  - Awards Task Force – Acting Surgeon General Moritsugu appointed a panel to develop recommendations regarding the awards process. The panel will request comments from all of the PACs.
  - Transformation positions are still available in OCCO and OCCFM.
  - Permanent promotions: waiting for release, hopefully in next few weeks; orders are being cut
  - Readiness requirements: for purpose of promotions, there is consideration that there should be 2 dates by which officers should meet basic readiness (i.e. Dec. and May)
  - Recent hurricane deployment – Officers on Tier III can be expected to be called upon frequently for deployments.
- ◆ **Awards Presentation:** RADM Pittman presented the following officers with awards in appreciation for their service to the PharmPAC:

CAPT James Bresette  
CAPT Sharon Gershon  
CAPT Raelene Skerda  
CDR Daniel Hasenfang

CDR Douglas Herold  
CDR Paul Huntzinger  
LCDR Michael Lee  
LCDR Glenna Meade  
LCDR Krista Scardina

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**Section Lead Comments:**

**Administration** → CDR Garvey ([patricia.garvey@fda.hhs.gov](mailto:patricia.garvey@fda.hhs.gov)) / LCDR Ganoe ([vganoe@bop.gov](mailto:vganoe@bop.gov))]

**Charter:** The PharmPAC Charter was approved by the Office of the Surgeon General last week. We now need to revise the PharmPAC Standard Operating Procedures (SOP) document. Please contact CDR Garvey to volunteer.

**Membership:**

- ◆ Update on status of PharmPAC Member Applicants – package is now in the Office of the Surgeon General awaiting approval

**Pharmacist Responder of the Year Award:**

- ◆ Nominations are due by November 17, 2006.

**Agency Liaisons** → CAPT Holt ([walter.holtjr@cdc.hhs.gov](mailto:walter.holtjr@cdc.hhs.gov))

- ◆ JOAG – written report submitted by LCDR Brian Campbell. There is a new JOAG Executive Committee for 2006-2007. LCDR Thomas Pryor will be the JOAG Chair. LT Aimee Treffiletti is the new Chair-Elect; LCDR Ernest is the new Vice Chair; and LT Jennifer Freed is the new Executive Secretary. The New Senior Advisor has not been released. There will be no general JOAG meeting this month. The next meeting will be in October. JOAG medallions are now available, see website.

The PharmPAC needs a liaison for the American Public Health Association. A nomination request will be sent out on the listserve.

**Student Award**→ CDR Garvey

The workgroup proposed a revision of the eligibility criteria. The proposed change is that group awards will now be considered. After discussion, the PAC decided to send the proposal back to the workgroup for further development. All interested persons may submit comments to CDR Garvey no later than Friday, September 15. Informational letters are due to be sent to the pharmacy school deans in December.

**Legislative Update** → CAPT Hess

CAPT Hess and some of his pharmacy students looked at proposed legislation to find any impact on pharmacy practice. The purpose of this project is to keep the CPO and the Office of the Surgeon General informed of legislation coming down the pike. CAPT Hess circulated a spreadsheet, which contained descriptions of 35 bills. The spreadsheet will be sent out on the listserv.

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**Career Development** → CDR Sood ([NSood@HRSA.GOV](mailto:NSood@HRSA.GOV)) / LCDR Mouakket ([jeff.mouakket@hrsa.hhs.gov](mailto:jeff.mouakket@hrsa.hhs.gov))

**Immunization Proposal**

- ◆ Proposal to provide APhA's Pharmacy-Based Immunization Delivery Certification Program at the COA meeting in 2007 in Cincinnati
- ◆ Identified 3 officers who are certified to instruct the course
- ◆ The group is considering a grant submission to ASHP

- ◆ CAPT Farrell (COA) will provide a room free of charge
- ◆ MOA – CAPT Bina has determined that there is no need for a MOA; this will involve a change in the BOP purchase order to permit non-BOP pharmacists to participate
- ◆ Need to determine level of interest (3 trainers could effectively train 50 officers); LCDR Mouakket will send request through listserv to find out who is interested and their preference for timing (i.e. before or after the COA meeting)
- ◆ It was suggested that the PAC discuss with RADM Babb the possibility of offering this training to other disciplines (i.e. dentists); however it was pointed out that APhA is not including training in administration of the smallpox vaccine and the dentists need that component
- ◆ LCDR Karen Williams reported that there are 3 FOH clinics that are willing to host pharmacists who would like to practice their immunization skills during the upcoming flu season. She needs to know who is interested, preferred site, and dates. They will try to have 2-3 people at a given time for support in this new practice environment. A message will go over the listserv to identify immunization certified pharmacists who wish to participate.

**Update of Readiness Status** → CDR Sood

Pharmacy category is currently at 69%. The Corps-wide total is 70.4%.

**Update on Mentoring Program** → CAPT Golson

Since the beginning of the program, twenty-seven mentees have been matched with mentors. Fifteen of these are new calls to active duty. CAPT Golson has a breakdown by agency and month. No feedback will be received until the 6 month point.

**Recruitment** → CAPT Bresette ([james.bresette@ihs.gov](mailto:james.bresette@ihs.gov)) / LCDR Chhabra ([chhabrar@cdcr.fda.gov](mailto:chhabrar@cdcr.fda.gov))

- ◆ **Letters to Deans of Schools of Pharmacy** – letters were sent requesting schools to link the PharmPAC website to their school websites
- ◆ **Student Programs** → LCDR Chhabra ([chhabrar@cdcr.fda.gov](mailto:chhabrar@cdcr.fda.gov)) [for CDR Kremzner ([kremznerm@cdcr.fda.gov](mailto:kremznerm@cdcr.fda.gov))]
  - COSTEP Day – 10-12 students participated. Presentations were made by LCDR Chhabra, RADM Babb, CAPT Hess, and Craig Hostetler. The lecture series will continue on a monthly basis.
- ◆ **Web Accessible Collaboration System (WACS) Update** → LCDR Karen Williams ([karen.c.williams@hrsa.hhs.gov](mailto:karen.c.williams@hrsa.hhs.gov))
  - 138 registered university POC's (163 in database; approximately 30 have not registered on the site); e-mails are being sent to persons who have not yet registered.
  - LCDR Williams proposed an open enrollment period for the POC program; this would require the development of a policy to present to the PAC
- ◆ **Associate Recruiter (AR) Program** → CAPT Raelene Skerda
  - Fillable forms now available on DCP website
  - Required training is still in process of being put together
  - There are links on the PharmPAC website to ARP materials
  - APhA /ASP Mid-year Regional Meetings will be held in the Fall; Need 1 volunteer to speak at each of the regional meetings (there are 8 total). Need at least 2 people to staff the booth. More information will be sent via the listserv
  - No more funding available for FY 2006; waiting for budget for FY 2007
  - List of associate recruiters is available on the PharmPAC website
  - Going forward, all current associate recruiters will have to meet requirements to remain current. This includes a requirement to complete training by March 2007.

**Communications** → CDR Foster ([Samuel.Foster@ihs.gov](mailto:Samuel.Foster@ihs.gov)) / CDR Sood ([NSood@HRSA.GOV](mailto:NSood@HRSA.GOV))

- ◆ **PharmPAC Website** → CDR Sood  
Website is on agenda for us to re-vamp. Will have a draft next month.
- ◆ **Public Health Workgroup** –
  - Deployment Forms – OPHEP is drafting a patient encounter form intended as a triage form for the Federal Medical Shelter (FMS). CDR Pincock has spoken to LCDR Gregg Davis of OPHEP about pharmacy-specific forms, such as a Medication Therapy Management (MTM) form or a Medication History form. The group can create pharmacy forms which should be vetted through OPHEP and OFRD. There may be additional forms that we need for pharmacists. There will be drafts for the next meeting.
- ◆ **October = National Pharmacists Month** → CDR Nina Nwaba  
Possible activities:  
Present information on pharmacy and public health careers at local schools.  
Provide brown bag day at local nursing homes.  
CDR Nwaba is having meeting on September 14 for anyone interested in volunteering.  
Information will be sent out via the listserv.

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**Closing Comments:** CDR Mike Long ([mzlong@bop.gov](mailto:mzlong@bop.gov))

- ◆ **Federal Bureau of Prisons Pharmacy Conference** – CDR Long attended and reported that it was an outstanding conference. He offered accolades to CAPT Bina for organizing the speakers and the continuing education credits.
- ◆ **Readiness Status**
  - It is extremely important that all officers maintain readiness.
  - Question was asked regarding whether there would be a cross-checking of information from OFRD and MAB. Currently information should be submitted to both OFRD and MAB. In the future the goal is to have one database but in the short term, information is needed in both areas.
- ◆ **Leadership for Upcoming PAC Year**
  - CDR Long reported that the following nominations were received for the PharmPAC leadership elections:  
Chair: CDR Nita Sood  
Vice-Chair: LCDR Violette Geza Ganoe
  - CDR Long opened the floor for additional nominations. None were received and the nominating period was closed.
  - The general meeting was adjourned @ 2:47pm. All voting PharmPAC members were asked to remain for a closed session for voting.
  - CDR Nita Sood was elected as the new Chair and LCDR Violette Ganoe was elected as the new Vice Chair. Their leadership terms run November 1, 2006 through October 31, 2006.

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**Next Meeting Date:**

**October 5, 2006, from 1300 to 1600 EST, Surgeon General's Conference Room; Agenda and call-in information will be distributed prior to the meeting**

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**Useful Links and Contact Info:**

- ◆ Emails: [PharmPAC@list.nih.gov](mailto:PharmPAC@list.nih.gov)  
[PHS-Pharmacists@list.nih.gov](mailto:PHS-Pharmacists@list.nih.gov)  
[PHS-RX-JOBS@list.nih.gov](mailto:PHS-RX-JOBS@list.nih.gov)  
[PHS-Rx-Students@list.nih.gov](mailto:PHS-Rx-Students@list.nih.gov)

- ◆ Listservs: PHS Pharmacists <https://list.nih.gov/archives/phs-pharmacists.html>
- PHS Rx Students <https://list.nih.gov/archives/phs-rx-students.html>
- OFRD <https://list.nih.gov/archives/ccrf.html>
- RPh Job Vacancies <https://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>

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--Respectfully Submitted,

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 LCDR Tara Turner, Executive Secretary      Date

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 CDR Michael Long, Chair      Date

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 RADM Robert E. Pittman, CPO      Date

**Enclosures:**  
**Attachment 1: Legislative Spreadsheet**