



U.S. PUBLIC HEALTH SERVICE
Pharmacist Professional Advisory Committee

Department of Health and Human Services

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

Members Present:

In Rockville:

CDR Patricia Garvey, FDA-Silver Spring, MD
CDR Nita Sood (Chair), HRSA- Rockville, MD
CDR Jacqueline Thomas, OCCO-Rockville, MD
LCDR Devvrat Patel, FDA-Rockville, MD
(alt for CDR Fritsch)

LCDR Tara Turner (Ex-Officio Executive
Secretary), CMS- Baltimore, MD

Via Telephone:

CAPT James Bresette, IHS-Rockville, MD
CAPT George Havens, NDMS-Washington, DC
CAPT Robert McClelland, IHS-Elko, NV
CDR Richard DeCederfelt, NIH-Bethesda, MD
CDR Mary Kremzner, FDA-Rockville, MD
CDR Michael Shiber, BOP-Cumberland, MD
CDR Matthew Tarosky, FDA-Rockville, MD
CDR Kimberly Zietlow, IHS-Red Lake, MN

LCDR Richard Glabach, OCCFM-Rockville, MD
LCDR Lori Hall, CDC-Atlanta, GA
(alt for CDR Allen)
LCDR Jeff Mouakket, HRSA-Dallas, TX
LCDR Peter Vermilyea, IHS-Winslow, AZ

Members Absent:

RADM Robert Pittman (CPO), IHS-Rockville, MD
CDR Christopher Allen, CDC-Atlanta, GA
(Excused - alt present)
CDR Tamara Close, IHS-Whiteriver, AZ
CDR Samuel Foster, IHS-White Earth, MN
CDR Beth Fabian Fritsch, FDA-Rockville, MD
(Excused - alt present)
CDR Michael Long (Ex-Officio Chair) BOP-
Butner, NC
LCDR Brian Campbell (Ex-Officio JOAG),
IHS-Whiteriver, AZ

LCDR Violette Ganoë (Vice-Chair), BOP-Bradford,
PA (Excused)
LCDR Kristina Joyce-Pittman (Ex-Officio JOAG),
FDA-Philadelphia, PA
LCDR Jeffrey Newman, BOP-Springfield, MO
LT Stacey Smith (Ex-Officio JOAG),
IHS-Fort Washakie, WY

Guests*:

CAPT Kathleen Downs, OCCO-Rockville, MD
CAPT Lillie Golson, FDA-Rockville, MD
CAPT Walter Holt, CDC-Atlanta, GA
CAPT Vernon Lew, USCG-Norfolk, VA
CAPT Raelene Skerda, OCCO-Rockville, MD

CDR Kimberly Deffinbaugh (nurse category)
CDR Walter Fava, FDA-Silver Spring, MD
CDR Scott Giberson, IHS-Rockville, MD
CDR Elizabeth Girard, FDA-San Diego, CA
CDR Dana Hall, NDMS-Kansas City, MO
CDR Jill Mayes, IHS-Idabel, OK
CDR Nina Nwaba, FDA-Rockville, MD

CDR Laura Pincock, FDA- Silver Spring, MD
CDR Robert Steyert, FDA-Central Islip, NY
CDR Deborah Thompson, USCG-New London, CT
LCDR David Araojo, FDA-Silver Spring, MD
LCDR Vicky Borders-Hemphill, FDA-Silver Spring, MD
LCDR Alisea Crowley, FDA-Silver Spring, MD
LCDR Michelle Dillahunt, FDA-Rockville, MD
LCDR Sheryl Gunther, FDA-Rockville, MD
LCDR Thomas Hinchliffe, FDA-Rockville, MD
LCDR S. Christopher Jones, FDA-Rockville, MD
LCDR Connie Jung, FDA-Rockville, MD
LCDR Craig Kiester, FDA-Rockville, MD
LCDR Larry Lim, FDA-Rockville, MD

LCDR Keith Olin, FDA-Rockville, MD
LCDR Patrick Romero, USCG-Clearwater, FL
LCDR Sandeep Saini, FDA-Silver Spring, MD
LCDR James Saunders, FDA-Silver Spring, MD
LCDR Kendra Stewart, FDA-Rockville, MD
LCDR Teresa Watkins, FDA-Rockville, MD
LCDR Karen Williams, HRSA-Rockville, MD
LCDR Chi-Ann Wu, FDA-Rockville, MD
LCDR Yon Yu, CDC-Atlanta, GA
LT Dan Brum, FDA-Rockville, MD
LT Liatte Krueger, BOP-Rochester, MN
LT Susan Pellock, FDA-Rockville, MD
LT Cicely Reese, FDA-Rockville, MD
LT Christina Thompson, FDA-Rockville, MD

*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.

Call to Order: CDR Nita Sood (NSood@HRSA.GOV)

CDR Sood called the December 2006 Pharmacist Professional Advisory Committee (PharmPAC) meeting to order.

Transformation Update: RADM Robert Knouss & RADM Robert Williams

RADM Knouss described the history of the transformation process. Transformation was first announced in July 2003 by Secretary Thompson. At that time a study was launched with the Lewin Group. As part of that study, several focus groups were put together. The study was completed in the summer of 2004. The results helped to frame issues that the Corps needed to explore further. Agency heads voted on various options. Subsequently, Secretary Leavitt had discussions with Agency heads and developed his own options. It was decided that the basic Corps size should be 6600 officers with the plan to eventually aim for higher numbers. A press conference was held on January 18, 2006 during which the transformation plan was rolled out. Workgroups were established to develop recommendations on how to implement the Secretary's decisions. Consensus was arrived at this past Fall. A major recommendation was that the Corps needs to deal with force management on a more aggressive basis. Since that time there have been articles posted in the E-Bulletin. The implementation plan has been posted on the CCMIS website. New positions have been developed in OCCO/OCCFM to help flesh out the plan. They will need help from the PACs in developing the following category-specific areas:

1. Career development matrix
2. Benchmarks and indicators
3. Training
4. Recruitment

The timeline to accomplish transformation is over the next 6 or 7 months. In the Spring of 2007 a new recruitment process will be put in place, including a new automated application system.

RADM Williams emphasized the excitement of the transformation process. In his experience, the entire Department is now talking about the Commissioned Corps, which is unprecedented. He also encouraged the involvement of the PAC in the areas described above.

Farewell: RADM John Babb

CDR Sood thanked RADM Babb for his leadership to the pharmacy category. RADM Babb indicated that he is looking forward to working in the Kansas City Regional Office. He thanked the PAC for its important work and for the quality materials and communications that it provides to the pharmacy category.

RADM Babb reported that he sent a message this morning to all Commissioned Corps officers reminding them of the changes in basic readiness requirements and encouraging all officers to check their readiness status in the secure area of the OFRD website. Currently the numbers are very low. Originally officers were required to complete 9 core modules plus 3 modules from either Column A or B. Officers are now required to complete 8 core courses plus 4 FEMA modules. There are now several options to satisfy the PPD requirement. Officers are no longer required to report polio vaccination. Clinical hours have been reduced to 80 per year. The flu vaccine requirement is annual and must be obtained by December 31 each year. A message detailing the changes in the basic readiness requirements will be sent over the listserv.

On December 1, OFRD changed its web-based training contractor. Currently only the 8 basic modules are available on the website. They plan to have the modules for the Field Medical Readiness Badge (FMRB) available by the end of January.

OFRD plans to announce 12 leadership billets for the DC-based HAMR team and 12 leadership billets for the Phoenix-based HAMR team. These billets are conditional upon the HHS budget.

Acceptance of November 06 PharmPAC Meeting Minutes: CDR Nita Sood (NSood@HRSA.GOV)

Minutes from the November 2, 2006 PharmPAC meeting were accepted as amended.

CPO Comments: RADM Robert Pittman

No report submitted.

Section Lead Comments:

Career Development → CDR Michael Shiber (MJShiber@bop.gov)

FOH Flu Clinics → CDR Deffinbaugh (nurse officer)

- ◆ 17-19 pharmacist officers certified to administer immunizations volunteered
- ◆ Many more have expressed interest
- ◆ Over 1000 shots were administered by pharmacists at 7-8 sites; mostly at the Parklawn Building
- ◆ There are other clinics (hepatitis A, hepatitis B, tetanus) which could potentially utilize pharmacist immunizers

DC Area Immunization Training – Dec. 1 → LCDR Olin

- ◆ 39 pharmacists took the course; 37 Commissioned Corps officers and 2 civil servants
- ◆ Course was taught by PHS pharmacists
- ◆ Training focused on adult immunization services
- ◆ Participants will receive certificates in 4-6 weeks
- ◆ Special thanks to the instructors (CDR Laura Pincock, CDR Michael Shiber, and CDR Nita Sood)
- ◆ Another training session will be offered at the 2007 COA conference in Cincinnati, OH
- ◆ Encourage pharmacists to take the APhA faculty course; next offering is March 2007 in Atlanta, GA

Mentorship Program → CAPT Golson

- ◆ For the months of September and October 2006, there were 9 new calls to active duty and 3 additional participants
- ◆ Receiving several requests for mentors from IHS
- ◆ Request that mentors not be in the line of supervision of the mentees
- ◆ All items on the checklist should be covered by mentors; one item that is routinely missed is the mission statement
- ◆ For those who volunteer to serve as mentors, it is very likely that you will be called

2007 Promotions and Assimilation→CDR Shiber

- ◆ OPF fax lines have increased from 2 to 4 to accommodate volume of submissions
- ◆ Review the list of action items from the November meeting minutes or from the CCMIS website

Readiness – Manual Circular 377→CDR Shiber

- ◆ Please see RADM Babb's e-mail and check your readiness status
- ◆ OFRD website shows which courses and other requirements you are missing
- ◆ Flu shot must be obtained by December 31

Immunization Grant Proposal→CDR Shiber

- ◆ CAPT Farrell (Commissioned Officers Foundation) has awarded \$2000

Communication → CDR Samuel Foster (Samuel.Foster@ihs.gov) / LCDR Richard Glabach (Richard.Glabach@hhs.gov)

PLANT Program→LT Brum

- ◆ Started the year with the goal of completing 6 profiles of pharmacists in the various agencies
- ◆ Completed 10 profiles representing 8 agencies this year; LT Brum read some of the profiles at the meeting
- ◆ Please send suggestions for profiles to LT Brum

Recruitment → CAPT James Bresette (james.bresette@ihs.gov) / CDR Beth Fabian Fritsch (beth.fritsch@fda.hhs.gov)

- ◆ **COSTEP Program→CAPT Bresette**
 - December 31 is the deadline for submission of COSTEP applications; applicants will not be allowed to submit materials late
 - Information will be sent over the listserve.
- ◆ **Annual Report FY 2006 → CAPT Bresette**
 - The annual serves both as a report for the completed PAC year and as a reference for program descriptions and activities within the Recruitment Section. It can be found under <http://www.hhs.gov/pharmacy/recruit.html> and directly at <http://www.hhs.gov/pharmacy/pdf/recar06.pdf>
- ◆ **Associate Recruiter Program → CAPT Bresette**
 - All new applicants need to complete the online training course
 - Refresher course for current associate recruiters is not yet available
 - May consider adding a fourth lead associate recruiter
- ◆ **Pharmacy's Best Kept Secret → CAPT Bresette**
 - Commended officers working on this project (CDR Patrick Marshall, CDR Terry Harrison, LCDR Brent Hobbs, LCDR Michelle Dillahunt); must be completed by January 2007

Administration → CDR Patricia Garvey (patricia.garvey@fda.hhs.gov) / CDR Kimberly Zietlow (kimberly.zietlow@ihs.gov)

- ◆ **Pharmacist Responder of the Year Award → CDR Garvey**

Nomination period closed on December 1; received 7 nominations; ballot was sent out to PAC members on December 6; members need to forward their rank order list to CDR Garvey by December 13; top 3 recommendations will be sent to RADM Pittman who will make the final selection; that officer's name will be sent forward to OFRD for consideration; award recipient will be announced at 2007 COA annual meeting
- ◆ **Student Award Update→ CDR Garvey**

An e-mail announcing the award was sent to all pharmacy schools on December 6, 2007. Deadline for nominations is March 2, 2007; extensions are possible. University points of contact

should encourage schools to submit nominations. Volunteers are needed to review the nominations. If anyone is interested in working on the committee, please contact LCDR Maves at klmaves@southcentralfoundation.com or CDR Garvey at patricia.garvey@fda.hhs.gov.

- ◆ **Special Assignment Award → CDR Garvey**
PharmPAC members should forward their appointment letters and activity logs to CDR Garvey by January 19. Email reminder will be sent over the listserv.

- ◆ **Agency Liaisons → CAPT Holt (walter.holtjr@cdc.hhs.gov)**
 - CDR Scott Giberson has been appointed as the new liaison for the American Public Health Association
 - American Society of Health System Pharmacists (ASHP) → LCDR Keith Olin
 - Midyear Clinical Meeting is currently underway December 3-7, 2006 in Anaheim, CA
 - Alaska Native Medical Center, Anchorage, AK, received the 2006 Award for Excellence in Medication Use and Safety (from the ASHP Foundation)
 - RADM (retired) Richard Walling has been named Director of the ASHP Foundation's new Center for Health System Pharmacy Leadership
 - American Pharmacists Association (APhA) → LCDR Craig Kiester
 - Annual Meeting is scheduled for March 16-19, 2007 in Atlanta, GA
 - Federal Forum is scheduled for March 16
 - Registration is now open

- ◆ **Standard Operating Procedures → LCDR Saunders (James.Saunders@fda.hhs.gov)**
Draft document was circulated with the meeting agenda. The main changes are as follows:
 1. Anyone from OCCO or OSG may now be a voting member; they can recuse themselves from voting in the case of a conflict of interest
 2. Every effort will be made to ensure that we have a civil servant member, but we are not required to have one
 3. JOAG representatives were added as ex-officio members
 4. List of organizational liaisons was incorporated
 5. Quorum was defined

There was a brief discussion of two issues: 1. field representation and 2. proxy votes (as differentiated from alternate votes)

The PAC voted to approve the Standard Operating Procedures document as presented.

2007 COA Category Day Planning → LCDR Martin Shimer (martin.shimerii@fda.hhs.gov) / LCDR Connie Jung (connie.jung@fda.hhs.gov)

- ◆ Registration is now available online (www.coausphsconference.org)
- ◆ Early bird deadline is April 23, 2007
- ◆ Official title: "USPHS Scientific Symposium and Training"
- ◆ Global Health Summit will be offered on June 3, 2007 – there is an additional charge for participation
- ◆ Officers can still submit papers and poster presentations; eligible for discounted speaker rate
- ◆ Deadline for submissions is December 15, 2006; there is no penalty for withdrawing submissions
- ◆ Agenda for category day is set; currently finalizing time frames; 6 OPDIVs represented
- ◆ See conference website for agenda highlights

PAC Chair Report → CDR Sood (NSood@HRSA.GOV)

- ◆ PAC is available for comments and suggestions

