



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

**Minutes of Meeting**  
**06 November 2008**  
**Surgeon General's Conference Room**  
**Parklawn Building**  
**1300-1400**

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**Members Present:**

**In Rockville:**

CDR Patricia Garvey (Chair), FDA-Rockville, MD  
CAPT Scott Giberson (Vice-Chair), IHS-Rockville, MD  
CDR Beth Fabian Fritsch, FDA-Rockville, MD

CDR Josephine Lyght, HRSA-Rockville, MD  
LCDR Joseph Zagame, OS-Rockville, MD

**Via Telephone:**

CAPT Matthew Tarosky, FDA-Rockville, MD  
CDR Christine Chung, DHS-El Centro, CA  
CDR Jonathan Dando, IHS-Cherokee, NC  
CDR Richard DeCederfelt, NIH-Bethesda, MD  
CDR Jennifer Fan, SAMHSA-Rockville, MD  
CDR G. Brent Hobbs, IHS-Whiteriver, AZ  
CDR Mary Kremzner, FDA-Rockville, MD  
CDR Michael Shiber, BOP-Washington, DC  
CDR Edward Stein, IHS-Phoenix, AZ  
CDR Nate Yale, IHS-Gallup, NM

LCDR Karen Abraham-Burrell, CMS-Baltimore, MD (alternate for CAPT Lia Praela)  
LCDR Michael Crockett, BOP-Pollock, LA  
LCDR James Czarzasty, DHS-New London, CT  
LCDR Cynthia Gunderson, IHS-Fort Totten, ND  
LCDR Jeff Mallette, BOP-Pensacola, FL  
LCDR Violette Ganoe, (Ex-Officio), BOP-Bradford, PA  
LCDR Lori Hall (JOAG), CDC-Atlanta, GA  
LCDR Peter Diak (Executive Secretary), FDA-Silver Spring, MD

**Members Absent:**

RADM Robert Pittman (CPO), IHS-Rockville, MD  
CAPT Lia Praela, CMS-Baltimore, MD – excused; alternate present

**Guests:**

CAPT Chris Watson, IHS-Rockville, MD  
CDR Postelle Birch-Smith, FDA-Rockville, MD  
CDR Bradley Bishop, IHS-Tucson, AZ  
CDR Michelle Dillahunt, FDA-Rockville, MD  
CDR James Good, DHS-Tacoma, WA  
CDR Dana Hall, OS-Kansas City, MO  
CDR Koung Lee, FDA-Rockville, MD  
CDR Larry Lim, FDA-Silver Spring, MD  
CDR Steven Mazzella, FDA-Rockville, MD  
CDR James Saunders, FDA-Silver Spring, MD  
CDR Rick Schallick, BOP-Elkton, OH  
CDR Jacqueline Thomas, CDC-Atlanta, GA  
CDR Deborah Thompson, DHS-Oakland, CA  
CDR Peter Vermilyea, IHS-Winslow, AZ  
CDR Catherine Vieweg, FDA-Dallas, TX  
CDR Teresa Watkins, FDA-Rockville, MD  
LCDR David Araujo, FDA-Rockville, MD

LCDR Dan Brum, FDA-Silver Spring, MD  
LCDR Raymond Carter, BOP-Elkton, OH  
LCDR Debra Emerson, FDA-Stoneham, MA  
LCDR Jefferson Freedy, OS-Rockville, MD  
LCDR Jeffrey Haug, DHS-Pearsall, TX  
LCDR Thomas Hincliffe, FDA-Rockville, MD  
LCDR Craig Kiester, FDA-Rockville, MD  
LCDR William Meyers, BOP-Millington, TN  
LCDR Ryan Nguyen, FDA-Rockville, MD  
LCDR Keith Olin, FDA-Silver Spring, MD  
LCDR Mimi Phan, FDA-Silver Spring, MD  
LCDR Jeanne Skanchy, FDA-Rockville, MD  
LCDR Roberta Szydlo, FDA-Rockville, MD  
LCDR Emily Thakur, FDA-Rockville, MD  
LCDR Christina Thompson, FDA-Rockville, MD  
LCDR Thuyanh Vu, FDA-Rockville, MD  
LT Glendolynn Johnson, FDA-Rockville, MD

LT Liatte Krueger, BOP-Rochester, MN  
LT Loan Nguyen, FDA-Rockville, MD  
LT Cicely Reese, FDA-Rockville, MD  
LT Stephanie Victor, FDA-Silver Spring, MD  
LT Jasmyn Zachery, SAMHSA-Washington, DC

Angela Holton, pharmacy student, St. Louis  
Lynda Nguyen, pharmacy student, UCSF  
Bradford Perry, pharmacy student, Rutgers  
Ryan Tiarks, pharmacy student, St. Louis  
Thao Vuong, pharmacy student, Maryland

**\*\* New Procedures for PharmPAC Meetings:** Meetings will be streamlined and are scheduled to be 90 minutes in duration from 1300 to 1430 EST on the first Thursday of each month. The oral roll call for guests attending the meeting has been eliminated. Guests attending the meeting are requested to email their rank, name, agency, and location (city and state) to the PharmPAC Executive Secretary at [peter.diak@fda.hhs.gov](mailto:peter.diak@fda.hhs.gov) to validate attendance.

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**Call to Order: CDR Patricia Garvey** ([patricia.garvey@fda.hhs.gov](mailto:patricia.garvey@fda.hhs.gov))

- CDR Patricia Garvey called the November 2008 Pharmacist Professional Advisory Committee (PharmPAC) meeting to order
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**Welcome to New Members: CDR Patricia Garvey**

- CDR Garvey welcomed the newest PharmPAC members:
    - CDR Jonathan Dando, IHS-Cherokee, NC
    - CDR Jennifer Fan, SAMHSA-Rockville, MD
    - CDR Edward Stein, IHS-Phoenix, AZ
    - CDR Nate Yale, IHS-Gallup, NM
    - LCDR Michael Crockett, BOP-Pollock, LA
    - LCDR James Czarzasty, DHS-New London, CT
    - LCDR Cynthia Gunderson, IHS-Fort Totten, ND
    - LCDR Jeffrey Mallette, BOP-Pensacola, FL
    - LCDR Peter Diak (Executive Secretary), FDA-Silver Spring, MD
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**Acceptance of 02 Oct 2008 PharmPAC Meeting Minutes: CDR Patricia Garvey**

- Minutes from the 02 Oct 2008 PharmPAC meeting were accepted with no edits via motion from CDR Patricia Garvey with a second from LCDR Joseph Zagame
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**CPO Report → RADM Robert Pittman: Provided by CAPT Scott Giberson** ([scott.giberson@ihs.gov](mailto:scott.giberson@ihs.gov))

- **President-elect Obama's Staff Meeting with HHS Officials Today**
  - Corps leadership provided a document describing the history and strengths of the Corps
  - The Corps will assist in carrying out the health agenda of the incoming administration
- **Joint Forces Pharmacy Meeting**
  - RADM Pittman attended the meeting this week in Louisville, KY
  - Education and training provided for DoD and PHS pharmacists and technicians
  - CAPT Mary Fong, Chief Pharmacist of the Coast Guard, recognized for outstanding leadership and as being a role model for all PHS pharmacists
- **Annual COER**
  - Officers should have submitted their COER to their supervisors in October
  - For 2009 the Corps plans to implement a new COER; it is under development

- **Promotion**
  - Officers are reminded to update their eOPF and review the OCCO website for updates
  - Officers up for promotion can benefit by having a senior officer review their eOPF – if interested, officers are to send RADM Pittman an e-mail at [robert.pittman@ihs.gov](mailto:robert.pittman@ihs.gov) and a senior officer will be assigned to review their eOPF
- **Assignment Incentive Pay (AIP)**
  - Announced on the OCCO website in October
  - Agencies currently working on implementation process
  - Contracts can be implemented thru December 31, 2009

**Section Lead Comments:**

**Administration** → CDR Mary Kremzner ([Mary.kremzner@fda.hhs.gov](mailto:Mary.kremzner@fda.hhs.gov)) / CDR Jennifer Fan ([Jennifer.Fan@SAMHSA.hhs.gov](mailto:Jennifer.Fan@SAMHSA.hhs.gov))

- **Membership – CDR Mary Kremzner**
  - The new membership plan developed for growth will have all voices heard
  - Raises membership to 2 Ex-minimus positions (agencies with less than 30 pharmacists)
  - Addition of members-at-large/associate members (non-voting members) – position still needs to be defined - next project for administration section is to update SOP
  - Letter was written asking to increase number of PAC members; however, the letter was not supported by other PACs and not endorsed by the CPO
  - CDR Kremzner acknowledged the pharmacists on the working group for their efforts: CDR Allen, CAPT Bresette, CDR Chung, LCDR Ganoë, CDR Garvey, CDR Shiber, CAPT Tarosky, LCDR Toure, LCDR Zagame, and CAPT Watson
- **Responder of the Year**
  - This award recognizes a pharmacist (commissioned corps, civil service, or temporary federalized responder) that has provided outstanding emergency preparedness, disaster response, and contributions to national or international public health threats within the past 12 months
  - Anyone who has had an impact on public health within the past 12 months is encouraged to submit their nomination to CDR Kremzner - [mary.kremzner@fda.hhs.gov](mailto:mary.kremzner@fda.hhs.gov)
  - Deadline for nominations is December 7, 2008 - more details available at <http://www.hhs.gov/pharmacy/award2.html>
- **Liaison Reports** – Please see attachment for entire report
  - **American Society of Consultant Pharmacist** - Call for nominations for board of directors is due by December 31, 2008
  - **ASHP** - Mid-year meeting is December 7-11, 2008 in Orlando, FL
  - **American Association of Colleges of Pharmacy** – Call for authors for white papers for 2009 curricular change summit - deadline of December 1, 2008
  - **AMSUS** – Annual meeting November 9-14, 2008 in San Antonio, TX - theme is collaborative partnership for the future

**Career Development** → CDR Michael Shiber ([MJShiber@bop.gov](mailto:MJShiber@bop.gov)) / CDR Nate Yale ([nate.yale@ihs.gov](mailto:nate.yale@ihs.gov))

- **Career Development - CDR Michael Shiber**
  - Assimilation - awaiting to see which direction it goes
  - Promotion boards - following-up and assisting with COER process

- Mentorship available thru Career Development section - RADM Pittman also has senior officers ready and available for mentorship
- **Readiness –CDR Nate Yale**
  - Volunteers who would like to help with the readiness section this year were instructed to email CDR Yale at [nate.yale@ihs.gov](mailto:nate.yale@ihs.gov)
  - More specifics on readiness numbers will be presented next month
- **Clinical SubCommittee – CDR Nate Yale**
  - web page updated to include new physical activity guidance from HHS

**Communication** → CDR Richard DeCederfelt ([rdecederfe@nih.gov](mailto:rdecederfe@nih.gov)) / CDR Josephine Lyght ([Jlyght@hrsa.gov](mailto:Jlyght@hrsa.gov))

- **PharmPAC Website – CDR DeCederfelt**
  - Website migration to the HHS site has been delayed
  - Contract with Macro International for the website migration was not renewed resulting in the delay – website migration is anticipated to resume in 1 month
- **PLANT Profile – CDR DeCederfelt**
  - CDR DeCederfelt thanked LCDR Dan Brum for his work on the PLANT profiles
  - New profile released today on the listserv
- **Listserv – CDR DeCederfelt**
  - Configured and updated with new members; should be working properly
  - Contact CDR DeCederfelt or CDR Lyght if you are having problems with the listserv

**Recruitment** (see attachment) → LCDR Jeff Mallette ([jxmallette@bop.gov](mailto:jxmallette@bop.gov)) / LCDR Joe Zagame ([joseph.zagame@hhs.gov](mailto:joseph.zagame@hhs.gov))

- **Section Lead Comments** - Volunteers who would like to help with the recruitment section this year were asked to email either LCDR Jeff Mallette or LCDR Joe Zagame
- **2008 Recruitment Section Annual Report Overview - CDR Peter Vermilyea**
  - 1,000 pharmacist officers on active duty reached September 10, 2008
  - \$15,000 retention special pay (RSP) for pharmacists activated in February 2008
  - Results showed that most of the newly activated pharmacists would still prefer the accession bonus in the one-time, up-front \$30,000 payment
  - Website [www.phspharmacist.org](http://www.phspharmacist.org) was overhauled to improve functionality
  - University Point of Contact (UPOC) issued 2 newsletters this year and pharmacists are able to log-in their recruiting events on the website
  - 36 excellence in public health pharmacy practice awards were presented by UPOC volunteers
  - Pharmacy's-Best-Kept-Secret and the new officer's welcome letter were updated
  - Student programs and social functions have increased student's awareness of the Corps
  - Associate Recruiter Program (ARP) has 95 AR in the pharmacy category – the ARP sent recruiting material to 32 events this year – The ARP held a 2 day training in Rockville, MD and a morning seminar after the COF Symposium in Tucson, AZ this year
  - Inactive Reserve Corps is moving ahead and had 12 pharmacy activations this year

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**Agency Reports → CDR Patricia Garvey ([patricia.garvey@fda.hhs.gov](mailto:patricia.garvey@fda.hhs.gov))**

- Please send reports to CDR Garvey and they will be distributed by email

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**PharmPAC Chair Report → CDR Patricia Garvey ([patricia.garvey@fda.hhs.gov](mailto:patricia.garvey@fda.hhs.gov))**

- CDR Garvey acknowledged the outgoing PharmPAC Chair, LCDR Violette Ganoë
- CDR Garvey acknowledged the outgoing PharmPAC Vice-Chair, CDR Beth Fabian-Fritsch
- CDR Garvey acknowledged the eight PharmPAC members completing their 3-year terms on Nov 1, 2008
  - CAPT James Bresette - IHS (completing two consecutive terms)
  - CAPT Robert McClelland – IHS
  - CAPT Kimberly Zietlow – IHS
  - CDR Christopher Allen – ex-minimus
  - CDR Patrick Romero – DHS
  - CDR Peter Vermilyea - IHS
  - LCDR Violette Ganoë – BOP
  - LCDR Jeffrey Newman – BOP
- CDR Garvey summarized the mission of the PharmPAC
- CDR Garvey's 1<sup>st</sup> goal for the year is to increase meeting attendance
  - Committed to streamlining the meetings and keeping them to 90 minutes in duration
  - Meetings will be from 1300 to 1430 EST so more people are able to participate
  - Elimination of oral roll call for guests will make the meetings more productive
  - PharmPAC Assessment Survey of 348 pharmacists (1/3 of pharmacy category) revealed a strong preference for shorter PharmPAC meetings
  - Working group will be formed to further review the PharmPAC Assessment Survey results
- CDR Garvey's 2<sup>nd</sup> goal for the year is to encourage more open discussion at the meetings
  - Section leads are to focus updates on activities that have significant changes and on activities that require the PAC's attention
  - Allow for more open discussion at the end of the meetings
- CDR Garvey's 3<sup>rd</sup> goal for the year is to increase the transparency of the PharmPAC
  - The PharmPAC is asked to review draft policy documents from the Office of the Surgeon General
  - CCMIS website identifies the documents under review
  - The PharmPAC will share the broad concept of the documents under review and share their responses that are forwarded to the Surgeon General

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**Old/New Business:**

- New Business – Working group will be formed to review the PharmPAC Assessment Survey – CDR Patricia Garvey
  - CDR Garvey will send an email requesting volunteers to participate in the working group
  - CDR Garvey will create a working group that is balanced and has an assortment of agencies represented



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RADM Robert E. Pittman, CPO

Date

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**Attachments:**

- 1. Recruitment section annual report 2008**
- 2. Professional liaison report**
- 3. Pharmacist responder of the year award**
- 4. FDA report**