

MINUTES, 11-18-10 FINAL
Meeting via Teleconference

CALL TO ORDER

CAPT Tejashri Purohit-Sheth called the meeting to order at 1305

ATTENDEES (MEMBERS) & EX-OFFICIO MEMBERS

See attached Attendance Roster

PARTICIPANTS

See attached Attendance Roster.

APPROVAL OF MINUTES

The minutes of the September 23, 2010 meeting were approved.

CHIEF MEDICAL OFFICER REPORT (RADM CLARE HELMINIAK)

- RADM Helminiak expressed her gratitude for CAPT Purohit-Sheth's and CDR Sheryl Lyss' contributions and leadership to the PPAC.
- Comments were concentrated as RADM Helminiak needed to leave for a meeting.
- COER comments:
 - Not enough space in narrative section for rater and evaluatee
 - There is concern about the heterogeneity in grading across agencies, divisions and offices. OCCO will summarize trends across different agencies and will advise CPOs and promotion boards of these trends in order to more fairly compare officers across agencies.
 - There is a circulating rumor that OCCO may blind promotion boards to the scores and only make the comments visible. RADM Helminiak unable to substantiate the rumor.
- Recruitment: there is a meeting tomorrow at 0900 for recruitment and marketing with Booze-Allen consulting firm. RADM Helminiak believes the freeze on new applicants will end soon and that we need to be ready to outreach and help new recruits become officers. Anticipate the need for recruiting subcommittee to assist in the near future with these candidates.
- The Commissioned Corps (CC) has been restructured many times in its history. Gregg Davis will soon release the slide set of the latest accountability and restructuring which will be released to all officers. RADM Helminiak is satisfied with the new structure as long as it works and the CC runs efficiently and that policy and operations will be together. The work groups for

restructuring will begin in Spring 2011 and the accountability structure will be worked out through these groups.

- OCCO has made the decision to not give the credit of 5 years of retirement credit after 30 years if you are under post 1980 program. In other words, after 30 years of service, you do not get 35 years of credit. However, if you do 20 years, you will be credited with 25 years for retirement and if you do 25 years, you will get 30 years of credit etc. RADM Helminiak will write to RADM Lushniak for clarification.

SG/PAC MEETING UPDATE & PAC CHAIR REPORT (CAPT TEJASHRI PUROHIT-SHETH)

- This is the last meeting for CAPT Tejashri Purohit-Sheth as the PPAC Chair. She expressed her privilege and honor of working with the PPAC and its members.
- The new PPAC chair and vice-chair were announced and welcomed: CDR Paul Jung and CAPT Susan Lukacs, respectively.
- SG PAC meeting was yesterday.
- The COER was reviewed at the SG PAC meeting. As noted above by the CPO, rating is not equitable across agencies, divisions or offices within an agency. The space for comments/narratives was thought to be minimal for both the rater and evaluatee. One possible change is to have one full page for the rater and another full page for the evaluatee to make their comments. The concern is for this cycle's promotion eligible officers who are subjected to a new system; it was recommended at the SGPAC meeting that the average ratings by agencies/OP/DIV and by categories be provided to the Promotion Board. The individual ratings will be compared against these averages.
- There was concern that some officers were not receiving general CC information i.e. CCMIS list-serve and CC Bulletin list-serve. This was noted last year when several NIH officers did not receive important announcements last year. RADM Lushniak, Deputy Surgeon General, would like one source where important information can be disseminated to all officers. CCMIS and Bulletin are self subscribed lists, and as important information is provided via these listservs, all officers should self subscribe. Emails will go out on how to subscribe in the next CC Bulletin. All officers are encouraged to self-subscribe to these sources in order to avoid missing important information.
- Except for inter-service transfers, a hiring pause is in effect. OCCO states that the pause will be lifted soon; however, an definite time frame has not been provided. The PAC will need to be ready to be involved with candidates that need help. See CPO comments above.
- OFRD discussed readiness and the MAB immunization delay at the SG PAC meeting. There is still a delay in updating MAB immunization data, and the readiness calculations may not appropriately reflect the officer's status due to this delay. Fortunately, OFRD is working with officers so officers are not penalized. Some of the problems are systemic and OFRD is prioritizing

officers who are up for promotion. Of the 200 officers up for promotion, 86 officers have problems with their readiness related to MAB immunization issues. OFRD is contacting these officers via email on their status. For the officers who are missing MAB documentation, OFRD will call each individual officer and will walk them through the process of up-dating their readiness. For officers who are listed as not ready due to immunization issues; however, MAB has the pertinent information and need nothing further from the officer, OFRD will be emailing these officers to this effect.

- OFRD is starting their initial planning stages for the humanitarian summer missions. During this upcoming cycle, OFRD is trying to identify officers early in the process so that can serve as the Officer-in-Charge. The exact credentials have not been published. If you are an O-6 officer who is interested, PLEASE EMAIL CAPT Purohit-Sheth. The officer in charge will need to be on the ship for the entire 120 day mission.
- An organization chart on how the new CC infrastructure will be emailed to all officers in the next few days, see CPO comments above.
- Some officers are receiving email requests for voluntary submission of degree transcripts obtained in addition to their qualifying degrees (e.g.. an MPH). There is a consensus amongst officers that this is unfair to have to dig up old records and having to resubmit them. Transcripts sent to Direct Access for degrees after your qualifying degrees are voluntary.
- CAPT Purohit-Sheth's opinion on new COER: was designed to better evaluate an officer's performance and fairly. 6's and 7's are reserved for exceptional candidates. The narrative will have to support a 6 or a 7. There was some debate about the pressure of the commissioned corps leadership to put pressure on raters to give less 6's and 7's.
- Officers are encouraged to update their emails in Direct Access. Officers are to be notified of their promotion eligibility in the near future by email. Please note that our OPF promotion status is not accurate. Some of the callers today up for promotion have been notified of their promotion status by their liaisons. The CPO will troubleshoot why the emails have not yet been sent to all officers. In the meantime, officers should contact their agency liaisons.

COMMITTEE AND WORKING GROUP UPDATES

AMSUS (CAPT Linda Ulrich & CDR Gerald Taylor, reported by CDR Purohit-Sheth)

- No updates

Awards (CDR Paul Jung)

- For PPAC voting members who are rotating off, they are eligible for a special assignments award. An email will be sent to these members.

Billets, Officer Profiles and Selection Systems (CDR Rochelle Nolte, reported by RADM Helminiak)

- No new news no billet collection process
- Billets requiring a license will need to be re-designated during transformation process to include specific professional requirements (i.e. physician, PA, NP etc.)

Career Development and Training (CAPT Barbara Stinson and CDR Milton Irizarry)

- Mentoring has been completed for lower quartile officers not promoted.
- The committee is considering new ways for mentoring and will be presenting these ideas at the next Career Development meeting.

Category Coin (LCDR Joshua Schier, reported by CAPT Purohit-Sheth)

- Contact CAPT Purohit-Sheth for information on ordering a coin

COF/COA Report (CDR Dana Thomas)

- All time slots are filled for category day
- Any officer from OFRD or CDC who is interested in helping a discussion on Haiti should contact CDR Dana Thomas (Dana.L.Thomas@uscg.mil). An email will be sent for solicitation of speakers on Haiti

Communications Committee (CAPT Susan Lukacs)

- Nothing to report

Compensation Committee (LCDR Sylvie Cohen and LCDR Jeffrey Sherman, reported by CAPT Purohit-Sheth)

- Nothing to report

Membership (CDR Sheryl Lyss and CDR Lori Newman)

- The PPAC has completed voting on the new incoming PPAC voting members. The results will be taken to the office of the SG for approval.
- Those not selected are encouraged to apply again and become involved with the various subcommittees.

Mental Health (CAPT Marc Safran)

- Working on factors that affect PHS physicians and the population that we serve. There are many factors that need to be addressed and input is welcome.

Outreach Committee (LCDR Tai-Ho Chen for CAPT Joannie Shen)

- On October 27th, the Outreach Committee hosted a special PPAC forum on PHS officers stationed overseas. The forum was a success with officers from multiple countries involved.
- A few issues that came up during the forum: USA.Jobs is a difficult avenue to get an overseas job; Tricare benefits can be challenging to navigate while overseas; there are few officership opportunities while being stationed overseas (i.e. difficulty getting on committees and participating in extra-curricular events).
- The International Experience and Technical Assistance (IETA) program is a developmental training program offered by the CDC to give attendees international experience. The program runs over a year period and consists of workshops in Atlanta and a minimum 12 week overseas period. For more information about IETA: <http://www.cdc.gov/globalhealth/IETA/> Program contact: Christine Jolley, gwn2@cdc.gov (after Dec. 6).
- Next year, committee is putting together a diversity panel with emphasis on agencies outside HHS.
- The recording of this forum is still available for 30 days.
- This sub-committee is looking new members please contact CAPT Shen for additional information.

Promotion Guidelines Committee (CAPT David Goldman and CDR Laura St. Martin).

- Reviewed benchmarks at last meeting
- There were no changes in CPO guidance for promotion benchmarks

Readiness Committee (CDR Paul Kruszka)

- Readiness numbers pending from last quarter
- See PPAC Chair comments

Recruitment (CAPT Nancy Sahakian reported)

- CDR Pang has established the medical recruitment program

Retention, Medical Officer Liaison to OCCO (CAPT Carlos Plasencia and CDR Osborne)

- Nothing to report

Retirement (CDR Lana Shiu)

- See RADM Helminiak comments above on the post 1980 5+ year addition to a 30year career.
- The 5 year addition only impacts Medical and Dental officers.

Uniform (CDR Lana Shiu and LCDR Ken Norris)

- Waiting for category specific uniform device feedback from PAC Chair calls. This device would distinguish between the various categories during deployments.

JOAG Report (LCDR Rajal Mody)

- No update.

GENERAL DISCUSSION

- A question was asked about age limit for the entry into the CC.

CAPT Tejashri Purohit-Sheth ADJOURNMENT

Purohit-Sheth adjourned the meeting at 1435.

FUTURE PPAC MEETINGS

2011 schedule to follow pending decision of new leadership

Respectfully Submitted,
CAPT Tejashri Purohit-Sheth
PPAC Chair
Tejashri.purohit-sheth@fda.hhs.gov