



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

Minutes of Meeting
02 OCT 2003
1300 – 1510 H

Members Present:

In Rockville:

RADM Richard Walling (CPO)
CAPT Craig Hostetler (Chair)
LCDR Gregg Davis (Vice Chair)

CDR James Bresette
LT Krista M. Scardina

Via telephone:

CDR Cindy Dougherty
LCDR Daniel Hasenfang
CAPT Jim Imholte
LT Kristen Maves
LCDR Mark Strong
LCDR Patricia Garvey

CDR Michael Forman
CDR Paul Huntzinger
LCDR Mike Lee
CDR Raelene Skerda
CDR Murray Potter
(Alternate for LCDR Long)

Members Absent:

CDR Douglas Herold

Dr. Frank Pucino

Guests:

CAPT Sue Arnold, LT Renu Chhabra, LCDR Chae Chong, LT Matthew Febbo,
LCDR Monika Johnson, Dr. Jae Kim, CAPT Richard Lawson, LCDR Alina Mahmud,
LCDR Mark McClain, LT Jeff Mouakket, LT Tim Murray, CAPT Cecilia-Marina Praela,
LT Aaron Sigler, CAPT Lisa Tonrey, LTJG Jeff Vang, CDR Jackie Ware

CPO Report: RADM Richard Walling (cporx@osophs.dhhs.gov)

RADM Walling just returned from a meeting in Mexico concerning bioterrorism and other threats to the Western hemisphere. The Office of Naval Research and the recently instituted NORTHCOM hosted the meeting. The attendees were military and health officials from the Americas. RADM Walling gave the keynote address. The meeting was designed to have the military and the various Nation's health ministries talk about common issues. RADM Walling's address made them aware of the Department's "All Hazards" approach to disaster preparedness and the need to continue to focus on local community capabilities. He also shared information about possible roles for pharmacists in disasters.

RADM Walling indicated that he is writing monthly messages from the CPO that are to be posted on the PharmPAC Website. He asked for topic suggestions that are timely or interesting.

He suggested that we need more involvement on the part of PHS pharmacists in PharmPAC activities, including participation in national pharmacist organizations. He encouraged more proactive planning by the PAC on representation to national meeting, especially if they represent the PHS; what awards are available and when are the nomination deadlines; how we established and met measurable objectives. He stressed that good planning reduces the stress of pressured response for sections.

He answered a question about promotion precepts by indicating that the PharmPAC's recommendations were seriously considered, and the plan is being revised. He knows that the OSG is sensitive to the rank and file officers. He also talked about transformation at the meeting in Mexico, and found that transformation is a constant process for other services. So, transformation is not out of the extraordinary. Most organizations either transform or become ineffective.

PharmPAC Chair Report: CAPT Craig Hostetler (CHostetler@hrsa.gov)

CAPT Hostetler introduced the annual reports. After reorganization last fall, it took until January of 2003 to begin to make progress. The annual reports were presented so all PHS pharmacists and new PharmPAC members can better understand what the PAC's sections have accomplished during the year.

Section Annual Reports:

1. **Career Development Section:** Lead, CAPT Jim Imholte (jimholte@hrsa.gov)

Specialty pay team was lead by CDR Rob Tosatto: Pharmacist special pay will continue. There was no sunset clause written in the originating legislation as had been believed. However, the work group will continue to gather information about the success of both accession bonus and special pay. They will have this information available, in the event attempts are made to discontinue the pay. They are conducting a survey of officers who received accession bonuses.

Civil Service team was lead by Frank Pucino: They compiled a list of 174 civil service PHS pharmacists. They convened several times to look for ways to include civilians in PharmPAC activities.

CCRF team was lead by LCDR Mark Strong and he reported for the group: The CCRF team issued a letter to all PHS pharmacists concerning CCRF participation and promotions via the LISTSERV. They have received 133 responses to the 800 that were distributed. Of the 133 returned, most indicated that the respondents were already CCRF members. CAPT Hostetler noted that he had some calls from people who misunderstood the letter; the letter did not say that the PharmPAC supports all transformation and promotion precepts as currently drafted. The letter is very specific to deployability, and was intended to help officers gain deployable status. There are some Congressional hearings scheduled to review the Corps' Transformation, and many officers may be waiting to see the outcome of those hearing. The deadline for response to the CCRF letter is 25 SEPT 2003. Questions can be addressed to LCDR Mark Strong. CAPT Hostetler indicated that to receive PHS Pharmacist LISTSERV messages, pharmacists must register at <http://list.nih.gov/cgi-bin/wa?SUBED1=pbs-pharmacists&A=1>

He will see that an announcement is placed in the CC Bulletin to encourage pharmacists to register.

Mentorship team continues to be effectively lead by CAPT Lillie Golson

The Career Development section also took the lead on the response to requests for comment on the new Promotion Precepts and Transformation of the Corps.

Next year, this section should continue to work on Special Pay and CCRF issues.

2. Recruitment Section: Lead, CDR James Bresette (JBresett@hqe.ihs.gov)

CAPT Hostetler introduced this section by saying that with the number of PHS pharmacists at an all time high, this section must be doing something right. CDR Bresette had prepared several graphs. This section's key players have been LT Sean Belouin, LCDR Beth Fritsch, LT Mark Sellers and LCDR Rick Glabach. Penny Coppola, who leads the Associate Recruiter Program (ARP) in DCP, was also acknowledged. CDR Bresette also praised CAPT Robert Pittman, the keeper of the PHS pharmacist numbers and vacancy list; and LCDR Mike Long in the Communications Section for their putting in such long hours to assist recruitment.

This group's mission was to maintain a presence in colleges, track efforts and track successes. The section had 22 members on its roster with roughly half engaged actively. Geographically, members were dispersed across 5 time zones and 14 states. The male to female ratio is about 2:1. Communication was primarily via E-mail and conference call (with minutes kept and distributed). Participation was excellent.

Of 28 objectives identified in their 2-year work plan, 16 were met, 6 were partially met, and 2 are being re-assessed. The high points of the presentation:

- Corps strength has increased from 836 in October 2003 to 873 pharmacists today; there are in excess of 300 civil service pharmacists.
- Acknowledging that LCDR Fritsch had begun the point of contact program (POC) before this section was assembled. At this time, 100% of all US pharmacy schools have at least one POC identified to maintain ongoing dialogue with them. In the ARP program, 89 schools and 189 pharmacists are involved.
- Eighty-four pharmacists are associate recruiters, and 4 are in the application process. Thus, their goal of 10% of pharmacists as ARs was met.
- The third-party endorsements (articles appearing in non-PHS publications about PHS pharmacists) reached eight. Seven have been approved by the publisher for use on the PharmPAC Website. (See attachment 8 of report)
- Despite a 1-week delay in finalizing orders for COSTEPs, the season was successful. The ASP President-elect served as a COSTEP. Eight profiles of junior COSTEPs are available on the Website and were printed in the COSTEP Capsule.
- The section developed and posted a pharmacy externship preceptor list. This list helps new schools of pharmacy, and provides information in terms of career development.

Special thanks were offered to CAPT Hostetler and LCDR Gregg Davis.

CAPT Hostetler asked if there were any challenges for the next year, especially since they developed a 2-year work plan. CDR Bresette said that their biggest challenge was communication and coordination. They are considering using a web conferencing program instead of teleconferencing to increase efficiency. CAPT Hostetler praised this section for overcoming obstacles for the sake of diversity, which leads to strength.

3. Communications Section: Lead, LCDR Mike Long (mjlong@bop.gov)
LT Krista Scardina gave the report.

Website: The entire Website was restructured to be congruent with the new PharmPAC structure. In the next year, this section will work on Website design and the site's technical aspects. CAPT Richard Potter, long-time Website coordinator, has retired, and CAPT Charles Hoppes has taken his place as the site's primary technical expert. Anyone interested in working with him should contact LT Scardina or LCDR Long. They will be updating the Point of Contact listing. They will post the Associate Recruiters list also. Ultimately, they hope to coordinate Website changes with a LISTSERV message notifying PHS pharmacists of the updates. They have also created a mechanism to review articles, including the process for obtaining copyright permission for their use.

In the next year, technical assistance is needed for redesign of the Website. They need more content, including emergency response. They would also like to move from the DHHS Website to a different server (perhaps IHS) that is more responsive to their needs. Most of the other PACs use the IHS server.

LISTSERV: LCDR Long has written guidelines for use and maintenance of the various PharmPAC lists. He is preparing to send a message to pharmacy student LISTSERV. Also, different sections of the Website will be maintained by different PharmPAC sections to improve content and timeliness.

It was recommended that articles about PHS pharmacists and opportunities be published in the Pharmacist Student published by the APhA-ASP. CAPT Hostetler indicated that other organizations also have student publications and the PAC should publish there too.

One attendee asked if there could be a central data base into which people could document activities with students so there is a central tracking mechanism for AR or POCs.

4. Administration Section: Lead, LCDR Gregg Davis (Davisg@cdcr.fda.gov).

This section's administrative work plan was somewhat different than those of other sections. Assignments were more discrete, and detail oriented. They had seven major activities:

- **Awards:** (1) 14 *Excellence in Public Health Awards* were awarded this year. Each of the schools that requested PHS representation at their awards ceremony had a POC attend. All 14 schools were pleased with the award's design and presentation. All information related to this award is now kept electronically, but the process needs revision. It appears that the deadlines are too early for most schools' awards cycle, and most nominations are sent via hard copy. (2) The PAC honor awards were presented at a high profile meeting. (3) The *PAC Service Awards* were also presented, and they presented awards to past PAC Chair. A 4-year backlog of awards has been resolved. More awards will be presented at the next meeting.
- **Charter and Standard Operating Procedures (SOPs):** A billet addendum was proposed for PAC members, but it was put aside when it was identified as not allowable. Including PAC membership in members' CV and letters sections is the appropriate way to acknowledge this service. Next year, the Charter must be revised.

- Membership: This was a chore, so although the membership packages were submitted to the SG's office on time last year, they rested there until May. This year's membership package was submitted on September 30, and they are confident it will be returned quickly.
- Data Analysis: This was not a large need this year, and this team stands ready.
- History: John Parascandola, the PHS Historian, will help the PAC next year to write articles on PHS pharmacy efforts, such as after 9/11, Kosovo, and as far back as the Korean Conflict.
- Legislation: This area has been light. CAPT Hess and CAPT Tonrey have monitored legislation in Congress.
- External Pharmacy Affairs: They had hoped to identify liaisons for the major pharmacy organizations. Although pharmacists have volunteered, assignments have not been made yet. This is a goal for next year.

He thanked LT Scardina for her help. CAPT Hostetler indicated that we must continue to develop PAC leadership and membership for the future. Diverse representation is essential, and we should actively encourage participation.

CDR Bresette asked who staffs the Data Analysis team, as the recruiting section will need help soon. LCDR Davis indicated that all section members are interested in helping, and he can provide a list of members.

New Business/Announcements:

LT Renu Chhabra, the COA Pharmacy category representative, said that next year's meeting, "Public Health Challenges: Working Together for the Future," will be held in May 2004 in Anchorage, AK. She said they are looking for people to submit papers and abstracts. CDR John Coleman and LCDR Charla Young are helping.

LTJG Jeff Vang said that Jeffrey Richardson is the new JOAG (the Junior Officer Advisory Group to the SG) Chair. This group advises the SG; members serve as information conduits to officers in the field.

RADM Richard Walling congratulated CAPT George Havens, who is detailed to the Office of Foreign Disaster Assistance at USAID. He recently received an Exceptional Capability Promotion. CAPT Havens recently served in Baghdad.

CAPT Hostetler pointed out that the PAC has a unique opportunity right now to take a significant action. There are currently three PAC Honor Awards presented annually: The Alan J. Brands Award for the Clinical Pharmacist of the Year, the George F. Archambault Award for Career Achievement, and the Non-Clinical Pharmacist of the Year. A fourth award is presented through the Archambault Foundation. CAPT Hostetler said that he is concerned about the fact that our only award not named after a prominent PHS pharmacist has a negative connotation, since its name includes the word "non." Many PHS pharmacists know Mary Lou Andersen, who recently won the APhA's Remington Medal and served as a civil service pharmacist/administrator in the PHS for many years. She has been a leader, mentor, and role model. He proposed that the Non-Clinical Pharmacist of the Year be renamed, "The Mary Lou

Anderson Award." A suggestion was made that the process of considering naming this award could serve as an opportunity to educate today's pharmacists about many of the other pharmacists who have made significant contributions to the PHS. Perhaps PHS Historian Parascandola could help create a list of exemplary pharmacists for consideration. At this time, the PAC decided to make a decision on the issue after the election of new PAC leadership.

Election of PharmPAC Chair and Vice Chair:

CDR Raelene Skerda was the only nominee for PAC Chair, so the nominations were closed. CDR Skerda indicated that her aspiration for the PAC is to keep it going forward, but with more participation. She would like to involve and enthuse people to work better and communicate well. She wants more information about changes and the PAC's work to reach pharmacists in the field. She wants to document the Accession Bonus's success so there is no shadow of doubt that it works. She'd like to convey the message that emergency preparedness is good for both the organization and the individual. In response to questions, she revealed that she is the Team Leader for Region 3's Pharmacist Response Team, an Associate Recruiter, and CCRF qualified. As a PAC member who is in the field, she said that she envisions success in this role by depending on a strong Vice Chair, individual members, and her supervisor. She has good support at home to cover any absences as well. She'd count on former PAC Chairs for help. She also indicated that she has her BOP facility warden's full support at her duty station. CDR Skerda was officially elected PAC Chair.

LT Krista Scardina was the only nominee for Vice Chair, so the nominations were closed. LT Scardina has been involved in the PAC for several years in various capacities (secretary, member, etc). She is familiar with many aspects of this committee. She worked on the Communications Section this year, and thinks that recent changes will make things easier next year. She wants to see momentum, so that this year's projects continue. She would like to see more participation. She'd like to see the awards processes become more streamlined. She'd also like to see more communication and less redundancy of work. LT Scardina was elected PharmPAC Vice Chair by acclamation.

CAPT Hostetler asked if CDR Skerda anticipated any organizational changes next year. She does not. She called for volunteers to lead each section or participate, and asked that they contact her before the next meeting. Her e-mail is RSKerda@bop.gov or JSkerda@sunlink.net.

Off the public record: Discussion returned to the suggestion that the Non-Clinical Pharmacist of the Year Award be renamed the Mary Lou Andersen Award. CAPT Hostetler asked if members had other suggestions. The group decided that they will entertain other names between now and close of business Monday (06 OCT), and vote via E-mail by close of business Thursday (09 OCT).

The meeting adjourned at 1510H EST.

Next Meeting Date: 06 NOV 03 @ 1300H EST in SG Conf. Room, 18-57, Parklawn Bldg.

(Please note that all meetings start promptly at 1300H ET in the Surgeon General's Conference Room, Room 18-57, Parklawn Building, unless otherwise specified.)
Agenda and Call-In Information will be distributed prior to the meeting.

