



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

**Minutes of Meeting**  
**01-NOV-2002**  
**1300H – 1530 H**

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**Members Present:**

In Rockville

RADM Richard Walling (CPO)  
LCDR Gregg Davis (Vice Chair)  
LT Krista M. Scardina

CDR James Bresette  
CAPT Craig Hostetler (Chair)  
LT Elizabeth Yuan (Ex-Officio)

Via telephone

LCDR Cindy Dougherty  
LCDR Daniel Hasenfang  
CAPT Jim Imholte  
LCDR Mariann Kocsis (alt/Maves)  
LCDR Michael J. Long  
LCDR Mark N. Strong

CDR Michele F. Gemelas (alt/Forman)  
LCDR Paul Huntzinger  
CAPT Martin Johnson  
LT Michael Lee  
CDR Raelene Skerda  
Dr. Puri Subramaniam

**Members Absent:**

CAPT David K. Ellison  
Dr. Frank Pucino, Jr.

CDR Douglas P. Herold

**Guests:**

LCDR Mary Kremzner  
Ann Nguyen  
CAPT Robert Pittman  
CAPT James Stables  
LT Catherine Yu

LT Jeff Mouakkett  
LCDR Laura Pincock  
CAPT Cathy Shaffer  
LCDR Samuel Wu (Secretary)

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**CPO Report: RADM Richard Walling ([cporx@osophs.dhhs.gov](mailto:cporx@osophs.dhhs.gov))**

- ◆ The National College of Pharmaceutical Biologist Chemists, Canadian Pharmaceutical Society and American Society of Health-System Pharmacists are currently developing a program designed to establish a dialogue between the pharmacists in the US and Mexico. The pharmacy practice in Mexico is currently geared towards industry, and it is moving towards a more clinical- and community-based practice. This program will look at ways to facilitate the discussion and to develop a clinical program. This may be an area where PharmPAC can get involved.
- ◆ Last year, the Chief Professional Officers (CPOs) met to discuss ways that all categories can work together to increase efficiency of the leadership. A CPO board was formed and is chaired by RADM Walling. The board met with VADM Carmona to outline three areas requiring further development:
  1. Relationship with the Division of Commissioned Personnel (DCP): Examine ways to

increase cooperation between the categories and DCP.

2. Emergency Preparedness: Develop a Corps-wide guidance manual on basic deployment. Then, each category will develop its own manual specific to the needs of the category. This will be done in collaboration with RADM John Babb.
3. Communication: There needs to be better communication with the Agency heads. VADM Carmona has met with various Agency heads and identified issues requiring follow up from senior leadership.

RADM Walling stated that the PAC Chairs will have input in the process and suggested formation of a working group to exam cross-category issues and to provide solutions/input for the Surgeon General.

- ◆ A memorandum issued by RADM Walling dated October 29, 2002 was distributed to the PAC members. The memo articulated RADM Walling's expectations for the new PharmPAC year. RADM Walling stated that priorities need to be set so the PharmPAC committees can focus on the most important issues first. For example, awards can be utilized as a management tool in identifying and recognizing individual's accomplishment. This tool, perhaps underutilized, would also provide free advertisement in promoting various duties of the PHS pharmacists.
- ◆ RADM Walling proposed a new PharmPAC structure that will reduce the previous nine committees into the following four in the hope that this new structure will utilize resources more effectively and efficiently:

1. **Career Development**:

- Professional Guidance and Retention
- Civil Service issues
- Commissioned Corps Readiness Force (CCRF) activities
- Public Health issues

2. **Recruitment (Commissioned Corps and Civil Service)**:

- Student Programs
- Associate Recruiter Program activities for pharmacists
- Points of Contact for Colleges/Schools of Pharmacy

3. **Communications (internal and external to DHHS/PHS)**:

- Website
- Events/Meetings
- Listserv
- PLANT (Pharmacist Learning and Networking Together - profiling PHS pharmacists)
- Newsletter
- Community Interactions

4. **Administration**:

- Awards
- PharmPAC Charter
- Membership
- Data Analysis and Reporting

- History
- Legislative Tracking
- External Pharmacy Professional Relations

An *ad hoc*, fifth workgroup entitled **Special Projects** could be convened when needed.

- ◆ RADM Walling charged all future committee leads to first identify goals of the committee and then develop a work plan. The plan should be proactive and should seek external support, e.g., involving former-members, as well as non-PAC pharmacists.

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**PharmPAC Chair Report: CAPT Craig Hostetler ([CHostetler@hrsa.gov](mailto:CHostetler@hrsa.gov))**

- ◆ PharmPAC is starting with a clean slate, and volunteers are needed to fill the committee and team vacancies. For those who are interested in serving on a committee and/or a team, please send an email including area(s) of interest to CAPT Hostetler and cc LCDR Davis ([DavisG@cdcr.fda.gov](mailto:DavisG@cdcr.fda.gov)) and LCDR Wu ([WuS@cdcr.fda.gov](mailto:WuS@cdcr.fda.gov)). Please respond by November 15, 2002 so that the assignments can be made by December 1, 2002. Once committee leads are determined, they will be charged with drafting a preliminary work plan to be submitted by the January 2003 meeting and finalized by the February 2003 meeting.
- ◆ Because we are starting a new year with many organizational requirements, the PAC will meet every month for the first three months of 2003, then resume the every other month meeting schedule. Meetings are normally scheduled for the first Thursday of every other month, starting at 1300H (ET). However, please note that the next meeting will be held on Wednesday, January 8, 2003 at 1300H (ET). [Note: The Luncheon Commemorating the 114<sup>th</sup> Anniversary of the Establishment of the USPHS Commissioned Corps was scheduled for the same day in Bethesda. Therefore, the meeting on **08 JAN will begin at 1400H.**]
- ◆ PAC meetings are open to all PHS pharmacists and guests but currently our teleconferencing system can only accommodate up to 20 phone lines. If you are interested in calling in for meetings, please contact LT Yuan or LCDR Wu prior to the meeting date to make call-in arrangements.
- ◆ CAPT Hostetler presented a Mortar and Pestle to LT Yuan as a gesture of appreciation for her hard work as the past PharmPAC Chair. Congratulations to LT Yuan.
- ◆ CAPT Hostetler requested members from the field to send in a digital photo of themselves. It is helpful to associate a name with a face when so many of the PAC members attend the meeting via telephone.

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**Current Committee Chair Reports: Chairs were asked to report two accomplishments of their committees during the last year and goals for the coming year.**

- ◆ Communication: LCDR Paul Huntzinger ([phuntzinger@d11.uscg.mil](mailto:phuntzinger@d11.uscg.mil))  
Development of regular messages posted on the pharmacy students' Listserv about what the Corps can offer students. In addition, there has been constant improvement on the Website. The goals for the coming year include a better effort in coordinating communication between the committee leads and in disseminating the information. The prospect of developing a newsletter is also on the horizon.

- ◆ Recruitment: LCDR Gregg Davis ([DavisG@cder.fda.gov](mailto:DavisG@cder.fda.gov))  
The committee updated “Pharmacy’s Best Kept Secrets” to include information such as accession bonus. The committee has also developed a recruitment action plan that includes the point-of-contact program. Currently, approximately 80% schools have contact persons identified. Letters will be sent to the schools informing them of the program in the near future. To help facilitate answering applicant’s questions, a listserv for Corps applicants is on the horizon.
- ◆ Membership: CAPT Jim Imholte ([jimholte@hrsa.gov](mailto:jimholte@hrsa.gov))  
The committee is working on replenishing members and improving the current nomination process.
- ◆ Awards: CDR James Bresette ([JBresett@hqe.his.gov](mailto:JBresett@hqe.his.gov))  
The committee has implemented a better review process that significantly reduced the amount of time spent determining awardees. The committee will continue to work on getting the results out in time for the annual COA Convention.
- ◆ CCRF: LCDR Mark Strong ([mstrong@wsp.portland.his.gov](mailto:mstrong@wsp.portland.his.gov))
  - CCRF is currently testing the new BDU uniform in the field. The goals for the upcoming year are to increase pharmacists’ involvement and to develop deployment manual.
  - The change in CCRF requirements scheduled to take place on January 1, 2003 has been postponed for six months. The Surgeon General approved this postponement on October 23, 2002.
  - The Surgeon General has requested the aid of the Commissioned Corps in an important program to protect the public health should the need for mass Smallpox vaccination occur. The program will stockpile Vaccinia Immune Globulin (VIG) for use in those persons having adverse reactions to the Vaccinia virus used in the vaccination. The phone number for participation is 1-888-789-3939.
  - Annual CCRF professional requirements may be met at several sites. For a list of sites, please contact Chris Bina (BOP) at 202-307-2867 or Ed Stein (IHS) at 602-364-7745.
  - The CDC has completed training of ten CCRF volunteers for technical assistance when the Smallpox vaccine is deployed as a component of the National Pharmaceutical Stockpile (NPS).
  - The Office of Emergency Response has begun a new program for emergency response. The National Nurse (NNRT) and National Pharmacist Response Team (NPRT) program will consist of 10 PHS Region teams of approximately 200 civilian pharmacists and 10 teams of approximately 200 civilian nurses that can be federalized in case of an emergency. Each PHS Regional pharmacist team will have a Team Leader (TL) and an Administrative Officer (AO) who are CCRF pharmacists. Special thanks go out to LCDR Scott Giberson for putting together a Listserv of all 20 CCRF pharmacists involved in this effort. This should aid in the communication between the Regional teams.
- ◆ Charter: LT Elizabeth Yuan ([EYuan@osophs.dhhs.gov](mailto:EYuan@osophs.dhhs.gov))  
The committee completed the charter in 2001 and it is now inactive. However, revisions will be needed to reflect the new PharmPAC organizational structure.

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**Other Reports:**

- ◆ Mary Lou Anderson, a PHS pharmacist, has been selected to receive the Remington Honor Medal, the highest award bestowed by APhA. This award will be presented at the 2003 APhA meeting in New Orleans.
- ◆ The CCRF certification deadline has been extended by six months until June 30, 2003. For more information, please go to CCRF Website at <http://oep.osophs.dhhs.gov/ccrf>.
- ◆ Officers eligible for promotion are reminded that it is the individual officer's responsibility to update their OPF and to submit the paperwork in a timely manner.
- ◆ The Surgeon General's Honor Corps (Honor Guard) is looking for volunteers. If interested, please contact CAPT Richard C. Vause Jr. ([rvause@hrsa.gov](mailto:rvause@hrsa.gov)), Commanding Officer, at 215-861-4375 or LCDR Robin Scheper ([rscheper@hrsa.gov](mailto:rscheper@hrsa.gov)), Deputy Commander and Training Officer, at 301-443-1707. LCDR Pincock ([pincock1@cder.fda.gov](mailto:pincock1@cder.fda.gov)) has provided additional information on the Honor Corps (see **Attachment 1**).  
Website: <http://www.surgeongeneral.gov/sg/honorcorps.htm>
- ◆ LCDR Pincock is the JOAG (Junior Officers Advisory Group) liaison to PharmPAC. There are currently three JOAG voting members for the Pharmacy Category: LT Jeffery Vang (IHS) ([jvmaster@yahoo.com](mailto:jvmaster@yahoo.com)), LCDR Karen McNabb-Noon (FDA) ([kmcnabb@ora.fda.gov](mailto:kmcnabb@ora.fda.gov)), and LCDR Laura Pincock (FDA).
- ◆ If you know any PHS pharmacists, particularly those who have recently come on board, who are not on the pharmacist Listserv, please encourage them to sign up or have them contact LT Yuan for assistance.
- ◆ DC COA is planning the Pharmacy Category Day for the 2003 COA Conference and the planning committee is looking for ideas, topics, speakers, etc. Please contact LT Yu ([YUCA@cder.fda.gov](mailto:YUCA@cder.fda.gov)) with any suggestions.
- ◆ PHS is hosting the next AMSUS convention in San Antonio. CAPT Hostetler is assisting RADM Walling in the planning of the pharmacist activities. Additional volunteers are needed, especially for the Awards Committee. It requires approximately eight hours of service per year.

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#### Next Meeting Dates:

January 8, 2003 @ 1400H EST in Room 18C-07, Parklawn Building  
 February 6, 2002 @ 1300H EST in Room 18C-07, Parklawn Building  
 March 6, 2002 @ 1300H EST in Room 18C-07, Parklawn Building

**(After the March meeting, we will resume our bimonthly schedule. Please note that all meetings start promptly at 1300H ET in Room 18C-07, Parklawn Building, unless otherwise specified.)**

**Agenda and Call-In Information will be distributed prior to the meeting.**

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#### Useful Links and Contact Info:

- ◆ E-mails: [PharmPAC@list.nih.gov](mailto:PharmPAC@list.nih.gov)  
[PHS-Pharmacists@list.nih.gov](mailto:PHS-Pharmacists@list.nih.gov)  
[Rx-Vacancies@list.nih.gov](mailto:Rx-Vacancies@list.nih.gov)  
[Rx-Students@list.nih.gov](mailto:Rx-Students@list.nih.gov)

- ◆ Listservs: PHS Pharmacists <http://list.nih.gov/archives/phs-pharmacists.html>  
 PHS Rx Student <http://list.nih.gov/archives/phs-rx-students.html>  
 CCRF Pharmacists <http://list.nih.gov/archives/ccrf-pharm.html>  
 RPh Jobs/Vacancies <http://list.nih.gov/archives/phs-rx-jobs.html>
  
- ◆ Websites: PharmPAC <http://www.hhs.gov/pharmacy/>  
 DCP <http://dcp.psc.gov/>  
 USPHS CC <http://www.usphs.gov/>  
 CCRF <http://oep.osophs.dhhs.gov/ccrf/>  
 PHS-1 DMAT <http://oep.osophs.dhhs.gov/dmat/>

**Action Items:**

1. Contact CAPT Hostetler if you are interested in becoming a committee lead or serving on a team. The deadline is November 15, 2002.
2. A member roster will be sent out shortly. Please update your information as necessary. Also, please designate an alternate if you currently do not have one.
3. Encourage new PHS pharmacists to sign up for the pharmacy Listserv or have them contact LT Yuan for more information.
4. For the members in the field, please send a digital picture of yourself to CAPT Hostetler.

Respectfully Submitted,

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 LCDR Samuel Wu, Executive Secretary                      Date

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 CAPT Craig Hostetler, Chair                                      Date

\_\_\_\_\_/\_\_\_\_\_  
 RADM Richard Walling, CPO                                      Date

## Attachment 1

Thank you for expressing interest in joining the Ceremonial Unit of the Surgeon General's Honor Corps. As a member of the Honor Corps, you will represent the finest of the Commissioned Corps of the US Public Health Service, and will be able to visibly express your pride in and dedication to the mission of the Service.

**In order to evaluate your candidacy, please provide the following to the Commanding Officer of the Honor Corps, CAPT Richard Vause, HRSA/Region III, 150 S. Independence Mall West, Suite 1172, Philadelphia, PA 19106-3499:**

1. Curriculum Vitae
2. Full length photo in Service Dress Blue Uniform (a snap shot is sufficient)
3. Letter of Support signed by your supervisor (see example)

If chosen to be a member of the Honor Corps, you are committing to:

- be a visible example of a model officer in the Commissioned Corps;
- wear the PHS uniform daily and correctly, with pride and distinction;
- participate in regular practices of the Corps (currently on Thursday afternoon, twice a month, in the Parklawn Building);
- learn basic drill, ceremony, and marching skills;
- be available for at least 80% of the ceremonial duties of the Honor Corps;
- learn protocol and military courtesy, as it applies to all services, and practice it on a daily basis;
- be available to serve as Aide-de-Camp to senior officers as appropriate;
- maintain the height/weight standards required for commissioning;
- follow the lawful orders of those officers with command authority;
- have a working knowledge of the history of the PHS and Commissioned Corps;
- procure and maintain all uniforms as required.

You will be expected to fulfill these commitments continuously during your tenure as an Honor Corps member.

Each officer must possess the Service Dress Blue and the Service Dress White uniforms. Female officers will wear slacks, not skirts, while participating. Large medals are worn on the Dress uniforms, with white gloves.

Each prospective member of the Honor Corps shall be in probationary status for 12 months. At the completion of this period, the Corps leadership will evaluate each officer on military bearing, knowledge, commitment, visibility, attendance at practices, and participation in events. Continuation in the Honor Corps, as a full member, will be contingent upon the findings of this evaluation.

If you have any questions, please call CAPT Vause at (215) 861-4375, or LCDR Robin Scheper, Deputy Commanding Officer, at (301) 443-1707.

Thank you again, for offering your candidacy for the Honor Corps.

Sincerely yours,

RADM Kenneth Moritsugu, M.D., M.P.H.  
Deputy Surgeon General