

MEETING MINUTES: General Meeting

MINUTES	OCTOBER 25, 2013	TIME: 13:00	PLACE: HEALTH RESOURCE & SERVICE ADMINISTRATION (HRSA), PARKLAWN BUILDING, 5600 FISHERS LANE, ROOM 18-63, ROCKVILLE, MD 20852 TELECONFERENCE: 1800-882-3610 PASS CODE: 7645767#
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MEETING CALLED BY	CDR Marilyn Ridenour, FY2014 Nurse Professional Advisory Committee (N-PAC) Chair
TYPE OF MEETING	N-PAC General Meeting (GM-1)
FACILITATOR	CDR Marilyn Ridenour, RN FY2014 N-PAC Chair
NOTE TAKER	LCDR Sherri A. Wheeler, FY2014 N-PAC Executive Secretary
TIMEKEEPER	LCDR Sherri A. Wheeler, N-PAC Executive Secretary
ATTENDEES	Roll Call – Appendix I (Attached)

Agenda topics

TIME: 13:00 – 13: 07

TOPIC: I. ROLL CALL

PRESENTER: LCDR SHERRI A. WHEELER, RN, BSN – N-PAC EXECUTIVE SECRETARY

DISCUSSION	N-PAC Voting Membership Roll-Call – PDF Copy Attached to meeting minutes as Appendix I	
	Absent Voting Membership: CAPT Brenda Cook, CDR Beatrice Pollock, Mr. Geoffrey Thompson, CDR Casey Hadsall, Ms. Patrice Williams,	
CONCLUSIONS	CNO Kerry P. Nessler, present	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Notification of presence after roll-call by sending an email to	Voting Membership	10-25-2013
LCDR Sherri A. Wheeler, S1Wheeler@bop.gov .		

TIME: 13:07 – 13:10

TOPIC: II. N-PAC CHAIR WELCOME

PRESENTER: CDR MARILYN RIDENOUR, RN, BSN, MBA, MPH, CPH, N-PAC CHAIR

DISCUSSION	Hello everyone. I am excited to be your N-PAC Chair for FY2014. I wanted to thank CAPT Gordon
	for her successful tenure as N-PAC Chair and thank CAPT Reyes as secretary. I wanted to welcome everyone to the
	N-PAC General Meeting. Then new voting members (terms 10/1/2013 – 9/30/2017) are as follows: CDC – CDR Amy
	Valderrama; DoD-TMA – CAPT Sophia Russell; HRSA – Serina Hunter-Thomas; IHS – CDR Beatrice Pollock and
	CDR Heather Skelton; NIH – CDR Casey Hadsall and LCDR Jennifer Sarchet; SAMHSA - CAPT Maryann
	Robinson. CDR Anitra Johnson is the N-PAC Chair-Elect. The Executive Secretary Elect is CDR Reginald
	Smith.
	I want to thank the voting members whose terms ended 9/30/2013: CDR Bryen Bartgis, CDR Wanda Chestnut, CDR
	David Cross, CDR Josefine Haynes-Battle, CDR Leo Saligan and CDR Leslie Wehrlen

We are going to have a fun and productive year and I look forward to working with everyone.

CONCLUSIONS	Welcome & Thank you!
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

TIME: 13:10 – 13:21

TOPIC: III. CHIEF NURSE OFFICER REPORT

PRESENTER: RADM KERRY P. NESSELER, RN, BSN, MS – CNO USPHS

DISCUSSION	<p>1. Good afternoon everyone! I am pleased to be here today in the Parklawn Building and what used to be the Surgeon General’s Conference Room – if only the walls could talk. Being here in this revered conference room brings back many fond memories and some intense moments for me and I’m sure many of you in the room. Over my 27 year PHS career, in this room, I’ve had the distinct honor to witness about 7 Surgeon General’s proclaim their vision for the Nation’s public health and for the Commissioned Corps. And, too numerous to count how many deliberations for at least two major ‘transformations’ and ‘revitalizations’ of the Commissioned Corps. I heard six past Chief Nurse Officers offer their wise wisdom and goals and I recall every month the N-PAC holding their monthly meetings in this room and it were packed. There were promotion and retirement ceremonies and teas honoring the nurses during National Nurses Week. And of course at least 20 Holiday events where we all gathered together in joyful celebration. In fact, my first NPAC meeting in November of 2009 was conducted in this room. CAPT Sylvia Trent-Adam, at that point was our N-PAC Chair. Those were the days!</p> <p>Over the last four years, we as nurses have consistently provided our unmatched expertise and talents for the betterment of our patients and this Nation. I am so impressed with your exemplary work that places service and caring on the frontline of everything we do.</p> <p>I have had the privilege to see your stellar research published, your significant policies and innovative programs implemented, your caring bedside clinical skills, and your rapid response to emergencies. Yet, one of the most significant nursing contributions to the health of our Nation is your steadfast service and compassion to vulnerable populations and resource poor communities. Together we have achieved some notable successes including,</p> <ul style="list-style-type: none"> - Assisting in implementing the historic Affordable Care Act (ACA), - Promoting the <i>National Prevention Strategy: America’s Plan for Better Health and Wellness</i>, by advancing the foundation of public health through a focus on prevention of disease and promotion of health, - Participating in the groundbreaking <i>Robert Wood Johnson Foundation Initiative on the Future of Nursing Report at the Institution of Medicine</i>, - Developing and implementing the first Federal Public Health Service Nursing Strategic Plan, - Establish the Federal Public Health Nursing News Newsletter, - Revising the USPHS Commission Corps nursing billet collection system, - Increasing the USPHS Commissioned Corps nursing workforce from about 1,500 to about 1,650 nurse officers,
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-	Ascertaining for the first time the number of HHS civil service and tribal nurses at 3,568,
-	Releasing the N-PAC Nurse Readiness Needs Assessment Survey, collecting and analyzing the data, disseminating the finding, and making recommendation for nursing training needs,
-	Advancing nursing mentoring and career counseling programs,
-	Responding to those in critical need during Hurricane Sandy and Nor'easter, the horrific Sandy Hook Elementary School shooting, the Boston Marathon bombings, the Indian Health Service – Aberdeen Service Area public health emergency, and the Commonwealth of the Northern Mariana Island crisis,
-	Assisting those in need during the 2013 Presidential Inauguration, State of the Union assemblies, Independence Day celebrations, and other events of national significance, and
-	Advancing health diplomacy through global health efforts.
I applaud you for your exemplary contributions to nursing and your actions to advance health outcomes. You bring honor to our profession and public health.	
I know everyone is anticipating the news of our new Chief Nurse Officer. As you know, the position carries a flag rank and the official announcement cannot be made until the Secretary of HHS signs for the appointment. I will continue to serve until that time comes. We will continue to be represented.	
Acknowledge and thank the new NPAC leadership for FY2014: CDR Marilyn Ridenour, Chair, CDR Anitra Johnson, Chair-Elect, and LCDR Sherri Wheeler, Executive Secretary. In great hands!	
2.	The Federal Public Health Service Nurse Leadership Network meeting convened on Thursday, 26 September 2013, 8:00am – 12:30pm here at the Parklawn Building. The Federal Public Health Nurse Leadership group is comprised of senior nurse leaders throughout the U.S. Public Health Service (USPHS), and chaired by me, Chief Nurse Officer, USPHS. The purpose of the meeting is to establish a clear and unified vision and coordinated action plan for USPHS nursing leadership to assist in improving the health and well-being of our Nation. Topics on the agenda include the Leadership and Office of the Surgeon General's Way Forward, Public Health Service Nursing and the National Guard Bureau, The U.S. Nursing Workforce: Trends in Supply and Education and the Federal Public Health Service Nursing Strategic Plan.
3.	The Uniformed Service University of Health Science, Graduate School of Nursing will be celebrating their 20 th Anniversary and Dedication Ceremony for the Daniel K. Inouye Graduate School of Nursing on Tuesday, October 29, 2013. Dr. Ada Sue Hinshaw, Dean, USUHS Graduate School of Nursing will be presiding over this important and exciting day. Dr. Mary Wakefield, HRSA Administrator, is the Distinguished Speaker for the anniversary celebration, and LTJG Patricia Horoho, Surgeon General of the Army, and a nurse is the Keynote Speaker for the program dedication. Congratulations to the USUHS Graduate SON of this honor.
4.	January 2014 will be the 50 th Anniversary of the first Tobacco Report by SG Luther Terry. In June 2013, an updated Uniforms and Appearance Policy was signed. This policy contains language which no longer permits PHS Officers to use tobacco products or smoke while in uniform. The Corps is seeking volunteers for membership on a Tobacco Cessation Committee to assist with this ruling. I will send out an email describing how to volunteer to participate.

5. USPHS Nurse Category mandatory career counseling program is almost complete for the nurse officers that were in the bottom quartile for promotion this year. CAPT Nettye Debisette, with assistance from CAPT Kathleen Berkenhousen, has led this coordinating effort for our category. Thank you to both of them, all the senior nurses that has participated as career counselors, and to the counseled officers for their leadership and mentoring skills !!

6. It is that time of the year again for your annual Evaluation Report, COER. The Office of the Surgeon General Leadership released a POM in August 2013 in regards to the 2013 COER. Some important dates that you should be aware of:

- A. Online Annual COER is available to officers
- B. Online Annual COER is due to the rater by 4 November 2013
- C. Online Annual COER is due to the Reviewing Officer (RO) by 25 November 2013
- D. Online or paper Annual COER is due to DCCPR by 16 December 2013
- E. Turned off 17 January 2014

It is really important that you get those COERs in by the due date December 16, and if nothing else for sure by December 31, 2013. Sometimes I know we're really good about initiating that and sometime it gets stuck with our supervisor or our Reviewing Official (RO), it's always best to do some polite reminders. I encourage you if you have any issues to check with your agency liaison.

Thank you nurses for your continual service to improve health outcomes across our great country! You continue to make us proud to be nurses!!

RADM Nessler: I will turn it over to you CDR Ridenour and if there are any questions I will be ready to take them.

LCDR Wheeler: So, at this time if there are any questions you can unmute your phone, state your name and ask your question. There are no questions on the line Ma'am.

CONCLUSIONS COER Dates

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
COER is due to the rater	All PHS Nurses	4 November 2013

TIME: 13:21 – 13:26

TOPIC: IV. N-PAC UPDATES

PRESENTER: CDR MARILYN RIDENOUR, RN, BSN, MBA, MPH, CPH – N-PAC CHAIR

DISCUSSION	<p>1. The NPAC General Meeting will be on the 3rd Friday of the month from 1300-1500 except for April 2014 this will be the 4th Friday. My theme for my term is Celebrating Nurses, highlighting nurse's contributions in many diverse settings. Topic for the general meetings are on issues relating to nurses and the 4 priority areas of the Federal Public Health Service Nursing Strategic Plan such as Sedentary Work; the National Prevention Strategy; Weight of the Nation; Tobacco Free Living; Mental and Emotional Well-Being; Healthy Eating and Workplace Bullying.</p> <p>2. Come join us June 10-12 2014 for the USPHS Scientific and Training Symposium in Raleigh, NC.</p> <p>Call for abstracts and reserve a room information was sent out by email on 10/24.</p>
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<p>3. Held each October, National Disability Employment Awareness Month (NDEAM) is a national campaign that raises awareness about disability employment issues and celebrates the many and varied contributions of America's workers with disabilities.</p>								
<p>4. Two articles in the COA Frontline caught my attention. The first was titled 'My Name is Not Important' which discussed the importance of COA's Give a Life Program. Nurses can join bone marrow/stem cell registries and make a difference in someone's health. The second one was titled 'Public Health Service Officers' Always – Knowledge of Affordable Care Act (ACA) is Powerful!'. As nurses, it is essential that we share our knowledge on the ACA and the Health Insurance Marketplace to help individuals obtain health insurance.</p>								
<p>CDR Ridenour: If anyone has any comments or questions I can take those now, for the N-PAC Chair updates.</p>								
<p>LCDR Sherri A. Wheeler: If anyone has a question, please unmute your phone line and state your name and ask your question. We have a question here at HRSA.</p>								
<p>CAPT Susan Orsega: CDR Ridenour did you indicate what the theme is to guide specifically the Nurse Category Day? The theme for the COF Scientific & Training Symposium.</p>								
<p>CDR Ridenour: The symposium is ... Prevention, Global and Community Health. I don't have it in front of me, but I am sure CDR Johnson will be reporting off on it.</p>								
<p>RADM Nessler: That is for the whole conference. Do you already have a theme for Nurse Category Day?</p>								
<p>CDR Ridenour: Yes</p>								
<p>RADM Nessler: Wow! Neat.</p>								
<p>CDR Anitra Johnson: Yes Ma'am we already have the theme for Nurse Category Day.</p>								
<p>CDR Ridenour: There it is, Prevention and Innovation, from Global Health to Community Health is for Nurse Category Day.</p>								
<p>CDR Ridenour: Any other questions?</p>								
<p>RADM Nessler: Is there a theme for Nurse Recognition Day?</p>								
<p>CDR Ridenour: CDR Johnson will report on that, so we will stand-by, so if there are no further questions or comments we will continue on with the agenda.</p>								
<p>CONCLUSIONS General Nurse PAC General Meeting 3rd Friday of the month with the exception of April 2014. COA, June 10-12, 2014 in Raleigh, NC.</p>								
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None								

TIME: 13:26 – 13:34

TOPIC: VI. NURSE'S VOICES

PRESENTERS: CDR RIDENOUR & LCDR WHEELER

<p>DISCUSSION For the N-PAC General meetings I am going to as the N-PAC Chair have nurse's voices on the agenda as we discuss our experiences as a nurse. We will provide a brief a bio and answer two questions. The two questions are</p>	
<p>1. What was/is your most challenging nursing experience.</p>	

2. What was/is your most rewarding nursing experience.
LCDR Wheeler and I will do Nurse's Voice for this meeting:
CDR Marilyn Ridenour: I am a Commander (CDR) in the United States Public Health Service assigned to the National Institute for Occupational Safety and Health. I work as a nurse epidemiologist in the Analysis and Field Evaluation Branch of the Division of Safety Research. From 2005 to 2007, I was in the Epidemic Intelligence Service Training Program. Since 2005 I have worked on workplace violence in the healthcare sector. I am co-project officer for the Healthcare Violence Prevention On-Line Best Practices Course and the Workplace Prevention Programs in New Jersey Health Care Facilities Project. I received my Bachelor of Science in nursing in 1984 and my Masters of Business Administration in 1988 from WVU and my Masters of Public Health in 2002 from the University of Pittsburgh.
I became certified in public health in 2007. I am a proud mother of a 12 year old daughter.
Q1: What was/is your most challenging/difficult nursing experience? My most difficult nursing experience was when I was a clinical nurse on an oncology/orthopedic floor at a community hospital working the evening shift.
I was assigned 9 patients. Three of my patients who had do not resuscitate orders died within 2 hours. It was very difficult pronouncing them and dealing with their family's grief. I did show up for work the next day which surprised many but my patients came first.
Q2: As a clinical nurse, my most rewarding experience was when I helped my patient with a request. He was dying from lung cancer and on oxygen. He wanted to smoke a cigarette (this was before hospitals had a no smoking policy).
I discontinued the oxygen and let him have his cigarette. He died shortly after and I was happy that I fulfilled his last request. As an epidemiologist, my most rewarding experience was when our Workplace Violence Prevention for Nurse's online course was launched on August 12, 2013 after a three year collaborative effort with many partners.
We have had over 1,400 people register for the online course and 1,200 have received CNEs. It was a great accomplishment, and it is still out there. People can take it and earn 2.6 CNEs.
LCDR Sherri Wheeler: I am the National Continuing Professional Medical Education Coordinator for the Federal Bureau of Prisons in Washington, D.C. under RADM Newton Kendig, the Medical Director for the BOP. I accepted my Commission to the USPHS in July of 2008. I was 45-years old, and in doing so I joined my husband LCDR David Wheeler, who is at CMS, at FMC Devens, in Massachusetts. I am a graduate of many schools, so keep hope alive. I graduated from the University of Hawaii, University of South Carolina, Johns Hopkins University School of Nursing. I went through 11 -
different schools as first an Army wife and then a Navy wife, before joining the Corps. I am now enrolled in my DNP at the University of Massachusetts – Amherst. I am also a teacher. My goal is to someday be Chief Nurse Officer of the USPHS – Assistant Surgeon General.
Q1. Challenging moment, was working at Grady Memorial Hospital, I worked in 5A Telemetry, and a patient grabbed my stethoscope and began to squeeze it, chocking me around my neck. It was challenging, for I knew the patient was having a heart attack, but was she also had mental illness for she was not stable (squeezing a stethoscope around a nurse's neck).

My biggest administrative challenge was when the government shut down October 1, of this year. It was my birthday and I was called in, to be Branch Chief of the Office of Quality Management, with no Indians. Each one of my co-workers does a different job, so that was extremely challenging.

Q2. My best moment was taking care of an inmate who was dying of liver disease who had previously acknowledge that he had been a racist. I was wonderful taking care of him until his last breath.

I will now turn it back over to CDR Ridenour who will introduce today's presenter.

CONCLUSIONS RADM Nessler: Congratulations to both of you. That was very nice to hear. It was a nice presentation from both of you.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Nurse's Voices Calendar	CDR Ridenour/LCDR Wheeler	ASAP

TIME: 13:34 – 14:07 **TOPIC: VI. PRESENTATION: ONE ASPECT OF RESILIENCY: AVOIDING BURNOUT & COMPASSION FATIGUE** PRESENTER: RICHARD (RICK) W. KLOMP, MOB, MS, LPC, BCPC

DISCUSSION	CDR Ridenour: Our presentation for today's meeting (PDF of presentation attached to invite) is,
<i>"One Aspect of Resiliency: Avoiding Burnout & Compassion Fatigue"</i> . Our presenter is Rick Klomp. He as a MOB, MS,	
LPC, BCPC – and is a behavior scientist and the Deputy Director of the CDC Work Life – Wellness Office. In his 12-years	
at CDC he has worked closely with CDC staff when he deployed to a response to the tsunami that hit Indonesia and	
Thailand in 2005. The Marburg Hemorrhagic Fever out-break in Angola; Hurricane Katrina and Rita; the Earthquake	
that devastated Haiti and other emergency responses. He is the creator and project officer for the Initiative to Safeguard	
the Health, Safety and Resiliency of Individuals that CDC deploys to hospitable and dangerous environments. He has	
published with academic and CDC colleagues on community resilience the use of virtual reality for rare individuals	
for strenuous deployments a tool to access a community ought to be reviewed and strengthened prior to a disaster.	
- Mr. Richard (Rick) W. Klomp Bio read by CDR Ridenour	
Presentation (attached to invite) - Power Point Presentation	
Questions: CDR Patrick Dennis, from the Office of the Surgeon General. That was an excellent presentation.	
Having had several deployments, as a response leader, or in leadership as your leading a team down what are some of	
the easy steps that you can do, other than identifying it, what recourses or course correction you can do to minimize or	
eliminate the factors and stressor that you are looking for from a proactive and preparedness standpoint?	
Address when the situation becomes personal, it gets too close to home.	
Mr. Klomp: My primary response a leader needs to know that his/her workers know that it is ok to get some rest. Fatigue	
is a huge contributing factor. Much of the physical fatigue is responsible for much of the emotional fatigue. If they see	
Leadership working those long hours it going to be hard for them to not to see themselves as wimps for needing a little	
bit of rest. I don't know anyone who can run a sprint the entire distance of the marathon. To me we need to emphasis	
that emergency response is much more like a marathon than a sprint, and we need to pace ourselves. As leaders we need	

- 5 Letters of Appreciation		
- 7 – Chief Nurse Officer Awards		
- 1 PHS Citation		
- 1 Achievement Medal		
- 3 Commendation Medals		
- 3 Unit Commendation Medals		
- 3 Unit Commendation Medals		
- 6 Special Assignment Awards		
The nominations were solicited and processed by the N-PAC Awards Sub-committee Special Recognition Team and sent up the chain to the N-PAC Award Sub-committee co-chairs in September. Nurse leaders we ask that you nominate to yourself or someone in your committee.		
2. MANE Award		
Nomination call will open November 4, 2013 and close the middle of February 2014. Watch out for the nomination call. Please contact CDR Flores or LCDR Wagoner for any further questions.		
3. Nurse Responder of the Year/Lucille Woodville:		
The call for Nurse Responder of the Year closed August 30, 2013. NRY winner is released and notified by the Co-chairs.		
4. Publication Awards		
Call for publication Award nomination sent October 1, and due October 31 st . It has been extended Nov. 30 th due to one submission at this time.		
Currently only one nominee for RADM Faye G. Abdellah Publication Award. We are trying different avenues to increase nomination. We ask the nurses to submit for the publication award. Go to the N-PAC website for the call.		
EVENTS:		
- USPHS Scientific & Training Symposium will be June 10-12, 2014 at the Raleigh, NC Convention Center. The theme is <i>"Public Health Today: Prevention, Innovation, and Progress"</i> .		
- Category Day will be June 12 and the theme is <i>"Prevention and Innovation: From Global Health to Community Health."</i>		
- The 2014 Nursing Recognition Day is tentatively scheduled for Monday, May 5, 2014 at the Natcher Conference Center on the NIH Campus. The theme for NRD is <i>"Moving Nursing Forward: Connecting the Dots for our Future."</i>		
- The Category Day workgroup and NRD team is in the process of developing the agendas and contacting potential speakers.		
CONCLUSIONS Save the dates for all of the events above		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Reserve your room, for they are going fast.	Attendees	ASAP