

Nursing Professional Advisory Committee

U.S. Public Health Service

I. Introduction of Members in Attendance

N-PAC Voting Membership					
Rank	Last Name	First Name	Agency	Term	Attendance
CDR	Gordon	Veronica	AT LARGE	Oct 09 – Sep 12	Present
CDR	Pollard	Anita	BOP	Oct 08 – Sep 11	Present
CAPT	Hogan	Lisa	BOP	Oct 09 – Sep 12	Present
LCDR	Armes	Shawn	BOP	Oct 10 – Sep 13	Present
CDR	Ridenour	Marilyn	CDC	Oct 09 – Sep 12	Present
CDR	Krishnan	Malini	CMS	Oct 09 – Sep 12	Excused
CDR	Hieber	Lysa	DHS	Oct 08 – Sep 11	Present
CDR	Cox	Bruce	DHS	Oct 09 – Sep 12	Absent
CDR	Sweeney	Colleen	FDA	Oct 08 – Sep 11	Present
CDR	Li	Mei-Ying	FDA	Oct 09 – Sep 12	Present
LCDR	Chestnut	Wanda	HRSA	Oct 10 – Sep 13	Present
CDR	Bartgis	Bryen	IHS	Oct 09 – Sep 12	Present
CDR	Webb	Amy	IHS	Oct 08 – Sep 11	Present
CIV	Koyama	Kirk	IHS	Oct 08 – Sep 11	Present
LCDR	Saligan	Leorey	NIH	Oct 10 – Sep 13	Present
LCDR	Wehrlen	Leslie	NIH	Oct 10 – Sep 13	Present
CDR	Pryor	Thomas	OS/PSC Chair Elect	Oct 08 – Sep 11	Present
CDR	Haynes-Battle	Josefine	SAMHSA	Oct 10 – Sep 13	Present
CDR	Burns	Darin	USMS	Apr 10- Sep 13	Present
EX-OFFICIO					
RADM	Nessler	Kerry	HRSA/CNO	Nov 09– Sep 13	Present
CAPT	Trent-Adams	Sylvia	HRSA / Past Chair	Oct 10 – Sep 11	Present
CAPT	Orsega	Susan	Chair Elect	Oct 10 – Sep 11	Present
LCDR	Johnson	Anitra	Executive Secretary	Oct 10 – Sep 11	Present
CDR	Hunter-Thomas	Serina	Executive Sec-Elect	Oct 10 – Sep 11	Excused
LCDR	Hardin	Joshua	Operations Liaison	Mar 08 – Sep 11	Present
LIASIONS					
CDR	Larkin	Sue	Liaison, FedNA		N/A
LCDR	Magnotta	David	Nurse Category CAM		N/A
CAPT	Lambert	Mary	COA Nurse Rep		N/A
CAPT	Collins	Amy	Senior Nurse Mentoring		N/A
CDR	McGuire	Moira	Nurse History Co-Chair		N/A
CAPT	Elenberg	Kimberly	OFRD Rep		N/A
LCDR	Arceneaux	Janice	JOAG Rep		N/A

SUBCOMMITTEE CO-CHAIRS				
Rank	Last Name	First Name	Subcommittee	Attendance
LCDR LCDR	Skelton Krishnan	Heather Malini	Awards	Absent
CDR LT	Webb McBryde	Amy Beth Stacey	Communications	Present
CDR CDR	Li Ridenour	Mei-Ying Marilyn	Career Development	
LCDR LCDR	Adams-McLean Wehrle	Allison Leslie	Events	Absent
CDR LCDR	Gentile Saligan	George Leorey	Readiness and Response	Absent
CDR CDR	Adams-King Sweeny	Janice Colleen	Resource Reach	
CDR CDR	Haynes-Battle Bartgis	Josephine Bryen	Recruitment	Present

II. Acceptance of Minutes

Deferred

III. Chief Nurse Officer Report – RADM Kerry Nessler

I am pleased to be here today and able to attend the March NPAC meeting. I apologize for missing February’s NPAC meeting as I represented the Surgeon General at CAPT Hilda Douglas’ retirement ceremony.

As you may already know, the Commissioned Corps is currently conducting the Accountability Working Groups. The Working Groups were put together to help advise the Surgeon General on implementing the new accountability structure. Each of the 10 Workgroups, consisting of 4 Divisions, 3 Branches and 3 Teams, have submitted draft reports to the OSG on the new accountability structure. The final report is due to the OSG on 31 March.

Billets - As of March 1st, we still have not completed our New Billet Collection Process. There are approximately over 180 Nurse Officers who have not started the Process. If you haven’t initiated the process to date, I strongly encourage you to do so immediately.

I’ll be speaking at my alma mater, University of San Francisco School of Nursing, San Francisco, CA on **28 March 2011**. The topic of the

presentation is “Nursing Leadership, Education and Practice to Advance Public Health in America and Abroad

IV. Operations Liaison Report - LCDR Joshua Hardin

CW is \$47,317

NPAC is \$6,164.47

V. N-PAC Chair Report – CDR Thomas Pryor

On behalf of your NPAC leadership I want to thank you for your participation in today’s meeting.

OCCO Developments post “Pause”

Since the lifting of the “Pause” DCCA has been working with a back log of applicants to prepare his/her applications for processing and Senate confirmation. They are also working with various Agencies to identify and update previously identified candidates in the hopes of calling applicants to duty. At this time OCCO/DCCR will also be utilizing volunteers to assist with this backlog. At this time there is no additional need for volunteers to assist however if there is a need for nurses we will post this request thru the list serve so stay tuned.

Readiness

OFRD continues to work with MAB to mitigate issues related to immunizations and readiness. It is understood that the backlog of flu influenza and other immunizations has been resolved and a new readiness report should be forthcoming. In the meantime the NPAC Readiness committee is continuing to work with OFRD to assist in the notification of any nurse officers who feel he/she have been adversely impacted by documents that have been delayed in being processed to accurately reflect readiness status. If you have any concerns or questions I encourage you to follow the guidance provided by OFRD and contact our Readiness Subcommittee (contact information is available on the NPAC website) for additional assistance.

Promotion eligible nurses

At this time the promotion cycle is in process and while I cannot provide any specific details, I want to reiterate my understanding from OFRD that any nurses eligible for either temporary and/or permanent promotion will not be penalized for any outstanding readiness issues.

Activities

A more detailed report regarding NRD and COF will be provided today and for those of you who were unable to attend last month I made reference to a pre-conference session we will be having on Forward Thinking. More information on this exciting (and free) opportunity will be shared in the months to come. Essentially it is an activity that promotes strategic planning and leadership as it pertains to the future. For example the recent IOM report and presentation regarding the Future of Nursing lends itself to this type of training whereby a process to identify and anticipate ones future (in this case nursing as it pertains

to the nation) can be conceptualized and then a plan can be actualized that supports a strategy and leadership necessary to successfully bring about positive change. I appreciate my description may seem confusing however, I can assure you this will be better delineated once the agenda is finalized. For those of you attending the COF conference please be aware that this session (full day) will be offered on the Sunday before the conference and will be free to participating nurses.

Mentoring

Please be advised that the Career Development Subcommittee has integrated the previous mentoring committee into its function. In the past few months I have received emails from some of you who have wondered about mentoring activities. During FY09-10 an announcement was made that the previous mentoring committee would be dissolved and a new committee would be developed. During this past year the Mentoring workgroup has worked to develop a new structure and operating procedures to make this committee more efficient and effective in meeting the needs of nurse officers. I would ask those of you who have or would like to participate again as a mentor to be patient as this group develops the structure for this committee. It is anticipated that a call for participants will go out by this summer and announcements will be shared at this meeting and thru the list serve.

General

As always, I want to reiterate my appreciation for the work you are all doing on behalf of nursing and the NPAC. I want to encourage those of you who have been hesitant to get involved in NPAC activities to do so and would direct you to our list of various committees identified on our website for more information. In general, calls for new members will be sent thru the listserv and additionally the Recruitment Subcommittee is looking for participants who are in various HHS regions that may participate as part of the Every Nurse is an Ambassador work group. That said, in my role at DCCR it is anticipated that the Associate Recruiter Program (ARP) will be rolled out in the months to come pending leadership final approval. As a part of the ARP there will be a tier-2 component which reflects category specific recruitment activities that will ultimately support the ARP as well. As such, there will be a need for a defined number of participants in both the ARP in addition to our Nurse Category activities. At this time the Recruitment subcommittee would benefit most from field officers outside of HHS Regions 3 and 4 who are clinically based. For more information please reach out to the Recruitment Subcommittee leadership identified on our NPAC site.

VI. QUARTERLY VERBAL SUBCOMMITTEE REPORTS

a. Awards – LCDR Heather Skelton/LCDR Malini Krishnan

Awards subcommittee objective accomplishments from prior fiscal quarter:

- CDR Renee Webb and LT Reginald Smith presented on “Commissioned Officer Awards vs. Nursing Category Awards” on the NPAC general membership meeting in February. Our Special Recognition Team continues to review and process award submissions written for the N-PAC subcommittee participants.

N-PAC March 2011 MINUTES

- The Carruth Wagner award nominations are being managed by the Commissioned Officers Foundation. The call for nominations opened on March 14th and closes on April 10th. The Monetary Awards Team in the N-PAC AS will support the COF by reviewing and scoring these awards. CDR Madelyn Reyes leads the Monetary Awards team. 9 new members were recruited for this team.
- The N-PAC Awards review team reviewed and scored MANE nominations, 10 Publications nominations, and 8 NRY nominations in a remarkably short time period. Officers who scored all assigned awards include: CDR Susan Erwin, LCDR Adriana Meyer-Alonzo, LT Deanna Pepper, CDR Dorothy Griffith, and LT Venecia Rhoden.
- In order to provide respite to our review team, the following officers stepped forward and assisted with reviewing and scoring nominations – CDR Martha Culver, CDR James Dickens, LT Deborah Forcht, LT Sophia Hsu, CDR Jason Humbert, CAPT Jane Powers, CDR Linda Scott, and LT Reginald Smith.
- The NPAC-AS is in the final stages (i.e. ordering plaques) of processing the Minnigerode Awards for Nursing Excellence (MANE) Awards. More nominations were received this year than in previous years. LT Daniel Wagoner, who is new to this subcommittee, led this team.
- 2011 Lucille Woodville (LW) Award call for nominations closed in late January and the reviewers have completed scoring these awards. CDR Leigh Bernardino and CDR Tessa Brown lead the LW team.
- The Publications Awards winners notified by N-PAC AS Co Chairs (after clearance was received) and advised to fill out Disclosure of Financial or Proprietary Interest Form and Biographical Data Form and register for Nurse Recognition Day event if they plan to attend. Publications awards winners are invited to present in the Afternoon session of Nurse Recognition Day. CDR Vada Perkins and CDR James Dickens lead the PUBS team.
- The N-PAC AS Co chairs notified the Nurse Recognition Day planners of the winners of the MANE and Publication awards.
- MANE Award recipients notified by N-PAC AS Co Chairs and invited to attend the 2011 Nurse Recognition Day at the NIH Campus to receive their awards personally after N-PAC Co Chairs received OFRD and Adverse Actions clearance on all winners.
- Co chairs met with Nurse Recognition Day planners and shared their knowledge of the flow of the afternoon awards program of Nurse Recognition Day and offered assistance for obtaining citations from the MANE award winners to be read during the afternoon awards ceremony.

Planned activities for the next reporting period:

- Lucille Woodville award winner to be notified by N-PAC AS Co Chairs and invited to attend USPHS Symposium after the N-PAC AS Co chairs receive OFRD and Adverse actions clearance
- N-PAC Co chairs with CW Awards team leader to facilitate obtaining HHS 520 forms for all reviewers of the monetary awards
- Monetary Awards Team to review nominations for CW Wagner Awards and send recommendations to COF.

b. Events – LCDR Leslie Wehrle/LCDR Allison Adams-McLean

Proposed FY 2010-2011 Events Sub Committee Goals

1. To provide easy access via web links to current nursing professional events occurring in our nation.
2. To assist with nursing professional development by providing easy access to conferences and seminar information via web link.
3. Organize and support, the annual U.S. Public Health Service Nursing Recognition Day program.
4. Continue to provide CEU's for Nursing Recognition Day.
5. Support the COA conference nurse category day and nursing booth.

Esprit de Corps Goal & Objectives (new)

Goal: Support Esprit de Corp in their activities to promote PAC awareness.

Objectives:

1. Promotion of Commissioned Corps Nursing Pride through sale of the USPHS Nursing coins, T-shirts, and other items at professional networking functions.
2. Dissemination of Commissioned Corps Nursing benefits via NPAC listserv and at networking events.
3. Participate in the planning of COF Nursing category day and social event.

Events Committees and Projects – Ongoing Projects

Nursing Recognition Day

- Theme – *Public Health Nurses – Making a Difference in Health Outcomes.*
- Event will be held on the NIH Bethesda, Maryland campus at the Lister Hill Auditorium on 6 MAY 2011 from 0800-1600.
- Coordination of Conference speakers – CDRs Brent Howard & Maher
 - Formal invitations were sent out from RADM Nessler's office on 11 MAR 2011.
 - Keynote – Dr. Christine Pintz, GWU, Director of DNP Program, confirmed
 - Closing Address – selected speaker not available due to maternity leave, in the process of finding alternate

N-PAC March 2011 MINUTES

- Panel – current plan is to incorporate past, present and future public health nursing impacts on outcomes.
 - Awaiting final confirmation for 1946 Nurse Cadet Corp Representative
 - Dr. Barbara Sattler-confirmed
 - Dr. Susan Luddington-confirmed
 - CDR Vince Thrutchley-confirmed but pending travel approval by NPAC VMs
- Poster session will include 17 poster abstracts – CAPT Maruncyz/CDR Audain
- Agency liaisons have been contacted to reserve booth/tables at NRD. Currently 4 tables are reserved. Need to elicit additional interest in agency tables/booths for event – CDR Karlson coordinating
- Award presentations will be the afternoon to attempt to attract people to stay until the end of the conference. Events Co-chairs pending meeting with Awards SC Co-chairs – LCDRs Wehrlen, Adams-McLean, Skelton, Krishnan
- Plan to offer the APFT following NRD on the Bethesda campus – facilitated through Readiness & Response liaison – LCDR Saligan
- Flyer, general information and Registration form sent out via NPAC PHS Nursing Listserv; NIH Clinical Center Nursing Staff; DC COA sent out information via email announcement and formal invitations were sent to Federal Public Health Service Nursing Council representatives by RADM Nessler's office.
- 35 registrations have been received thus far – CAPT Merced-Galindez
- Currently working with RADM Nessler's office to send out VIP invitations by 19 MAR 2011 – LT Powell
- Following VIP invitations, letters to deans of local schools of nursing will go out from RADM Nessler's office by end of MAR 2011 – LT Tzeng
- Subcommittee is currently meeting once monthly to update progress on NRD planning activities, will meet twice in APR 2011.
- Co-chairs having been meeting with NPAC leadership regularly, last meeting was March 3, 2011, requested additional meeting for week of 14 MAR 2011.
- Committee members continue to serve in previously assigned small groups.
- CE support will be supported by IHS Continuing Education Office, tentatively are planning to have approximately 4.75 CEUs with current agenda – CAPTs Trujillo & Merced-Galindez, CDR Nehrebecky, LCDR Wahl
- A —Save the Date|| flyer was posted to the NPAC website, main page and Events page. In the process of updating NPAC website with flyer, registration form and general NRD information – CDR Glover website contact
- Honor guard and choral ensemble confirmed for event – CDRs Glover & McGuire
- Light refreshments will be available for morning and planning to offer lunch for speakers – CDRs Fuller and Audain

COA category day/social/booth

- The USPHS Scientific and Training Symposium will be held in New Orleans, LA, 20-23 JUN 2011. Theme: 2011 USPHS Scientific & Training Symposium "Public Health Leadership: The Key to a Healthier Nation.
- Registration and room block are currently open
- Nurse Category Day Theme – Creating a Healthy Nation – The Role of the Nurse; tracks will include:
 - Role of Public Health Leaders during the Post-Recovery Phase of Hurricane Katrina and the Deepwater Horizon Oil Spill
 - Eliminating Health Disparities and Improving the Quality of Public Health and the Environment
 - Nursing Practice: Creating a Culture of Public Health
- 17 Nursing CEUs are available for attending this event and is supported by the IHS CSC
- Agenda and speakers for Nurse Category Day have been finalized
- Working on skills booth/lab for COF—location of booth provides challenges for educational offerings.
- Nurse social will be held at Mulate's on 21 JUN 2011 at 1845. Venue will offer a live band, menu/food will be open ordering no cover charge and up to 5 checks per table. Location is within 1 mile walking distance from conference hotel. Will need volunteers to go over early and —save|| tables. Dental category will also be having their social there too. For more information about Mulate's please visit their website: www.mulates.com
- Announcements will be going out over Facebook and Twitter
- Flyer has been posted to the PHSNursing listserv and will be sent to schools of nursing offering free conference attendance (registration), also pursuing scholarships for lodging; also letter has been drafted for review by RADM Nesslerer to go out to local schools of nursing. Working with ENIAC and local schools to get the word out.
- Inquiring about additional hotel options if the room block fills up at the Sheraton New Orleans Hotel.
- For more information or volunteer opportunities please contact the COF planning leads via email: CDR Michelle Brown-Stephenson at mestephenson@bop.gov or LCDR Wanda Chestnut at wchestnut@hrsa.gov.

Esprit de Corps

- No goals objectives were present in current NPAC Strategic Plan specific to Esprit de Corps, therefore we propose that the following goals/objectives be added:
 - Promotion of Commissioned Corps Nursing Pride through sale of the USPHS Nursing coins, T-shirts, and other items at professional networking functions.
 - Dissemination of Commissioned Corps Nursing benefits via NPAC listserv and at networking events.
 - Participate in the planning of COF Nursing category day and social event.

- CDR Bernato has sent a message to previous group of nurses that worked on workgroup, will be meeting and plan for new ideas, merchandise and will request a meeting with NPAC leadership
- Currently there are 100 magnets, priced at \$3.00/each
- Ideas for new merchandise include magnetic stickers for cars, t-shirts, etc.
- For other ideas or to join this workgroup please email Liaison team leader— CDR Bernato at deb@cdrh.fda.gov

VII. LIAISON REPORTS

- a. FedNa - CDR Sue Larkin
No report
- b. COA/COF Cat Day Report—LCDR Wanda Chestnut

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VIII. NEW BUSINESS

No new business.

IX. ROUND ROBIN- TABLE/PHONE