

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 | Excused |
| CDR | Ridenour | Marilyn | CDC | Oct 09 – Sep 12 | Present |
| CDR | Krishnan | Malini | CMS | Oct 09 – Sep 12 | Present |
| CDR | Hieber | Lysa | DHS | Oct 08 – Sep 11 | Absent |
| CDR | Cox | Bruce | DHS | Oct 09 – Sep 12 | Absent |
| CDR | Sweeney | Colleen | FDA | Oct 08 – Sep 11 | Absent |
| 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 | Absent |
| 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 | Present |
| LCDR | Hardin | Joshua | Operations Liaison | Mar 08 – Sep 11 | Absent |
| 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 | Present |
| CDR LT | Webb McBryde | Amy Beth Stacey | Communications | Present |
| CDR CDR | Li Ridenour | Mei-Ying Marilyn | Career Development | |
| LCDR LCDR | Adams-McLean Wehrlen | Allison Leslie | Events | Absent |
| CDR LCDR | Burns Saligan | Darin Leorey | Readiness and Response | |
| CDR CDR | Adams-King Sweeny | Janice Colleen | Resource Reach | Absent |
| CDR CDR | Haynes-Battle Bartgis | Josephine Bryen | Recruitment | |

II. Acceptance of Minutes
Deferred.

III. Chief Nurse Officer Report – RADM Kerry Nessler

- I am pleased to be here and able to participate in the May NPAC meeting.
- As you know, the OSG/USPHS New Accountability Structure is in full development with an expected date of implementation set at 1 July 2011. The position announcement for the Director, Division of Commissioned Corps Personnel and Readiness (DCCPR) is open until today, 20 May 2011. Two other key position announcements will be opening soon, which are: 1) Division of Systems Integration (DSI), and 2) Division of Science and Communications (DSC). I encourage well qualified nurses to apply to these critical leadership positions and take an active role in the creation and implementation of the new system. It is important to have nursing’s voice at the table.
- The OSG Compensation Policy Advisory Board (CPAB) has reconvened, chaired by RADM Clare Helminiak and CAPT Kremzner. The first meeting was held on 18 May 2011 with the Charter members in attendance; including the Medical, Dental, Nurse, Pharmacy, Scientist, Veterinary, and Health Service Officer categories. We have been asked to review and update our original proposals for New Special Pay Authorities for Commissioned Corps Officers. Compensation policy is a support to the PHS mission of serving vulnerable populations, staffing hard to fill sites, providing 24/7 response, complement/further DOD interaction, and meet other unmet PH need. In addition,

compensation policy needs to support rapidly changing needs of the Departments and PHS. The special pays and compensation processes and mechanism should be re-evaluated with PSC to modernize and streamline the special pays process and reduce the administrative burden on staff and officer stakeholders, in accordance with the new accountability redesign activities.

I am asking for Corps volunteers from the nurse category to join the Nurse CPAB Committee to re-evaluate the Nurse's White Paper, dated 14 April 2009, based on the current economy and the workforce needs of the Corps and Accountability Structure efforts. Our final report is due on about September 2011.

- On Thursday, 28 April 2011, I convened a Task Force to begin formulating a Federal PHS Nursing Strategic Plan. Currently there are over 45 Nurses (Commissioned Corps, Civil Service, and Tribal) from various agencies participating on this Task Force. The Federal PHS Nursing Strategic Plan is being developed to guide us in our plans and activities over the next 5 years. We plan to have the final Draft Strategic Plan completed and sent out to you for review and comment by June, 2011. I will also share at our COA Nurse Category Day on June 21 and during the next Federal Nursing Service Council meeting in mid-July of this year. (composed of Chief Nurse Officers from the US Public Health Service, US Air Force, US Army, US Navy, US Department of Veterans Affairs, the American Red Cross and the Uniformed Services University of the Health Sciences (USUHS)).
- According to CAPT Dean Coppola, "In an effort to create a more user-friendly and recruiting focused Web site, OCCO is currently redesigning the usphs.gov web site design and updating the site's content. We hope to launch the redesigned site in the summer of 2011." As Chief Nurse Officer, I have been asked to review the *Career and Benefit Nurse Section* and the *Redesigned Website Mockup*. I reached out to CDR Thomas Pryor, CAPT Susan Orsega, and the NPAC Communications Sub-Committee, Website Workgroup with CDR Josefine Haynes-Battle and LT Stacey McBryde. LT McBryde is compiling our recommendations to be sent forward on 23 May for OCCO's consideration.
- The 20th Annual U.S. Public Health Service (USPHS) Nursing Recognition Day (NRD) Conference took place on Friday, 6 May 2011, and was a great success. We had the pleasure of an opening session lead by RADM Chris Halliday, Chief of Staff, and we thank him for his heartfelt and warm opening remarks and for celebrating Nursing Recognition Day with us all!

I want to congratulate both LCDR Leslie Wehrlen and LCDR Allison Adams-McLean on a job well done in organizing and leading the platinum Anniversary of the USPHS Nursing Recognition Day. The event was well attended with over 180 nurses registered. In recognition of National Nurses Week, I also want to take this opportunity to thank you and all the nurses for their service every day in providing quality health care to the peoples of our great Nation.

- On Wednesday, 27 April 2011, I was honored to be invited for a guided tour of the new America Building and the National Intrepid Center of Excellence (NICoE) located at the

National Naval Medical Center (NNMC) in Bethesda, Maryland. The tour included a visit to the Activities of Daily Living Program including the Apartment Environment and Occupational/Physical Therapy utilizing the indoor track and indoor swimming pool. This live-in environment is a wonderful tool to aid in the healing of our wounded service members. I want to commend the U.S. Navy for their dedication in providing the full range of prevention, care and treatment to our service members and their family. I would like to also give a "shout out" to CDR Moira McGuire for coordinating this awe inspiring event.

- The Open House for the Officer Basic Course (OBC) Class 42 was held on Thursday, 12 May 2011. There were 19 Nurse Officers who attended the Course. I had the wonderful opportunity to spend some time with them in addressing their questions and concerns.
- As you know, the 2011USPHS Scientific and Training Symposium will take place in New Orleans, LA, June 20-23, 2011. This year's theme is "**Public Health Leadership: The Key to a Healthier Nation.**" HHS has approved the official waiver request for allowing more than 50 participants from HHS to attend the conference. No more than 300 officers from HHS will be allowed to attend. Agencies have been notified of their specific allocations and funding limits.

There will be three leadership seminar opportunities during the Symposium:

- a. CPO Leadership Symposium, Monday, 20 June, 7am – 9am,
 - b. Nurse Category Day, Tuesday, 21 June, all day,
 - c. Medical Category Leadership Seminar for all Female Officers, Thursday, 23 June, afternoon
- Congratulations to CAPT Ernestine (Tina) Murray on her well deserved Retirement! AHRQ held a lovely reception in her honor on Wednesday, 27 April 2011. During her 30 plus-year career, CAPT Murray was a dedicated and outstanding Nurse Corps Officer, builder of health systems, and a friend. Tina will be sorely missed and we wish her the best in her future endeavors and hope to see her often. She earned a Chief Nurse Officer Award.

NPAC –Thank you for your outstanding service and commitment to the Nurse Category every day!!

Sincerely,

RADM Kerry Paige Nessler
Chief Nurse Officer, USPHS

IV. **Operations Liaison Report - LCDR Joshua Hardin**

CW is \$45,957.20

NPAC is \$6,394.47

V. N-PAC Chair Report – CDR Thomas Pryor

Welcome to the May 2011 NPAC General meeting. I found myself reflecting on this year and it is hard to believe that this fiscal year for the NPAC is nearly over. That said, I wanted to include in my report today an overview of some of the various activities that are going on within the various subcommittees of the NPAC in addition to what you will hear today from the Career Development and Communications reports.

General Updates:

While this past year has had many challenges (e.g. the “Pause”, potential of furlough, a defined Senate confirmation process) there have been many good things happening within the NPAC. Before going into more detail I want to personally thank all of you as nurse colleagues (both civil service and in uniform) who volunteer in various capacities to make the NPAC the advisory group it is today. I also want to reiterate my appreciation of field officers for your participation and also encourage your volunteerism in the future. Regardless, of your role either clinical, research or programmatic and whether you function as a tribal hire, civil service or uniformed officer, without your individual and collective involvement the NPAC it would not be as effective as it is. If you do have an interest in increasing your involvement with the NPAC I would encourage you to reach out to the NPAC leadership and Committee Chairs to find ways for you to offer your talents that best fit your busy schedules.

That said, I want to briefly highlight some activities of the PAC that have been accomplished this year and some additional activities that are ongoing at this time:

Events Subcommittee

First of all I would like to recognize the accomplishments of the Nurse Recognition Day planning committee. This was a very successful event with dynamic speakers and heartfelt messages that were both information and inspirational in terms of what is potential within the nursing profession. I also recognize this event limits the number of NPAC members who can attend and will be working with the incoming leadership in making some recommendations on how we can make this available to those of you outside the proverbial beltway. There was one specific presentation from a WWII nurse veteran which was done on video which we hope to make available at the upcoming COF Category Day for those of you who may be attending in addition to other ways to share this information once we obtain permission. In addition to NRD, the events subcommittee provides oversight for the upcoming COF Symposium and specifically Category Day which also has a very exciting list of speakers and I anticipate will be as equally rewarding for those of you who are able to attend. You will hear more on this today from the planner-CDR Wanda Chestnut.

Awards Subcommittee

As a part of the NRD is the recognition of various nurses for his/her professional contributions that are reflected by various awards provided at this event and others. As Chair this year, I have been very impressed with this committee’s leadership and membership in upholding integrity and professionalism in the development, monitoring

and evaluation of various nominations for awards that are solicited over the course of the year. This committee is one that is often working “behind the scenes” and does not always get the recognition its members deserve for all of the endless hours they put in to objectively evaluating each nomination to make sure they meet defined criteria outlined as part of the award and the committee. In addition, a working group within this committee has continued to improve the process for internal recognitions that are offered to those who are active participants within the NPAC. As this year begins to wind down this working group will be soliciting from NPAC Committee Leadership their list of members that are to be recognized for his/her contributions this year. I will be speaking the NPAC leadership regarding this process more in the months to come as it is imperative that we utilize this group to assist in the processing and tracking of these recognitions so that they are processed in a timely manner.

Recruitment Subcommittee

This committee remains near and dear to my heart as a previous Co-Chair and as it reflects my current role within Division of Commissioned Corps Recruitment (DCCR). The challenges of this past which I made reference to have probably had the biggest impact on this committee. Having spent the majority of the year in a “Pause” it has been difficult for the enthusiasm of this committee to stand ready but unable to do a lot in terms of active recruitment. That said this group has done a great job in developing an infrastructure using the 10 HHS regions on which to build a successful nursing recruitment committee going forward. Due to the committee’s leadership and dedication of its members it is strategically positioned to develop recruitment strategies in collaboration with DCCR which will be very exciting in the year to come. I would encourage nurse officers who are currently serving in HHS Regions 5-10 to contact the committee leadership if you are interested in being a member of this committee. We certainly support all nurses role as ambassadors to the Corps however this committee has been working hard to build the infrastructure with nurses that are within the regions they may be assigned.

Resource Reach Subcommittee

This committee is equally involved in doing a lot of interesting and value added activities which are done to promote the profession of nursing and public health. In addition to various activities they have been involved with in providing monthly tips of the month related to various public health concerns this committee has other planned activities with an emphasis on research, education, advocacy and public health practice. In conversations with the leadership of the committee they are also involved in developing materials/tools that will value-added to those of you in clinical practice. I strongly encourage you to reach out (no pun intended) to this committee to identify other things that this committee could do given its highly skilled and educated members to assist you in bringing evidence-based practice and other relevant educational resources to you as a resource.

Readiness Subcommittee

It goes without saying that as a Commissioned Corps nurse officer we are expected to maintain readiness in the event we are called upon to serve in this capacity. However it is equally recognized that our positions require many different things from us and at times we may lap in either our awareness of relevant readiness issues or even our personal status. As

such this committee has done a lot of work to help us meet readiness standards which have currently been identified for the nurse category being over 92%. That being said, this committee along with NPAC leadership and our CPO would like to see the PAC do even better as we have yet to be identified within the top 3 categories since OFRD has been reporting on this function. In an effort to obtain this goal I have asked this committee to development some strategies to assist the NPAC. In addition, this committee has done a lot of great work to assist OFRD and provide a nursing perspective to the various deployment roles and activities that are developed as a part of readiness training.

New Information:

In previous calls I mentioned the Forward Thinking training that was being planned for a pre-conference session at the COF Symposium. Due to various constraints this training is being deferred until later in the year (July/August). At this time the tentative plan is to hold this training for current NPAC leadership and based on an evaluation of this training will then identify next steps to include other members in the future. I will be sharing more information regarding this potential activity in the future. In the interim RADM Kendig will be providing information on this exciting opportunity at the COF Category Day for those of you who will be attending.

In terms of the COF Symposium I want to continue to encourage junior officers (0-3 and below) to pursue the COF Scholarships/Grants as resources from the Carruth Wagner Foundation as a means of attending our Category Day event. Please visit the COF website for more information. Have a Great Month!-CDR Pryor, NPAC Chair

VI. QUARTERLY VERBAL SUBCOMMITTEE REPORTS

a. *Career Development* – CDR Marilyn Ridenour/CDR Mei-Ying Li

FY 2010 Career Sub-Committee Goals

- Strengthen nursing practice within USPHS through development of the careers of HHS Nurses.
- Identify and disseminate relevant career development information to systematically enhance individual performance and potential.
- Identify pathways and information for officers choosing clinical, applied public health, research, and mental health or any combination.
- Integrate educational training for all Commissioned Corps Nurses through resources as applicable.
- Develop and implement a Career Development Mentoring Program.
- Inform HHS Nurses about global health activities.
- Develop and maintain dynamic relevant Career Development web pages.

Career Development Sub-Committee Projects

Ongoing Projects:

- **Career Development Webpage Project**

Objective: Serve as a resource and advisory group to aid in communicating Career Development and training information to nurses.

Activities:

- Reviewed and updated Career Development Guidance Document quarterly to ensure information was current and accurate.
- Information included the CV format, 2011 Benchmarks, CE resources via the Blackboard, Career Development Guidance, and the Career Development Timeline.
- The team continues to work on career development information and other relevant information, which will be posted on a continual basis to the N-PAC website.
- Mentoring Project - AOL account on webpage needs to be revised to facilitate increased use of the account.
- Webpage Project will follow-up with Communications Subcommittee to see if the Mentoring Project's Tip of the Month can be archived on the website.
- Career Development Timeline needs revising to reflect current Directives and Standards. The timeline should also include current billet information. CDR Mei-Ying volunteered for the task.
- CV information and formats needs updating. CDR Ridenour and LCDR Arceneaux volunteered to review and update the CV information and they are waiting to be posted as soon as approved by NPAC leadership.
- Nursing Spotlight Project announced CDR Franklin as being selected for the featured Nurse. LCDR Arceneaux was informed now that the Webpage Project needs a picture and bio for future officers be posted on the website.
- Webpage will be updated every quarter to ensure information is current and accurate.
- Webpage will meet every 2 months to discuss and plan activities related to project.

- **Nurse Spotlight Project**

Objective: The team is working on a project that will spotlight DHHS Nurses.

Activities:

- The team developed criteria for recommending nurses to the Nurse Spotlight, which was recently approved by the NPAC leadership for implementation.
- Upon approval, a Listserv announcement will be sent out requesting nominations for the Nurse Spotlight for those meeting the recommendation criteria.
- The term for the Spotlight Nurse is currently four months; this may be changed to monthly depending on the number of nominations received.

- There will be another call for Nursing Spotlight nominees at the end of May 2011 with a nomination deadline of Jun 22
- Another criterion added: Please also submit a Bio and a professional photo.
- Our current Honoree is CDR Kathleen Franklin She will be spotlighted for April. The next quarter honoree (July 2011) is LT Loretta Haven. I have already requested her Bio and photo.

- **Continuing Education Resources Project**

Objective: This project is an educational resource initiative in which a Blackboard is utilized to provide career development opportunities and information.

Activities:

- The team has also worked on the Career Development time line chart revision (Career Development quick reference) to add the necessary information such as 5-year physical, billets, and deleted assimilation information based on the comments received. The initial revision has been sent to CDS Co-Chair for approval.
- The team is on standby on educational resource link announcements until further notice from NPAC leadership. However, the existing education resources are now on the OFRD website under Responder e-learning.

- **Mentoring Project**

Objective: Identify and train mentors from all Agencies who can assist Civil Service, Tribal and Commissioned Officers to meet their career goals, and provide career development.

Activities:

- Completed the final draft for standard operating procedures on the Active and E-Mentoring Programs. These include procedures, criteria, and the selection process for mentors, mentor training, quality assurance, and a tracking database that we began to use this past April.
- Presented Power point as part of the training program for Mentors. Both the power point presentation and the Policy and Procedures will be utilized for the self-taught mentor training program.
- MWG continues to staff the e-Mentoring AOL account for two week assignments which are assigned through January 9th, 2011.
- Published the monthly “Tip of the Month” with the approval of the NPAC Leadership.
- Filled 10 Regional coordinator positions and will recruit mentors under each region once the Policy and Procedures in place by the end of May 2011.
- The team continues to attend OBC training and meeting nurse officers. They have made contact with 20 officers in the OBC Open House event in May and anticipated to have more contact in August Open House.

- OBC Open House: New policy announced for NPAC representation at the OBC open house events, OBC Open House Events, once-per-month, from approximately 6 pm to 7:30. Three to four NPAC volunteers are requested for each event. Location: Gaithersburg Holiday Inn
- Expanded request for volunteers to NPAC committee members based on the need.
- This new policy and request for volunteers was announced to the Career Development Committee and forwarded to ALL members of NPAC because multiple members who are local are needed.

II. Sub-Committee Issues:

- No issues noted.

b. *Communications* – CDR Amy Webb/LT Stacey McBryde

FY 2011 Communications Sub-Committee Goals

- Create mechanisms to foster enhanced dialogue with stakeholders in nursing and public health.
- Promote PHS nurse (civil service, commissioned corps and tribal nurses) participation on the N-PAC Listserv.
- Develop the next generation of PHS nurses to address evolving public health issues.

Communications Sub-Committee Projects

- Communications User Assessment Tool Responses – 146 responses, can only report on first 100 respondents. 94% think that the NPAC website has useful information; 63% have used the Communication Tools at least once in the past year; N-PAC home page, Career Developments, Awards, Nurse Resource Manual, and Readiness & Response were the most used sections of the Website. 48.5% did not know that there is a Job Postings section of the Website, 58.6% did not know that Resource REACH has products for reproduction on the website, 66.7% responded that the website is easy to navigate, 85.9% want the N-PAC Listserv to advertise job vacancies, 68.7% have referred someone to the N-PAC website, 82.8% prefer to receive information via the Listserv, 66% have attended N-PAC lunch and learn at least once in the past year. Free-text responses: The last “featured nurse” posted March 2010, need to show examples of where nursing made a difference. Website can be useful for new officers; having problems finding the job listings, I did not see anything related to civil service RNs, awards link directly to CO and Civil service nomination forms would be useful, upload a copy of the N-PAC Charter, by-laws, list of current N-PAC sub-committee co-chairs, Organizational chart with names. Based on the responses, the committee needs to modify current Listserv SOP and determine how to respond for future expansion of the website.

Website

LCDR Krumlauf and CDR Jones are current co-leaders of this workgroup. LCDR Krumlauf developed YouTube guides for trouble shooting - creating/editing documents in Joomla. Two slots are currently open for the workgroup but there have been no self-nominations. Will need to readvertise this as we do need new members.

Workgroup Co-Leads – CDR Beardsley and CDR LaCour - all current projects are completed at this time. Have reviewed content on website and will await further instructions

Listserv:

CDR Brown-Stephenson is the workgroup leader

Our host site is located at <https://list.nih.gov>

Our Listserv page is PHSNURSING-L

1799 Current subscribers to the Listserv

There were 11 posts in February, 17 posts in March and 16 posts in April as of April 26th.

Will present the results of the Communications User Assessment Tool at the May 13, NPAC Business meeting. The current Listserv SOP will likely be amended after this meeting. The volume of adding vacancy announcements to the Listserv may become a problem and prohibitive as far as time, but will need to create mechanisms to address this.

Communications Sub-Committee Issues

- User Assessment Tool Results – SOP modifications
- Need for additional members for Website workgroup
- YouTube tutorial projects
- Listserv SOP revisions

VII. LIAISON REPORTS

- a. Nurse History—CAPT Cheryl Borden/CDR Moira McGuire

Deferred until June 2011

- b. COA/COF Cat Day Report—LCDR Wanda Chestnut

- Conference dates are June 20-23
- Theme of the conference is, “Public Health Leadership: The Key to a Healthier Nation”
- Theme of Category Day is, “Creating a Healthy Nation: The Role of Nursing Leadership
- The conference will take place at the Sheraton New Orleans Hotel – the hotel block is filling up quickly
- NAS New Orleans in Belle Chase has vacancies at a reasonable rate

N-PAC May 2011 MINUTES

- Category Day agenda has been finalized – Thank you to RADM Nessler and the N-PAC leadership for their guidance during this process
- The day will begin at 7:45-5:15PM
- The keynote speaker is Ms. Lisa Colletti, Vice President and Chief of Nursing at Ochsner Medical Center
- The Endnote speaker is Dr. Betty Dennis, former Dean of Nursing at Dillard University
- In addition we will have remarks from our Chief Nurse RADM Nessler and presentations from RADM Kendig and DSG Lushniak
- Educational offerings will take place in the exhibit hall next to the Esprit De Corp booth
- The name will be “Health Education Booth”, it will be in the exhibit hall in hopes of drawing officers from other categories
- Educational handouts will be provided on BLS, insulin, and immunizations, to name a few
- Information about Emergency Preparedness will also be offered in the form of a DVD demonstrating the “Go Bag”, the DVD will run alternately with a BLS DVD
- Demonstration session on splinting and wound care will also be offered
- Flyers will be available with the times that the information will be offered; there will also be a white board on display that will have the times offered as well
- The Nurse Social will be held at Mulate’s Restaurant, we are asking that people arrive at 6:45, as the live band begins at 7PM. Please RSVP for a head count to CDR Edecia Richards or CDR Dana Cruz – no minimum or maximum cost to attend
- We will also be joined by the Dental Category
- Volunteers are needed for the educational offerings, if interested please contact LCDR Amy Hamlet or LCDR Allison Adams-Mclean
- Volunteers are needed for Aide-de-Camp, if interested please contact CDR Elizabeth Boots

VIII. NEW BUSINESS

No new business.

IX. ROUND ROBIN- TABLE/PHONE