

**I. Introduction of Members in Attendance**

<b>N-PAC Voting Membership</b>					
<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>Agency</b>	<b>Term</b>	<b>Attending</b>
CAPT	Poindexter	Michelle	AT LARGE (USDA)	Oct 07 – Sep 10	<b>Present</b>
LCDR	Davis	Wendy	BOP	Oct 06 – Sep 09	<b>Present</b>
LCDR	Strong	Donna	BOP	Oct 06 – Sep 09	<b>Present</b>
LT	Thomas	Timothy	BOP	Oct 07 – Sep 10	<b>Present</b>
LT	West	Christine	CDC	Oct 06 – Sep 09	<b>Present</b>
CAPT	Rossi-Coajou	Mary	CMS	Oct 06 – Sep 09	<b>Alternate</b>
LCDR	Zorrilla	Delia	DHS	Oct 06 – Sep 09	<b>Present</b>
CDR	Belsito	Linda Jo	DIHS	Oct 07 – Sep 10	<b>Present</b>
CDR	Berkhousen	Katherine	FDA	Oct 06 – Sep 09	<b>Present</b>
CDR	Trent-Adams	Sylvia	HRSA	Oct 07 – Sep 10	<b>Alternate</b>
CAPT	Stephens	Leslie	IHS	Oct 06 – Sep 09	<b>Present</b>
CDR	Lincoln	Carol	IHS	Oct 05 – Sep 08	<b>Present</b>
LCDR	Peterson	Cheryl	IHS	Oct 05 – Sep 08	<b>Present</b>
CDR	Orsega	Susan	NIH	Oct 07 – Sep 10	<b>Present</b>
LCDR	Matlock	Ann Marie	NIH	Oct 07 – Sep 10	<b>Present</b>
CAPT	Kelly	David	OS	Oct 05 – Sep 08	<b>Present</b>
CAPT	Hunter	Joan	PSC	Oct 06 – Sep 09	<b>Present</b>
LCDR	Haynes-Battle	Josefine	SAMHSA	Oct 07 – Sep 10	<b>Present</b>
CDR	Blevins	Justin	USMS	Oct 06 – Sep 09	<b>Present</b>
<b>N-PAC Ex-Officio</b>					
RADM	Romano	Carol	OSG/NIH	Open	<b>Excused</b>
LCDR	Gordon	Veronica	OS/DCCOS	Jul 07 – Sep 09	<b>Present</b>
CAPT	Merced	Florentino	SAMSHA	Oct 06 – Sep 09	<b>Absent</b>
LCDR	Magnotta	David	OS	Oct 06 – Sep 09	<b>Present</b>
CAPT	Bangs	Gary	EPA	Oct 06 – Sep 09	<b>Absent</b>
LCDR	Doan	Jenny	DoD	Oct 06 – Sep 09	<b>Absent</b>
CDR	Denis	Patrick	OS	Oct 06 – Sep 09	<b>Present</b>
CAPT	Warner	Bonnie	IHS		<b>Present</b>

<b>Attendance Roster</b>			
<b>Rank</b>	<b>Name</b>	<b>Rank</b>	<b>Name</b>
<b>AHRQ</b>			
<b>BOP</b>			
CAPT	Keller-Miller, Verli	LCDR	Murphy, Yvonne

CDR	Bridges, Paula	LCDR	Pollard, Anita
CDR	Pedersen, Dean	LCDR	Nixon, Margaret
CDR	Larock-Tully, Michelle	LT	Patterson, Lisa
CDR	Lyons, Maude	LT	Kanten, Benjamin
		LTJG	Koller, Gary
<b>CDC/ATSDR/NIOSH</b>			
CAPT	Collins, Amy	LCDR	Ridenour, Marilyn
LCDR	Parker, Amy		
<b>CMS</b>			
CAPT	Lyman, Michael	LCDR	Karikari-Martin, Pauline
CDR	Morgan, Jacqueline (ALT)	LCDR	Wagner, Duane
LCDR	Blaemire, Evelyn		
<b>DHS/USCG</b>			
CAPT	Brunader, Janet	CDR	Wade, Terri
<b>DOD/TMA</b>			
<b>DIHS</b>			
LCDR	Hieber, Lysa	LT	Jones, Jennifer
		LT	Lawrence, Gia
<b>DOJ/USMS</b>			
<b>FDA</b>			
CAPT	Watson, Joyce B.	LCDR	Bowmen, Philantha
CDR	Antonowsky, Wendy	LCDR	Humbert, Jason
CDR	Anderson, Amy	LCDR	Wolfgang, Edward
CDR	Bernato, D. Laurie	LCDR	Kidd, April
LCDR	Secrist, Sherry	LT	Matheny, Leigh Ann
LCDR	Allis, Daryl		
<b>FOH</b>			
CDR	Gonsalves, Steve		
<b>HRSA</b>			
CAPT	King, Ellen	LCDR	Hunter-Thomas, Serina
CDR	Mathews, Tracy (ALT)	LT	Mix, Aisha
CDR	Kelly, Barry		
<b>IHS</b>			
CAPT	Warner, Bonnie	LCDR	Ruslavage, Michelle
CDR	Trujillo, Linda	LCDR	Wanca, Martha
CDR	Chambers, Charles	LCDR	Dolan-Branton, Lisa
CDR	Pearce, Ricky	LCDR	Palucci, Lisa
LCDR	Lagowski, Lisa	LT	Smith, Terry
LCDR	Anliker, Tina	LT	Mather, Judith
<b>NIH</b>			
CAPT	Walsh, Diane	LCDR	Lerner, Ruby
CDR	McGuire, Moira	LCDR	Anderson, Sara
LCDR	Blocker, Wendy	LT	McLellan, Jean
<b>NOAA</b>			

<b>OS/OPHS/OSG</b>			
CAPT	Chern-Hughes, Betty	LT	Hardin, Joshua
CDR	Waterman, Sean-David	LTJG	McBryde, Stacey
<b>PSC</b>			
<b>SAMSHA</b>			
CAPT	Rael, Melissa		
<b>USDA</b>			
<b>GUESTS</b>			

**II. Acceptance of Minutes**

September 2007 minutes were presented to the committee members for acceptance and approval. CAPT David Kelly made a motion to approve the minutes as written and a second was made by LCDR David Magnotta. The minutes were approved and will be sent to the PHSNURSING-L@LIST.NIH.GOV for distribution.

**III. Chief Nurse Officer Report – RADM Carol Romano**

- Nearly 400 people attend the retirement ceremony for RADM Kenneth Moritsugu and the Change of Command to RAD Steve Galson, our new Acting Surgeon General. It is expected that RADM Galson will serve at least through January 2009. I spoke with our new SG and he has been and plans to continue his support for Nursing.
- Oct 15-17, 15 of our junior officers participated in the annual Army Nurse Corps CJ Reddy Leadership Conference. This is double the number of PHS nurses who attended last year. Army has been generous to PHS in allowing our increased participation. CDRs Katherine Berkhausen, Moira McGuire and Vicky Anderson led a PHS training session for our junior officers.
- New policies have been posted to the CCMIS website including a new awards policy that should streamline and expedite the awards process for officers.
- Also a new policy is available to address the detail of officers to non HHS agencies, including the Armed Forces, congressional committees, state agencies or other related agencies. All of these require approval and are directed to meet the PHS mission, not just individual preferences. Armed Forces details are to be done with the consent of an officer who will be subject to the Military Code of Justice if detailed. Specifics are on the CCMIS web site at <http://dcp.psc.gov/>.
- Also check out this web site for uniform policy changes before you invest in buying new uniforms. A mandatory uniform wear policy will be posted soon.

- Two nurses at CDC, CAPT Pat Riley, LCDR Amy Parker, were among 6 co authors on a paper that received the 2007 GlaxoSmithKline ***Circle of Excellence Award. This will be presented at AMSUS.*** The paper reported CDC's pilot integration of safe water and hand hygiene promotion in a District Hospital, in Kenya. It demonstrated the power of simple nursing interventions in public health.
- Officers should have completed their COERs and forwarded them to their rating officials. Rating officials need to complete their ratings by November 7, 2007. This is also a good time to update your CV. If you are eligible for promotion, review your file and update as needed.
- This week OFRD is participating in the HHS response to Top off 4 which is an interagency emergency response exercise.
- The President signed an executive order on March 6, 2007, establishing a commission on care for America's returning wounded warriors. This commission, co-chaired by former Senator Bob Dole and former Secretary of HHS Donna Shalala transmitted a report in July 2007, that included the recommendation that DoD and VA must work with the Commissioned Corps of the PHS to develop a cadre of well-trained, highly skilled Recovery Coordinators. The manner by which this will be accomplished includes using PHS officers as consultants in the formation of the Recovery Coordinator Program. An MOU was signed agreeing to this arrangement - HHS will send 2 Corps officers on a one-year detail to VA to join a task force of VA and DoD staff to define and build the program.
- Our Category Counseling program will be evaluated with a survey in November so that we can learn and build to improve this.
- I attended the Johns Hopkins MSN-MPH program celebration event and generate much interest in career opportunities in PHS for graduates. LCDR Christine West is an alumni of the program and spoke of her experiences. I encourage all of you to connect with your Alma Mater schools of nursing to share your career experiences in civil serve and uniformed service as a nurse in public health. We need to continue our recruitment efforts.
- I hope to see many nurses on my site visit to BOP, Butner Federal Facility in North Carolina. The BOP Chief Nurse Jan Osten and the Medical Director RADM Newton Kendig will join me to also show the importance and value of nursing at BOP.
- AMSUS is approaching on November 11-14, 2007. I hope several nurses will have the opportunity to attend in Salt Lake City Utah. Remember that 2008 AMSUS meeting will be hosted by PHS in San Antonio, TX.

**IV. Treasurer's Report- CAPT Florentino Merced**

## Funds Reported:

General N-PAC Funds (Donations):	\$241.95
Nurse Coins, Mugs, T-shirts:	\$2,860.14
KeyRings:	<u>\$2,180.62</u>
<b>Total Balance</b>	<b>\$5,282.71</b>

There is a payment pending CDR Berkhausen's approval for \$ 95.40 to be reimbursed to CAPT Kelly's for the NPAC website annual fee.

1. Donations to the N-PAC fund are welcome. Write "NPAC donation" in the memo section of your check.

Mail check to:  
 CAPT Tino Merced  
 2013 Spring Grove Dr  
 Accokeek, MD. 20607-9510

2. Currently we sold all of the 500 PHS Nursing coins. CDR Keats is working on getting more coins ordered, pending NPAC approval. More information to follow. **Please do not sent me any checks for coins UNTIL an official message is made via NPAC and listserv indicating that coins are available.**

**V. N-PAC Chair Report – CDR Katherine Berkhausen****A. General Updates**

- Again, I would like to welcome everyone, my name is CDR Katherine Berkhausen and this is my first meeting with you as NPAC Chair. Along with my fellow appointed/voting members, and committee co-chairs, I look forward to the coming year, the challenges that may present themselves, and the opportunity to help move our category forward.
- I would like to recognize, applaud and thank our nurse colleagues who have worked very hard for our category the last few years. We are all very busy with the work we do for our agencies. Despite a very busy schedule and workload, these nurses took on the extra role of providing leadership in matters of public health nursing and to our category. I would like to express my gratitude as chair, on behalf of all of our nurses. I've kind of grouped the nurses:
  - Appointed (voting) committee members who served from 2004 thru 2007
    - LCDR Serina Hunter-Thomas (HRSA)
    - Xx
    - Xx
  - Committee co-chairs whose terms have ended:
    - LCDR KariKari-Martin (Awards Committee)
    - CDR Moira McGuire (Events Committee)
    - LCDR Lori Hunter (Mentoring Committee)

- Last month we heard who our new appointed (voting) committee members were. I want to share with you, the following nurse officers who have stepped forward to chair committees.
  - CDR LindaJo Belsito (Mentoring Committee)
  - CDR Susan Orsega (Awards Committee)
  - LCDR Matlock (Events Committee)
- Last but not least, I also want to publicly thank and applaud CAPT David Kelly for his leadership the last few years as chair, elect and most recent as NPAC Chair for the FY-07. There have been many changes for us in the Corps and for us as nurses. And during a time of great transition and great demand, constant change and a seemingly un-endless stream of new policies, CAPT Kelly's leadership never wavered. It was fortune for us that he was/is also an OCFM transformation officer and could provide us not only with the latest updates, but also translate these changes to a more user friendly version. I ask you to thank him with me. And just so that you know, the chairship role does not end for him, as he will continue to guide me as well as our category as the immediate past chair.
- CAPT Kelly would like a few moments, to recollect, for all of us, the many challenges we faced together last year....
- As we begin a new fiscal year, as is customary, the NPAC leadership (voting members and committee co-chairs) to discuss the direction that we as the NPAC leadership want to take over the coming year. Part of our discussion will entail defining committee membership/participation, updating our strategic plan, which based on our charter and bylaws, outlines our advisory committee's focus, the goals and implementation of our various sub-committees, outcome metrix and timelines. So we will be very busy in the coming months.
- I want to encourage all nurses to utilize their NPAC committee representatives. Each agency (including the at-large seat) has voting representation on this advisory committee. **They are your voice.** All too often nurses bypass their committee representatives when they have questions and concerns. Your representative, who has not only 'a say' but also 'a vote' needs to know the issues that you face in your agency (as it pertains to nursing). They can not represent you, if they don't hear from you.
- Reminder that COERS are due. The deadline for submitting your COER to your rater is today!! CAPT Kelly pointed out many valuable pearls of wisdom last month related to promotion. If you missed it, please see the Sept NPAC Meeting Minutes.
- We (CAPT Kelly) has procured a new web site for us. Since we already have a domain name (GODaddy.com), we will continue this and buy space with IX web hosting. The cost for a year is \$95 and the domain name registration of \$25. CAPT Kelly has graciously paid the initial set up cost, but I would like for the site maintenance fees to be paid by NPAC funds until we merge to the HHS server. The charter/bylaws authorize the NPAC chair to  
**Period of Coverage:** One year (October 2007 through September 2008)  
**Cost:** \$95.40

**Justification:** This contract provides the Nursing Professional Advisory Committee with access to a web hosting service for the purpose of housing relevant material for the Nurse Category in support of the Nursing Charter and Bylaws.

**Receipt:** Please see the attached document (Web Hosting Bill DWK 2007) that represents the receipt for payment.

ARTICLE VIII, Operations and Procedures, Section 14. N-PAC funds may be used to support the cost of awards. Requests for other uses of funds should be forwarded to the Chairperson for consideration and will require the concurrence of the N-PAC.

CAPT Kelly and our new webmaster CDR Les Pierce are processing our downloaded files.

They hope to have the prototype up and running in about 30 days. The first cut will only have the essentials (landing page, Chief Nurse page, NPAC page, and listserv info)

- AMSUS Meeting: For those of you who may not be familiar with AMSUS....

AMSUS, the Society of the Federal Health Agencies, was founded in 1891 and chartered by Congress in 1903. The name of this organization, the Association of Military Surgeons of the United States, is historically significant but the literal wording of its title does not cover its current full mission of advancing all aspects of federal medicine. It was originally a membership organization for surgeons and physicians. However, AMSUS is now comprised of professionals serving in the full spectrum of healthcare disciplines in the US Army, US Navy, US Air Force, US Public Health Service, Department of Veterans Affairs, US Army Reserve, US Navy Reserve, US Air Force Reserve, Army National Guard, Air National Guard, and the Coast Guard. More than 9,000 members count on AMSUS to provide them with up-to-date information and services. Each fall AMSUS holds their Annual Meeting, a major educational conference for members and others interested in the medical and health related activities of the military and federal health agencies. The AMSUS annual conference is being held this year in Salt Lake City, UT. We have nurse representation on many committees this year who have an active role in developing program planning. The lead for this conference changes every year. Next year USPHS will be the lead. So for those of you who have never considered attending AMSUS you may want to think about San Antonio in 2008. Know that there will be opportunities to present posters as well as to nominate for an AMSUS award. So start planning on these things now.

- The NPAC voting membership voted to approve the funds requested to support the NPAC coin fundraising activity. The choice was to not approve the funds, approve funds for 300 coins or approve funds for 500 coins. The voting membership approved funding 500 more nursing coins. We will hear from CDR Keats shortly on the plans to move forward with this.
- Now that this vote is behind us, we will next focus on reviewing the proposed changes to our charter and bylaws. CDR Gordon will circulate the revisions in the next few days to the voting membership and we will provide the opportunity to discuss the changes at our next business meeting in Nov. Our deliberations will be presented at the Nov NPAC meeting for you, and we will hopefully vote shortly thereafter to accept the proposed revisions.

**B. New Policies**

- As RADM Romano mentioned in her report, there has been an issuance of a new policy, CCD (Commissioned Corps Directive 121.04) Subject: Non-Departmental Organization Details

There are 3 types of detail assignments: 1) departmental assignments ie FDA, NIH, OS etc. 2) Non-departmental assignments but which are under either an individual memorandum of agreement or a blanket memorandum of agreement: such as with BOP, US Marshall Service, Coast Guard, and the 3) Non-departmental assignments not under any memorandum of agreement—this new policy addresses this 3<sup>rd</sup> kind of assignment.

**C. SAA Presentation & Recognition**

CAPT Amy Collins	10/03-09/06
CAPT Melissa Rael	10/01-09/06
CDR Amy Anderson	10/03-09/06
CDR Lori Hanton	10/03-09/06
LCDR Michael Jenkins	10/03-09/06
LCDR Pauline Karikari-Martin	10/03-09/06

**VI. Current Projects****Fund Raising (N-PAC Nurse Coins) – LCDR Veronica Gordon for CDR Ron Keats**

Reiterated the discussion per CDR Keats comments concerning the N-PAC coins in relations to cost and return on investment. The committee decided to take a vote with a decision to reorder 500 coins.

**VII. Liaison Report – LCDR April Kidd, JOAG**

- JOAG’s mission is to provide advice and consultation to the Surgeon General, Chief Professional Officers, Professional Advisory Committees, and other Commissioned Corps groups on issues relating to professional practice and personnel activities affecting Junior Officers in the USPHS Commissioned Corps.
- JOAG was officially chartered on 7 Dec 2001 by Surgeon General Satcher. The official bylaws, charter and committee bylaws are available on the JOAG website.
- JOAG membership is open to all USPHS Officers 0-4 and below. All Junior Officers are encouraged to view information at the JOAG website at [www.joag.org](http://www.joag.org) as well as sign up for the JOAG listserv – click on “Join JOAG” at the website, then click on the link to join the listserv.
- JOAG transitioned over to its new Executive Committee 1 Oct 2007:
- Executive Committee members for 2007-2008 are:
- LCDR Aimee Treffiletti, Chair
- LCDR Maleeka Glover, Chair-elect
- LCDR Jonathan Rash, Vice Chair

- LCDR Jean Pierre DeBarros, Treasurer
- LTJG Jessica Schwarz, Secretary
- LCDR Thomas Pryor, Ex-officio
  
- A call to Junior Officers recently went out for volunteers to the various JOAG committees. Junior Officers who are interested are encouraged to contact the committee lead:
  - Awards Committee – [Dianne.paraoan@fda.hhs.gov](mailto:Dianne.paraoan@fda.hhs.gov)
  - COF Planning Committee – [philantha.bowen@fda.hhs.gov](mailto:philantha.bowen@fda.hhs.gov)
  - Communications and Publications Committee – [lfe8@cdc.gov](mailto:lfe8@cdc.gov)
  - Development Committee – [Kristina.Joyce@fda.hhs.gov](mailto:Kristina.Joyce@fda.hhs.gov)
  - Interservices Collaboration Committee – [mark.w.osborn@uscg.mil](mailto:mark.w.osborn@uscg.mil)
  - Membership Committee – [Richard.henry@hhs.gov](mailto:Richard.henry@hhs.gov)
  - Policy and Procedures Committee – [mhg6@cdc.gov](mailto:mhg6@cdc.gov)
  - Professional Development Committee – [anq9@cdc.gov](mailto:anq9@cdc.gov)
  - Recruitment and Retention Committee – [jfeda@bop.gov](mailto:jfeda@bop.gov)
  - Welcoming Committee – [Diem.Ngo@fda.hhs.gov](mailto:Diem.Ngo@fda.hhs.gov)
  
- All are encouraged to view the JOAG website at [www.joag.org](http://www.joag.org) to see the latest JOAG newsletter, as well as view past meeting minutes, bylaws and charter.
  
- It was discussed at the Oct meeting the plausibility of allowing inactive reserve USPHS Officers to call into JOAG meetings as well as participate on JOAG committees. This issue will continue to be discussed as PACs are also looking into this as well. Most JOAG members encourage their participation, but acknowledge the resource limitations related to the call-in line capabilities.
  
- All JOAG Workgroups were officially approved as JOAG Committees with all the privileges and rights of a Committee member.

### **VIII. Quarterly Verbal Committee Reports**

#### **Communications Subcommittee** - LCDR Cheryl Peterson

#### **Career Development** – CAPT Joan Hunter

##### **Sub-Committee Goals for the upcoming year:**

- Website activity: Partner with Communications Sub-Committee to update information provided on the CD Sub-Committee's webpage to include additional information about the sub-committee such as members and other relevant sub-committee information.
  - Develop, update and post on the Career Development Sub-Committee website billets, career track information, CE resources and the career model with links by June 2008.
  
- Ongoing: Continuing Education for Nurses Project to transfer to the new PHS website. The tab on the Career Development Sub-committee's website component is to assist HHS Nurses in locating and obtaining continuing education units via the internet, mail, or on site.

This project will remain an ongoing project with new information added as it is received. Initial transfer posting goal by December 2007.

- The Career Development Sub-Committee will propose to manage the newly instituted Senior Nurse Counselor Program. CD Sub-Committee members have already been selected to provide counseling and believe it’s a natural fit for this Sub-Committee, obviously working closely with the N-PAC senior management on process flow development. For N-PAC discussion.

**Research Subcommittee** – LT Christine West

**Monthly Written Committee Reports**

<b>Nurse Applicant Committee Report FY 08</b>			
<b>October 2007</b>			
<b>Nurse Applicants</b>			
<b>Current total number of applicants in NAC packet</b>	<b>153</b>	<b>Total calls to active duty (CADs) by month and agency</b>	<b>3</b>
Current # of conversions	31	HRSA	0
Current # of new applicants	21	I.H.S.	0
		BOP	3
<b>OCCO</b>		USDA	0
<b>Total Applications on hand</b>		NIH	0
General Duty	291	SAMHSA	0
IRC	3	CMS	0
JR Costep (Apps)	15	OS	0
Sr Costep (Apps)	8	FDA	0
<b>Total Separations per month and by type</b>	<b>9</b>	<b>Current Status - Total Strength of Nurse Category</b>	<b>1364</b>
Retirements	5		
Inactivations	1	<b>Nurse Category Top Four Agencies</b>	
Terminations	3	I.H.S.	495
IRR Terminations	0	BOP	236
		HRSA	157
		NIH	110

**Publications & Presentations Subcommittee-** LCDR Donna Strong and LCDR Joe Creager

- **Current projects/action items:**
  - Lunch and learn speaker schedule: CDR Maher and CDR Sweeney. CAPT Joyce Prince and CDR(s) Veronica Gordon will be presenting on the Speaker's Bureau Oct

- 19th. CAPT Prince will be sending out a copy of the presentation to the committee for review and comments. A representative from the Nursing Spectrum is scheduled to present at the Nov. lunch and learn.
- Request for publishing assistance (CAPT Poindexter)- CDR Sweeney contacted CAPT Poindexter to see if she would be interested in perhaps writing her article up as Nursing Narrative, she is waiting to hear back from CAPT Poindexter.
  - Speaker's Bureau update CAPT Prince- no new request at this time. The last request for a mentor was a perfect match and the mentees needs where met, the mentee gave the mentor had nothing but nice things to say about the mentor and their experience.
  - Clinical Narrative- A name change to Nursing Narrative was discussed. All present agreed with the name change and felt it meet all areas of nursing not just those in the clinical setting.
- **New business:**
    - Individuals seeking membership to a subcommittee announced on list serve- came in to question whether this was actually announced or whether individuals where being encouraged by a mentor to request to participate in a sub-committee. I will e-mail CDR(s) Gordon to see if I can find out where this request may be coming from.
    - 2008 COA poster presentation- CDR Sweeney made the suggestion to have CAPT Prince develop her Speaker's Bureau presentation into a Poster Presentation for this year's upcoming COA.

#### **Events Subcommittee – LCDR Barbara Fuller**

- I hope all is well. I have a few updates regarding change in Committee Chair & Co-Chair position. Please welcome LCDR Ann-Marie Matlock as the new Events Committee Chair! LCDR Matlock is one of the two new NIH NPAC Representatives and will serve for the next 3 years.
- LCDR Moira McGuire and myself have completed are 3 year term as NPAC Reps for NIH. However, you have not seen (or heard) the last of us yet! We plan to remain on the Committee as members. I will stay on as Co-Chair for the next year to assist in the transition. This is a terrific committee and wonderful group to work with and I am sure we will do great things next year under LCDR Matlock's leadership!

**Awards Subcommittee – Leadership in transition**

**Mentoring Subcommittee – Leadership in transition**

**Recruitment & Retention Subcommittee – No report**

**Readiness & Response Subcommittee – No report**

#### **X. New Business – CDR Katherine Berkhausen/LCDR Veronica Gordon**

Review of Chair-Election nomination, appointment letters, voting members alternates and annual reports. Updated voting members, chair and co-chair rosters will be distributed via the PHSNURSING-L@LIST.NIH.GOV.

*The Next N-PAC Meeting Is Tentatively Scheduled For:  
16 NOV 2007 from 1300-1500  
Surgeon General Conference Room, Parklawn Building (18<sup>th</sup> Floor)*