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**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>Attendance</b>
CAPT	Poindexter	Michelle	AT LARGE (USDA)	Oct 07 – Sep 10	<b>Present</b>
CDR	Pollard	Anita	<b>BOP</b>	Oct 06 – Sep 09	<b>Absent</b>
LCDR	Strong	Donna	<b>BOP</b>	Oct 06 – Sep 09	<b>Present</b>
LT	Thomas	Timothy	<b>BOP</b>	Oct 07 – Sep 10	<b>Present</b>
LCDR	West	Christine	<b>CDC</b>	Oct 06 – Sep 09	<b>Absent</b>
CAPT	Rossi-Coajou	Mary	<b>CMS</b>	Oct 06 – Sep 09	<b>Present</b>
	<b>VACANT</b>		<b>DHS</b>	Oct 06 – Sep 09	
CDR	Belsito	Linda Jo	<b>DHS/ICE</b>	Oct 07 – Sep 10	<i>ALT: CDR Diann Shaffer</i>
CDR	Sweeney	Colleen	<b>FDA</b>	Oct 08 – Sep 11	<b>Present</b>
CDR	Berkhousen	Katherine	<b>FDA</b>	Oct 06 – Sep 09	<b>Excused</b>
CAPT	Trent-Adams	Sylvia	<b>HRSA</b>	Oct 07 – Sep 10	<b>Present</b>
CAPT	Stephens	Leslie	<b>IHS</b>	Oct 06 – Sep 09	<b>Present</b>
CDR	Webb	Amy	<b>IHS</b>	Oct 08 – Sep 11	<b>Present</b>
CIV	Koyama	Kirk	<b>IHS</b>	Oct 08 – Sep 11	<b>Present</b>
CDR	Orsega	Susan	<b>NIH</b>	Oct 07 – Sep 10	<b>Present</b>
LCDR	Matlock	Ann Marie	<b>NIH</b>	Oct 07 – Sep 10	<b>Present</b>
LCDR	Pryor	Thomas	<b>OS/PSC/FOH</b>	Oct 08 – Sep 11	<b>Absent</b>
LCDR	Haynes-Battle	Josefine	<b>SAMHSA</b>	Oct 07 – Sep 10	<b>Present</b>
CDR	Carter	Debbie	<b>USMS</b>	Oct 06 – Sep 09	<b>Present</b>
<b>EX-OFFICIO</b>					
RADM	Romano	Carol	<b>OSG/NIH/CNO</b>	Open	<b>Present</b>
CDR	Gordon	Veronica	<b>Executive Secretary</b>	Jul 07 – Sep 09	<b>Present</b>
LCDR	Brooks	Mary	<b>Executive Sec-Elect</b>	Oct 08 – Sep 10	<b>Present</b>
CAPT	Merced	Florentino	<b>COF Financial Mgr</b>	Oct 06 – Sep 09	<b>Absent</b>
LCDR	Magnotta	David	<b>Nurse Category CAM</b>	Oct 06 – Sep 09	<b>Absent</b>
CAPT	Bangs	Gary	<b>Liaison, EPA</b>	Oct 06 – Sep 09	<b>Absent</b>
CDR	Doan	Jenny	<b>Liaison, DoD</b>	Oct 06 – Sep 09	<b>Present</b>
CDR	Denis	Patrick	<b>Liaison, OFRD</b>	Oct 06 – Sep 09	<b>Present</b>
CAPT	Dandridge	Beverly	<b>Nurse Category AR Lead</b>	Apr 08 – Sep 10	<b>Present</b>
LCDR	Pryor	Thomas	<b>ARP Coordinator</b>	Apr 08 – Sep 10	<b>Absent</b>
CDR	Adams-King	Janice	<b>Chair, PHA ad hoc Gp</b>	Apr 08 – Sep 10	<b>Present</b>
CDR	Larkin	Sue	<b>Liaison, FedNA</b>	May 08 – Sep 10	<b>Absent</b>
CDR	Bernato	Laurie	<b>Chair, Esprit de Corps ad hoc group</b>	Apr 08 – Sep 10	<b>Present</b>
LT	Hardin	Joshua	<b>Liaison, COF Financial</b>	Mar 08 – Sep 10	<b>Excused</b>
CDR	Anderson	Amy	<b>Billets/Standard of Service</b>	Oct 08 – Sep 10	<b>Absent</b>
CDR	McGuire	Moira	<b>Nurse History -Co-Chair</b>	Oct 08 – Sep 10	<b>Absent</b>
CAPT	Borden	Cheryl	<b>Nurse History-Co-Chair</b>	Oct 08 – Sep 10	<b>Absent</b>

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**ATTENDANCE ROSTER****BOP**

<b>Agency</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>Agency</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>
BOP	CDR	Bridges	Paula	BOP	LT	Patterson	Lisa
BOP	CIV	Osten	Janice	BOP	LT	Scott	Addie
BOP	LT	Price	Valisha	BOP	LTJG	Holland	Camille
BOP				BOP	LTJG	Scott	Nikki

**CDC/ATSDR/NIOSH**

CDC	CAPT	Collins	Amy	CDC	LCDR	Valderrama	Amy
				CDC	LT	Loustalot	Fleetwood

**CMS**

CMS	CDR	Sanchez	Carrissa	CMS	LT	Lawrence	Gia
CMS	CDR	Casey	Marie	CMS	LT	Custalow	Anitra
CMS	LCDR	KariKari-Martin	Pauline	CMS	LCDR	Arena	Michelle
CMS	LCDR	Krishnan	Malini				

**DHS/DIHS/ICE/USCG**

ICE	CAPT	Dandridge	Beverly	ICE	LCDR	Hieber	Lysa
DHS	CAPT	Wade	Theresa	ICE	LCDR	Dorse	Karen
DHS	CDR	Kennedy-Sullivan	Jackie	ICE	LCDR	Walker-Marable	Vivian
DHS	CDR	Smith	Deanna	ICE	LT	Bailey	Monique
ICE	LCDR	Jaranilla	Aldrin				

**DOD/TMA**

DOD	CDR	Doan	Jenny	DOD	CDR	Nelson	Lucianne
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**EPA**

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**FDA**

FDA	CDR	Adams-King	Janice	FDA	CDR	Bernato	Laurie
FDA	CDR	Sweeney	Colleen	FDA	CDR	Westerbuhr	Kellie
FDA	CDR	Shaffer	Diann	FDA	LCDR	Bowen	Philanpha
FDA	LCDR	Humbert	Jason	FDA	LT	Williams	Dawn
FDA	LCDR	Lackey	Michael				

**FOH/PSC**

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**HRSA**

HRSA	RADM	Nessler	Kerry	HRSA	CAPT	Irwin-Pinkley	Laurie
HRSA	CAPT	Hench	Karen	HRSA	CDR	Culver	Martha
HRSA	CDR	Bartlett	Kevin	HRSA	LCDR	Girgenti	Angela
				HRSA	CIV	Ryan	Melissa

IHS							
IHS	CAPT	Atkinson	Dolores	IHS	LCDR	Palucci	Lisa
IHS	CAPT	McKeown	Carolyn	IHS	LCDR	Reckley	Clifton
IHS	CDR	Lagowski	Lisa	IHS	LCDR	Ruslavage	Michelle
IHS	CDR	Keats	Ron	IHS	LCDR	Schumacher	Lois
NIH							
NIH	CAPT	Walsh	Diane	NIH	LCDR	Jones	Antoinette
NIH	CAPT	Warner	Bonnie	NIH	LCDR	Hoang	Nam
NIH	CAPT	Aker	Diane	NIH	LT	Wehren	Leslie
NIH	LCDR	Hawks	Geri	NIH	LT	Cozzarelli	Tara
NIH	CAPT	Seaman	Cheryl	NIH	LCDR	Adams-McLean	Allison
OS/OCCO/OSG/OPHS							
OPHS	CAPT	Chern-Hughes	Betty	OCCO	CAPT	Kelly	David
OS	LT	Powell	Nikki	OCCO	LCDR	Eich	Jill
ASPR	LT	Link	Steven				
SAMHSA							
SAMHSA	CAPT	Rael	Melissa				
USMS/DOJ							
USMS	CDR	Lincoln	Carol	USMS	LCDR	Chestnut	Wanda
USMS	CDR	Hanton	Lori				

**II. Acceptance of Minutes**

**\*\*\*POSTPONED\*\*\***

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

**Nurses**

Summer is half way over and I hope that everyone has had to relax in the sun.

I hope everyone was aware but the USPHS Commissioned Corps turned 210 years old celebrating a birthday July 16. Here are some updates to keep you informed.

**Policy**

POM 08-005, POM 08-006, and CCI Retirement (30Years) were posted on Web site <http://dcp.psc.gov/> or <http://dcp.psc.gov/eccis>

Personnel Operations Memorandum (POM) 08-007, “Promotions Eligibility Criteria,” dated 11 August 2008 – available at [http://dcp.psc.gov/eccis/documents/POM08\\_007.pdf](http://dcp.psc.gov/eccis/documents/POM08_007.pdf)

Deployment Readiness policies and uniform wear policies are currently under review

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Permanent promotion results are posted on line. Congratulations to all those to successfully achieved this career milestone.

### **Transformation**

The focus on recruitment and growth of the Commissioned Corps continues and our workforce is currently **6200** officers strong. Many civilians are choosing to convert to the Corps. I encourage nurse officers to share the benefits of marching in the army of the Surgeon General with your civilian and tribal nurse colleagues. The 12<sup>th</sup> class of the Officer's Basic Course graduates today. We continued to witness the value of this training in preparing our new generation of officers. Over 450 new officers who were called to active duty have completed this basic training and evaluated it as a positive learning experience.

### **Leadership and Outreach**

Although it seems like flu season is far off, we need to start now to increase awareness and encourage flu vaccination -especially among healthcare workers. CDC reported that flu immunization compliance rates were 44% this past year compared with 70% the previous year. There is concern is that health providers are at high risk and need to be protected with immunization. Start now to spread the word and encourage all healthcare providers to get the flu vaccine.

I had the opportunity to join the Surgeon General in a meeting with the leadership of the National Association of School Nurses (NASN). School nurses play a critical role in disease prevention and protection of our youth's health. In particular they are in a critical position to address the prevention of childhood obesity at the grass roots level. We encouraged the members of NASN to partner with their Regional Health Administrators (RHAs) from HHS to collaborate on program initiatives. The Surgeon General continues to be supportive of the importance of the role of nurses in keeping our Nation healthy.

I also completed an HHS University module on critical occupational competencies for nurses as part of the Office of Human Resources initiative to reduce the competency gap in mission critical occupations. This video addresses the application of diversity, decision making and results driven competencies to the nursing profession and will be used as part of the Department's talent management strategy. You will be getting an email from HHS about completing this short learning module. Stay tuned.

### **Career Development**

Promotion benchmarks for 2009 are posted at <http://dcp.psc.gov/PY2009.aspx>

Please plan to join the USPHS at this years AMSUS conference being held in San Antonio, TX from November 9-14. The USPHS has the honor of sponsoring the conference this year. For conference details and to register please visit [www.amsus.org](http://www.amsus.org) .

The World Health Organization (WHO) Reproductive Health Library (RHL) is an electronic review journal covering the field of sexual and reproductive health. RHL takes the best available evidence on sexual and reproductive health and presents it as practical actions for clinicians to take to improve health outcomes, especially in developing countries. It also provides evidence-based best practices and short training videos. Check out there website at

<http://www.who.int/reproductive-health/rhl/index.html>

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The *Journal Public Health Reports* features a Surgeon General Perspective on Deep Vein Thrombosis in the September/October issue.

The Joint Commission warns that rude language and hostile behavior among health care professionals goes beyond being unpleasant and poses a serious threat to patient safety and the overall quality of care. To read the Alert visit The Joint Commission website at:

[http://www.jointcommission.org/SentinelEvents/SentinelEventAlert/sea\\_40.htm](http://www.jointcommission.org/SentinelEvents/SentinelEventAlert/sea_40.htm)

### **Recognition**

We are working with the Commissioned Officers Foundation regarding donations to the foundation to continue to fund the Mabel May Wagner award and create new monetary awards for nursing. I will be working with the foundation and the NPAC leadership to increase opportunities for recognition for nurses.

Congratulations to RADM Deborah Parham for her nomination as a fellow in the American Academy of Nursing and LCDR Faisal Aboul-Enein, who was selected as a Fellow of the American Academy of Nurse Practitioners. Congratulations are also extended to the many nurses who completed certifications and received local and national recognition for their service. All of our nurses are heroes!

### **Readiness & Preparedness**

Your Readiness is critical to our accomplishing our mission. I encourage you all to work to maintain your own basic ready status and to assist your colleagues to be compliant as well. We still need to reach our 100% goal!!!

Our humanitarian missions continue. The USS BOXER completed its mission on 27 June and the USNS MERCY ship arrived in Timor Leste on 12 July. Missions are underway both ashore and aboard ship. The USS KEARSARGE began its mission in early August .

The Role of Public Health Nurses in Emergency Preparedness and Response :A Position Paper of the Association of State and Territorial Directors of Nursing, was published in the journal *Public Health Nursing* in the July/August 2008 issue, Vol. 25, No. 4, pp. 353-361. This issue also features a white paper for public health nursing educators.

The Federal Nursing Service Council will also be meeting with the DOD Secretary of Health Affairs to share information about nurses in research and on humanitarian efforts.

### **Transformation**

I am working with the transformation officers regarding nursing moving forward on the billet pilot. I want to recognize the stellar work that the NPAC and subcommittee have done on this. We are negotiating strategy about an implementation and communication plan for this so that we can roll it out with a clear understanding by officers and supervisors who will participate. Thanks are extended to those nurses who will participate in the pilot.

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### III. COF Financial Report - CAPT Poindexter reported for LT Joshua Hardin

#### The 2008 Financial Summary

Gross Income - \$3,115.00

Gross Expenses – \$1,884.00

Net profit - \$1,230.00

- The NPAC Coins was the primary source of income with 260 coins sold.
- The T-shirts was a financial liability with 40 sold and 60 remaining for sale.
- It is estimated that the NPAC will lose approximately \$500.00 on T-shirt sales.

CAPT Poindexter led a brief discussion regarding NPAC dues; stating we no longer collect periodically donations/fees from members. CAPT Mary Rossi-Coajou provided some historical data regarding fees/dues that were collected from members in the past (recalled roughly about \$20.00 annually).

### IV. N-PAC Chair Report – CAPT Michelle Poindexter

- a. CAPT Poindexter extended a well-deserved “Thank You” to CDR Berkousen for her time and excellent leadership as NPAC Chair during FY 08. She also extended her gratitude of thanks to those NPAC members completing their NPAC term. She stated the NPAC could not have been successful or continue to be successful without their support and leadership.
- b. She extended a “Welcome” to all participants of today’s NPAC general meeting. A formal welcome to the new members voting and non voting member committee co-chairs. If there are any new co-chairs/liaisons missed please send an email to CAPT Poindexter, and remember the NPAC is still transitioning to the new FY and new leadership.

### ANNOUNCEMENTS:

- Formal voting members - The N-PAC formal voting members will consist of representatives from Operating (OPDIV) and Staff (STAFFDIV) Division and non-HHS organizations where HHS nurses are assigned or detailed. These nurses self nominate themselves and are elected in by the NPAC SR leadership which includes the voting members. Formal voting members have attendance and participation requirements that are spelled out in our NPAC bylaws and SOP’s.
- Non – voting members – all others that call in to the meetings. All are encouraged to participate in subcommittee’s or ad hoc committees at any time, however there are no formal participation requirements unless you join a particular subcommittee for a year or more. The way to join a subcommittee is to respond via email when *open calls* for nominations are placed via this general business meeting or via the nursing listserv.
- We want our meetings to be interactive and open for sharing of ideas..., not just a download of information...but, because the group is so large, if you have ideas/issues/comments/concerns please feel free to voice them during the meeting but also follow that up with an email to your agency NPAC Rep so that the issue can be properly discussed by the NPAC SR leadership. If you don’t know who that is, the names are listed in the minutes each month... The minutes are sent out via the nursing listserv and posted on the website.

### CW awards, Nurse of the Year; Leadership

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This includes mentorship/recruitment/career development; Innovation and collaboration (for program management/; Clinical Nursing Support (non administrative clinical support staff, LPN's, nurses aides, etc.); and an advanced practice nursing award. \$1,000 per award – each agency's ethics offices must approve before receiving the monetary award – the awards subcmte will be formalizing a process (to include the Mabel May award)

### **2010 Benchmarks**

There are no change – considered changing the CEU requirement to make consistent with your state board nursing's requirements. After discussion, it was decided that we'd leave it as is because as PHS nurses and as professionals, it is always beneficial to have more continuing education than required and obtaining credits shouldn't be viewed as a burden, thus the requirement of 20 CEU's per year will not change.

### **Reminder about Subcommittee Chairs**

The budget for new FY, new members, members leaving needing recognition – recognition needs to get into officers files prior to 31 Dec; especially those eligible for promotion.

- **COER** – its COER season – don't wait until the last minute, the new format will not allow as many words/characters as in years past. - The COER is due to the Rater (**immediate supervisor**) by **October 15, 2008**.
- The COER is due to the Reviewing Official (**supervisor's supervisor**) by **October 29, 2008**.
- The COER is due into OCCO (in the electronic Official Personnel Folder) by **November 12, 2008**.

### **Promotion Season**

A new promotion info page on CCMIS website – under services – also - Promotion eligible officers:

Be Aware!!! Please double check the Promotion Information Web site

[http://dcp.psc.gov/ccbulletin/articles/promotions\\_table\\_of\\_contents.aspx](http://dcp.psc.gov/ccbulletin/articles/promotions_table_of_contents.aspx) to ensure you are sending your documents to the proper place. Not all documents come to OCCO through the eOPF fax line. We are receiving medical documents through the eOPF fax line. If they come through this line erroneously, we are unable to forward them to the proper location.

As a quick review....

Medical information (Report of Medical History, Physical and immunization record) all go to MAB. They must be mailed (**NOT FAXED**) to:

Medical Affairs Branch  
Medical Evaluations Section  
Room 4C-04, Parklawn Building  
5600 Fishers Lane  
Rockville, MD 20857-0001

Licensure Information- Must be faxed to the licensure technician at 240-453-6142 (NOT the eOPF fax line)

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**\*\*Remember Flu shot season – Get your Flu shot/Flu Mist as soon as possible and do not forget to document in your OFRD file and forward a copy to MAB.**

### **Kudos to Commissioned Corps Readiness**

From ADM Galson and Rutstein: As you know, deployment readiness is a condition of service for all officers in the Commissioned Corps. In our Service, readiness depends on the appropriate levels of personal health, physical fitness, training, experience and credentials. We track individual and collective readiness to ensure we can meet our public health emergency response mission, and though we constantly monitor the Corps' readiness, we formally measure and report readiness on a quarterly basis.

I am delighted to convey that on 30 September 2008, the annual point at which we report the Corps' readiness to the Office of Management and Budget (OMB), readiness reached its highest level to date: 89.4% of the 6,216 officers in the Corps were Basic Ready. The goal set by OMB was 82.5%. This accomplishment is particularly significant given that only 5 years ago our level of readiness was 35%. We now lead all uniformed services in this regard.

Congratulations for a job well done. We have accomplished this through our dedication and hard work and the support of many. What a great way to demonstrate our teamwork and commitment!

I look forward to even greater improvements in Corps readiness as we strive for 100%. We will formally measure the Corps' readiness again on 31 December 2008.

***From RADM Romano – nurse numbers – our percentage is better than the Corps average - 132 are not basic ready out of 1455 nurses, 90.7% or 91% basic ready...***

*Congratulation on a job well done!*

- **COA/COF conference 2009** - symposium being held June 1 – 4, 2008 in Atlanta, book hotel rooms now. Call for abstracts for 2009 COF/COA – Go to the COA website <http://www.coausphs.org/> for submission details and submission forms. – Reduced symposium tuition for speakers.
- **DHS** – new voting member for the agency – nominations sought – email through listserv is forthcoming.
- **Annual Retreat** – any npac members/participants/visitors with ideas about issues needing to be brought forward, please email your agency NPAC representative that can then be brought to NPAC sr leadership...

**Retirement Seminar** - Officers at the 15 to 20 year and beyond mark should attend pre-retirement seminar's to properly prepare for the transition from the uniformed services to the civilian world... The NIH is holding a retirement seminar on October 28 – 29, 2008. All officers are invited to register, not just those assigned to NIH. Registration must be received by 10/21/2008. For more information click on the link below or visit the front page on the CCMIS website for the link.

[http://dcp.psc.gov/PDF\\_docs/Registration\\_Retire\\_OCT\\_2008\\_Web\\_Announcement.pdf](http://dcp.psc.gov/PDF_docs/Registration_Retire_OCT_2008_Web_Announcement.pdf)

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- AIP is an incentive pay created to assist organizations in recruitment and retention for critical needs assignments, difficult-to-fill or hazardous assignments – Each agency will be evaluating this new incentive to determine whether it will be utilized within the agency. See link on front page of the CCMIS website for more detailed information.
- New supervisor's training program being developed – CAPS – Corps awareness program for supervisors – will take the place of the supervisors training that used to be organized and presented by DCP/OCCO. This will be a webpage full of information that will be accessible from the usphs.gov website (our recruiting/informational website).
- Recent regulations published in eCCIS –
  - Fall/Winter uniform of the day in effect 6 October 2008
  - New Uniform regulations dated Sep 2008 – male, female and special uniform situations with pictures

## V. CURRENT PROJECTS

### a. **Public Health Advocacy: CDR Janice Adams-King**

In response to the Surgeon General's Public Health Priorities, the N-PAC Public Health Advocacy Ad-Hoc Sub-Committee (PHA) was formed in March 2008 to provide a conceptual framework for identification and implementation of initiatives that can be readily adopted by nurses to help promote positive health outcomes among Americans. The PHA comprises both commissioned officers and civilian nurses with diverse expertise that allow for development of comprehensive public health advocacy strategies. To date, the activities of the PHA have been placed on hold; however, the PHA has identified strategies for how nurses, in their daily activities, can promote the public health priority messages of the Surgeon General.

Recognizing that the PHA is not permanent, program planning to implement health priority initiatives will be aggressive and efforts will be undertaken to ensure that the initiatives identified and implemented by PHA are not just viable but sustainable once the PHA is dissolved. The complete list of initiatives developed by the PHA is to be voted on by N-PAC (see below).

Contact: CDR Janice Adams-King  
[Janice.adams-king@fda.hhs.gov](mailto:Janice.adams-king@fda.hhs.gov)  
301-796-3713

### b. **Website Migration: CAPT Trent-Adams**

CAPT Trent-Adams reported that it has taken longer than anticipated for the Website migration. The Communications team was hoping to have accomplished the migration of the new website by last April. CAPT Trent-Adams stated that CAPT Knight (OCCO IT Specialist) conveyed that the website should go live in about three weeks. He stated that there should be live links that will direct the users to active webpage. The Communications Subcommittee will continue to work on developing the network. She reassured the group that the NPAC minutes and the CNO updates will continue to be posted via the ListServ and the old website will be updated and maintained with new NPAC information until the new NPAC website becomes fully functional.

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**c. Nursing AR Leads – CAPT Dandridge**

CAPT Dandridge reported that she has received numerous calls/emails, etc from Associate Recruiters voicing their concerns about the Associate Recruiter Program; basically asking when it will be activated again. CAPT Dandridge confirmed that the program is well on its way. There were actually four activities scheduled for October across the nation and two tentatively scheduled for November.

**d. Esprit de Corps: CDR Bernato**

CDR Bernato reported that she has sold 18 T-shirts (\$270.00) via mail. She stated that even though the T-shirt sales were reported earlier as a liability, there was a minimum profit made. Her plans is to re-advertise in November to try and get the remaining 52 T-shirts sold. If interested in purchasing a T-shirt, please contact CDR Bernato per email: [Dolores.bernato@fda.hhs.gov](mailto:Dolores.bernato@fda.hhs.gov).

**VI. Quarterly Verbal Subcommittee Reports:**

• **Recruitment & Retention: LCDR Pryor/LCDR Haynes-Battle**

LCDR Haynes-Battle reported that the Recruitment and Retention Subcommittee is broken down into three working groups:

- Nurse Applicant WG headed by CAPT Maria Dinger. The purpose of this group is to communicate with nurse applicants on a monthly basis concerning career opportunities.
- ARP headed by CAPT Beverly Dandridge. Described earlier by CAPT Dandridge.
- Every Nurse is an Ambassador Committee (ENIAAC). This group was headed by LCDR Delia Zorilla, however she had to step down due to competing commitments. Therefore, CAPT Kathy Matrakas, who recently stepped down from the R&R Co-Chair position agreed to take on the ENIAAC. The ENIAAC now have 7 volunteers participating and they are busy working on the 1<sup>st</sup> objective which is to formalize a template.

• **Readiness and Response: CAPT Rossi-Coajou/CDR Gentile**

CAPT Rossi-Coajou provided information to the group taken from her FY08 annual report. CAPT Rossi-Coajou reported a total of 16 subcommittee members.

- Strategic Goals for FY 2008:

NPAC Strategic Initiative:

The NPAC Readiness and Response subcommittee will address Initiative B- Increase the retention of nurses through career development, leadership training, and mentoring, through these goal and objectives:

- GOALS FOR 2008

- B.1. Develop and maintain innovative methods that increase the number and the percentage of nurses in the nursing category who meet and exceed basic readiness standards.

- B.2 Explore, analyze, and communicate issues that affect USPHS nurses during deployments

**Ongoing Projects in FY 2008:**

-Increase basic readiness for the nursing category by 5% in FY08, from 83% at end of FY07 to 88% by end of 4 quarter FY08.

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-Increase the basic readiness of nurses by providing quarterly messages through the listserv with links that provide information on the Readiness and response Policy Standards and related information. Workgroup led by CDR Patricia Pettis. Two messages sent this year through the list serve. Will continue to send messages quarterly (at a minimum). Readiness dropped below 80% in June of 08. Initiated reminder through the listserv and discussed basic readiness with the NPAC leadership and at the general NPAC meeting.

-Monitor, analyze and report Basic Readiness numbers in the Nursing category to the NPAC, in aggregate as well as a breakdown by agency, no later than one month after the quarterly numbers are run by OFRD.

-Pursue a mechanism to better understand the nurses' level of preparedness for deployment and other nursing issues through a collaborative partnership with OFRD by end of 4th quarter FY08. One such mechanism is working with OFRD to understand preparedness by the examination of OFRD deployment mission evaluations. Work group led by CDR Hanton. Request went to OFRD for permission to look at deployment evaluations. No further feedback from OFRD. Sub-committee will continue to pursue this, especially with informal feedback received during the 2008 hurricane deployment.

-Create and make available an education seminar by end of FY08 for nurses regarding the nurse's role in a special needs shelter during deployments: Work group led by CDR Pettis. Committee moved in a different educational direction, focusing on the work the PHS is doing oversee. Sponsor lunch and learn in Oct of 2008. Committee will re-look at the shelter topic based on feedback from the 2008 hurricane response.

- **Publications and Presentations: CDR Strong/CDR Sweeney**

CDR Strong reported there are currently 12 Subcommittee members. She stated the group did meet their 2 strategic goals regarding (1) Mentoring and (2) Speaking. The group presented at least one presentation on the Speaker's Bureau and actively participated in a Poster Presentation at the COA/COF. Currently working on a writing project and will continue to coordinate the Lunch and Learn Presentations, participate in recruitment/job fair activities.

## **VII. New Business:**

### **Blackboard: Nurse Training and Education Resources – CDR Patrick Denis**

CDR Denis reported that on the establishment of the Blackboard network online for training purposes. He reported that George Washington University is currently offering a free Emergency Preparedness Course via Blackboard. All PHS Nurses have been preloaded into this course. All you have to do is go to the website and click on Nursing Ed and Training Resources link. CDR Denis is also in need of a co-lead for this effort. CIV Kirk Koyama voiced his interest and willingness to assist. CAPT Kelly offered to place additional courses to the Blackboard website. CDR Denis stated that some of the courses offered on Blackboard will offer CEUs while others would not. However, with CAPT Kelly's offer to provide additional courses will allow for more opportunities to gain CEUs.

## **ROUND ROBIN:**

N-PAC OCTOBER 08 MINUTES (DRAFT)

9/16/2009

CAPT Poindexter announced CAPT Bobbie Braden is retiring from the USPHS after 30 years of service. Her most recent position was held in HRSA. A retirement celebration in honor of CAPT Braden was held on 25 OCT 08 @ 1930, New Fortune Chinese and Seafood Restaurant, Gaithersburg, MD.

CAPT Poindexter also informed the group that an unofficial "CHAT ROOM" for PHS officers is operating via the internet. She cited, Mr. Jerry Ferrell, COA/COF conveyed warning of such Chat Room activities and officers should be careful of the information shared on this site in or making statements that may be harmful to your career....think before you speak.