

Dietitian/Nutritionists PAC Meeting
Wednesday, April 26, 2006
1300 to 1500 HRS, EST
Surgeon General's Conference Room
18th Floor, Parklawn Building, Rockville, Maryland

Minutes

Call To Order: *CDR Kristen Moe, D/N-PAC Chair*

Introductions:

SG Conference Room Participants:

CAPT Jan Huy, CPO
CDR Kristen Moe, D/N PAC Chair (member)
CDR Jean Makie (member)
LT Heather Dimeris

Phone Participants:

CAPT Karen Herbelin	LCDR Janis Amendariz (member)
CDR Alexandra Cossi	LCDR Jean Kelahan
CAPT Shirley Turpin	LT Kathleen Manning
LT Amy Beutler (member)	LCDR Kari Blasius (member)
LT Susan Jones (member)	LCDR Susan Jordan (member)
CDR Vangie Tate (Member)	LCDR Susan Warren
CAPT Miranda Yang-Oshida	LCDR Graydon Yatabe
LCDR Carma Pauli	

CPO Report: *CAPT Jan Huy*

- COA Conference:
 - Category Day – Thanks to LCDR Treat and LCDR Leslye Rauth for planning a wonderful agenda for the Dietitian Category.
 - JOAG CPO Forum – Provides an opportunity for junior officers to meet their CPOs. It will be on May 2, 2006 at 0830 HRS next to the JOAG exhibit booth.
 - Career Counseling – Will take place at the OCCO exhibit booth. Five slots are available. There are five slots available for dietitians. Please contact CDR Schaeffer if you are interested. Note: For those interested in career counseling but cannot attend COA, please contact the Mentoring Committee Chair, LCDR Susan Warren.
 - COA Foundation Books – Jerry Ferrell, COA President, announced that there are two new books from COA. One is about the impact of USPHS in Alaska and the other book is a USPHS officer's guide to performance standards. These books will be given to everyone at the COA Conference and mailed to those who cannot attend.

- Corps Transformation – ADM Bob Knouss may speak during the next D/N PAC meeting or at a separate teleconference regarding the transformation process.
- Thanks to CDR Jean Makie for her service as PAC Chair over the past year. She has worked on several important projects including, the “Fit for Duty, Fit for Life” section of the COA Bulletin, the D/N PAC participation in the BMI booth with the Therapist Category, mentoring activities, etc.
- Welcome to CDR Kristen Moe as the new PAC chair and her plans for new projects this year.

Old Business:

Category Coin/ Hurricane response coins (*CDR Makie*)

- The Dietitian Category coin has the USPHS anchor and caduceus on the front and a modified My Pyramid logo on the back. The coins are \$10.00 each (checks are preferable). They will be available at the COA Conference during category day and at the BMI booth. They can also be purchased directly through CDR Jean Makie. Revenue from the coins will be used for the D/N PAC Scholarship Fund.
- The Hurricane Relief Effort coin will also be available for sale at the COA Conference.

Subcommittee Reports:

OFRD: LT Chris Dunbar

- Readiness status: Our category is 72.6% basic ready as of 4/17/06. The Corps is at 66%.
- Subcommittee meeting: Meeting held on 3/13/06. The guest speaker, Vangie Tate, presented information about a SERT training she attended. Two-week SERT training is now available online. After the training is completed, officers must complete a skills lab and live exercise to be fully trained as a SERT Liaison.
- The Federal Response to Hurricane Katrina Lessons Learned Report (Feb 2006).
- Deployment article was published in COA Frontline in April 2006. To be placed on the PAC website also.

Recruitment: LCDR Kari Blasius

- CDR Graydon Yatabe has taken on the Lead Dietitian Recruiter position. LCDR Carma Pauli is now the new co-Lead Recruiter for the Dietitian Category. This group met in April to discuss numerous Associate Recruiter Program (ARP) concerns; they will meet again in June.
- LCDR Kari Blasius is the Recruitment Subcommittee Chair. The Subcommittee would like to schedule a conference call in the next month. This meeting will be used to develop a consensus, of sorts, about the direction of the Dietitian ARP. Associate Recruiters will be notified of the date and time of this conference call.
- The Dietitian Category is currently low on applicants. Recently, two of our COSTEP applicants for this year have been taken off the list due to non-selection. The Dietitian Associate Recruiters need to step up our efforts to recruit and retain Corps officers. We

have developed some draft goals and objectives for the D/N PAC Recruitment Subcommittee.

- The Recruitment Subcommittee Goal is to develop, implement, support, and maintain a program to assist Dietitian COA and COSTEP applicants in becoming fully commissioned and identify and secure federal positions.

CDR Graydon Yatabe

- D/N PAC AR Meeting – Possible meeting at the COA Conference on Tuesday morning with CAPT Janice Huy.
- A document will be available shortly to assist in a more specialized AR program, such as providing specific assistance to those who are transfers from civil service or the armed forces.
- CDR Yatabe’s article was published in the April 2006 edition of the COA Frontline Newsletter.
- An article about IHS RDs was published in the latest edition of the ADA Times, with all but one of the RDs featured being Corps officers.

Mentoring: LCDR Susan Warren

- Recruited for GAIN Project (Growth and Achievement In Networking) with positive response for articles per LCDR Pam Vodicka.
- Two more Mentor/Mentee matches have been made with official notification & OPF letters pending (for a total of 16 matches).
- Mentor Program Evaluation re-sent with analysis pending.
- Mentoring Subcommittee members plan to meet at the COA Conference’s “Meet and Greet.”
- Note: Mentors are offered to any officer, not just newly commissioned officers. If you would like to request a Mentor; please contact LCDR Susan Warren.

Website: CDR Peggy Barrow

- No Report.

Professional Development: CDR Kristen Moe on behalf of LCDR Pam Vodicka

- The senior officer profile project is being written by Kathleen Manning.
- The Subcommittee is revising the D/N PAC curriculum vitae format.
- Journal Club Initiative – An announcement for a will be sent via the D/N PAC list serve in early May.

Wellness: CAPT Shirley Blakely

- No report.

New Business:

Awards (*CDR Kristen Moe*)

- Requested self-nominations of four dietitians to serve on short-term project to improve the awards process. Revision of the D/N PAC awards are needed because less than three percent of dietitian officers responded to last year's call for nominations. Contact CDR Moe by COB May 5th if you are interested.

Update on PAC memberships and plans for subcommittee changes (*CDR Kristen Moe*)

- Congratulations four new D/N PAC members: CDR Alfreada Holloway, LCDR Susan Jordan, LCDR Carma Pauli, and LCDR Vodicka.
- Requested self-nominations for Mentoring Subcommittee Chair and the Wellness Committee Chair. Contact CDR Moe by COB May 9 if you are interested.
- Requested self-nominations for two Subcommittee members to serve on the Subcommittee. Contact CDR Moe by May 9 if you are interested.
- Note: All Subcommittee Chairs must be voting members per our new charter.

D/N-PAC Secretary Announcement that begins 4/1/06 (*CDR Kristen Moe*)

- Welcomed LT Heather Dimeris as D/N PAC Secretary for this year.

Agency Reports:

IHS – A PMIC student is moving to serve in an ISOHAR. Tammy Brown completed coursework to offer Adult Weight Management, Breastfeeding, Prescription Drug Benefits, and Mental Health best practices training.

HRSA – No report.

FDA – Office of Regulatory Affairs is undergoing reorganization. There may vacant positions if there is a buyout.

NIH – No report.

CDC – No report.

USDA – LCDR Carma Pauli accepted a position with the Food Safety Service in Atlanta, GA.

CMS – No report.

Announcements:

- LCDR Merel Schollnberger will be deployed on the USNS Comfort. This is a great opportunity for dietitians. CDR Kristen Moe thanked LT Kathleen Manning, a former

Navy officer who served on the USS Comfort, for helping LCDR Schollnberger with protocols for deployments at sea.

Shared Benchmarks for Promotion Year (PY) 2007

- CDR Moe and CDR Makie have been serving on an inter-category working group to review the Shared Benchmarks for PY 2007. This working group revised the PY 2006 Shared Benchmark document to expand explanations of exemplary examples of performance as a guide to future promotion boards. The proposed clarifications are intended to assist promotion board reviews across all categories. This document was shared by the working group with each Category. CAPT Huy solicited comments on the 2007 Shared Benchmarks from O-6 officers within the Dietitian category. Comments from all categories are due to the working group by May 1, 2006. The working group will provide a final draft document to the CPO Board and will continue to work with the Board, OCCO, and OCCFM to finalize the proposal.
- D/N PAC bylaws will be finished soon. After CAPT Jan Huy reviews them, they will be sent to the Voting Members for approval.

MEETING ADJOURNED

NEXT MEETING: June 28, 1300 to 1500 HRS, EST

Please forward new email addresses to CAPT Jan Huy (jmh4@CDC.GOV) to receive current listserv announcements.

Attachment: **NEW! Dietitian Category Coins now available for purchase!**

Cost: \$10.00 per coin

Proceeds will support the D/N-PAC Scholarship Fund

To Order: Complete the information below, enclose a check made out to Jean Makie, and mail check and form to:

**CDR Jean Makie
9020 Falls Chapel Way
Potomac, MD 20854**

Number of Coins wanted: _____

Cost per coin: _____ \$10.00 _____

Total (payable by check only): _____

Ship coin(s) to:

