

Dietitian/Nutritionists PAC Meeting
Wednesday, October 19, 2005
1400 to 1600 HRS, EST

Meeting Minutes

Call To Order: *CDR Jean Makie*

Introductions: *SG Conference Room Participants*
 Phone Participants

SG Conference Room Participants:

CDR Jean Makie, PAC Chair (member)
LCDR Alexandra Cossi
LCDR Pamella Vodicka
LT Heather Dimeris

Phone Participants:

LCDR Kari Blasius (member)
CDR Jackie Thomas (OCCO Liaison)
LCDR Carol Treat (member)
CDR Claire Banks
CDR Julie Haws
CDR Ann Staten
CDR Vangie Tate (member)
CDR Madeline Michael (member)
LT Susan Jones (member)
LT Blakely Dekinger
CDR Nancy Sebring

Phone Participants (continued):

CAPT Janice Huy, CPO
CDR Kristen Warwar (member)
LCDR Janis Armendariz (member)
LCDR Suzan Dunaway
LCDR Jean Kelahan
LCDR Samantha Maloney (member)
LCDR Kristen Moe (member)
LCDR Susan Warren
LT Amy Beutler (member)
LT Carma Pauli
LT Christopher Dunbar (member)
LT Sandra Magera
Leila Beker (member)
CAPT Jan Frederick
CAPT Miranda Yang-Oshida
LT Joe Frost
CDR Peggy Barrow

CPO Report: *CAPT Jan Huy*

- *Surgeon General's Column in ADA Journal: Update (*CAPT Huy*)
- Two columns have been published in the Journal...appearing every other month
 - The next column is in the November issue; the topic focuses on improving the understanding of disability. You can access the column at... (<http://www.adajournal.org/article/PIIS000282230501607X/pdf>)
 - January will be focused on child nutrition programs...supporting two of the SG's initiatives ('Year of the Child' and '50 Schools in 50 States')
 - The Surgeon General is receptive to the PAC helping with content of these columns...those interested can contact CAPT Huy.

Old Business: *PAC Membership for 2006: Update on Call for self-nominations (*CDR Makie*)

- Currently with 16 members; charter allows 20.
- 3 self-nominations packets received; one more expected
- To be moved forward for approval from Category followed by Agency approval in December. Final approval required from OSG; membership would begin April 1, 2006.
- No self-nominations received for Chair-elect, who would assume Chair position effective April 1, 2006. Three officers have been identified by CDR Makie, CAPT Joyanne Murphy and CAPT Huy. These officers will be contacted by CDR Makie and asked to submit a self-nomination packet if interested. Chair-elect will be announced at the December PAC meeting. Chair-elect will transition with CDR Makie beginning in January, 2006 and will assume full duties effective April 1, 2006.

*Dietitians Brochure: Update on Revised version (*CDR Makie*)

- Thanks to all members and Agencies – brochure is now approved!
- Have received a great picture from recent deployments...have sent in for approval.
- Looking for feedback as to whether statistical input is beneficial in using the brochure as a recruitment tool...asking ARPs for their thoughts.
- Plan to make brochure update an annual activity...an appropriate task for the Recruitment Subcommittee. CDR Makie will coordinate the transition of this project with LCDR Yatabe.

*D/N-PAC Award Nominations: Update (*CDR Makie*)

- Have 2 nominations for each award; to send out next week and allow till early January for reviews and selection.
- Awards to be presented at the 2006 Annual COA meeting

New Business:

*USPHS Dietitian history project: Call for volunteers (*CDR Makie*)

- The USPHS Dietitian History, currently available on the category's website was last revised in 1998. It is now time to update this valuable document as dietitian officers continue to retire.
- New project will begin with the formulation of questions for interviewing retired CC dietitians. Information received will augment the information in the current document and will provide a visual path on how our Category has progressed along to the present.
- CDR Alexandra Cossi and LCDR Janis Amendaris volunteered to assist CDR Makie.

Subcommittee Reports:

CCRF: LT Chris Dunbar

- As of August, a 67% readiness.
- Asking officers who have received Liaison Training to share with others
- Reminder to all to complete mission evaluation.

- Chris's team in Houston will be writing an article on mission activities dietitians engaged in during deployment.

Recruitment: LCDR Graydon Yatabe

- ARP meeting August 18; received update on application approval...currently Nov '04 – Aug '05 applications being reviewed ...process has been slowed due to hurricane response related activities
- Status of application can be checked...send email to: Cyndia.Harroway@hhs.gov Recruiting office remains very busy...is planning to hire
- Encouraging all officers to recruit and refer to a ARP member those who are interested in hearing more.

Mentoring: LCDR Susan Warren

- 3 new Mentor/Mentee matches made with email/phone notification, for a total of 13.
- Official Mentor/ Mentee Master List updated.
- One new officer contacted, interview pending.
- Recruitment for new mentors email sent to senior officers.
- 2005 Mentor Program Evaluation emailed to current Mentors & Mentees, results pending.
- Emails sent to Mentors who had established mentoring relationships prior to 11/04.
- Future Plans:
 - Conference call for Mentor Program Sub-Committee Members.
 - Finalize all official letters for OPF.
 - Preparation of History of Dietitian/Nutritionist Mentor Program.

Website: CDR Peggy Barrow

- CAPT Turpin is still updating the website
- CDR Barrow still transitioning into role after deployment

Professional Development: CDR Kristen Moe

- To plan conference to re-group and re-engage in pre-hurricane planning activities.

Wellness: CAPT Shirley Blakely

- Latest 'Fit For Duty' article in September Bulletin...topic was "5 to 9 A Day."

Agency Reports

NIH – Poster prepared by dietetic interns supporting the SG’s healthy child initiative. Also to have lectures with complimentary topics...targeted for parents. Professional presentations (for CEUs) are in the works.

Announcements:

***November 19 – DINING OUT** - an annual traditional “military style” dinner celebrating the PHS. Call CAPT Susanne Caviness for Dining Out questions ...
Susanne.Caviness@fed.hhs.gov

***Volunteers for ADA Booth** – volunteers to contact CDR Peggy Barrow

***Local schools need your help** - encouraging all dietitians to get involved in local schools acting on the WIC Reauthorization Act requirements for 2006 that all schools will have a local wellness policy (for details...
<http://www.schoolwellnesspolicies.org/resources/Section204LocalWellnessPolicies.pdf>)

***Mark you calendars** – the 41st Annual Meeting of the US Public Health Services Professional Conference...in Denver...this year’s theme... “America’s Health Responders: On the Public Health Frontlines.” For more information... <http://www.coausphsconference.org/>

IHS Vacancies: LCDR Yatabe announced that approval was received to post Dietitian/Nutritionist vacancy reports for IHS in the PAC minutes and on our website. The September postings are located at the end of these minutes or at the following web link, <http://www.ihsjobs.pdf> .

MEETING ADJOURNED

The next meeting will be held December 14, 2005 from 1400 – 1600 HRS, EST

Please forward new email addresses to CAPT Jan Huy (jhuy@cdc.gov) to receive current listserv announcements.

IHS Vacancy. Click here: <http://www.ihsjobs.pdf> .