Total Attendance: 127

### Chief Scientist Officer and 2017–2018 SciPAC Executive Board Members

<table>
<thead>
<tr>
<th>Rank</th>
<th>Name</th>
<th>Role</th>
<th>Present</th>
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</thead>
<tbody>
<tr>
<td>CAPT</td>
<td>Sanders, Martin</td>
<td>Chief Scientist Officer</td>
<td>Yes</td>
</tr>
<tr>
<td>CDR</td>
<td>Toblin, Robin</td>
<td>Chair</td>
<td>Yes</td>
</tr>
<tr>
<td>CDR</td>
<td>Thomas, Jennifer</td>
<td>Vice Chair; Rules &amp; Membership Chair</td>
<td>Yes</td>
</tr>
<tr>
<td>CDR</td>
<td>Adjemian, Jennifer</td>
<td>Ex Officio Chairperson; Awards Subcommittee Co-Chair</td>
<td>Yes</td>
</tr>
<tr>
<td>CDR</td>
<td>Rodgers, Loren</td>
<td>Executive Secretary</td>
<td>Yes</td>
</tr>
<tr>
<td>LCDR</td>
<td>Wilken, Jason</td>
<td>COF Liaison</td>
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</tr>
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### Voting Members

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<th>Rank</th>
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<tr>
<td>CAPT</td>
<td>Clayton, Mark</td>
<td>Career Development Co-Chair</td>
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<tr>
<td>CAPT</td>
<td>Frasca, Dominic</td>
<td>Readiness Co-Chair</td>
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<tr>
<td>CAPT</td>
<td>Pauli, Ingrid</td>
<td>Science Subcommittee Chair</td>
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<td>CAPT</td>
<td>Satterfield, Tony</td>
<td>Mentoring Co-Chair</td>
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<td>Smith, Michael</td>
<td>Policy Co-Chair</td>
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<tr>
<td>CDR</td>
<td>Barbour, Kamil</td>
<td>Visibility Subcommittee Chair</td>
<td>Yes</td>
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<tr>
<td>CDR</td>
<td>Chiaruttini, Jessica</td>
<td>Policy Review Subcommittee Chair</td>
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<tr>
<td>CDR</td>
<td>Green, Seth</td>
<td>Awards Subcommittee Chair</td>
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<tr>
<td>CDR</td>
<td>Purfield, Anne</td>
<td>Recruitment and Retention Subcommittee Chair</td>
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<td>CDR</td>
<td>Zhou, Eric</td>
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<tr>
<td>LCDR</td>
<td>Irvin-Barnwell, Elizabeth</td>
<td>Readiness Subcommittee Chair</td>
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<tr>
<td>LCDR</td>
<td>Ou, Oliver</td>
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<tr>
<td>LCDR</td>
<td>Pesce, John</td>
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<td>Rossiter, Lana</td>
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<td>LCDR</td>
<td>Shumate, Alice</td>
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**Non-voting Liaisons**

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<th>Rank</th>
<th>Name</th>
<th>Role</th>
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<tr>
<td>CAPT</td>
<td>Elson, Diana</td>
<td>COA Liaison</td>
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<tr>
<td>CAPT</td>
<td>Moffett, Daphne</td>
<td>SciPAC Historian</td>
<td>No</td>
</tr>
<tr>
<td>CDR</td>
<td>Michelle Tsai</td>
<td>PSYPAG</td>
<td></td>
</tr>
<tr>
<td>CDR</td>
<td>Nadra Tyus</td>
<td>MOLC Liaison</td>
<td>No</td>
</tr>
<tr>
<td>LCDR</td>
<td>Halldin, Cara</td>
<td>CCWIAB Liaison</td>
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</tr>
<tr>
<td>LCDR</td>
<td>Shumate, Alice</td>
<td>JOAG Liaison</td>
<td>Excused</td>
</tr>
<tr>
<td></td>
<td>(Vacant)</td>
<td>Civilian Representative</td>
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**Participation by Non-voting Scientist Officers**


**Excused Absences of non-voting Scientist Officers**

CAPT Rachel Avchen, CDR Matthew Breiding, CDR Andrea Mccollum, CDR Sukhminder Sandhu, CDR Erin Sauber-Schatz, CDR Mark Scheckelhoff, CDR Kanta Sircar, LCDR Jessica Cleck-Derenick, LCDR Juan Lacayo, LCDR Leigh Miller, LT Michelle Hughes, LT Alaine Knipes, and LT Jessica Tomov
1) **Call to Order and Welcome:** CDR Robin Toblin

2) **Report from the CPO:** CAPT Martin Sanders
   - Surgeon General swearing-in scheduled for shortly after SciPAC meeting
   - No additional information is available regarding our next Chief Professional Officer
   - September is open to new applications for prospective Scientist officers

3) **Report from the Chair:** CDR Robin Toblin
   - Welcome to a new operational year for SciPAC!
   - I wanted to give a brief introduction about myself: I've been in the Corps for 10 years and commissioned as an EIS officer where I was stationed in Atlanta with the unintentional injury division. I then worked for BOP and then came to the Walter Reed Army Institute of Research 7 years ago. For the last three years, I've been the branch chief of the Research Transition Office, which moves behavioral health and wellness research into the field using implementation science.
   - I joined SciPAC within months of commissioning. I have been an active SciPAC member since commissioning, presenting at my first COF symposium and starting as a member of the Career Development SC. I then became the JOAG liaison to SciPAC in 2009 and also served as a team lead for Category Day for several years helming the keynote speaker, the social, and the panel. I became a voting member in 2013 and was the chair for the Science SC and then the co-chair and subsequently the chair of the Category Day SC leading the Oklahoma City Category Day. I began my second voting term as vice chair in 2016 and am thrilled to be your new chair!
   - A new open recruitment period started September 1. The applicants have this month to apply. Then we will get the applications and the Recruitment and Retention SC will be assisting with the screening process this year. We will emphasize those applicants that are currently filling FTEs due to the challenges our current applicants are having finding a job. We have also asked DCCPR for a 6 month extension on last year's applicants to be able to find a billet. We are awaiting a response.
   - There are exciting new activities from the Executive Secretary and COF Liaison to streamline our processes and increase fundraising.
   - We are also excited to introduce our newest subcommittee, the Readiness SC.
   - The benchmarks were sent out by email several weeks ago and are on the SciPAC website. Please note that collateral duties have been removed from the benchmarks. A new CV summary section will be unveiled at the beginning of October and after the next SciPAC call, there will be a presentation going over the changes to the CV summary section.
   - CAPT Sara Newman will be representing SciPAC at RADM Mishoe's retirement ceremony on September 22 and will present her with a plaque for the Retiring Distinguished Service Scientist Award, a renewed effort of the Awards SC that has been dormant for several years. CAPT
Newman was PAC chair when RADM Mishoe was CPO. There will be a tribute to RADM Mishoe on the November call as RADM Mishoe retires in December.

4) **Report from Vice Chair:** CDR Jennifer Thomas
   - No report

5) **Executive Secretary Report:** CDR Loren Rodgers
   - Please use this roll call form to report attendance: [http://bit.ly/SciPAC_Roll_Call_2017](http://bit.ly/SciPAC_Roll_Call_2017). If you cannot access the form, you can e-mail CDR Loren Rodgers ([LRodgers@cdc.gov](mailto:LRodgers@cdc.gov))
   - Send CDR Loren Rodgers any announcements that you’d like to have included (job announcement, something recurring from a subcommittee, something individual from an officer, etc.) in a listserv digest.
   - Email CDR Loren Rodgers ([LRodgers@cdc.gov](mailto:LRodgers@cdc.gov)) if you’d like to reserve the SciPAC conference line.

6) **COF Liaison Report:** LCDR Jason Wilken
   - The current SciPAC balance is $1,515.67, unchanged from last month.
   - Reminder to all subcommittees, funds are available to support PAC activities. The funding request form is located at [https://dcp.psc.gov/osg/scientist/documents/scipac-request-for-funding.pdf](https://dcp.psc.gov/osg/scientist/documents/scipac-request-for-funding.pdf). Send completed forms to [jason.wilken@cdph.ca.gov](mailto:jason.wilken@cdph.ca.gov)
   - Email scipacmerchandise@gmail.com for information on esprit de corps items.

7) **Subcommittee Reports**
   - **Awards:** CDR Seth Green; Co-chairs: CDR Jennifer Adjemian, LCDR Leigh Ann Miller
   - **Career Development:** LCDR Alice Shumate; Co-Chairs: CAPT Mark Clayton, LCDR Tajah Blackburn
     - We’re currently transitioning to the new operational year, and want to thank CAPT Mike Smith, LCDR Lana Rossiter, and LCDR Zewdie Demissie for all of their help. We’re looking forward to a great year and are setting up priorities and teams now.
     - A new initiative this year is establishing a regular emailed list of available billets that are relevant for Scientist Officers. If you’re interested in volunteering to help with this or other Career Development Subcommittee priorities, please contact LCDR Shumate ([wii5@cdc.gov](mailto:wii5@cdc.gov)).
     - We’ll be sending out information shortly for the CV and Officer Statement review for officers who are up for promotion in the next cycle, as well as asking for volunteers to help with reviews. Please watch for that information on the SciPAC Listserv as well as on the next call. We also ask that senior officers as well as experienced O-4 officers strongly consider volunteering to help with these important reviews.
– We’ll be releasing updated CV guidance soon, particularly for the CV Summary, which should help those revising their CVs for promotion. We also hope to have a seminar on the new guidance after next month’s SciPAC call.
– Finally, six scientists from the CDC are attending OBC in September: LT Lenora Feldstein, LT Kathleen Hartnett, LT Carolyn Herzig, LT Michelle Hughes, LT Ian Kracalik, LT Lindsey Womack. Welcome to all of them.

b) **Category Day:** LCDR John Pesce; Co-Chair: CDR Eric Zhou

- Have assembled team leads and co-leads for individual work groups
- Determining need for staffing within each work group. Will be sending out a call for volunteers within the next two weeks.
- Have our first Category Day teleconference with COF organizers on Sept 20th
- Anticipate having our first Team Lead/Co-lead meeting on Sept 21st.
- Expect an announcement regarding a call for abstracts to occur in the last week of Sept or first week of Oct. If you have any questions, please contact CDR Deborah Dee at DDee@cdc.gov.

c) **Mentoring:** LCDR Lana Rossiter; Co-Chair: CAPT Tony Satterfield, CDR Tracy MacGill

- **Mentor Matching:** In the last month, the team has made 6 mentor-mentee matches, including 5 CDC matches and 1 FDA match (5 mentors=CDR and 1=LCDR). Two matches are currently pending (both CDC officers – mentor has been identified for 1 but, but mentee hasn’t yet followed up). The team had 3 new mentor volunteers (2 CDC, 1 Administration for Children and Families). Currently have 66 active agreements on file. Eleven agreements have expired in the past 3-4 months, the renewal status pending.
- Officers interested in requesting a mentor can visit the SciPAC website (https://dcp.psc.gov/osg/scientist/mentoring-SC.aspx) for an application.
- **Promotion Panels:** The final report for O-6 panels being reviewed by the Executive Board; final review is pending. LCDR Rory Geyer will assume leadership to finish remaining O-6 panel items, including presentation to disseminate results and SCIPAC newsletter article.
- **Mentor Outreach Team:** The team is awaiting feedback from subcommittee leadership on summaries of 4 topics for mentors to initiate conversations with their mentees.
- **SOP:** Waiting for feedback from the Executive Board on the revised SOP.
- **Mentoring Guidebook:** Currently completing the update; will be sent for website posting once revisions are approved.
- **Agency Focused Mentoring:** The team is working on a survey to be sent to all Agency Specific Mentors and working on a document outlining expectations of the mentors.
- **Mentoring Survey:** Latest draft of the Mentoring Survey, which incorporates the changes from the members of SciPAC’s Mentoring Subcommittee, has been sent up through the chairs of the Mentoring Subcommittee for review by SciPAC leadership.
d) **Policy**: CDR Jessica Chiaruttini; Co-Chair: CAPT Mike Smith, LCDR Adam Bjork

- Update provided by LCDR Adam Bjork.
- Transition meetings with the outgoing Policy SC leadership have already occurred.
- This year’s Policy SC will consist of the following teams:
  - Policy Interpretation
  - Policy Review
  - Social Media Policy
  - SOP
  - Policy Watch
  - Secretarial
- Policy SC team rosters are beginning to take form. We invite officers to get in touch if they are interested in joining one of these teams this year.
- Request for fellow Scientists: If there are any PHS policies – now or at any point during the year – about which you would like to provide feedback or request more information, please do not hesitate to reach out.

e) **Readiness**: LCDR Elizabeth Irvin-Barnwell; Co-Chairs: CAPT Dominic Frasca, LCDR Tyann Blessington

f) **Recruitment and Retention**: CDR Anne Purfield; Co-Chairs: CDR Qiao Bobo, LCDR Erika Odom

- Recruitment and Retention is seeking volunteers to lead and participate in our 9 work groups this year. An announcement that described all of the work groups was sent to the list serve last week. We will form our work groups at the end of next week. We are recruiting for all positions, even if you participated in RRR on a work group in the past. Please renew your interest in participating this year. To do so, email CDR Anne Purfield (aip4@cdc.gov) with your name, rank and phone number, position or work group you are interested in, and the timeline for any planned leave or TDYs that will take you away from subcommittee work for 4 weeks or more.
- Stats: According to DCCPR, we have 333 Scientist officers, which is a net gain of 1 officer since July, 2017.

g) **Rules and Membership**: CDR Jennifer Thomas; Co-Chair: LCDR Eric Jamoom

- Our first meeting will be Sept 22, and will take place twice a month.
- First order of business will be to establish a regular submission schedules for subcommittee SOPs, with each subcommittee submitting its SOP once every three years. Subcommittee Chairs, if you have a particular interest in submitting your SOP earlier or later in this 3-year rotation, feel free to e-mail me (fsu8@cdc.gov) with cc to CDR Dan-My Chu (Dan-My.Chu@fda.hhs.gov) and LCDR Eric Jamoom (uzk8@cdc.gov) and we’ll do our best to accommodate.
• We’ll also be working to update the SciPAC SOP early on this operational year, so voting members can be looking for it to come their way in mid-October.

h) Science: CAPT Ingrid Pauli; Co-Chair: CDR David Huang
• The Science and Practice Team is hosting their fourth seminar of 2017 on Tuesday, September 19th, at noon Eastern Time.
• As a reminder for new Officers, these seminars are conducted by Scientist Officers for Scientist Officers and are designed to help Scientists build skills that are not typically part of our graduate training.
• The next seminar will be led by CDR Timothy Cunningham, an Epidemiologist at the Centers for Disease Control and Prevention. CDR Cunningham will be speaking about program evaluation and will use examples from two distinct programs to help illustrate his points.
• An email with an attached calendar invitation and call-in number will be distributed later this week via the SciPAC listserv.

i) Visibility: CDR Kamil Barbour; Co-Chair: CDR Tim Cunningham, LCDR John Leshin
• Introductions
  – CDR Barbour commissioned as a Scientist in the Corps in 2010 via the Epidemic Intelligence Service Program at the CDC. Currently, he is an epidemiologist with the CDC’s Arthritis Program. His research interests include general arthritis, osteoarthritis, osteoporosis, and fractures. Since 2016, he has served as the Chair of the Visibility Subcommittee, and previously served one year as the co-chair for this Subcommittee (2015-2016). CDR Barbour has also been a Member of the RRR, Website, and Category Day Subcommittees. This is his second year as a SciPAC voting Member.
  – CDR Cunningham joined CDC in 2010 as part of its Epidemic Intelligence Service and worked in the Division of Reproductive Health. Currently, as the Team Lead for the State Chronic Disease Epidemiology Assignee Program in the Division for Population Health, he supervises CDC epidemiologists assigned to state health departments and supports state chronic disease prevention activities. This is his second year as Visibility Co-Chair.
  – LCDR Leshin joined PHS in 2013, initially with EPA’s Office of Pesticide Programs as a toxicologist. He is currently with the FDA’s Center for Veterinary Medicine and works in the Division of Human Food Safety as a Toxicologist, determining the toxicity of drugs given to food animals. This is his first year as Visibility Co-Chair.
• Visibility Activities
  – This SC focuses has several key activities including the publication of the Scientist Newsletter, creating social events for networking among scientists, promoting high impact publications, increasing Scientist participation in the NPS-PACE (National Prevention Strategy-Prevention through Active Community Engagement) activities, creating a SciPAC
Poster for the USPHS Symposium, increasing Scientist Officer Networking via social media, and increasing visibility and networking at major national conferences.

- **Updates for Call**
  - We are currently in the process of revising our SOP and restructuring our teams. We may send out a call for members if need be.
  - **Scientist Newsletter Team:** Scientists are invited to submit articles and/or photos for consideration and publication in the fall 2017 edition of the Scientist Newsletter. This is a great way to highlight your excellent work to your Fellow Scientist Officers. Please send articles to the email address scipacnewsletter@gmail.com. The deadline for submission is Wednesday, September 13th, 2017.

- **Website:** LCDR Oliver Ou; Co-Chair: LCDR Xinzhi Zhang
  - SciPAC website subcommittee had a successful transition meeting on Wed, August 9th. In attendance were LCDR Oliver Ou, LCDR Jason Wilken, and LCDR Xinzhi Zhang. The new subcommittee Chair, LCDR Oliver Ou thanked LCDR Wilken for his extraordinary leadership for the past year. LCDR Wilken will stay on as a member and advisor to SciPAC website subcommittee.
  - All current SciPAC members decided to stay on for the new operational year. We have a total of approximately 10 members (CDR Wei Guo, LCDR Amee Schwitters, LCDR Matthew Lozier, LCDR Kanta Sircar, LCDR Tamara Henderson, CAPT Aditya Bhagwat, CDR Deborah Dee, and LT Tyson Volkman). We also would like to welcome two new members, LCDR Shondelle Wilson-Frederick and LCDR Asha Ivey-Stephenson. They are in charge of the SciPAC Event Tracker Team. As you know, scientist Officers do more than their day job and we want to capture all of the amazing things you do. The SciPAC Event Tracker team has developed a SciPAC Events of Interest Tracking Tool. The purpose of the Tracking Tool is to capture three types of events: 1) Science-related, 2) Non-Science related, and 3) Other. The SciPAC Visibility Committee and Website Committee will review all submissions and selected accomplishments will be shared in upcoming issues of The Scientist Newsletter. We request for officers to take a photo of them in action for inclusion in the write up in the Scientist Newsletter. At the end of the year we should be able to present the SciPAC Chair with metrics of how many events were captured by the Tracking Tool. Also, SciPAC Event Tracker Team would like to work with the Newsletter Team to create a Tracking Tool Highlight Section in the quarterly newsletter. We plan to ask the SciPAC Secretary to send out an email announcing the tracking tool.
  - Since we have new SciPAC leadership and voting members, we are updating our executive board page and membership page. Thank you for sending me your pictures, bios, or agency/discipline information.
  - We have updated the merchandise order form, and are posting a new deployment narrative, which is the RAM SciPAC Deployment Narrative 2017 authored by LCDR Tyann Blessington, LCDR Neil Bonzagni, LCDR Zewditu Demissie, LCDR Folasade Kembi, LCDR Eduardo O’Neill, LCDR Luz Rivera, LT Tanesha Tutt, LCDR Jason Wilken, and LT Marcienne (Marci) Wright. The SciPAC
deployment narrative workgroup is led by LCDR Jessica Cleck Derenick. Please contact her if you want to share your deployment experience. Please remember to check out the current narratives on our website.

- Finally, any subcommittee is welcome to contact LCDR Oliver Ou (oliver.ou@fsis.usda.gov) or LCDR Xinzhi Zhang (Xinzhi.zhang@nih.gov) regarding materials they wish to post; if any officer finds an error or broken link on the SciPAC website, please contact LCDR Ou or LCDR Zhang.

8) Liaison Reports

- **COA**: CAPT Diana Elson
- **JOAG**: LCDR Alice Shumate
  - pleased to announce that two Scientist officers were selected as JOAG Voting Members for 2017-2019, and begin their terms on October 1st. Congratulations to:
    - LCDR Jonetta Johnson Mpofu
    - LT Victoria Jeisy-Scott, who has also been elected to the Executive Secretary position on the Executive Committee for the coming year.
  - JOAG has a new Senior Officer Guide, available on our website, that explains a bit about JOAG and also how JOAG involvement can benefit junior officers. If you’re a senior officer who serves as a mentor or supervisor to a junior officer, please take a look.
  - The current JO Voice topic is the COER. Questions have been collected, and questions and answers will be covered in the October General Meeting and distributed via the listserv.
  - The special Symposium Edition of the Junior Officer Chronicles is out, and has a number of articles featuring Scientist officers. It can be found on the JOAG website (https://dcp.psc.gov/osg/JOAG/journal.aspx).
  - The September Journeyman Speaker Series will cover PHS Force Management, and the next Koop Seminar Series event will be on prevention and control of diabetes. We’ll send information to the SciPAC listserv once it’s available for both of these events.
  - This is my last report as the JOAG Liaison to SciPAC, and LT Jeisy-Scott will take over for the next two years. Thanks, everyone, for your support!

- **PSYPAG**: CDR Michelle Tsai
  - We are working with CDR Carr, the new Program Manager for the DoD/DHHQ Mental Health MOA, to disseminate the vacancy announcements during PAG meetings or via listserv.
  - HSO Promotion Webinar that includes psychologist on 08/23/2017 at 1200.
  - The open period for Clinical Psychology application is between 14 AUG 2017 to 08 SEP 2017. We have 9 senior officers (O-5 and above) to volunteer as reviewers for psychologist applicants.
  - Congratulations to LCDR Chris Poulson and LT Brendan Eberenz successfully completed their ABPP Oral Examinations in July and are now ABPP certified.
9) Other Business, Questions, Comments
   • Minority Officers Liaison Council (MOLC): CDR Nadra Tyus
     – No update.
   • Commissioned Corps Women’s Issues Advisory Board (CCWIAB): LCDR Cara Halldin
     – No update.

10) Closing Remarks: CDR Robin Toblin
   • Our next SciPAC call will be 3 October 2017.

   NOTE: Next meeting Tuesday, 3 October 2017 @ 1200–1300 EDT