

- I. **Call to Order and Introductions** - CDR Sheila Merriweather called the meeting to order at 2:02 hours EDT. Roll call was taken by LCDR Iris E. Valentin-Bon. CDR Merriweather acknowledged all officers who joined this rescheduled meeting. Due to a family emergency last Wednesday, July 18th, 2007 meeting was postponed to Monday, July 23rd at 2:00 pm.
- II. **Approvals of Minutes** - CDR Merriweather presented the motion to approve the June minutes. Motion was moved and minutes were approved with LCDR Danner's and LT Amy Constantine's noted changes. Ranks will be changed to LCDR and LT respectively. CDR Phillip Toy seconded the motion.
- III. **Chair Report and Old Business**
 - a. **HS PAC Chair Report** - From the last meeting, CDR Merriweather solicited input for new ideas to increase BASPAG's visibility. CDR Ibrahim Kamara suggested BASPAG to take the lead in the coordination of the Scientific Training Presentations next year that will be held in Tucson, AZ. CDR Kamara volunteered to spare head this initiative.
 - b. **BASPAG Coin** - CDR Merriweather proposed the development of a BASPAG coin, a vote was taken at the last meeting and the group voted in favor. She emailed CAPT Carderelli and CAPT Belardo regarding guidance in how to move forward with the project. Neither has responded yet. CDR Merriweather also requested to the group to forward new ideas to her about the design of the coin. CDR Kamara sent her the first design.
 - c. **Submission of photo to the BASPAG website** - CDR Merriweather mentioned that she forwarded the picture to a non-voting member who is closely working with CAPT Lee Tooly. She hasn't received response yet.
 - d. **Billet Revision** - BASPAG is the last PAG group to submit billet revision due to be a dynamic and diverse group. LCDR Paul Dexter, LT Bunnell and CDR Merriweather met via teleconference call to fill the gaps of the matrix. He pulled out names and CDR Merriweather contacted around 35 officers to fill out the matrix. This information was submitted to LT Bunnell. Few responses were received. BASPAG is behind, but LT Bunnell is working on that. This is a slow process. Concern of not having a voice in the billet revision and being overlooked by the HSO PAC. The most important thing is to know in what type of billet officers are. Developing billets represent the main concern to know what officers are doing, either BASPAG do it or they will do it. More information will be forwarded by CDR Merriweather to the group and response will be necessary from BASPAG officers.

IV. New Business

- a. **BASPAG call for nominations** - since other groups has made the call for nominations, BASPAG per CDR Merriweather's point of view needs to do the same. This item goes under Membership. CAPT Lee Tooly was excused from this meeting due to annual leave. CDR Merriweather will contact her to see if this item will move forward before the end of the year.

V. Standing Committee Reports

- a. **Membership** - no report.
- b. **Deployment/Readiness** - no report

VI. Open Floor -

- a. **Matrix** - CDR Toy expressed the difficulty in revising the matrix. He suggested soliciting additional assistance in completing this task. CDR Merriweather will get clarification and direction from LT Bunnell - this information will be shared with the group when it becomes available.
- b. **Draft** - prepared by LCDR Danner on projected input or recommendations to the HS - PAC to address the limitation policy versus the USPHS being a "uniformed service" Department's policy limiting 50 department employees to the COA National Conference (HHS - 50) further progress will be necessary, because the PHS/COA conference, for some officers is the only resource to receive professional development and/or emergency response training. Draft revisions were received. The document will be forwarded to the group for comments.

VII. Adjournment this meeting was adjourned at 2:23 pm.

Next meeting will be held on August 15th, 2007

Third Wednesday of every month 11:00 -12:00 EDT, 8:00 am PDT.

Teleconference call number: will be provided later

Passcode: will be provided later

Minutes taken by LCDR Iris E. Valentin-Bon. Revised by CDR Sheila

Merriweather, LCDR Ali Danner,

LT Amy Chanlongbutra and LT Amy Constantine

