

Meeting Date: 8/12/2008

Time: 15:00 Eastern **Location:** Conference Call

Meeting called by:	CDR Sandra Ferguson
Facilitator:	CDR Sandra Ferguson
Note Taker:	CAPT Goudelock, CDR Blagrove
Attendees:	CDR Ferguson, CDR Blagrove, CDR Hollister, LCDR Glines, LT Shurina, LCDR Hennigan, CDR Goodman, LT Dayhoff, LCDR Girgenti, CAPT Goudelock, Absent: LTJG Sander, LT Ball, LCDR Owens

Agenda Topics

Topic: Welcome/Approval May Minutes

CDR Ferguson welcomed CAPT Goudelock/May minutes were approved

Topic: By-laws

Discussion:	HSO PAC committee did not approve DHPAG bylaws. PAC committee suggested that the DHPAG review the 6- year term limit.	
Conclusions:	Change the bylaws so that members who spend two consecutive terms may be voted in again after one year following the end of the second term. Resubmit by-laws to HSO PAC.	
Person Responsible:	CDR Ferguson, CDR Blagrove	Deadline: Obtain approval by the end of 2008.

Topic: Awards DH Page

Discussion:	Need to reference on the DH Awards Web Page the other awards that are available for CC DH Need to make a decision on an additional Junior CO DH Award. Undecided on naming the award and the specific criteria for the award. CDR Beth Finnsen will oversee the Candace M. Jones Award	
Conclusions:	Need to write criteria and vote on the name of new junior award by next meeting. Suggestions for names include CDR Beth Finnsen, CDR Kathleen Heiden, or CO RDH Junior Officer Award. Table discussion for now. Think about names and discuss at next conference call. Need to send award links to Carlos Bell All were in favor of CDR Finnsen overseeing the Candace M. Jones Award	
Person Responsible:	CDR Ferguson	Deadline:

New Membership

Need to send out nomination forms	
Person Responsible: CDR Ferguson	

Topic: Mentoring Subcommittee

Discussion:	Mentoring Subcommittee submitted a draft of the DHPAG mentoring page. DHPAG members reviewed draft made suggestion on additional links that would be of interest to a new CC DH	
Conclusions:	The Subcommittee will add links to the following: HSO benchmark, Garcia and Kissel awards, and CV instructions. Will evaluate final draft at the next meeting.	
Person Responsible:	CDR Hollister	Deadline:

Topic: ADHP Subcommittee

Discussion:	<p>Term ADHP has been changed to Oral Health Practitioner (OHP). LCDR Glines discussed OHP with Colleen Brickle who is the acting Dean of Normandale Montgomery College (NMC) where the first class of OHP is expected to graduate 2010. Colleen Brickle offered three slots for CO DH for the class of 2010. Degree will be recognized in MN.</p> <p>Presentation to the ADO indicated mixed results.</p> <p>Problems: Students need prerequisite courses, which will require on campus time to complete. Courses are expensive and no program has offered to sponsor students. LCDR Glines discussed offer with Dr Halliday, who cautioned about the need to have information on state and tribal requirements for licensure. Some states may not accept the OHP licensure. Discussion about soliciting ADHA and Area Offices for long term training funding</p> <p>LCDR Glines requested additional contact or association information from the committee members. One suggestion was the BOP dental liaison, CDR Cho and RADM Milner.</p>	
Conclusion:	Continue collaborative agreement with Colleen Brickle, ADHA, and Dr Halliday. Draft a letter to Admiral Milner and submit it to the DHPAG for approval.	

Person Responsible:	LCDR Glines	Deadline:
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Recruitment/Retention

Discussion	<p>LT Dayhoff reported that letters have been sent to the schools. Dental Hygiene applicants are having a rough time coming on board. There was discussion about one particular DH applicant and the problems that she encountered.</p> <p>Discussed how to connect recruiters with HS PAC.</p> <p>Discussion regarding the need for an increase in the number of DH Liaisons</p>
Conclusion	<p>CDR Ferguson will see if individual will compile a report listing all the barriers that she encountered during the application process for review and feedback from the DH PAG.</p> <p>No suggestions made on how to connect recruiters with HS PAC.</p>
Person Responsible: CDR Ferguson	Deadline:

New Business

Discussion	<p>Senior Officers still need to attend BOTC. There is a need for clarification of the BOTC rules</p> <p>Draft a letter and certificate to be able to document in the OPF time spent serving on the PAG. This will be done yearly.</p>
Conclusion	<p>A letter (e mail) should be established to assess who has not yet attended BOTC, as well as why they have not attended.</p> <p>All agreed that a letter and certificate would be nice to have for submission to OPF</p>
Person Responsible: CDR Ferguson will compose the letters. CDR Ferguson and CDR Blagrove will create the certificates	Deadline: Will be completed by mid December.

Meeting adjourned at 1623 EST. Next meeting is scheduled on Tuesday, November 18, 2008 at 1500 EST