



## Public Health Service Academy of Physician Assistants

# Executive Board Meeting Minutes

**Wednesday 6 May 2020**

**2000-2100 Hours (EST)**

**1-218-339-3264 Participant Code: 747 272**

**Call to Order:** President, CDR Brian Burt

**Roll Call:** Secretary, CDR Tracy Branch

Rank	First Name	Last Name	Position	Attendance
CDR	Brian	Burt	President Elect	Present
CDR	Tim	McCreary	President	Excused
CDR	Tom	Janisko	Vice President	Absent
LCDR	Jodi	Moore	Treasurer	Absent
CDR	Tracy	Branch	Secretary	Present
LCDR	Julie	Cure	Director of Civil Affairs	Present
LCDR	Dale	Welsh	HOD Delegate	Absent
CDR (ret)	Mark	McKinnon	HOD Chief Delegate	Absent
CAPT (ret)	Michelle	Pelkey	Director	Present
LCDR	Ian	Marks	Delegate	Present

**Guests:** LCDR David Lowe (USCG), LT Beth Zalano (USCG), CDR Jay Carr (ICE)

**Approval of Minutes:** Secretary, CDR Tracy Branch

Quorum was not met

### **Review, Nomination, Voting on Board Nominees –**

- LCDR David Lowe – Treasurer
  - Active duty 5 years. BOP Butner, transferred to FDA in North Carolina.
  - Army prior to PA school
  - Practiced as a civilian prior to CAD

- Interested in the PAPAG and PHSAPA hearing about the need for a Treasurer decided to self-nominate.
- CAPT (ret) Michelle Pelkey - Director
- LCDR Jodi Moore – Director
- Board vacancies
  - Vice Chair
  - Chair Elect
  - 2 Director positions
  - Student Director
- A special meeting will need to be convened.
  - 3 June will convene a Zoom meeting for elections

**PHSAPA President Report: CDR Brian Burt**

- **AAPA Report**
  - Membership of all constituent groups is problematic
  - Trying to move activities to a virtual world during COVID-19
  - AAPA HOD Update – November 20-22, 2020 location to be determined
    - term for current delegates will cover both the November 2020 and May 2021 HOD dates
    - Considering a resolution to allow retired PAs the ability to vote in the HOD
      - consider a workgroup to look into this
      - need to contact the federal services caucus for opinions and collaboration on the resolution
      - Emeritus status for retired PAs does not come with full benefit
      - Consider PAs holding Distinguished Fellowship distinction and Emeritus status to be eligible
  - Publications
    - Write an article about the Ready Reserve
    - Article about USPHS PAs activity to support COVID-19

**Treasury Report: LCDR Jodi Moore**

Expenses

- SCC filing - \$35 (\$25 fee \$10 late fee)
- Wild Apricot annual fee - \$648
  - will be switching to the PayPal option

Assets

- Checking - \$905.86
- PayPal - \$2,152.63

- Savings - \$1,005.43

Total Assets - \$4,063.92

#### **Director of Civil Services:**

- Updates – Coin, Website, Email, Membership
- COVID-19 BOP articles about support and administration and staff testing positive
- Staff at PIMC is a great resource and is working on the civil service side with NP having a higher GS rate than comparable PAs
- Coins
  - 100 coins have been received
  - store on the website is live
    - there is a percentage of the fee
    - PAPAG announced can use personal PayPal account
    - Consider creating a Google forms to accept orders
    - Coins are being sold for \$10 for PHSAPA members and \$12 for non-members with \$4.00 s + h
  - Will announce vacancies during the PAPAG meeting

**House Chief Delegate:** CDR (ret) Mark McKinnon

No report

#### **New Business**

##### Action Items

- Consider a resolution to allow retired PAs the ability to vote in the HOD - LCDR Marks, CDR (ret) McKinnon, & CAPT (ret) Pelkey
  - consider a workgroup to look into this
  - need to contact the federal services caucus for opinions and collaboration on the resolution
  - Emeritus status for retired PAs does not come with full benefit
  - Consider PAs holding Distinguished Fellowship distinction and Emeritus status to be eligible
- Publications – CDR Burt
  - Write an article about the Ready Reserve
  - Article about USPHS PAs activity to support COVID-19
    - CDR Branch will check with CDR Smith on the number of PAs who have deployed
- USCG
  - Email was sent to PAs, received a few responses of interest

- Coast Guard Reserve is accepting applications \$1500 per year for PAs
- LT Beth Zalano may be willing to serve as the liaison to the PHSAPA

**Meeting adjourned – 2114 ET**

**Next Meeting:**

**Special Meeting to convene 3 June 2020**