**HISPANIC OFFICERS ADVISORY COMMITTEE**

|  |  |  |
| --- | --- | --- |
| **USPHS Logo** | GENERAL MEMBERS MEETING AGENDA**April 19, 2018****from 1200 – 1300 Hours EST****Teleconference Number: (605) 475-4000****Pass code: 937149#** | **HOAC Logo** |

**CALL TO ORDER**

1. **Welcome** (1 min)
2. **Roll Call** (2 min) – LCDR Cesar Perez
3. **Random Non-Voting Member Spotlight** (1 min)
4. **2018 Executive Committee**
	* Chair: LCDR Jorge G. Muñiz Ortiz (5 min) – [muniz-ortiz.jorge@epa.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Cmuniz-ortiz.jorge%40epa.gov)
		1. Inclusiveness and diversity within HOAC
	* Vice Chair: CDR Gerald Brozyna (5 min) – gerald.brozyna@cms.hhs.gov
		1. Reports- Due dates
		2. Fundraising ideas for COF Symposium
	* Secretary: LCDR Cesar Perez (4 min) – [cesar.perez@fda.hhs.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Ccesar.perez%40fda.hhs.gov)
		1. Announcements
			1. DMV Mission
			2. DC Bilingual Public School Science Fair
	* Treasurer: LCDR Israel Garcia (4 min) – igarcia@hrsa.gov
		1. Budget Report
		2. Merchandise Ideas
	* MOLC Liaisons: LCDR Adriana Restrepo – [arestrepo@bop.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Carestrepo%40bop.gov) and LCDR Gustavo Miranda – [gustavo.miranda@fda.hhs.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Cgustavo.miranda%40fda.hhs.gov) (4 min)
		1. Participation at COF Symposium
5. **Senior Advisor:** CAPT Araceli Rey (4 min) - dyx8@cdc.gov
	* 1. Operation Lonestar
6. **Subcommittees Reports:** (30 min total, ~4 min each)

**Education and Outreach**

Chair: CAPT Wanda Gonzalez – wanda.gonzalez@ihs.gov

Co-Chair: CDR Mizraim Mendoza – mizraim.mendoza@gmail.com

**Recruitment and Retention**

Chair: CDR Hugo Gonzalez – [hugo.gonzalez@ihs.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Chugo.gonzalez%40ihs.gov)

Co-Chair: LCDR Juana Figueroa - j2figueroa@bop.gov

**Awards and Recognition**

Chair: LCDR Lizette Durand - vcn6@cdc.gov

Co-Chair: LCDR Maria de Arman – maria.d.dearman@uscg.mil

**Charter and Bylaws**

Chair: CDR Alfredo Sancho – alfredo.sancho@hhs.gov

Co-Chair: CAPT Zita Guerrero - zguerrero@bop.gov

**Communications and Public Relations**

Chair: CDR Elizabeth Garza - iwm8@cdc.gov

Co-Chair: CDR Guillermo Aviles-Mendoza – guillermo.aviles-mendoza@hhs.gov

 **Nomination and Membership**

Chair: LCDR Leslie Rivera-Rosado – leslie.rivera-rosado@fda.hhs.gov

Co-Chair: CDR Michelle Sandoval-Rosario – [ftv2@cdc.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Cftv2%40cdc.gov)

**Deployment and Readiness**

Chair: CDR Michelle Rodriguez - michelle.rodriguez@fda.hhs.gov

Co-Chair: LCDR Eduardo O’Neill La Luz – [fzt4@cdc.gov](file:///C%3A%5CUsers%5Cjmunizor%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CVQ1578N4%5Cfzt4%40cdc.gov)

1. **Open Forum**

**Meeting Minutes**

1. CAPT Aracely Rey

|  |
| --- |
| **VOTING MEMBERSHIP ATTENDANCE** |
| **Attendance** | **Rank** | **Last Name** | **First Name** | **OPDIV** | **Category** |
| A | CDR | Aviles-Mendoza  | Guillermo | ASPR  | HSO |
| P | CDR | Brozyna | Gerald | CMS | HSO |
| E | CDR | De Arman | Maria | USCG | MED |
| E (1) | LCDR | Durand | Lizzette | CDC | VET |
|  A | LCDR | Figueroa-Ortiz | Juana | CDC | HSO |
| P | LCDR | Garcia | Israel | HRSA | HSO |
| P | CDR | Garza | Elizabeth | CDC | HSO |
| P | CDR | Gonzalez | Hugo | IHS | ENG |
| A | CAPT | Gonzalez | Wanda | IHS | NUR |
| P | CAPT | Guerrero | Zita | BOP | NUR |
| P | CDR | Mendoza | Mizraim | IHS | PHARM |
| P | LCDR | Miranda | Gustavo | FDA | NUR |
| P | LCDR | Muñiz-Ortiz | Jorge | EPA | SCI |
| A | LCDR | O’Neil La Luz | Eduardo | CDC | SCI |
| P | LCDR | Perez | Cesar | FDA | SCI |
| P | LCDR | Rivera-Rosado | Leslie | FDA | SCI |
| E | LCDR | Restrepo | Adriana | BOP | HSO |
| A | CDR | Rodriguez | Michelle | FDA | SCI |
| A | CDR | Sancho | Alfredo | HHS | SCI |
| P | CDR | Sandoval-Rosario | Michelle | CDC | HSO |

P= Present

A= Absent

E= Excused

**Nonvoting members in attendance:**

LCDR Vladimir Tirado

LT Jacqueline Rodriguez

CDR Gina Chacon

LCDR Christina Andrade

CAPT Joseph Perez

CAPT Karen Munoz

CDR Antonio Varga

LCDR Melissa Parra

LCDR Rodrigo Chavez

LT Kenia Baisden

**Approval of the minutes from December 2017:**

Motion to approve the minutes: CDR Hugo Gonzalez

Seconded the motion: LCDR Gustavo Miranda

Minutes Approved: 4/19/2018

*HOAC’s Chair Report:*

* LCDR Muniz-Ortiz talked about diversity and inclusion within HOAC.

*HOAC’s Co-Chair Report:*

* CDR Brozyna spoke about due dates for Subcommittees reports.
* CDR Brozyna raised the idea of fundraising to raise HOAC funds. Some suggestions were:
* T-Shirts (PHS Athletic Events)
* Shorts
* Compression Socks
* HOAC Patch for bags
* Baby/child merchandise with HOAC or PHS logos
* LCDR Garcia will put a task force together to come out with the top ideas and work on obtaining the merchandise.
* CAPT Munoz stated that there is going to be a professional photographer at the COF Symposium and will send out flyers. Wanted HOAC members to take a picture together.



Figure . USPHS Official Portraits 2018

*Senior Advisor:* CAPT Araceli Rey

* Operation Lonestar update- Planned for end of July in South Texas. HOAC will participate in event. Members drafted a proposal to be send to RedDog to be considered as an official deployment. Asking for supplies (dental chairs and dental equipment). It was suggested to contact CDC Foundation for money. Also, CAPT Rey is working with Texas for accommodation in an Auditorium or to received State rates ($95/night).

*Secretary’s Report:*

* For non-voting members: Please send an email to me at cesar.perez@fda.hhs.gov, with the subject line “HOAC Meeting Attendance.”
* If you are moving Agencies, please update your email address on the HOAC listserv or send me an email and I will update it for you.
* Subcommittee chairs and co-chairs, please email me your talking points to be included in the meeting minutes.
* Reminder, if you have an announcement to be distributed to the HOAC listserv, email it to me no later than Tuesday noon to be included in the HOAC weekly announcements that go out on Wednesday.
* **Announcements:**
1. Officers needed to assist on the hurricane recovery efforts- Please see attachment (new links included) for more information **(REMINDER)**
2. DC Bilingual Public Charter School Science Fair- **May 25, 2018**- See information below **(REMINDER)**
3. DEADLINE EXTENDED- 2018 Annual HOAC Awards- extended to **April 20, 2018-** See information below and attachments **(REMINDER)**
4. USPHS Music Ensemble’s Annual Concert- See attached announcement **(REMINDER)**
5. Save the date- 2018 MOLC Awards Breakfast- Tuesday June 5, 2018 0700-0900. See announcement for more details. **(REMINDER)**
6. USPHS Joint Combined Social- Wednesday June 6, 2018, 7pm-midnight- See attached email for more information. **(REMINDER)**
7. DMV Hometown Mission- Please see attachments for more information **(REMINDER)**
8. Volunteers needed to staff the MOLC Table at the 2018 FCON PHS Awareness Day **(NEW)**
9. ASPR Detail Opportunity (120 Days)- Human Service Branch Chief- See information below **(NEW)**

*Treasurer’s Report:*

* No report submitted.

*MOLC Liaison’s Report:*

* Motion to approve the MOLC Strategic plan 2018-2022 by e-vote was started this week. LCDR Karly Lucero should provide status in our next meeting or sooner.
* 2018 MOLC Awards Ceremony in Dallas will be held June 5, 2018, 7-9am, Tuesday. Requesting volunteers for MOLC booth. Please let LCDR Restrepo and LCDR Miranda know if you are interested.

*JOAG Liaison’s Report:*

* LT Tenzin Jangchup (JOAG/MOLC Liaison) attended the meeting and took notes to report back to JOAG.

Subcommittees Reports

***Education and Outreach:***

* No report submitted

**Recruitment and Retention:**

* No report submitted

***Deployment and Readiness:***

* No report submitted

***Charter and Bylaws:***

* No report submitted

***##Communication and Public Relations:***

**LA GACETA:** **Summer 2018 HOAC Newsletter** (all committees expected to submit a brief article)

LCDR Sandra Duncan (Lead) and LCDR Melissa Parra (Co-lead) will be preparing the summer HOAC Newsletter. Please be aware of the upcoming deadlines below.

1. Due **April 20th**: Designate who from your subcommittee will be the POC on HOAC Newsletter communications. Please send your subcommittee’s name to LCDR Sandra Duncan sandra.duncan@fda.hhs.gov
2. Due **May 16th**: Provide name of person from your subcommittee who will be writing the article for HOAC newsletter to LCDR Duncan via email Sandra.duncan@fda.hhs.gov.
3. Due **June 15th**: Subcommittee Article is due. Send article to LCDR Sandra Duncan sandra.duncan@fda.hhs.gov

Please limit articles between 250 to 500 words and make sure you include: *article title, subcommittee name, author’s name and rank*. Pictures are highly encouraged. For those of you attending the symposium June 4-8, we encourage you to share your experience and submit an article to the HOAC Newsletter. Other topics we’d like to feature are: recent deployment experience, highlight policy piece on the new Weight Standards for the Corps and perhaps connection to promoting PHS Athletics, and any other article that bring out the mission of HOAC. If you have any questions, please refer them to LCDR Sandra Duncan@ sandra.duncan@fda.hhs.gov.

**HOLA PHS or Other Spanish Language Practice Ideas**

We are looking into the possibility of bringing back HOLA HHS / HOLA PHS. This would be an opportunity forofficer and civilians to get together over lunch (or other time that works) to get together and practice Spanish. We have a range of abilities and know there is a strong interest from HOAC members to improve their Spanish-language.

We’re also looking for a volunteer to run a Duolingo class <https://schools.duolingo.com/> for those interested in a more virtual experience.

**HOAC FACEBOOK:**

Please make sure you join our Closed HOAC Facebook Group by searching for “USPHS Hispanic Officers Advisory Committee” Group and please make sure you share this with your networks. We have opened this up to civilians that are working with a PHS officer as well to increase our reach as far as community engagement/partnerships.

As has been shared by the HOAC EC, all voting members and Subcommittee Chairs are expected to use this social media platform to share updates, events and resources from their respective groups, so we hope to see some of you posting.

Each month we will spotlight one Subcommittee as well as one Voting Member and one non-voting member as well as a HOAC Subcommittee. If you’re interested in being the monthly officer spotlight, please reach out to CDR Garza. She will also be reaching out as well and has started with the HOAC EC and will then go to the various Subcommittees, so be on the look-out.

**WEBSITE:** We continue to improve and update the website and encourage the Subcommittee Chairs to review their website and send CDR Garza any updates you’d like processed.

1. **HOAC Calendar:** Please make sure if you are planning an event to send a **calendar invite** to hoacusphs@gmail.com including all relevant details (including title, date/time, POC name & contact info) so it can get posted on our [HOAC Calendar](https://dcp.psc.gov/OSG/hoac/events.aspx) on our website.
2. **HOAC Resources:** We’re always looking to build our [HOAC Resources website](https://dcp.psc.gov/OSG/hoac/resources.aspx) to better serve the Corps and our nation. We have a cultural competency focus and are looking to grow that area to better equip our officers as they serve others on deployment and in their communities.
3. **New website request from Nicotine Cessation Services Access Workgroup**

Request to add the “USPHS-Rx for Change: Tobacco Cessation Training Program” [link](https://dcp.psc.gov/osg/pharmacy/sharedresources_tctp.aspx) to our website. We requested some specific statistics on how this issue affects hispanic/latinos and will be including some statistics on our website as well. We’ll be adding this to [HOAC Resources Page](file:///%5C%5Ccdc%5Cprivate%5CM315%5CIWM8%5CHOAC%5CComm%20%26%20PR%20Submte%5Cmonthly%20mtg%20reports%20to%20HOAC%5C%3Ahttps%3A%5Cdcp.psc.gov%5COSG%5Choac%5Cresources.aspx) under “Professional Resources and Other Links of Interest”. They also have a [Max.gov site](https://community.max.gov/display/HHS/USPHS%2BTobacco%2BCessation%2BWorkgroup) for interested officers. They have offered to give HOAC a presentation on current status of this program, so stay tuned. This may help engage more officers and connect them with presenting at conferences or schools using the translated materials! We may be able to discuss additional options with the program (e.g., having the online program in Spanish through Purdue University). If interested in getting involved in this Corps initiative please reach out to LT Gayle Tuckett or CDR Narcisso Soliz

Below are some quick facts/statistics from CDC concerning Hispanics:

* Cigarette smoking increases your risk for heart disease and cancer, which are the leading causes of death for Hispanics/Latinos in the United States.
* Overall, about 1 in 10 adults with an Hispanic or Latino heritage smokes cigarettes (10.7%).
* Among Hispanics/Latinos, smoking is more common in men than women.
* About 1 in every 7 men smokes cigarettes (14.5%).
* About 1 in every 14 women smokes cigarettes (7.0%)

**HOAC MAX.GOV:** On HOAC Max.gov site: <https://community.max.gov/x/FQpPS>, you’ll find a ‘How-To Guide” on our site for those unfamiliar with Max.gov. Each subcommittee should be using their ‘child page’ as a collaboration tool with their members as well as a place to archive important files. We encourage subcommittee leadership to use this platform to enhance communications, knowledge management, etc.

**Additional volunteer opportunity: DEPLOYMENT PHOTO LEAD**

We’re looking for an officer interested in assisting with leading deployment photo clearance process, working with CDR Garza to build out the HOAC Facebook photo album presence to showcase our officer in the field during responses. If interested, please reach out to CDR Garza.

**Nomination and Membership:**

* The Nomination & Membership Subcommittee welcomed CDR Marybel Velazquez to the team.
* We secured voting member nomination forms and SOPs from one CMAG (APAOC).
* We continue to work with other CMAGs to secure their forms and SOPs. AIANCOAC is currently updating their process and should be able to share their new version with us soon (their meeting to discuss the document was scheduled for 4/16/18).
* Our first meeting is scheduled for April 20, 2018.

If interested in joining the N&M subcommittee, please contact LCDR Leslie Rivera Rosado (leslie.rivera-rosado@fda.hhs.gov) or LCDR Michelle Sandoval-Rosario (ftv2@cdc.gov).

**Awards and Recognition:**

* Award nominations were received and reviewed by the Awards Committee with assistance from various volunteers. Winners were selected after careful review and consideration for the Juan Carlos Finlay Significant Achievement and RADM Antonia C. Novello Awards
* The Awards Committee is in discussion after this award cycle and believe HOAC may benefit from reviewing the current award rules, guidance and criteria for HOAC awards, more to come.

Adjourned at 1300 hours EST.