

**ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE**

Office of the Surgeon General  
United States Public Health Service

Minutes of the Meeting  
19 March 2003

**I. LOCATION/DATE/TIME:**

Parklawn Building, Rockville, MD, Surgeon General's Conference Room 18-57;  
19 March 2003; 1207 – 1306 hours.

**II. ATTENDANCE:**

**A. MEMBERS IN ATTENDANCE**

**\*By Teleconference\***

LCDR Jennifer Fan	FDA	Vice Chair/Acting Executive Secretary
LT Cheryl Lynn Fajardo	HRSA	Chair
LT Gor Yee Lum*	HRSA	
LCDR Venkatarama Koppaka*	CDC	
CDR Sarath Seneviratne	FDA	
LCDR Samuel Wu	FDA	Corresponding Secretary
LCDR Elise Young	HRSA	
LTJG Jeffrey Vang*	I H S	
LCDR Patricia Garvey*	FDA	Treasurer
CAPT Allan Lock	NIH	
LT Janice Kim*	BOP	
CAPT Arnulfo Manangan*	CDC	

**B. MEMBERS EXCUSED**

LT Kai Chiu	I H S
LT Paul Jung	FDA
LCDR Sue Newman	I H S
CDR Elmer Guerrero	I H S

**C. GUESTS**

LT Marjorie Baldo*	CMM
LTJG Eduardo Lim	FDA

**D. MEMBERS ABSENT**

LT Julian Canizares	FDA
LCDR Koung Lee	FDA
CDR Hoang Nguyen	HRSA
CAPT Rao Surampalli	EPA

**III. STANDARD AGENDA ITEMS AND REPORTS:**

- A. CALL TO ORDER:** The meeting was called to order on 19 March 2003 at 1207 hours by LT Cheryl Lynn Fajardo, APAOC Chair.

- B. LT Fajardo welcomed all the APAOC members and guests at the meeting and those participating by teleconference.
- C. MEMBER ROLE CALL: LCDR Jennifer Fan.
- D. APPROVAL OF PAST MINUTES: The minutes from 15 January 2003 were reviewed and approved. The minutes from 19 February 2003 were reviewed and approved with corrections. [CLOSED]
- E. TREASURER'S REPORT: LCDR Patricia Garvey was unavailable. No report for March 2003.
- F. MOLC Report: LCDR Elise Young and LT Gor Yee Lum
  - 1. The next MOLC meeting is on 11 April 2003.
  - 2. New MOLC Chair is CDR Avery from I H S in Phoenix, Arizona. She will take over the MOLC Chair in the April meeting. CDR Avery is also on the planning committee for the Commissioned Officer's Association (COA) Conference in Arizona this year.
  - 3. The MOLC Awards/Meeting at the COA Conference in Arizona is planned for Monday, 16 June 2003, 1830 – 2100 hours. The room for the meeting is being scheduled. The meeting will be in conjunction with a family dinner and Pow-Wow.
  - 4. RADM Davidson will be retiring on 31 March 2003. A thank you to all who have contributed to the gift basket for the retirement of RADM Davidson. Any other contributions are welcomed and should be given to LT Fajardo by COB of this Friday, 21 March 2003. LT Fajardo's office is located in the Parklawn building, 10C-06.

#### IV. BUSINESS:

- A. Sub-Committee Reports
  - 1. AWARDS: CDR Sarath Senevirantne
    - a) Received three nominations for the Junior Award and one nominee for the Sam Lin Award. No votes have been submitted as of yet from APAOC voting members. Another e-mail will be sent out to the 22 APAOC voting members requesting their votes by COB 01 April 2003.
    - b) Discussion ensued regarding the inconsistency of the written criteria for the two awards. CDR Senevirantne and LCDR Young were tasked to revise the criteria for next year. The following suggestions were made by the attendees of the meeting:
      - (1) In the past, APAOC had used a scoring system along with a list of criteria that would be checked off. A similar system may be helpful.
      - (2) Have the Awards Sub-committee confidentially screen the nominees before presenting the final group of nominees to APAOC members for discussion and voting.
    - c) APAOC encourages all APAOC members and guests to volunteer for the various APAOC sub-committees.

2. MEMBERSHIP AND NOMINATIONS: LCDR Samuel Wu

- a) Appointment letters are with the Surgeon General for signature.
- b) A total of nine voting members will be rotating off this year, thus, allowing for admission of new APAOC voting members.

3. CAREER DEVELOPMENT: CAPT Allan Lock

- a) Still working on developing a directory of APAOC officers who will serve as mentors for Asian officers.
- b) All officers are encouraged to become active in their own PACS and Commissioned Corps training courses. Officers are also encouraged to assimilate early in their careers, attend the COA conferences, and participate in CCRF and DMAT.
- c) LCDR Young commented that in the Naval Leadership program this past weekend in Oregon, the Naval officers were pleased that nine PHS officers (and four Naval Reserve officers) attended the program. It allowed the Naval officers to see a different perspective from another branch. CDR Sun was instrumental in getting PHS involved in this program.

4. CHARTER: LCDR Elise Young

The MOLC Charter as well as all of the sub-committee charters are at the OSG for approval.

B. PAC Reports

1. SG/CPO PAC Chair Report: LT Cheryl Lynn Fajardo

- a) PHS Corporate Culture: Officers should wear the PHS uniform appropriately and daily even in training. Officers of O-7 rank should lead by example.
- b) It is mandated that 30% of CCRF will be deployable by year 2003. In 2004, 50% of CCRF will be deployable. By 2005, 70% of CCRF will be deployable.
- c) Precepts for the Corps: There was discussion of promotion where it would be necessary to belong to CCRF or DMAT before being promoted to the next rank.
- d) The Surgeon General is also serving as Acting Secretary of Health and Human Services. He is now mainly working in Washington, D.C. instead of the Parklawn location.

C. Announcements

- 1. The White House Initiative on Asian Americans & Pacific Islanders (AAPI) announces 2003 Spring & Summer Internship Opportunities. Contact: Betty Lam or e-mail Angie Comeau at [Acomeau@hrsa.gov](mailto:Acomeau@hrsa.gov).
- 2. 2003 DHHS APAnet Leadership Training Conference & Awards Ceremony. Date: 22 May 2003. Location: TBA. Contact: Dr. Hari H. Singh at (301) 435-1310.

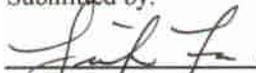
**V. ADJOURNMENT – NEXT MEETING:**

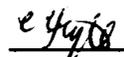
LT Fajardo adjourned the APAOC meeting at 1306 hours and announced that the next meeting is scheduled for 16 April 2003, at 1200-1330 hours in the Parklawn Building, SG Conference Room 18-59. [INFO]

**VI. HANDOUTS: (Most were attached to e-mails by LT Fajardo.)**

- A. Agenda for 19 March 2003 APAOC meeting
- B. Lists of APAOC voting and general/guest members
- C. Draft APAOC meeting minutes for 15 January 2003
- D. Draft APAOC meeting minutes for 19 February 2003

Submitted by:

  
\_\_\_\_\_  
LCDR Jennifer Fan  
Acting Executive Secretary/Vice Chair  
Date 4/7/03

  
\_\_\_\_\_  
LT Cheryl Lynn Fajardo  
Chair  
Date 04-07-03