

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service
May 21st, 2008

I. LOCATION/DATE/TIME:

Teleconference only; May 21, 2008; 1000 – 1125.

II. ATTENDANCE:

A. Voting Members

#	RANK	NAME	May 21
1.	CAPT	Sarath Seneviratne	✓
2.	CAPT	Joannie Shen	✓
3.	CDR	David Kim	✓
4.	CDR	Paul Jung	✓
5.	CDR	Rita Shapiro	Absent
6.	LCDR	B. Nhi Beasley	✓
7.	LCDR	Chauha Pham	✓
8.	LCDR	Christina Thompson	✓
9.	LCDR	Mei-Ying Li	✓
	LCDR	Parmjeet Saini Non-Voting	✓
10.	LCDR	Paul Kitsutani	✓
11.	LCDR	Quynh Nguyen	✓
12.	LCRD	Ruby Lerner	✓
13.	LCDR	Ryan Nguyen	✓
14.	LCDR	Sally Hu	✓
15.	CDR	Sianat Kamal	✓
16.	LT	Nazmul Hassan	Excused

Non –Voting members:

CDR Lanchi Nguyen
CDR Amy H. Park
CDR Marvin Guia
LCDR Connie Jung
CDR Elise Young

LCDR Fei Xu
LCDR Hyon-Zu Lee

LCDR Jeffrey Basilio
 LCDR Jeanne Skanchy
 LCDR Sherbet Samuels\
 LCDR Lisa Kwok
 LCDR David Lau
 LCDR Diem-Kieu Ngo
 LT Leorey N. Saligan
 LT Andrew Tran
 LTJG Francis P Bertulfo
 LTJG Sophia Hsu

III. STANDARD AGENDA ITEMS:

A. ALL TO ORDER:

LCDR Sally HU called the meeting to order on May 21, 2008 at 1000 hours

B. MEMBER ROLL CALL:

LCDR Parmjeet Saini called role. A quorum was met.

C. APPROVAL OF MINUTES: LCDR Sally Hu

- March 19 and April 2 minutes

VI. REPORTS

I. Chairperson: LCDR Sally Hu

1. The supports from the OSG
 - We had voting member meetings on March 4, March 19, and April 4.
 - On April 15, through LCDR Gregg Davis, senior staff specialist of the OSG, RAMD Carl Romano (who is the Assistant Surgeon General, Acting Chief of Staff, OSG and Chief Nurse Officer, USPHS) sent an email to all APAOC voting members announcing that the OSG has appointed RADMs Helena Mishoe and Sam Shekar as advisors to assist officers who work within the MOLC. In addition, the OSG has assigned LCDR Gregg Davis to serve as an objective group process facilitator to assist APAOC in moving forward with APAOC missions.
 - We especially thank LCDR Davis:
 - his expertise, guidance and time to help APAOC to function effectively, help APAOC to collaborate, help APAOC to make high-quality decisions and help APAOC to achieve synergy through the difficulty time.
 - has spent lots of time to participate APAOC meetings, to listen and communicate with our voting members in order to assist our group in

understanding the differences that divide us and at same time in understanding the processes to interactions.

- has guided our group through the professional processes to help us listen to each other, create solutions together, and achieve a consensus on the disagreements.
 - has provided us his skillful assistant whenever we asked for and always delivered more than we asked.
 - APAOC members will seek the advices from the above leadership and from the OSG in the future. APAOC will work closely with MOLC to promote of missions of USPHS including MOLC and APAOC in the rest year.
2. Operation (bylaws/charter):
- EC weekly meeting on Tuesdays.
 - This weekly meeting provides an open communication channel among EC members and the open channel between EC and all voting members.
 - EC will invite a chair of subcommittee to join the meeting to discuss on the subject related to the function of the subcommittee.
 - Any voting members can join the meetings if you want to discuss any subjects with EC.
 - Performances
 - all voting members
 - summarize what you have done and what you and your subcommittee want to do for the rest year
 - read our Bylaws and Charter for your responsibility
 - let EC members know if you need any assistants.
 - EC members have devoted lots time and energy to lead and serve APAOC:
 - Vice Chair CAPT Sarath has identified, invited, and organized two high quality-training sections for us and another one already is scheduled for next month.
 - LCDR Pham organized and distributed APAOC weekly FYI and all APAOC related important announcements
 - LCDR Lerner has kept very clean monthly financial reports for APAOC and takes care of APAOC coin related issues.
 - Moreover, both LCDR Lerner and LCDR Pham take the leadership position as the chairs for COF annual meeting committee and will make some important announcements later
 - EC will continue working hard to keep the high quality performance for the rest of year.
 - Personal changes:
 - On March 3, we received the resignations from CRD Rita Shapiro and CDR David Kim both were APAOC's MOLC representatives. In April, CDR Shapiro submitted her resignation to the OSG. Our voting members reduce from 16 to 15 because of CDR Shapiro's resignation.

- Based on our Charter and our Bylaws, the APAOC has the option to allow each voting member to appoint a single individual who can serve as his/her alternate.
- We really appreciate that LT Leorey Saligan and LCDR Fei Xu have decided to serve APAOC as an alternate of the MOLC representatives (rep) for the rest of this year.
- The Chair of APAOC will give the reports at APAOC and MOLC meetings in May and June in order to provide enough time for LT Saligan and LCDR Xu to learn MOLC related business.

3. Events:

- Training sections: we had two training section in February and April.
- Chinese New Year celebration in February: Thanks:
 - LCDR Quynh Nguyen and her subcommittee for organizing the event.
 - CAPT Szeto for initiating and coordinating the event
 - The Seventeen officers for volunteering to participate the event and make the event very successful.
- The 2008 APAOC annual awards: Thanks:
 - CDR Paul Jung and his subcommittee for all hard work related to the announcements, nominations, and votes for the 2008 APAOC annual awards.
 - CDR Soju Chang for managing the voting website, which has been an excellent tool for our award selection.
- Asian Pacific American Federal Career Advancement Summit or APA summit
 - an APAOC driven recruiting event at APA summit in May 15, 2008
 - There were more than 14 thousand people attended the summit this year
 - More than 40 potential recruits signed up for more USPHS information.
 - Especially thanks CDR selected Paul Kitsutani and his subcommittee for identifying, initiating, and organizing this outstanding event for APAOC.
 - Thank the eleven volunteers who helped with this extremely successful event.

II. Treasurer: LCDR Ruby Lerner

- LCDR Ruby Lerner reported that balance from March 2008 = \$ 2637.23, April = \$ 2475.38, and Current Balance in hand = \$2475.38
- MOLC booth will be placed in June during the annual AAPOC meeting and let us know if you would like to join us during Asian dinner event
- LCDR Pham asked the Voting Members if we could send e-mail to contribute for China earthquake relief and the group agreed with that.

III.MOLC: LCDR Sally Hu

- The MOLC is Minority Officer Liaison Council which is comprised of the below four minority groups:
 - American Indian, Alaska Native Commissioned Officer Advisory Committee
 - Asian Pacific American Officer Committee
 - Black Commissioned Officers Advisory Group
 - Hispanic Officers Advisory Committee
- MOLC's function is to serve as the liaison between the Office of Surgeon General and the above minority groups.
- How does the MOLC operate?
 1. The MOLC has eight Officers/voting members this year and two members from each group
 2. MOLC officers will serve a one-year term and will serve based on a rotational basis. This year, BCOAG rep (CDR Sheila P. Merriweather) serves as the Chair and APAOC rep serve as Secretary to take the meeting minutes
- Our relationship with the MOLC:
 - The MOLC is our mother organization or APAOC is under the MOLC's umbrella
 - Thus, supporting the work of the MOLC is critical to the success of our committee.
- How to support the MOLC activates?
 - By serving in one of below three MOLC workgroups identified as priority by the Surgeon General:
 - Minority Officer Recruitment:
 - Childhood Obesity Prevention Plan:
 - Cultural Competency Workgroup:
 - Staffing the MOLC booth and attending the MOLC Award ceremony
 - Providing any digital photographs of APAOC officers for MOLC poster

IV.Second Roll Call: LCDR Parmjeet Saini

(ONLY for those officers who missed the first, roll call)

V.Standing Sub-committees:

a. Awards & Recognition: CDR Paul Jung

CDR Paul Jung thanked everyone for participating in this year's selection of the award recipients

b. Career Development: LCDR B. Nhi Beasley

The last time we discussed the mentor/mentee program we decided that we would keep the program since it is unique and useful, despite the sparse use of the program last year. LCDR Nhi Beasley will send out an announcement to solicit people who want to participate in the program as either a mentor or mentee. Instructions for participation will be included in the announcement. All those who would like to participate should email LCDR Nhi Beasley as soon as possible. She will match up the mentee with a mentor, and hope that there will be more participation in the program this year.

c. Charter & Bylaws: LCDR Mei-Ying Li

- New changes are about communication so please e-mail me your suggestions to revise Communication area of our organization's Bylaws

d. Leadership & Strategic Planning : CAPT Joannie Shen

CDR Amy Park reported on behalf of the Leadership & Strategic Planning Subcommittee: Receipt of 2008 Goals and Objectives from four Subcommittees and still waiting for others' response. Please note CDR Amy Park's e-mail address Hpark1@hrsa.gov

e. Membership & Nomination: LCDR Christina Thompson

- Nothing to report

f. Public Relations :LCDR Quynh Nguyen

- Thank you to all sixteen members for volunteering their time to participate at the CCACC Lunar Event at Lakeforest Mall on February 10, 2008. We had a very successful event and met with many community attendees to distribute information about both APAOC and the USPHS.
- May is Asian Pacific American Heritage month and this year's theme is "Leadership, Diversity and Harmony: Gateway to Success."
- This year's program will be held in 2 parts: On May 29th, Linda Brooks Rix of Avue Technologies Corporation will give a presentation on "Leadership and Communication." On June 3rd, George Takei of "Star Trek" fame will be the guest speaker. The program is being finalized and details will follow shortly.

g. Recruitment & Retention : LCDR Paul Kitsutani

- The APAOC recruiting exhibit at the 2008 Asian Pacific American Federal Career Advancement Summit on May 15 in Washington DC went very well. Exhibit volunteers spoke to many individuals expressing an interest in the US Public Health Service (PHS), and many PHS recruiting materials, including informational pamphlets and category-specific leaflets, were distributed to interested applicants. A total of 36 individuals agreed to provide their names and contact information for further follow-up by the Commissioned Corps

recruiting office. The subcommittee sincerely thanks the 9 APAOC volunteers who helped staff the exhibit, and also **CDR Soju Chang, CDR George Ceremuga, LCDR Quynh Nguyen**, and the APAOC treasury for their contributions toward the cost of the exhibit. All volunteers will receive APAOC certificates of appreciation.

e. Ad Hoc Subcommittee

a. Education & Training : CAPT Sarath Seneviratne

Capt Sarath indicated that he is requesting RADM Sam Shaker for an educational session around Corp's transformation

VI. Announcements/Other Business – No new announcement

VII. Closing Remarks/Adjournment: In general, AOAPC has accomplished lots so far this year by overcoming our problems, working out the differences, clarifying the misunderstandings. Let us continue working together, promote the missions of USPHS, missions our agency the mission of MOLC and the mission of APAOC, and at same time have a fun for rest of this year. Thank everyone for attending our meeting. Our meeting adjourns at 1:00 PM

Respectfully submitted by:

LCDR Parmjeet S. Saini Date: 7/3 /2008
Executive Secretary

LCDR Sally Hu Date: 7/3/2008
Chair

CAPT Sarath Seneviratne 7/3/2008
Vice-chair