

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service
September 17, 2008

I. LOCATION/DATE/TIME

Teleconference only; September 17, 2008; 11:30 – 12:30 PM

II ATTENDANCE:

A. Voting members

#	RANK	NAME	1/16/08	*3/19/08	* 4/2/08	5/21/08	7/16/08	9/17/08
1.	CAPT	Sarath Seneviratne	✓	✓	✓	✓	✓	Exc.
2.	CAPT	Joannie Shen	✓	✓	✓	✓	✓	✓
3.	CDR	David Kim	Exc.	Absent	✓	✓	Absent	Absent
4.	CDR	Paul Jung	✓	✓	✓	✓	✓	✓
5.	LCDR	B. Nhi Beasley	✓	✓	✓	✓	✓	Exc
6.	LCDR	Chauha Pham	✓	✓	✓	✓	✓	✓
7.	LCDR	Christina Thompson	✓	✓	✓	✓	Exc.	✓
8.	LCDR	Mei-Ying Li	✓	✓	✓	✓	Exc.	✓
	LCDR	Parmjeet Saini Executive Secretary	✓	✓	✓	✓	Exc.	✓
9.	LCDR	Paul Kitsutani	✓	✓	✓	✓	✓	Exc.
10.	LCDR	Quynh Nguyen	✓	✓	✓	✓	✓	✓
11.	LCRD	Ruby Lerner	✓	✓	✓	✓	✓	✓
12.	LCDR	Ryan Nguyen	✓	✓	✓	✓	✓	Absent
13.	LCDR	Sally Hu	✓	✓	✓	✓	✓	✓
14.	LCDR	Sianta Kamal	Exc.	✓	✓	✓	Absent	✓
15.	LT	Nazmul Hassan	Exc.		Absent	Exc.	✓	✓

* Emergency meetings

B. Guest:

- CDR Marvin Guia
- CDR Thae Chong
- LCDR David Lau

- LCDR Jian Le
- LCDR Fei Xu
- LCDR Hawyee Yan
- LCDR Ma Kevin
- LCDR Jeenie Skanchy
- LCDR Chau Vu
- LCDR Alan Magtibay

III. STANDARD AGENDA ITEMS:

A. CALL TO ORDER:

The meeting was called to order on September 17, 2008 at 11:35 hours by APAOC chair LCDR Sally Hu.

B. MEMBER ROLL CALL:

LCDR Ruby Lerner .A quorum was met.

IV. Approval of Meeting Minutes

- Sally Hu motioned to approve the July minutes. CDR Paul Jung and LCDR Hassan motion to approve the minuets.

V. REPORTS

1. Chairperson : LCDR Sally Hu

Annual summary/Revising bylaws/Membership/CAPT Lock/MOLC event

a. Annual Summary: It is time for every voting member to think about writing your annual summary and send the report to me at the end of October. The summary should include what you have done for APACO from January to October 2008 and what you are going to do in November and December of this year if there is any. The Chairs of subcommittees should focus on the activities of your subcommittee. In addition, it will be very helpful if you can write down some lesson to be learned and any suggestions for the improvement in the future.

b. Revising our by-laws: Executive committee and the chairs of related subcommittees have spent lots of time to discuss the draft of the revised by-law. LCDR Li, our chair of by-laws will email all voting members the first draft and seek the comments from all voting members. Please respond LCDR Li's email promptly and provide her your feedback. We need every voting member's feedback to make our revising by-laws successful. It is very important for us to have the final draft or at least a draft close to final version ready before we form the APAOC leadership team for 2009.

It has to be noted that LCDT Li is deployed now and she is working up to fifteen hours per day to serve our country. Since LCDR Li switched to a new job at the beginning of this month, her new email address is not available now.

c. Membership: Membership is another top priority of APAOC at present time. For all voting members, please try your best to corporate with our membership subcommittee when they ask for your help/input/vote.

d. CAPT Lock: APAOC family lost our greatly respected CAPT (Ret.) Allan Lock who was the founder of APAOC and one of the founders of MOLC. He was the interim Chair of APAOC from 1990-1992 and the Chair in 1993. He continued to actively supported APAOC

and MOLC even after he retired from NIH such as coaching numerous APAOC chairs and APAOC members on many USPHS related issues. One of important tasks of APAOC is to take care and support APAOC members and their families especially during the difficulty time like this.

- We thank the APAOC members who attended the two funeral ceremonies and shown our respects to CAPT Lock and his family
- We thank CAPT Suzanne Caviness for donating the table top embroidered silk PHS flag.
- We thank CAPT Szeto for presenting the flag to CAPT Lock family on behalf of APAOC at Arlington ceremony.
- CAPT Lock's daughter Diana emailed us that she and her mother are proud to receive the PHS flag from Captain Szeto and believe her father would be pleased to be honored in such a way by the colleagues he respected so much.
- APAOC also helped NIH personal to put CAPT Lock's obit with his picture on the NIH Record. Diana and her mother were very pleased when they received the copies of the NIH Record.

e. The Coming MOLC Event: MOLC is planning to have a reception in October for RADM Joxel Garcia who is the Assistant Secretary for Health. RADM's new position and to brief him about the mission and accomplishments of the MOLC including and APAOC. APAOC will fully support this event.

2. Treasurer

LCDR Ruby Lerner

Donations account:

Check #	Date	Transaction Description	Name	Debits	Credits	Balance
	8/1/08	Balance from July 2008				\$818.96
	8/27/08	APAOC website payment (through Teresa Hayden)	Activehost Corp.	\$24.95		\$794.01

Note: The initial balance on the donation account is \$818.96. The final balance on this account for August 2008 is \$794.01

APAOC coin account:

Check #	Date	Transaction Description	Name	Debits	Credits	Balance
	8/1/08	Balance from July 2008				\$1581.66

The final balance on the APAOC coin account for August 2008 is \$1581.66. TOTAL IN BOTH ACCOUNTS: \$2375.67

3. MOLC: LCDR Fei Xu and LT Leorey Saligan

The last MOLC monthly meeting was held on 8 August 2008. LT Leorey Saligan joined the call and presented the APAOC report.

MOLC chair Report - CDR Merriweather

- SG briefing was attended by RADM Williams and RADM Galson on July 23rd. The MOLC
- initiatives that were presented during the briefing included:

A. Overweight and Obesity: The SG embraced the following recommendation: Creating a youth workshop and merging programs into one workshop that encompass physical activity, dietary lectures, discussions on chronic disease, self-esteem building.

B. Minority Recruitment: the SG and DSG were very impressed with MOLC ideas and embraced The following ideas:

- Match incoming minority officers with minority mentors at the beginning of their career.
- Developing a PHS information card that contain information about the PHS website and a section where officers can write their contact information. It was suggested by the SG that a roster be developed from all minority groups to reflect minority institutions they are associated with. This roster will identify possible collaborators for the MOLC minority recruitment efforts.

C. Cultural competency: The SG is glad to know that this initiative is moving in a good direction. The admirals recommended the following:

MOLC should stay in touch with the Office of Minority Health so the right questions are asked when officers are deployed.

- Develop a module to become a part of the OTC course and make it mandatory for all officers to take, similar to the ICS courses.

MOLC group Reports

- Each minority group has finished Voting Membership drive, and decisions will be announced soon. The Hispanic Heritage Month will be on 9/15-10/15, 2008. A comprehensive program of activities will include a series of lectures.

MOLC SG/PAC committee report – CDR Merriweather

- OCCFM is working on an initiative to revamp the Corps evaluation process. The whole impetus for this revamping effort is the concern that most officers are getting D's and E's in their COER, which may not be an accurate measure of the officers' performance. The initial prototype for this effort was released on 8/1/2008,
- Another discussion was focused on officers assigned in hazardous areas. Currently, there is a move to review whether there is a need to increase the incentives given to these officers.

MOLC working groups OFRD Report– CDR Waterman

Deployment front:

- Currently the USNS Mercy is finishing up by 9/5/08.
- The USS Kearsarge will run until the fiscal year.
- There is good representation of minority officers in both missions.

September MOLC monthly meeting was postponed until September 29th. Reception Ceremony for RADM Joxel Garcia, ASH date is considered on 9/26/08 or 10/6/08.

AD-HOC committee is in preparation for the event including: Agenda and flow of events, escort or aide de camp, color Guard, and food.

4. Second Roll Call: LCDR Ruby Lerner (ONLY for those officers who missed the first roll call)

5. Standing Sub-committees

A. Awards & Recognition: CDR Paul Jung

Thank to voting members for their involvement with the awards nomination process. Also, voting members may be eligible for a special assignment award so please forward a copy of assignment letter that you had received once you were nominated as voting members to APAOC, and log activities for three days. For example, an hour of conference call during is equal to 1 day of activity; one day work at an outreach APAOC booth is also equal to one day. You need total 30 days activities for special assignment award. This log should be e-mailed to me by Nov 30th, 2008. Please feel free to e-mail me question

B. Career Development: LCDR B. NHI Beasley – Absent

C. Charter & Bylaws: LCDR Mei-Ying Li

I am sorry for the delay due to my transfer from HRSA to FDA and deployment to TX. In the mean time, every voting member should check the draft of Bylaws and forward your feedback.

D. Communications Sub-committee: LCDR Nguyen, Ryan – Absent

E. Leadership & Strategic Planning: CAPT Joannie Shen- No report

F. Membership & Nomination: LCDR Christina Thompson

Fourteen new applications were received for voting membership and I will e-mail you the list.

G. Public Relations: LCDR Quynh Nguyen

The PR Subcommittee announced a Call for Volunteers last week to help support the National Memory Walk on Saturday, October 18, 2008 at the National Mall in Washington, D.C. The Alzheimer's Association Memory Walk is the nation's largest event to raise awareness and funds to support the 5.2 million Americans living with Alzheimer's disease, their families, and caregivers. Volunteers are needed to help with registration, refreshments, and other logistics on the Walk Day and can volunteer for either the 7 - 10 AM or 9 - 1 PM shift.

Thank you to all those members who have already responded. If anyone is interested in volunteering, then please email quynh.nguyen@fda.hhs.gov by Friday, September 19, 2008. Members who volunteer will receive a Certificate of Appreciation. Please also consider participating in the event as a walker to help raise funds for Alzheimer's care, support, and research. This is a great opportunity for APAOC members to contribute to the public health in our community as part of a national event for a very worthy cause. Please see the Call for Volunteers announcement in the Weekly FYI email for additional information.

H. Recruitment & Retentions: LCDR Paul Kitsutani – Absent

I. Ad Hoc Subcommittee

Education & Training: CAPT Sarath Seneviratne – Excused

J. PAC Reports - No report

VI. Announcements/Other Business – No new announcement

VII. Closing Remarks/Adjournment: Finally, we thank the APAOC members who deployed for Gustav and are deployed now. If you know someone who is deployed, please ask them to take some action pictures that we may post on our website and for updating our poster later. Thank everyone for attending our meeting. Our meeting adjourns at 12:15 pm.

Respectfully submitted by:

LCDR Parmjeet S. Saini Date: 10/29 /2008

Executive Secretary

LCDR Sally Hu Date: 10/292008

Chair

CAPT Sarath Seneviratne 10/29/2008

Vice-chair

