

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Minutes of the Meeting

21 November 2007

I. LOCATION/DATE/TIME:

Teleconference only; 21 November 2007; 1200 – 1300.

II. ATTENDANCE:

A. Voting Members

RANK	NAME	JAN	MAR	MAY	JUL	SEP	OCT	NOV
CAPT	Seneviratne, Sarath	X	X	EXC	EXC	X	X	UNEX
CAPT	Shen, Joannie*	X	X	EXC	EXC	X	X	UNEX
CAPT	Szeto, Astrid*	X	X	X	X	EXC	EXC	X
CAPT	Yorichi, Darius	X	X	X	EXC	EXC	X	UNEX
CDR	Bryant, Karen	UNEX	UNEX	UNEX	EXC	UNEX	UNEX	UNEX
CDR	Chang, Soju*	X	X	EXC	X	X	X	X
CDR	Jung, Paul	X	X	X	X	X	EXC	EXC
CDR	Kamal, Sianat	EXC	X	EXC	X	EXC	EXC	EXC
CDR	Kim, David	EXC	X	EXC	X	X	X	X
CDR	Kim, Hye-Joo	X	X	EXC	EXC	EXC	EXC	EXC
CDR	Nair, Narayan	X	X	EXC	X	X	EXC	UNEX
CDR	Shen, Angela*	X	X	EXC	EXC	X	X	EXC
LCDR	Beasley, B. Nhi	X	X	X	X	EXC	X	X
LCDR	Chu, Dan-My	X	X	EX	X	X	X	X
LCDR	Guo, Wei	X	X	EX	X	X	X	X
LCDR	Li, Mei-Ying	X	X	X	X	X	X	X
LCDR	Nguyen, Ryan	X	X	X	X	X	EXC	X
LCDR	Paraoan, Dianne	X	X	X	X	X	X	X
LT	Engelson, Gilian	X	X	X	X	X	EXC	EXC
LT	Hassan, Nazmul	X	EXC	X	EXC	UNEX	X	EXC

* Ex-officios

B. **GUESTS.** Those who replied via email of their participation.

LCDR	Kitsutani	Paul	FDA
LCDR	Kwok	Lisa H.	FDA
LCDR	Lau	David	DHS
LCDR	Lerner	Ruby	NIH
LCDR	Nguyen	Quynh M.	FDA
LCDR	Pham	Chauha	NIH
LCDR	Samuels	Sherbet	FDA
LCDR	Thompson	Christina L.	FDA
LCDR	Vu	Thuyanh (Ann)	FDA
LCDR	Xu	Fei	FDA

LCDR	Zee	Jerry	IHS
LT	Benke	Maria	HHS
LT	Hu	Sally	NIH
LT	Vang	Jeffrey	IHS

III. STANDARD AGENDA ITEMS:

- A. CALL TO ORDER: The meeting was called to order on 21 November at 1201 hours by APAOC Co-Chair, LCDR Dianne Paraoan.
- B. MEMBER ROLL CALL: LCDR Dan-My Chu.
- C. APPROVAL OF PAST MINUTES: It was moved by CDR Soju Chang and seconded by LCDR Wei Guo to approve the October meeting minutes with minor edits. The motion was carried.

IV. NEW BUSINESS

LCDR Paraoan announced the 2008 APAOC Leadership.

Executive Committee

Chair	LCDR Sally Hu
Vice Chair	CAPT Sarath Seneviratne
Executive Secretary	VACANT
Corresponding Secretary	LCDR Chauha Pham
MOLC Representative	CDR David Kim
MOLC Representative	CDR Rita Shapiro
Treasurer	LCDR Ruby Lerner

Subcommittees

Awards and Recognition	CDR Paul Jung
Career Development	LCDR B. Nhi Beasley
Charter and Bylaws	LCDR Mei-Ying Li
Communications	LCDR Ryan Nguyen
Leadership and Strategic Planning	CAPT Joannie Shen
Membership and Nominations	LCDR Christina Thompson
Public Relations	LCDR Quynh Nguyen
Recruitment and Retention	LCDR Paul Kitsutani

Outgoing and incoming members were encouraged to contact each other to ensure a smooth transition of each position and subcommittee.

V. REPORTS:

A. CHAIRPERSON REPORT

1. LCDR Paraoan congratulated and welcomed the new voting members (to serve on the January 2008- December 2010 term) who have already stepped up and accepted APAOC positions.
 - a. CDR Rita Shapiro Therapist USCG
 - b. LCDR Sally Hu Scientist NIH
 - c. LCDR Paul Kitsutani Medical FDA
 - d. LCDR Ruby Lerner Nurse NIH
 - e. LCDR Quynh Nguyen Pharmacist FDA
 - f. LCDR Chauha Pham HSO NIH
 - g. LCDR Christina Thompson Pharmacist FDA
2. The Change of Command/Retirement Ceremony for RADMs Moritsugu and Galson held on 4 October was well attended by APAOC members. At the event, APAOC announced to RADM

Moritsugu the naming of our Jr. Officer Award after him. Special thanks to those who represented APAOC during the event, volunteered to present on behalf of APAOC, served as volunteers for the event, and those who helped coordinate the MOLC and APAOC presentations. To include: CAPT Astrid Szeto, CDR David Kim, CDR Rita Shapiro, CDR Angela Shen, CDR Elise Young, LCDR Jeffrey Basilio, LCDR Lisa Kwok, LCDR Ruby Lerner, LCDR Quynh Nguyen, LCDR Chauha Pham, LCDR Hyun Son, LT Maria Benke, LT Eddie Lim, LT Leorey Saligan, and LTJG Linhua Tzeng.

3. LCDR Paraoan provided some highlights and accomplishments of the 2007 term to include the development of the new APAOC website, increased involvement in MOLC, spearheading the MOLC involvement in the retirement ceremony of RADM Kenneth Moritsugu, increased visibility of APAOC involvement in APA Heritage Month activities, updated and established new SOPs and bylaws to help guide and maintain APAOC's high standards, the naming of our Junior Officer of the Year Award, the RADM Kenneth Moritsugu Junior Officer of the Year Award, and the institution of our bi-monthly educational training series.
4. LCDR Paraoan thanked the APAOC voting members who are completing their 3-year term for their continued support and dedicated service these past three years. These voting members include: CAPTs Astrid Szeto and Darius Yorichi, CDRs Karen Bryant, Soju Chang, Hye-Joo Kim, Narayan Nair, and Angela Shen, LCDRs Dan-My Chu and Wei Guo, and LT Gilian Engelson,
5. Further recognition was given to the APAOC Executive Committee and Subcommittee Chairs for their service to APAOC this operational year.
6. End of the Year Reports will be due by 12 December.

B. TREASURER REPORT

1. LCDR Wei Guo reported that the APAOC balance is \$2824.79, \$1383.13 in the donation account and \$1441.66 in the APAOC Coin account.
2. APAOC members are encouraged to donate. Donations are tax deductible and should be made to the Commissioned Officers Foundation (COF). In the memo, please put APAOC and email LCDR Guo (wei.guo@fda.hhs.gov) that you donated.
3. The address for donations is:

Commissioned Officers Foundation
820 Corporate Drive, Suite 200
Landover, MD 20785

C. MOLC REPORT

1. The last MOLC monthly meeting was held on 19 November 2007. Incoming MOLC Representative, CDR Rita Shapiro joined in the call.
2. CDR Kim provided a transformation update sharing that with this transformation, the PHS hopes to increase the number of officers to increase our readiness capability. Pillars of transformation include 1) sizing, 2) recruitment, and 3) support system. They hope to have a dedicated website on transformation.
3. CDR Kim reported on highlights of events of each of the other minority groups.
 - a. AIANOC is working on revising their charter and bylaws.
 - b. BCOAG is participating in an ongoing Humanitarian Mission to New Orleans to support relief efforts. They will be going with Lean On Me, a non-profit, that will be working on rebuilding efforts.
 - c. BCOAG will be having their Annual Semi-Formal at Bolling AFB in December.
 - d. Donations are being accepted to the Juvenile Diabetes Fund in memory of LCDR Daryl Crutchfield, a BCOAG member.
 - e. HOAC will elect their new leadership on 13 December 2008. Their new member packages were submitted.
 - f. HOAC is continuing their lecture series. Details can be found on the HOAC website.
4. CDR Kim reported that CDR Shen attended the COA Board meeting, as a non-voting member on behalf of MOLC.
 - a. MOLC is a member of the Membership committee. Suggestions including surveying potential members as to why they are not part of COA and what they would like to see, surveying those existing as to what is their perceived value from being part of COA, and putting together a 1-pager on the benefits of joining COA) were received well by all members.

- b. Jerry Farrell met with Acting Surgeon General Galson and HHS DEPSEC Tevi Troy to inform the DEPSEC about COA and COF interests and activities and build alliances.
- c. He also met with ASPR, NDMS, OFRD, and MRC representatives to discuss the potential for an “ESF 8 Training Summit” in 2009. The concept is to combine the NDMS, MRC, and COF/A annual events into one mega-“summit.” It was an exploratory meeting that would be a huge event – 5,000 potential attendees.
- d. Recently retired Acting Surgeon General, RADM Moritsugu called in early November to thank COA and COF for the retirement party organized in his honor on Oct 4th. He said he really felt “appreciated” as a result of the gala send off. He also expressed an interest in giving back. COA and COF are exploring ways for him to do that (e.g. establishing an SG’s “endowment fund” resourced by former SGs and naming them honorary trustees of a Foundation.

D. SUBCOMMITTEE REPORTS

1. AWARDS AND RECOGNITION- CDR Paul Jung

LCDR Paraoan reported for CDR Jung that those voting members eligible to receive the Special Assignment Award (SAA) this term should submit their packet to him by COB today. Those who do not have the 30 required days to be eligible to receive their SAA should continue logging their participation.

2. CAREER DEVELOPMENT- CDR Hye-Joo Kim

LCDR Paraoan reported for CDR Hye-Joo Kim and co-chair, LCDR Varsha Savalia. (These minutes were not shared during the meeting.)

- a. Mentoring Appreciation Certificates will be submitted. If you mentored an officer 6 or more times since Jan 2006, please forward me a summary of your mentoring time, dates, and both officers name, rank , and PHS numbers to receive your certificate appreciation. If you haven't completed the time requirement, this is a good time to do it while your mentee is preparing for promotion, assimilation, or writing awards.
- b. Presenting papers and presentations is an excellent way to build leadership skills as well as show your officership. COA conference is the perfect opportunity for it. For those who are not comfortable with public speaking for standing in from of a audience, consider putting together a poster. It's a good way to highlight your work and build your CV. The 2008 USPHS Scientific and Training Symposium will be held the week of June 8 in Tucson, AZ. Rooms for the Symposium are currently available at the prevailing federal per diem rate at the [Riverpark Inn Tucson](#). Call the hotel toll-free at (800) 551-1466 and ask for the "Commissioned Officers" rate. This rate is valid for three days before and three days after the Symposium. Junior Officers paying-out-pocket may have their registration (~\$400) funded by COF.
- c. OFRD is taking names of officers who are interested in joining Public Health Service Health and Medical Response (HAMR) teams. If interested in the deployment group, please send your CV and Letter of Intent to RADM David Rutstein at OFRD. The HAMR teams (2) are going to be funded Corps positions under the Office of the Surgeon General and most likely will involve a PCS.
- d. Job Vacancies
 - 1) OFRD will initially fill 24 positions to help recruit, interview, establish structure, and serve in leadership roles
 - 2) 12 positions will be located in Phoenix and will be assigned to Indian Health Services in nearby 3H areas (one team)
 - 3) 12 positions will be located in Washington, D.C. area – (second team) and officers will sit at more varied locations, potential participating agencies are HRSA, DoD/NNMC, BOP etc.
 - 4) Looking mostly for junior officers to fill HAMR team slots - will be approximately 210 members total – 105 per team, with half coming from the existing ranks and the other half new CADs.
 - 5) These will be primarily be 2-3 year assignments and involve a considerable amount of training and travel.
 - 6) You can send this information (or questions) to David.Rutstein@hhs.gov.

3. CHARTER AND BYLAWS- LCDR Mei-Ying Li

LCDR Li had no updates for the group.

4. COMMUNICATIONS-LCDR Ryan Nguyen

LCDR Nguyen had nothing to report.

5. LEADERSHIP and STRATEGIC PLANNING- CDR Narayan Nair

No report.

6. MEMBERSHIP and NOMINATIONS- LCDR B. Nhi Beasley

LCDR Beasley reported that the membership packages were submitted to CDR Nancy Bill, MOLC Chair, for endorsement through the OSG.

7. PUBLIC RELATIONS- LCDR Dan-My Chu

LCDR Chu informed the group that she had nothing to report.

8. RECRUITMENT and RETENTION- LT Nazmul Hassan

LCDR Paraoan informed the group that LT Hassan had nothing to share with the group.

9. AD HOC SUBCOMMITTEES

a. EDUCATION and TRAINING- CAPT Sarath Seneviratne

LCDR Paraoan reported that APAOC will host a training session on 19 December. Details to be posted in our Weekly FYI.

b. COIN- LT Nazmul Hassan

LCDR Paraoan informed the group that LT Hassan had nothing to share with the group.

IV. ANNOUNCEMENT

Our APAOC Social will be held on 20 December at Bob's Noodle House in Rockville from 1130-1300. Those interested in attending should email CDR Soju Chang at soju.chang@fda.hhs.gov.

V. ADJOURNMENT

LCDR Dianne Paraoan adjourned the meeting at 1230. The next APAOC General meeting will be in January 2008.

Respectfully submitted by:

LCDR Dianne Paraoan Date: 12/7/07

Executive Secretary

Co-Chair