

**HISPANIC OFFICERS ADVISORY COMMITTEE**  
**Minutes of the HOAC Meeting Held Via Teleconference On**  
**April 8, 2010 from 1200 to 1330 hours**



Next Committee Meeting:  
 June 10, 2010  
 1200 to 1330 hours  
 Parklawn Building Surgeon General  
 Conference Room 18-59  
 5600 Fishers Lane, Rockville, Maryland  
 Teleconference Number 1-888-560-9691 Pass code: 2248641

VOTING MEMBERSHIP					
Attendance	Rank	Last Name	First Name	OPDIV	Category
Present	CAPT	Aponte	Laura	OS, Rockville, MD	HSO
Present	CAPT	Galindo	Carmen	BOP, Coleman, FL	PHAR
Present	CDR	Aizvera	Jeasmine	NIH, Rockville, MD	HSO
Excused	CDR	Cordero	Marisol	USCG, Cape May, NJ	DEN
Present	CAPT	Guerra	Marta	CDC, Atlanta, GA	VET
Absent	CAPT	Lopez	Armando	HRSA, W. Palm B., FL	MED
Present	CDR	Torres	Norman	HRSA, New Orleans, LA	MED
Present	LCDR	Alicea	Candido	NIH, FT Frederick, MD	SCI
Present	LCDR	Martinez	Maria	BOP, BOP/Fairton, NJ	HSO
Present	LCDR	Cala	Erik	IHS, Chinle, AZ	THER
Present	LCDR	Rodriguez	Luis	FDA, Rockville, MD	EHO
Absent	LCDR	Molina	Daniel	HIS, Ada, OK	MED
Present	LCDR	Roman	Abelardo	DIHS, Miami, FL	NUR
Excused (deployed)	LCDR	Wanca	Martha	OS, Rockville, MD	NUR
Present	LCDR	Aguilar	Karina	OS, NY, NY	HSO
Present	LCDR	De Jesus	Frances	FDA, San Juan, PR	HSO
Excused	LT	Estevez	Carlos	BOP, TX	THER
Present	LCDR	Faytong	Eduardo	USCG, New Orleans, LA	HSO
Present	LT	Sandoval	Michelle	CDC, El Paso, TX	HSO
Present	CDR	Turcios-Ruiz	Reina	CDC, Atlanta, GA	MED
Advocates and General Membership					
Present	LCDR	Fermin	Sonsy		
Present	LCDR	Martinez	Maria		

## I. CALL TO ORDER

- **Welcome and Roll Call:** LCDR Erik Cala called the meeting to order at 1206 hours and roll call was completed. When roll was completed fifteen voting members were present; a quorum of voting members was obtained.
- The Meeting Minutes for February 11, 2010 were approved.

## II. ACTION ITEMS

- Find out if the COF bank account is the same as Henry Jackson Foundation and find out how money can be retrieved out of account. Evaluate if upon request CoF will issue a check to be used towards HOAC expenses, because they have done it in the past for other associations.

CAPT Aponte reported that COF account is not the Henry Jackson Foundation. The name of the COF account is PHS Commissioned Officers Foundation for the Advancement of Public Health.

## III. REPORTS

- **Chair:** LCDR Erik Cala informed that the Awards and Recognitions sub-committee works on generating any Special Recognition Awards and Letters or forms/certificates for special participation in HOAC. These may be included in the officer's personnel file. Remember to maintain your log documenting the activities you have participated or work done as part of any of the HOAC Sub-committees in order to be able to qualify for a Special Assignment Ribbon (SAR).
- **MOLC Representative:** CAPT Marta Guerra informed that Juan Carlos Finlay Award will be given on May 26, 2010 during MOLC Breakfast. MOLC Awards Reception this year is in San Diego, California on May 26, 2010. There will be an Awards ceremony like in previous years. We requested last time a biography of the person receiving the award, so we may want to have one for the denomination narrative. If the person receiving the award was not going, we would need to know who will be the alternate to receive their award. We will try to staff the MOLC booth in the COF conference to make presence. We were thinking that any attendees that would go to the COF conference to at least visit the booth.
- **Secretary:** LCDR Frances de Jesus stated we still need volunteers for subcommittees.
- **Treasurer:** LT Carlos Estevez- excused. No reports.

## IV. SUBCOMMITTEE REPORTS:

- **Awards:** Nominations were received for both awards and the committee will have to get together and select the recipients. MOLC want to know the recipients before 4/19/2010; so that they can add the names of the recipients in the program of the activity.

- **Charter and Bylaws:** CDR Jeasmine Aizvera- Our charter submitted last year had to be further modified because there is a model charter developed for professional advisory committee and ours not necessarily fit that model 2008. MOLC developed and approved a revised charter. Changes were made. We are waiting to verify approval and we will receive a "pdf" document with the surgeon seal once it is approved. Bylaws review is pending. The bylaws are more submitted rather than approved. We model our charter with MOLC.
- **Communication and Public Relations:** LCDR Luis Rodriguez We started to identify what needed to be submitted in the web site. Changes to the web site would have to be requested to a person in OCCO. We have that point of contact. The subcommittee plans to update the website by adding a list of meeting minutes. CDR Aizvera will provide to LCDR Rodriguez the meeting minutes of 2009 and January 2010. LCDR Otero offered help and added that he used to work with website and can help if needed. HOAC's web site: <http://www.usphs.gov/corpslink/oldhoac>
- **Nomination and Membership:** Capt Galindo stated that Chair is CDR Marisol Cordero. The subcommittee will work with the list of members with expiration date on their term to verify when their term is due. CDR Aizvera reports Capt Guerra will forward the package from Surgeon General. Question was asked of: When and how are we supposed to announce it? Protocol will be sent to Capt Galindo as well. Capt Aponte reminds that the process is lengthy. After selection the package has to be sent to the Surgeon General and at the end of the year they get bombarded with other associations as well. It would be good to have all the process done by October. There is a June due date for posting the names. The instructions will be sent to Capt Galindo. PAC web sites, COA web site, local COA some are updated quarterly so is good to have something there by June or July instead of waiting until October. Protocol has suggestions of appropriate timeframes. Try to post the request by June to get people to apply before Wednesday, September 1, 2010 due date for application for new HOAC voting members. It is better to have the package with submission completed by October.
- **Recruitment and Retention:** LCDR Karina Aguilar we reviewed the spreadsheet and letter to reach to universities. We agreed these will help, but we first need to fully develop 230 colleges and there are 4 only in the committee we need members to reach out to universities. We would like to include other information besides letter. Capt Aponte suggests getting endorsement from OCCO to approve our efforts and maybe they already have information we can use. LCDR Cala suggests we can request from OCCO any information they have in Spanish. We can avoid the translation. Capt. Aponte states that she cannot recall any document in Spanish. LCDR Rodriguez states he can help and wants to become member of the recruitment sub-committee and help prepare items in Spanish if needed. CDR Reina Tursios Ruiz will

contact Peace Corps to get ideas of their recruitment efforts for Hispanic students.

Other uniformed services are advertising in Spanish to growing population of Hispanics in the country. CDR Perez said that new health care report there is a lot of information for public health service scholarships. If that is the way PHS is going to grow we can use the diverse way of recruiting people. National Hispanic Medical Association are reporting data on how health care reflects on Hispanic population and target recruitment efforts to Latino population.

An example is the Earthquake in Chile. Bilingual or proficient Spanish speakers helped to serve population in need. It would benefit if we have people who are bilingual and have worked in the translation of official documents.

LCDR Martinez rapid deployment force- Hispanic patients are widely spread and Spanish speakers are needed during deployments. There are few Hispanic officers during deployments. There is a need of bilingual providers during deployments. Visibility of pro-activeness from Hispanics may make others aware of the need and show how we can help in these situations.

ORFD are speaking about incorporating the Rossetta Stone program in PHS. This can help us in readiness. In other uniform services, when there is a strong need and based on your proficiency (once it is established) you can even get incentives (monetary bonus).

Member voiced that in bureau of prisons PHS officers can get a bonus from PHS if we live in places where there is mandatory to know Spanish. Various members continued speaking about this incentive.

- **Education and Outreach:** LCDR Cala reports: Chair for this Subcommittee is still needed. Any members of the sub-committee that would like to volunteer? No response. Capt Aponte stated that probably this sub-committee has not met because there is no Chair for this Sub-committee. Capt Aponte and Capt Cala pointed out the importance of the leadership and participation in these subcommittees. It is advantageous to junior officers or new officers to have this experienced. This is good to add in CV and leadership and it is a building block of been voting member. This sub-committee interacts with all the other sub-committees. If no volunteer is obtained after next meeting LCDR Cala and LCDR de Jesus will verify which voting members are not currently participating in any sub committee and send out an e-mail to request they volunteer as Chair.

Capt Aponte stated she is part of the Education and Outreach, which for the meantime has no Chair, so she with the written approval of the Executive board members will volunteer to start planning the Hispanic Heritage month activity at least in Washington DC.

## V. ANNOUNCEMENTS

COF conference at San Diego, California: We need a list of people attending that can volunteer to meet to staff MOLC booth and plan a get together at the conference. Identify group; meet each other; and put a face to the names.

CDR Joseph Perez [joseph.l.perez@uscg.mil](mailto:joseph.l.perez@uscg.mil). Invites interested members to e-mail him if you are interested in organizing a cultural activity during the meeting.

Capt Aponte we need photos to be sent to Capt Guerra. Photos are to be mounted in foam and must show officers in action for the booth. Photos need to be properly mounted at specific size follow instructions from MOLC. These should be ready for the beginning of May. We might need to order coins to have them available during COF. CDR Madelyn Reyes works for HRSA was the last person in possession of the coins. I am not sure if we need to re-order any, which takes time. They will send e-mail of the instructions for photos.

CAPT Aponte has the Booth display material and she and CAPT Guerra will contact MOLC to investigate shipment and display of Photographs for the MOLC booth in San Diego, CA.

The person who has the HOAC Coins at this time will be contacted by LCDR Cala and LCDR De Jesus to see where the coins are now and how they can be sent to San Diego.

VI. ADJOURN Meeting was adjourned at 1351 Eastern time.

**NEXT MEETING - Next meeting will be held on June 10<sup>th</sup>, 2010 12:00 Eastern Time. Items to be discussed include the COF conference at San Diego, California and reports for each of the sub-committees. Meeting will be held at SG Conference Room 18-59 at Parklawn Building or via teleconference. Teleconference Number: 1-888-560-9691 with Pass code: 2248641.**

*Draft Minutes prepared by LCDR Frances de Jesús*

HOAC Website:

<http://www.usphs.gov/corpslinks/oldHOAC/>