

**HISPANIC OFFICERS ADVISORY COMMITTEE**  
**Minutes of the HOAC Meeting Held Via Teleconference On**  
**October 14, 2010 from 1207 to 1003 hours**



Next Committee Meeting:  
 December 9<sup>th</sup>, 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
Excused	CAPT	Galindo	Carmen	BOP, Coleman, FL	PHAR
Absent	CDR	Aizvera	Jeasmine	NIH, Rockville, MD	HSO
Present	CDR	Cordero	Marisol	USCG, Cape May, NJ	DEN
Excused	CAPT	Guerra	Marta	CDC, Atlanta, GA	VET
Absent	CAPT	Lopez	Armando	HRSA, W. Palm B., FL	MED
Excused	CDR	Torres	Norman	HRSA, New Orleans, LA	MED
Absent	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
Absent	LCDR	Rodriguez	Luis	FDA, Rockville, MD	EHO
Absent	LCDR	Molina	Daniel	HIS, Ada, OK	MED
Present	CDR	Roman	Abelardo	DIHS, Miami, FL	NUR
Excused	LCDR	Wanca	Martha	OS, Rockville, MD	NUR
Absent	LCDR	Aguilar	Karina	OS, NY, NY	HSO
Present	LCDR	De Jesus	Frances	FDA, San Juan, PR	HSO
Present	LT	Estevez	Carlos	BOP, TX	THER
Present	LCDR	Faytong	Eduardo	USCG, New Orleans, LA	HSO
Present	LT	Sandoval	Michelle	CDC, El Paso, TX	HSO
Absent	CDR	Turcios-Ruiz	Reina	CDC, Atlanta, GA	MED
	LCDR	Cruz	Miguel		
	LCDR	Rios	Marybel		

## I. CALL TO ORDER

- **Welcome and Roll Call:** LCDR Erik Cala called the meeting to order at 1207 hours and roll call was started. When roll was completed seven voting members were present; a quorum of voting members was not obtained. Later during the call other two voting members joined the call and before the meeting was adjourned at 1:03pm they informed LCDR Cala they had been in the call since 12:35pm.

## II. ACTION ITEMS

SAR submission is to be sent to LCDR Erik Cala. fills out the sample log. Include up until today's meeting in the log. October 21<sup>st</sup> is the deadline for Erik Cala to submit the awards. It is supposed to cover your appointment period. Only one SAR may be granted per appointment period. Only two SAR are authorized by regulation during your service in HOAC. You need at least 30 hours accumulated in your appointment period. Include the appointment letter with the application. Your appointment letter is in your OPM file electronically. Submit including the information of expected meetings for the rest of the appointment. LCDR Erik Cala will resend the sample log and letter with the instructions. Form may be e-mailed or faxed to LCDR Cala at fax phone number 928-674-7559. LCDR Cala will verify if time is accrued throughout the appointment period or for calendar year only. LCDR Cala will also e-mail HOAC listserve the answer and then determine how hours will be listed in terms of if a day counts as one hour only or if you may accumulate more than one hour per day.

## III. REPORTS

- **Chair:** See Action Items.
- **Vice-Chair:** No reports.
- **MOLC Representative:** CAPT Marta Guerra was excused. No Report.
- **Secretary:** LCDR DeJesus. No reports. LCDR de Jesus will send out and email to the voting members in order to approve the **Meeting Minutes for June 10, 2010 and August 12, 2010.**
- **Treasurer:** LT Carlos Estevez current balance is \$3,080.29. Payments made of two retirement plaques.

## IV. SUBCOMMITTEE REPORTS:

- **Awards:** LCDR Wanca excused. No report.
- **Charter and Bylaws:** LCDR Faytong stated there was nothing to report.
- **Communication and Public Relations:** LCDR Rodriguez absent. No report from this group. CAPT Aponte reminded us of an Action pending for this group: The archive of the Meeting Minutes to be posted on the HOAC website. We need to verify the status on this project.
- **Nomination and Membership:** CDR Cordero reported seven new applicants requested membership. No applications have been received from any of the seven current members whose term expires this year. The following officers identified that their voting membership expires this year: LCDR Erik Cala, CAPT Laura Aponte, LCDR Eduardo Faytong, CDR Marisol Cordero. CAPT Aponte informed that maximum number of years that any member can serve in a voting capacity in any of the minority groups is six years. These six years do

not have to be consecutive years. This provides for additional leadership opportunities. We have up to twenty voting slots. Staggering people for different terms avoids the issue of having all the voting members expiring the same year.

We have currently seven slots available for voting members. Ideally we need to submit more than seven candidates to ensure vacancies are filled (in case of turndowns, based on any adverse actions, if any is discovered upon review of the files of the submitted candidates).

CDR Cordero stated that her deadline was September 1<sup>st</sup> ; but it had to be extended due to multiple reasons including health reasons. (The sooner the better.) CDR Cordero stated she will contact via e-mail the seven voting members which membership expires this year to remind them and encourage them to reapply if they are interested.

- **Recruitment and Retention:** LCDR Karina Aguilar was absent. No report.
- **Education and Outreach:** CAPT Aponte reports HOAC participated at the National Hispanic Heritage Month event sponsored by the HRSA Office of Equal Employment Opportunity on September 21 and had the following volunteers which staffed HOAC's booth: LCDR Carlos Castillo, LT Vesnier Lugo, CDR Madelyn Reyes, and CAPT Aponte. CAPT Aponte stated they had HOAC coins for sale. The keynote speaker for the event was Dr. Elena Rios, President and CEO of the National Hispanic Medical Association. The event was very successful.

MOLC will be celebrating its 20 years anniversary with a symposium to be held at the Reyes Conference Room located in the Indian Health Service Headquarters in Maryland. Dr. Elena Rios accepted our invitation and will be participating in a panel presentation representing the Hispanic community.

The 3<sup>rd</sup> Hispanic Employment Summit event hosted by the Department of Labor will take place in the NIH building at Bethesda, MD, on November 29 -30<sup>th</sup>, 2010. We would like to invite HOAC members to participate. A request will be submitted to the OSG for approval to set up an information and recruitment table during the event. The OCCO Division of Commissioned Corps Recruitment (DCCR) will be invited to join HOAC in this recruitment activity to disseminate information about the CORPS and HOAC.

## V. ANNOUNCEMENTS

- No announcements to pass.

## VI. PENDING

- CAPT Aponte reminded us of an Action pending for this group: The archive of the Meeting Minutes to be posted on the HOAC website. We need to verify the status on this project.

- Voting members need read and submit comments or vote for approval of the Meeting Minutes for June 10,2010 and August 12, 2010.
- SAR submission to LCDR Cala.
- New voting members applications to CDR Cordero.

VI. ADJOURN Meeting was adjourned at 0103 Eastern time.

**NEXT MEETING - Next meeting will be held on December 9<sup>th</sup> , 2010 12:00 Eastern Time. 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/>