

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Minutes of the Meeting

19 November 2005

I. LOCATION/DATE/TIME:

Teleconference only Meeting; 19 November 2005; 1200 – 1255.

II. ATTENDANCE:

A. MEMBERS IN ATTENDANCE

Note: SC=Sub-committee; PR=Public Relations

CAPT (Ret) Allan Lock		Ex-officio, Past Chair 1991-1993
CDR Patricia Garvey	FDA	
CDR Hye-Joo Kim	CDC	
CDR Astrid Szeto	FDA	SC Chair, Career Development
CDR Darius Yorichi	IHS	
LCDR Marjorie Baldo	CMS	Treasurer/SC Chair, Awards
LCDR A. Karen Bryant	HRSA	Vice-Chair
LCDR Soju Chang	FDA	Chair
LCDR Dan-My T. Chu	FDA	SC Co-chair, Charter & Bylaws
LCDR Wei Guo	FDA	SC Chair, Charter & Bylaws
LCDR Paul Jung	OS, OGHA	
LCDR Angela Shen	FDA	MOLC Representative, Ad hoc SC Chair, Leadership & Strategic Planning
LT Gilian Engelson	NIH	Ad hoc SC Chair, Recruitment & Retention, SC Co-Chair, Memberships & Nominations
LT Dianne Paraoan	FDA	Corresponding Secretary

B. MEMBERS EXCUSED

CDR Narayan Nair	FDA	MOLC Representative, SC Co-Chair, Career Development
LCDR Joanne Shen	IHS	Executive Secretary
LT Jeffrey Vang	IHS	SC Chair, PR & Communications

C. GUESTS

CDR Quirico Cabredo	USCG
CDR David Kim	CDC
LCDR B. Nhi Beasley	FDA
LCDR Jenny Doan	USDA
LCDR Connie Jung	FDA
LCDR Diane Kelsch	FDA
LCDR Mei-Ying Li	HRSA
LCDR Gor Yee Lum	HRSA
LCDR Daniel Nguyen	FDA
LCDR Ryan Nguyen	FDA
LT Amy Chanlongbutra	HRSA
LT Diem Ngo	FDA
LT Paul Seo	FDA
LTJG Nazmul Hassan	FDA

D. MEMBERS ABSENT

LCDR Susanna Choi	FDA
LCDR Parmjeet Saini	HRSA
LCDR Jack Sibal	IHS
LCDR Jedeon Virata	HRSA

E. EX-OFFICIOS

CDR Elise Young	HRSA	Past Chair 2001
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III. STANDARD AGENDA ITEMS:

- A. CALL TO ORDER: The meeting was called to order on 19 November 2005 at 1205 hours by LCDR Soju Chang, APAOC Chair.
- B. LCDR Chang welcomed all APAOC members and guests at the meeting.
- C. MEMBER ROLL CALL: LCDR Dianne Paraoan, Corresponding Secretary
- D. APPROVAL OF PAST MINUTES: The minutes from the August 2005 meeting were approved with minor corrections.

IV. REPORTS:**A. CHAIRPERSON:**

1. LCDR Chang announced that CDR Amy Anderson's presentation on Award Writing initially planned for today has been postponed to next year.
2. LCDR Chang updated the group on APAOC activities over the past few months. We did not have our September meeting because of the hurricane deployments, nor our October meeting so to celebrate our 15th Anniversary.
3. In September, the Recruitment and Retention Subcommittee participated in a Recruitment Fair at Montgomery Community College. LT Gilian Engelson, LCDR Ryan Nguyen, LCDR Jenny Doan and LT Chauha Pham attended.
4. LCDR Chang thanked all those who assisted in planning and participating in the APAOC 15th Anniversary Celebration. Special thanks to our Masters of Ceremony, CAPT Ching-Long Joseph Sun and our Photographer, Rudy Lawdijaja. It was a huge success. RADM Moritsugu and Dr. Amar Bhat delivered their respective speeches and CAPT (Ret) Alan Lock presented the APAOC history. The speeches will be available on the APAOC website. For more information on Global Health go to www.globalhealth.gov. A local newspaper, Asian Fortune posted an article in their newspaper. Go to www.asianfortune.com.
5. Also in October, MOLC and APAOC sponsored a Leadership Seminar. Thanks to those who participated and to LCDR Angela Shen chairing the event.
6. After review of the voting member applications, it was decided that LCDR Ryan Nguyen of FDA Rockville, MD and LTJG Nazmul Hassan of FDA New York will fill the vacancies for voting members beginning CY2006.
7. In order to be in sync with the Office of the Surgeon General's calendar, APAOC will now function on Calendar Year (CY) rather than Fiscal Year (FY).
8. LCDR Soju Chang announced the extension of the Call for Nomination for the 2006 APAOC Executive Committee and Subcommittee Chairs. Nominations will be accepted only until 30 Nov 05. This is only open to current and upcoming voting members. After much discussion, voting members voted unanimously to update the bylaws to allow for non-voting members to serve as Co-chair of the Subcommittees. If Subcommittee Chair positions do not get filled, the APAOC Chair elect will appoint a voting member to that position.

9. LCDR Chang will have the nominations for the Special Assignment Ribbon (SAR) for those qualified voting members completed by the end of the month.
10. LCDR Chang congratulated those Officers who were recently assimilated. The deadline for the next assimilation is Feb 06. Officers should go to the DCP website for the application.
11. The COA Conference in 2006 will be held from 1-4 May in Colorado. Go to the COA website at www.coausphs.gov.
12. COA has a call for papers during the COA conference. The deadline is 15 Dec 05. For more information, go to the COA website.

B. TREASURER REPORT:

Balance in August: \$2,052.34
 Donations: \$557.49
 Expense - APAOC Anniversary Celebration: \$737.00
 Expense - Conference Lines: \$379.02
 Balance as of 15 November: \$1,493.81

C. MOLC REPORT

1. MOLC submitted collaborative comments from each minority group regarding the H3 Guidance and decided not to endorse the proposed guidance. Two key reasons were 1) there was inadequate information as to how to appropriately score each criteria, and 2) it is too soon to implement the H3 Guidance for the 2006 Promotion Cycle.
2. Because APAOC will be the next MOLC Chair, we will be responsible for the MOLC Luncheon at COA. Please send suggestions of guest speakers to include their names and a brief biography to LCDR Angela Shen at shena@cber.fda.gov. The deadline is 1 Dec 05. Several possibilities include DR. Samuel Lin and Joseph Garcia.
3. This Calendar Year, MOLC will have a non voting position on the COA Foundation.
4. APAOC is responsible for supporting the MOLC website this calendar year.
5. MOLC is working on clarifying the awards process.
6. APAOC Chaired the Leadership Seminar. 15 attended including 2 Officers from OCCO and Training.
7. MOLC is working on cultural sensitivity and deployments and how to address this in the future.

D. STANDING AND AD-HOC SUB-COMMITTEE REPORTS:

1. AWARDS: LCDR Baldo
 - a. Certificate of Appreciations are being written for general members who have attended meetings.
 - b. LCDR Baldo informed the group that routinely information regarding the APAOC award is published in the December COA bulletin. Because of the change from FY to CY, the new Awards Chair will not be in position until January. Furthermore, this year the COA conference is in May rather than June. The Awards Committee will have a shorter turn around time for selection. LCDR Chang will discuss this offline.
2. MEMBERSHIP AND NOMINATIONS:
 - a. Two new voting members, LCDR Ryan Nguyen and LT Nazmul Hassan have been selected for this upcoming term. Decision were based on:
 - i. Past APAOC involvement/activity
 - ii. Participation in PHS supported activity, such as PAC, COA, ARP
 - iii. Statement from the candidate on his/her reason for joining APAOC
 - b. Regret letters will be sent to those not selected, encouraging them to try next year.
3. CAREER DEVELOPMENT:

- a. CDR Szeto who also serves in the OCCO Committee of Career Development Chairs reported that she is spearheading on a draft website that will provide information on long term (>3 months) and short term training. Also within the website, there will be links to each of the PHS categories.
- b. CDR Szeto sent a personal request to COA and its Foundation asking them to consider proposing a legislative initiative to return authority and related funds to the Office of the Surgeon General to permit that office to authorize advanced education support for qualified PHS officers.

4. CHARTER AND BYLAWS: No report.

5. PUBLIC RELATIONS AND COMMUNICATIONS: No report.

6. LEADERSHIP AND STRATEGIC PLANNING (ad hoc): No report.

7. RECRUITMENT and RETENTION (ad hoc):

- a. On 28 Sep 05, LCDR Nguyen and LT Engelson represented APAOC and the USPHS at the Montgomery Community College Job Fair. They spoke to over 54 individuals and over 100 people visited the booth.

E. PAC Reports: No reports.

IV. ANNOUNCEMENTS:

None

VI. ADJOURNMENT – NEXT MEETING:

LCDR Chang adjourned the APAOC meeting at 1255 hours. Next month's meeting is scheduled for 18 Jan 06.

VII. HANDOUTS:

None

Submitted by:

LT Dianne Paraoan Date: 11/23/05
Corresponding Secretary

LCDR Soju Chang Date: 11/23/05
Chair