

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Minutes of the Meeting

17 January 2007

I. LOCATION/DATE/TIME:

Parklawn Building, Surgeon General's Conference Room, Room 18-57, Rockville, MD;
17 January 2007; 1200 – 1330.

II. ATTENDANCE:

A. Voting Members

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

B. GUESTS (those who notified via email of their participation)

CDR	Cabredo	Quirico C.	DHS
CDR	Sood	Nita	CMS
CDR	Vanderhoof	Vein	NIH
CDR	Yan	Hawyee	FDA
LCDR	Daniel	Derwent	HRSA
LCDR	Doan	Jenny	USDA
LCDR	Lim	Larry	FDA
LCDR	Ma	Jiam Le (Kevin)	HRSA
LCDR	Pham	Chauha T.	NIH

LCDR	Skanchy	Jeanne	FDA
LCDR	Yu	Yon	CDC
LT	Chan	Ivy	NIH
LT	Le	Caroline	BOP
LT	Lerner	Ruby	NIH
LT	Lim	Eduardo Y.	FDA
LT	Nguyen	Quynh M.	FDA
LT	Savalia	Varsha B.	FDA
LT	Seo	Paul	OS
LT	Vang	Jeffrey	IHS
LTJG	Bertulfo	Francis	OS
Civilian	Siddiqui	Nawab A.	FDA

III. STANDARD AGENDA ITEMS:

- A. CALL TO ORDER: The meeting was called to order on 17 January 2007 at 1200 hours by APAOC Chair, CDR Joannie Shen.
- B. MEMBER ROLL CALL: LCDR Dianne Paraoan.
- C. APPROVAL OF PAST MINUTES: Our November meeting minutes were approved via email in December 06.

IV. REPORTS:

A. CHAIRPERSON REPORT

1. CDR Joannie Shen thanked everyone for attending the meeting.
2. CDR Shen introduced each of the voting members and thanked them for their participation during this term.
 - LT Gilian Engelson- Vice Chair
 - LCDR Dianne Paraoan- Executive Secretary
 - LCDR Sianat Kamal- Corresponding Secretary
 - LCDR Wei Guo- Treasurer
 - LCDR Angela Shen- MOLC Representative
 - CDR David Kim- MOLC Representative
 - LCDR Paul Jung- Awards & Recognition Subcommittee Chair
 - CDR Hye-Joo Kim- Career Development Subcommittee Chair
 - LCDR Mei-Ying Li- Charter & Bylaws Subcommittee Chair
 - LCDR Ryan Nguyen- Communications Subcommittee Chair
 - CDR Narayan Nair- Leadership & Strategic Planning Subcommittee Chair
 - LCDR B. Nhi Beasley- Membership & Nominations Subcommittee Chair
 - LCDR Dan-My Chu- Public Relations Subcommittee Chair
 - LT Nazmul Hassan- Recruitment & Retention Subcommittee Chair
 - CDR Sarath Seneviratne- Ad Hoc Education & Training
 - CDR Darius Yorichi- Ad Hoc COA Planning
 - LCDR Karen Bryant- APA Heritage Month
 - CDR Soju Chang- electronic voting initiative
3. CDR Shen briefly gave us a quick presentation on helpful hints to proper etiquette during formal dining events.

B. TREASURER REPORT

1. LCDR Wei Guo stated that the APAOC balance is \$2,230.97 of which \$871.66 was from the APAOC Coin Sales.

2. He encouraged APAOC members 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, MD20785

C. MOLC REPORT

1. LCDR Angela Shen referred the group to the MOLC website: www.molcusphs.org
2. LCDR Shen highlighted the MOLC accomplishments from last term, specifically she discussed MOLCs increased visibility and involvement in the transformation, integration of the MOLC group as one representation rather than individual minority groups, and the Confidence White Paper regarding Cultural Competency which was presented to the OSG and OFRD. In addition, MOLC now has representation on the COA Board.
3. The AI/ANCOAC (American Indian/Alaska Native Commissioned Officers Advisory Committee) will have a representative serve as the MOLC Chair this term. APAOC will serve as the MOLC Secretary.
4. The MOLC sponsored ASH Reception will be held this Thursday, 18 January 2007.
5. The OFRD Liaison is LCDR Sean Waterman.

D. SUB-COMMITTEE REPORTS

1. AWARDS AND RECOGNITION: LCDR Paul Jung
 - a. CDR Jung informed the group that he intends to send out the call for nominations as soon as possible.
 - b. He proposed that the deadline for the Samuel Lin Award to be March 2nd.
 - c. Any members interested in joining this committee should contact CDR Jung at PJung@peacecorps.gov.
2. CAREER DEVELOPMENT: CDR Hye-Joo Kim
 - a. CDR Kim thanked those mentors and mentees who participated last term.
 - b. Mentors who contacted their mentees at least 6 times last year are eligible for a Certification of Appreciation. You should send your name to CDR Kim by 19 Jan 07.
 - c. A survey for last years mentors and mentees is going out tomorrow. Please take the time to provide feedback.
 - d. If you would like to change your status, you should email CDR Kim at hek6@cdc.gov.
3. CHARTER AND BYLAWS: LCDR Mei-Ying Li
 - a. LCDR Li stressed the importance of having a compiled SOP on what each committee does.
 - b. She informed the group that she is working on an SOP format for each member holding a leadership role to work on this term.
 - c. Any member interested in joining this committee should contact LCDR Li at mli@hrsa.gov.
4. COMMUNICATIONS: LCDR Ryan Nguyen

LCDR Nguyen stated that he is working on updating the website.
5. LEADERSHIP AND STRATEGIC PLANNING: CDR Narayan Nair

Anyone interested in joining this subcommittee should contact CDR Nair at narayan.nair@fda.hhs.gov.
6. MEMBERSHIP AND NOMINATIONS: LCDR B. Nhi Beasley
 - a. LCDR Beasley stated that the voting membership package from last year has been sent to the OSG for sign off and that it should be signed off by the end of the month.
 - b. Any member interested in joining this committee should email LCDR Beasley at nhi.beasley@fda.hhs.gov.
7. PUBLIC RELATIONS: LCDR Dan-My Chu

LCDR Chu invited any member interested in joining this committee to email her at dan-my.chu@fda.hhs.gov.
8. RECRUITMENT and RETENTION: LT Nazmul Hassan

LT Hassan asked that any member interested in joining this committee to email him at nazmal.hassan@fda.hhs.gov.

E. PAC Reports: None.

IV. ANNOUNCEMENTS: None

V. ADJOURNMENT – NEXT MEETING:

CDR Shen adjourned the APAOC meeting at 1300 hours. Next meeting is tentatively scheduled for 21 March 2007.

Respectfully submitted by:

LCDR Dianne Paraoan Date: 3/9/07

Executive Secretary

LT Gilian Engelson for

CDR Joannie Shen Date: 5/16/07

Chair