

- B. GREETINGS FROM THE VICE CHAIR: LCDR Jennifer Fan welcomed the APAOC members and greeted the guests to the meeting.
- C. MEMBER ROLE CALL: LCDR Koung Lee.
- D. APPROVAL OF PAST MINUTES: The minutes from 16 October 20, 2002 with corrections were reviewed and approved. [CLOSED]
- E. GUEST PRESENTATION:

LT Robin Scheper, Senior Program Management Officer Consultant from the Division of Health Careers Diversity and Development gave a presentation on the PHS Honor Guard. She noted that the difference between the Honor Guard and Color Guard is that the Color Guard is composed of enlisted men and women and the Honor Guard is composed of officers only. LT Scheper said the Honor Guard is in need of officers. They practice for half an hour every other Thursday in the afternoon. They average 4 ceremonies/month. All members must wear Full Service Dress Blues and women must wear pants. White gloves are worn. All members are required to wear their uniform everyday. After the first year, members must purchase and wear Full Service Dress Whites.

Junior officers are strongly encouraged to join. She also mentioned that you could join to be an Aide-de-Camp for the Honor Corps. Members provide escort service for flag officers and dignitaries. If you need information on Honor Guards, you can call Lt Scheper at 301-443-1707 or E-mail her at Rscheper@hrsa.gov. For information on becoming an Aide-de-Camp, please call LTJG Robert Stein at 301-443-1388 or E-mail him at rbsteiner@osophs.dhhs.gov.

- F. TREASURER REPORT: LCDR Patricia Garvey reported no additions or subtractions to the APAOC account. The net balance is \$842.30. If you would like to make a donation, you can write a check made out to LCDR Patricia Garvey. You can mail the checks to 20420 Davencroft Court, Gaithersburg, MD 20886. Additional solicitation for donation will be made.
- G. MOLC REPORT:

Meeting scheduled 13 December 2002. All are welcome. If attending, you must be in uniform. The meeting will be in the Surgeon General's Conference Room, 18-57. It will be teleconferenced. Details will be sent out via E-mail.

IV. BUSINESS:

- A. LCDR Jennifer Fan reviewed LT Cheryl Lynn Fajardo's Action Plan.
- B. Sub-Committee Reports
 1. MEMBERSHIP AND NOMINATION: LCDR Samuel Wu reported that he is waiting for the liaisons to respond. Only the liaison from NIH has responded.
 2. AWARDS: CDR Sarath Senevirantne was not present to report. LTJG Jeffrey Vang asked where he can obtain recruiting materials. LCDR Elise Young informed him that he should contact his category's PAC.
 3. CAREER DEVELOPMENT: LCDR Koung Lee
LCDR Lee stated that he had gone over the sponsorship and mentorship program and thought that his subcommittee could help recruit more American Pacific American Officers mentors and mentees. He stated that the mentorship program has been losing momentum. CAPT Allan Lock said that a mentorship program is very complex and will involve a lot of work. We all agreed that it might be helpful to develop a list of mentors with category, workplace, discipline, work experience and other information that might be helpful in facilitating the mentoring program. All agreed that we should focus our efforts on Asian Pacific American Officers first and then join up with MOLC if all goes

well. LCDR Koung Lee also mentioned his subcommittee will work on putting together a resource folder as outlined in LT Cheryl Fajardo's action plan and burn copies on CD or some other media to make them available to officers. Most of the information is already available on the world wide web so memory space could be saved from the APAOC website if we make the necessary links.

- C. CPO/PAC Chair Report: No reports from MOLC. PharmPac reports that the COA Foundation is organizing a reception for Surgeon General Carmona on Pook's Hill Marriott on January 15, 2003. CAPT Allan lock reported that the term of the Veterinary CPO, CAPT Cindy Pond, expired. CAPT Pond's husband, CAPT Robert Carolan is the acting CPO for Veterinarians. LCDR Samuel Wu reported that there are new officers in the PharmPac and that ADM Dick Walling has consolidated the subcommittees from 9 to 4. LCDR Elise Young reported that the promotion seminar went very well with approximately 25-40 in attendance.
- V. ANNOUNCEMENTS: Elise Young reported that she plans to have the Charter by the next meeting.
- VI. ADJOURNMENT-NEXT MEETING: The APAOC meeting was adjourned at 1249 hours. The next meeting is scheduled for 18 December 2002, at 1200 hours in the Parklawn Bldg. Room 18-59.[INFO]

HANDOUTS

- Agenda and Draft APAOC MINUTES of 16 October 2002.
- APAOC Action Plan FY 2002 to Sept. 2003.

Submitted by:


LCDR Koung Lee
Executive Secretary

Date 12-18-02


LT Cheryl Lynn Fajardo
Chair

Date 12-18-02