

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Minutes of the Meeting

16 August 2006

I. LOCATION/DATE/TIME:

Parklawn Building, Surgeon General's Conference Room, Room 18-57, Rockville, MD;
18 August 2006; 1200 – 1330.

II. ATTENDANCE:

A. VOTING MEMBERS IN ATTENDANCE

Note: SC=Sub-committee

*participating via teleconference

CAPT Astrid Szeto	FDA	Chair
LCDR Marjorie Baldo*	CMS	SC Co-Chair, Awards & Recognition
CDR Soju Chang	FDA	SC Co-Chair, Leadership & Strategic Planning, Immediate Past Chair
CDR Hye-Joo Kim	CDC	SC Chair, Career Development and Advancement
CDR Narayan Nair*	FDA	MOLC Representative
CDR Darius Yorichi*	IHS	SC Chair, Awards & Recognition
LCDR A. Karen Bryant*	HRSA	
LCDR Susanna Choi	FDA	
LCDR Dan-My T. Chu*	FDA	Treasurer, SC Chair, Membership & Nominations
LCDR Wei Guo	FDA	SC Chair, Charter & Bylaws
LCDR Angela Shen*	FDA	MOLC Chair/MOLC Representative
LCDR Joanne Shen	IHS	Executive Secretary
LCDR Jedeon Virata	HRSA	
LT Gilian Engelson	NIH	Corresponding Secretary
LT Nazmul Hassan*	FDA	SC Chair, Public Relations

B. VOTING MEMBERS EXCUSED

LCDR Ryan Nguyen	FDA	SC Chair, Recruitment & Retention
LCDR Dianne Paraoan	FDA	Vice Chair, SC Chair, Leadership & Strategic Planning
LT Eduardo Lim	FDA	SC Chair, Communication

C. GUESTS

CDR Quirico Cabredo*	USCG
CDR David Diwa	CDC
CDR Hae-Kyung Amy Park	HRSA
CDR Rita Shapiro*	USCG
CDR Joannie Shen*	FDA

CDR Hung Trinh	FDA	
CDR Vien Vanderhoof*	NIH	
LCDR Jenny Doan*	DOD	
LCDR Sianat Q. Kamal	HRSA	
LCDR Diane Kelsch	FDA	
LCDR Quynh Nguyen*	FDA	
LCDR Sarah Park*	FDA	SC Co-Chair, Recruitment & Retention
LCDR Chauha Pham*	NIH	SC Co-Chair, Membership & Nominations
LCDR Yon Yu *	CDC	
LT Amy Chanlongbutra*	USDA	
LT Jane Chen*	FDA	
LT Jeffrey Vang	IHS	
Mr. Nawab Siddiqui	FDA	SC Co-Chair, Public Relations

E. **MEMBERS ABSENT**

LCDR Parmjeet Saini

F. **EX-OFFICIOS**

CAPT Allan Lock (Ret.)* NIH Past Chair 1990-1993

III. STANDARD AGENDA ITEMS:

- A. **CALL TO ORDER:** The meeting was called to order on 18 August 2006 at 1200 hours by CAPT Astrid Szeto, APAOC Chair.
- B. **MEMBER ROLL CALL:** LCDR Joanne Shen.
- C. **APPROVAL OF PAST MINUTES:** The minutes from the July 2006 meeting were approved with minor changes, motioned by LT Nazmul Hassan, seconded by LT Gilian Engelson.

IV. REPORTS:

A. **CHAIRPERSON:**

1. CAPT Szeto welcomed everyone participating at the meeting/telecon.
2. Congratulations to LCDR Paraoan's new baby girl.
3. Congratulations to LCDR Ryan Nguyen who became a father on Sunday, August 13. Vivian was born at Shady Grove Hospital, weighing in at 6 lb. 11 oz. Everyone is doing fine. A congratulatory card for each was circulating in the Conference Room.
4. Today's training at the end of the meeting is by CDR David Diwa on International Experience and Technical Assistance, a program by CDC. The presentation material was sent by LT Engleson.
5. The training next month is tentatively by LCDR Camille Hawkins of OCCO on Promotion and Assimilation; planned for September 20, 2006 at 1245-1330.
6. BOTC training will be held on Sept 25-27 at the Tower Building in Rockville, MD. There's no cost for the class but you need supervisory approval for the time off. Go to the Commissioned Officer Training Academy's website for information: <http://dcp.psc.gov/COTA/default.asp>. If you have questions or concerns regarding this class, please contact LCDR Michelle Everett at (240) 453-6063 or michelle.everett@hhs.gov. If you are up for promotion soon, make sure you take a BOTC class and earn your ribbon.
7. RADM Babb of OFRD will be at the MOLC (Minority Officers Liaison Council) monthly meeting next Monday, August 21 to answer questions regarding force readiness and tier structure. Please

join in person or via phone (APAOC has 7 lines). The meeting is at Rockledge One (RKL 1) Building in Rockville, conference room 700. There is plenty of free parking. The call-in number is 888-324-6810, Passcode 98306.

8. CAPT Szeto put in a plug for the Tier one RDF teams especially the PHS-1 and -2 RDF teams in the DC area. They are still looking for nurses, PAs, NPs, dentists, occupational therapists. If you know of any well-qualified officers, please let CAPT Szeto know. There is much commitment to be in Tier 1 but there are also many benefits including better opportunities for professional development through:
 - a. Skill development and increased training - Tier 1 Team members will train for 2 weeks each year in a particular deployment role.
 - b. Predictability of deployment role - Officers assigned to a Tier 3 Team can be placed in any situation or role, whereas Tier 1 Team members know their deployment role, and train specifically for that role with the other officers with whom they will deploy.
 - c. Predictability of Command Staff - Officers assigned to the PHS-1 Team not only get to know and train with fellow team members, but also with the Command Staff with whom they will deploy.
 - d. Greater interagency visibility, exposure, and networking opportunities - Officers assigned to the PHS-1 Team not only regularly meet and train with fellow Team members, they will also have regular meeting and cross-training opportunities with the 100+ members of PHS-2 RDF.
 - e. Sense of Accomplishment - Officers assigned to Tier 1 will likely be more effective due to greater preparation for their deployment role.
 - f. The biggest misconception officers and supervisors have is Tier 1 teams are the first to go out the doors for response and Tier 3 will be the last one out and will have less chance of being called upon. This is NOT true. Every team is on call for a month every 5 months. The only difference between the tiers is the expected response time once the team is activated. I know many Tier 3 Team members have been deployed as individuals in different events already.
9. CAPT Jerry Farrell, the Executive Director of COA/COF learned of our fund raising for the Iraqi elementary school students and asked CAPT Szeto to prepare an article for COA Frontline. It should make the September or October issue.
10. Please let LT Hassan know if you are still interested in an APAOC Fall Picnic and would like to help organize.
11. CAPT Szeto invites everyone to her promotion party on September 16, 2006 from 3-9pm at her home. It is just an excuse to have a casual get-together for officers in the area. An invitation will be forthcoming. If you are in town, please join in the fun!

B. TREASURER REPORT:

1. LCDR Chu stated that the balance of the COF account was \$1748.71. The APAOC coin balance is \$841.66.

C. MOLC REPORT

1. LCDR Angela Shen gave highlights of the combined Surgeon General/PAC/Chief Professional Officer meeting from 2 weeks ago. Surgeon General Carmona has since then resigned. RADM Craig Vanderwagen was sworn in as the Assistant Secretary for Public Health Emergency Preparedness at the end of July. HSO-CPO was announced. The director of OCCO and OCCFM have now been cross-assigned for cross-training. CAPT Canton has now been assigned to OCCFM and CAPT Furman is assigned to OCCO. FYI: OCCO reports to OSG and OCCFM reports to the Assistant Secretary of Health. The rationale is to promote better working relationships for these 2 offices that work together but have different reporting structures. The duration of this cross-assignment is not known at this time.
 - a. New publications include:
 - i. The Surgeon General's report on Involuntary Smoke Exposure (Second-hand Smoke) and series of summaries of this report. There is a 3 inch, 2 inch, and 1 inch and key message document.

- ii. There is a 4th publication on the Surgeon General's Call to Action on Healthy People with Disabilities. It was released on the 16th anniversary of the ADA Act.
- b. MOLC presented at this meeting a mid-year accomplishments report to the Surgeon General and CPOs that highlight activities such as the MOLC breakfast, Toy Supply Drive. MOLC plans to present this type of report quarterly.
- c. RADM Moritsugu raved about the beauty of the 4 group's coins and encouraged everyone to procure some.
- d. MOLC presented 3 graphs on Commissioned Corps minority officer demographics. Of the 5,995 active duty CC officers as of May 2006, approximately 27% self-report as belonging to one of the 4 minority groups. 13% of the officers did not self-report an ethnicity. 31% of Junior Officers, 23% of Senior Officers, and 29% of Flag Officers are minorities. Each of the categories have 10% of the officers who are "unknown" ethnicity, except for 25% for HSO, 17% for Nurse, 13% for Pharmacist. This information was well-received. Leadership has asked for historical data over the last 30 years. (This data can be found on the MOLC website.)
- e. MOLC is drafting a White Paper on Cultural Competency and will present this on Monday.
- f. RADM Knouse presented a brief presentation on Transformation.
- g. Recruitment will show profiles of 10 officers.
- h. RADM Wyatt (sp?) presented quantified information on officers time spent on CC activities: 5-10%.
 - i. MOLC asked about reinstating the Supervisor's Training Course
 - j. At the end of the Transformation, every officer will be in a new billet system that will be managed by CC, not by Agency – no time frame given.
 - k. 75% of the Commissioned Corps is basic ready.
- 2. MOLC has two working groups:
 - a. Charter and Bylaws is moving on well thanks to APAOC members LCDR Wei Guo and LCDR Mei-Ying Li.
 - b. White Paper on Cultural Competency will be presented on Monday. Meeting with Chief of Staff RADM Williams has been scheduled.
 - i. Attempt to make BOTC include cultural competency as part of the training. Try to institutionalize this at US Uniformed Health Sciences.
- 3. RADM Babb at the next MOLC meeting was brought about when BCOG raised issues on how deployment teams were chosen. MOLC serves as a direct line between Minority officers to raise their issues with the OSG. Please bring any issues you may have to LCDR Angela Shen. An OFRD liaison will be coming to MOLC meetings from now on. 13 questions have been raised in 3 categories:
 - a. Team and Tier Composition
 - b. Team and Tier Training
 - c. Deployment Process and Impact
- 4. ASH Reception has been set for January 18, 2007 from 2-4 pm.
- 5. MOLC will be chaired by Native American minority group next year.
- 6. MOLC meetings are held the 3rd Mondays of every month.
- 7. RADM Moritsugu is the Acting Surgeon General. No announcements have been made about the new Surgeon General.

D. SUB-COMMITTEE REPORTS

- 1. AWARDS AND RECOGNITION:
 - a. CDR Yorichi welcomed the comments made on refinement of the selection process for the voting members. He will send out an email in response to the comments he received.
 - b. CDR Yorichi will be sending out the form to be nominated for the Special Assignment Awards. You must have served 30 or more non-consecutive days. An APAOC Activity Log will be sent. All days must be after May, 2004 as an appointed APAOC Voting Member.
 - c. The awards will be sent out the 1st week of January 2007 by LCDR Angela Shen for all 4 groups.

2. CAREER DEVELOPMENT:
 - a. CDR Kim stated that the APAOC Mentorship Program match list is available on the APAOC website. She plans to update the list soon, so if you are interested, please contact her by email.
 - b. It is possible to have more than one mentor or mentee.
 - c. If you are too busy to actively participate, please contact your assigned person and CDR Kim so they can be reassigned.
 - d. Survey on the mentorship program will be forthcoming.
 - e. Many HHS Learning opportunities are available.
 - f. DHHS is putting together a Bioshape workshop on September 25 and 26, 2006 in Arlington, VA. Registration is free, but limited to 500 people. Information will be sent out via listserv.
 - g. Per CAPT Szeto: FDA/CFSAN offers a 2 day Food Emergency Response Course II in September, 2006. It can be taken in person in Silver Spring, MD or through WebEx – information will be sent out via listserv.
3. CHARTER AND BYLAWS:
 - a. LCDR Wei Guo and committee are working on the MOLC Charter now through September, 2006. Then APAOC SOPs will be constructed.
 - b. CAPT Szeto expressed appreciation to LCDR Guo and LCDR Li for their hardwork.
 - c. LCDR Wei Guo encourages all Chairs and Executive Committee members to start constructing SOPs for their positions.
4. COMMUNICATIONS:
 - a. LT Vang had no report to make. LT Lim has an excused absence.
5. LEADERSHIP AND STRATEGIC PLANNING:
 - a. CDR Chang had no report to make.
6. MEMBERSHIP AND NOMINATIONS:
 - a. LCDR Chu stated that there will be 7 voting member vacancies this year and 19 applications were received.
 - b. She reminds all voting members to cast their votes by August 28, 2006.
 - c. The applicants are compared to individual criteria and these criteria may change from year to year and are confidential.
7. PUBLIC RELATIONS:
 - a. LT Hassan spoke about the Associate Recruiter program. Now there will be a ribbon offered after training is completed, as well as a badge to wear. He highly encourages officer participation from all categories. The numbers of officers are declining. If you need powerpoint presentations, please let him know. Category liaisons also have recruiting tools as well.
8. RECRUITMENT and RETENTION:
 - a. LCDR Nguyen is on paternity leave. LCDR Sarah Park, co-chair, reports that some schools are being contacted for possible recruitment activities at Fall Career Fairs. More information will be forthcoming.
9. ad hoc APAOC and Operation COIN MERCHANDISING:
 - a. LT Hassan states these are 128 coins left. Will be sending out coins from orders he has received.
 - b. CDR Hung Trinh states that the Katrina Coin was advertised in the DCP Bulletin. The deadline for ordering LCDR Tom Pryor is September 30, 2006.

E. PAC Reports: None.

IV. ANNOUNCEMENTS:

- A. This is really not a PAC report but CAPT Szeto wanted to share this info from Health Services Category. All HS officers are invited to the Health Services Chief Professional Officer Succession Ceremony on September 15, 2006 at the Uniformed Services

University of the Health Sciences (USUHS), Bethesda, MD, from 1045-1300. The ceremony will be in the USUHS Auditorium (Building B, 1st Floor). The ceremony will celebrate CAPT Linda Morris Brown's tenure as the Chief Professional Officer and formally introduce CAPT Michael Milner as the incoming CPO. After the Succession Ceremony, there's a luncheon to honor CAPT Brown in the USUHS Small Dining Room (Building B and directly across from the Auditorium). Cost is \$25 (include luncheon and gift). The Succession Ceremony from 1045-1130 is free. Notify LCDR Sheila Merriweather (Sheila.Merriweather@hhs.gov) ASAP if you will attend either or both events. All questions concerning this event should be emailed to CAPT Jose Belardo (jbelardo@hrsa.gov), HS-PAC Chair.

VI. ADJOURNMENT – NEXT MEETING:

CAPT Szeto adjourned the APAOC meeting at 1245 hours. Next month's meeting is scheduled for 16 August 2006.

VII. HANDOUTS:

None

Respectfully submitted by:

LCDR Joanne Shen Date: 08/16/06
Executive Secretary

CAPT Astrid Szeto Date: 08/16/06
Chair