

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Minutes of the Meeting

21 March 2007

I. LOCATION/DATE/TIME:

Parklawn Building, Surgeon General's Conference Room, Room 18-57, Rockville, MD;
21 March 2007; 1200 – 1300.

II. ATTENDANCE:

A. Voting Members

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

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

CDR	Cabredo	Quirico C.	DHS
CDR	Shapiro	Rita	USCG
CDR	Vanderhoof	Vein	NIH
LCDR	Ho	Sarah	FDA
LCDR	Lau	David	HRSA
LCDR	Lerner	Ruby	NIH
LCDR	Lim	Larry	FDA
LCDR	Pham	Chauha T.	NIH
LT	Basilio	Jeffrey L.	NIH
LT	Savalia	Varsha B.	FDA

III. STANDARD AGENDA ITEMS:

- A. CALL TO ORDER: The meeting was called to order on 21 March 2007 at 1200 hours by APAOC Chair, CDR Joannie Shen.
- B. MEMBER ROLL CALL: LCDR Dianne Paraoan.
- C. APPROVAL OF PAST MINUTES: CDR Shen deferred to approve our January meeting minutes via email.

IV. REPORTS:

A. CHAIRPERSON REPORT

- 1. CDR Joannie Shen thanked everyone for their participation in the transformation process to include their involvement in PACs, in their Agencies, and the various working groups. CDR Shen commended those who were involved on their dedication to Corps and its transformation.
- 2. CDR Shen reported that the MOLC reception was a success and thanked those who attended, in particular LCDR Angela Shen.

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. There have been no changes to the balance since January.
- 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 reported that we have a workgroup planning the MOLC events for the COA conference in June. Specifically, there are 3 activities.
 - a. Awardee selection: CDR Jung to send the bios of the awardees to LCDR Angela Shen or CDR David Kim for integration into the MOLC program
 - b. Logistics: Need volunteers to man the MOLC Booth during COA
 - c. An abstract white paper on Cultural Competency will be circulated to APAOC.
- 2. MOLC has a new non-voting seat on the National COA board.
- 3. More information on the redesign of the annual COER will be provided. We hope to have a presentation on this.

D. SUB-COMMITTEE REPORTS

- 1. AWARDS AND RECOGNITION: LCDR Paul Jung
 - a. CDR Jung informed the group that the deadline for voting is 31Mar07. We have 7 total nominated to include 3 Junior Officers and 4 for the Samuel Lin Award. A separate email message was sent out with some of the nominees information to include a CV. Please also refer to the additional email in the selection process.
 - b. Those who have completed any volunteer work, to include non-Corps related activities should email CDR Jung at PJung@peacecorps.gov.
- 2. CAREER DEVELOPMENT: CDR Hye-Joo Kim
 - a. CDR Kim noted that only 8 mentees and 9 mentors answered the survey.
 - b. The group will need to decide whether or not this mentor/mentee program is worthwhile to continue.
 - c. CAPT Szeto sent Certificates of Appreciation to those mentors who contacted their mentees at least 6 times last year.
- 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 again asked those in a leadership position to work on their SOP.
- 4. COMMUNICATIONS: LCDR Ryan Nguyen
LCDR Nguyen stated that if anyone has anything to be posted on our APAOC Website to contact him for posting.
- 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
LCDR Beasley stated that 6 new members have joined APAOC and that 2 more have been added to the list serv.
- 7. PUBLIC RELATIONS: LCDR Dan-My Chu
 - a. LCDR Chu reported that the APA Heritage Month Planning Committee is working on planning the Parklawn Event to be held on 22 May 07.
 - b. LCDR Chu will be soliciting volunteers for the various upcoming activities. If you are interested, please email her at dan-my.chu@fda.hhs.gov.
- 8. RECRUITMENT and RETENTION: LT Nazmul Hassan
The ARP Deadline for completing the annual requirements to include the training is 31Mar07. Those who do not complete the annual requirements will be dropped from the program.
- 9. Ad HOC Subcommittee: EDUCATION/TRAINING: CDR Seneviratne
 - a. The next training session is scheduled for 18Apr07.
 - b. Other training opportunities are currently being arranged.
- 10. Ad HOC Subcommittee: COA Planning: CDR Darius Yorichi
If you will be attending COA, please contact CDR Yorichi.

E. PAC Reports: None.

IV. ANNOUNCEMENTS: None

V. ADJOURNMENT – NEXT MEETING:

CDR Shen adjourned the APAOC meeting at 1245 hours. Next meeting is tentatively scheduled for 18July 2007.

Respectfully submitted by:

LCDR Dianne Paraoan Date: 5/11/07

Executive Secretary

LT Gilian Engelson for

CDR Joannie Shen Date: 5/15/07

Chair