

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Minutes of the Meeting

17 October 2007

I. LOCATION/DATE/TIME:

Teleconference only; 17 October 2007; 1200 – 1300.

II. ATTENDANCE:

A. Voting Members

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

* Ex-officios

- B. **GUESTS.** Because this meeting was called for voting members only, roll call for guests was not taken. However, those tentatively selected for the 2008-2010 term were invited to attend.

LCDR Varsha Savalia (alternate for CDR Hye-Joo Kim)

CDR Shapiro, Rita

LCDR Hu, Sally

LCDR Kitsutani, Paul excused

LCDR Lerner, Ruby

LCDR Nguyen, Quynh

LCDR Pham, Chauha

LCDR Thompson, Christina

III. STANDARD AGENDA ITEMS:

- A. CALL TO ORDER: The meeting was called to order on 17 October at 1202 hours by APAOC Co-Chair, LCDR Dianne Paraoan.
- B. MEMBER ROLL CALL: LCDR Dan-My Chu.
- C. APPROVAL OF PAST MINUTES: It was moved by LCDR Dan-My Chu and seconded by CAPT Darius Yorichi to approve the September meeting minutes with minor edits.

IV. REPORTS:

A. CHAIRPERSON REPORT

1. LCDR Paraoan reported that LT Gilian Engelson, our APAOC Co-Chair delivered her daughter, Sadie Hana on October 13th. The Engelson Family, Gilian, Drew, and Sadie are all doing well.
2. APAOC welcomed our newly elected voting members for the Jan 2008- Dec 2010 term.

a. CDR Rita Shapiro	Therapist	USCG
b. LCDR Sally Hu	Scientist	NIH
c. LCDR Paul Kitsutani	Medical	FDA
d. LCDR Ruby Lerner	Nurse	NIH
e. LCDR Quynh Nguyen	Pharmacist	FDA
f. LCDR Chauha Pham	HSO	NIH
g. LCDR Christina Thompson	Pharmacist	FDA
3. The Change of Command/Retirement Ceremony for RADM Mortisugu held on 4 October was well attended by APAOC members. At the event, APAOC announced to RADM Moritsugu the naming of our Jr. Officer Award after him. Special thanks to those who represented APAOC during the event, volunteered to present on behalf of APAOC, served as volunteers for the event, and those who helped coordinate the MOLC and APAOC presentations. To include: CAPT Astrid Szeto, CDR David Kim, CDR Rita Shapiro, CDR Angela Shen, CDR Elise Young, LCDR Jeffrey Basilio, LCDR Lisa Kwok, LCDR Ruby Lerner, LCDR Quynh Nguyen, LCDR Chauha Pham, LCDR Hyun Son, LT Maria Benke, LT Eddie Lim, LT Leorey Saligan, and LTJG Linhua Tzeng.
4. End of the Year Reports will be due by 12 December. Please start planning accordingly as your committees come to a closet his operational year.
5. Subcommittee Chairs, if you have not already sent the names of subcommittee members to receive a Certificate of Appreciation needs to submit the names to LCDR Paraoan by COB today.
6. Voting members eligible to receive their Special Assignment Award (SAA) this term should submit the required information to CDR Paul Jung. Please refer to the message that CDR Jung sent to all voting members.
7. COERs are due to raters today.

B. TREASURER REPORT

1. LCDR Wei Guo reported that the APAOC balance is \$2824.79, \$ 1383.13 in the donation account and \$ 1441.66 in the APAOC Coin account.
2. LCDR Paraoan reported that because APAOC was put on the agenda to present at RADM Moritsugu's Retirement Ceremony, CDR Elise Young purchased a bamboo plant to present to him and his wife. APAOC will reimburse her for the cost of the bamboo plant, but it should not exceed the \$150 that we appropriated in September for this event.
3. APAOC members are encouraged 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.
4. The address for donations is:

Commissioned Officers Foundation
820 Corporate Drive, Suite 200
Landover, MD 20785

C. MOLC REPORT

1. The last MOLC monthly meeting was held on 16 October 2007.
2. CDR Angela Shen reported that the revised MOLC Charter was recently approved.

3. CDR Nancy Bill, MOLC Chair, met with RADM Moritsugu and briefed him on highlights of MOLC. In return, RADM Moritsugu provided CDR Bill insight to share with the other Minority groups.
 - a. Keep communication open
 - b. Importance of cultural competency
 - c. Collaborate with other groups
 - d. New ideas bring forth positive changes
 - e. Be willing to seek guidance from advisors
4. CDR Shen reported on highlights of events of each of the other minority groups.
 - a. AIANOC reported that the CDC consulted with their group on a multi-state population system that they are working on.
 - b. BCOAG has 30 members who will be going to New Orleans in November to support relief efforts. They will be going with Lean On Me, a non-profit, that will be working on rebuilding efforts.
 - c. BCOAG will be having their Annual Semi-Formal at Bolling AFB in December.
 - d. RADM Moritsugu attended the funeral of LCDR Daryl Crutchfield, a BCOAG member. Last month, APAOC voted to donate funds to the Juvenile Diabetes Fund in memory of LCDR Crutchfield.
 - e. HOAC is continuing their lecture series with speakers from various deployments and the Coast Guard. Details can be found on the HOAC website.
5. Uniform Update. Keep in mind that the wear of the BDU is contingent on the Agency.

IV. NEW BUSINESS

A. APPROVAL OF PROPOSALS

1. By-law changes regarding Executive Committee vacancies during the term. The by-law change reflects how we fill vacancies of our Executive Committee if vacancies occur anytime during the operational year.
 - It was moved by CDR Soju Chang and seconded that we approve the by-law changes as written.
2. SOP on APAOC Criteria to be eligible for Nomination of the Special Assignment Award (SAA). This SOP outlines the APAOC criteria to be eligible for the SAA nomination. This will become effective for those members beginning their 3-year term in 2008 and all subsequent members who accept a 3-year assignment to APAOC. The purpose of this SOP is to encourage continued APAOC participation throughout the 3-year assignment. It was decided that this SOP would not be retroactive for those currently serving their term. APAOC members were reminded that just because you are selected for the 3-year assignment, does not automatically make you eligible to be nominated for the SAA.
 - It was moved by LCDR Nhi Beasley and seconded that we approve the SOP on APAOC Criteria to be eligible for Nomination for the SAA.
3. If you have SOP or by-law proposal not submitted to Mei for consideration this year, you need to complete the proposal ASAP so that there is enough time for the group to review the proposal and discuss at our last meeting on the term to be held in November.

B. CALL FOR NOMINATION of APAOC Leadership for the 2008 Operational Year

1. Each member of the APAOC Executive Committee and the Subcommittee Chairs were given an opportunity to give a brief description of their respective position including the purpose, time commitment, feasibility as a field position, and any goals and initiatives they are currently working on.
2. Interested members were encouraged to contact the member currently serving in that position.
3. APAOC will be functioning with 16 voting members instead of 20.
4. LCDR Paraoan will send out a Call for Nominations to the voting members. The deadline will be 2 November.
5. APAOC members can hold two leadership positions.

C. APAOC Social- Bob's Noodle House
We plan on getting together for lunch in December.

D. EDUCATION AND TRAINING

1. Our last training session is scheduled for 19 December where we will have a speaker from OCCO on the Associate Recruiter Program.
2. CAPT Seneviratne will be distributing Certificates of Participation to those who attended the training session with CAPT Knoblen.

V. **ADJOURNMENT**

LCDR Dianne Paraoan adjourned the meeting at 1302. The next APAOC General meeting will be on 21 November 2007.

Respectfully submitted by:

LCDR Dianne Paraoan Date: 10/25/07
Executive Secretary
Co-Chair