

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE

Office of the Surgeon General
United States Public Health Service

Final Minutes of the Meeting

15 September 2004

I. LOCATION/DATE/TIME:

Parklawn Building, Surgeon General's Conference Room, Room 18-57, Rockville, MD;
15 September 2004; 1200 – 1239 hours.

II. ATTENDANCE:

A. MEMBERS IN ATTENDANCE

CAPT Allan Lock	NIH	*By Teleconference*
CAPT Arnulfo Manangan*	CDC	Represented by CDR Hye-Joo Kim
CDR Elmer Guerrero*	IHS	
LCDR Jennifer Fan*	CMS	Vice Chair
LCDR Paul Jung*	OGHA	
LCDR Sue Newman*	IHS	
LCDR Joanne Shen*	IHS	
LCDR Samuel Wu	FDA	Chair
LCDR Marjorie Baldo*	CMS	Executive Secretary
LT Eduardo Lim	FDA	Corresponding Secretary
LT Jeffrey Vang*	IHS	

B. MEMBERS EXCUSED

C. GUESTS

CDR Wei Guo*	FDA
LCDR Soju Chang	FDA
LCDR Dan My Chu*	OS (OHRP)
LCDR Angela Shen*	FDA
LT Bach Nhi Beasley	FDA
LT Ryan Nguyen	FDA
LT Dianne Paraoan	FDA

D. MEMBERS ABSENT

CAPT Surampalli Rao	EPA	
LCDR Patricia Garvey	FDA	Treasurer
LCDR Kenneth Sun	IHS	
LT Susanna Choi	HRSA	
LT Jack Sibal	IHS	
LT Jed Virata	IHS	
LTJG Andrew Tran	PSC	
Gloria Sundaresan	FDA	

E. EX-OFFICIOS

III. STANDARD AGENDA ITEMS:

- A. CALL TO ORDER: The meeting was called to order on 15 September 2004 at 1200 hours by LCDR Samuel Wu, APAOC Chair.
- B. LCDR Wu welcomed all the APAOC members and guests at the meeting and those participating by teleconference.
- C. MEMBER ROLE CALL: LCDR Samuel Wu, APAOC Chair.
- D. APPROVAL OF PAST MINUTES: The minutes from the 18 August 2004 were approved with corrections.

IV. REPORTS:

1. CHAIRPERSON: LCDR Samuel Wu sent out the ballot for the 2004-2005 APAOC Executive Committee election. The deadline to submit the ballots to LCDR Wu is Friday, September 17. As of Wednesday, September 15, only 5 ballots have been received. If there is no quorum, another set of ballots will be sent out to the members. Please cast your vote as soon as possible.

- 2. TREASURER'S REPORT: LCDR Patricia Garvey was not available to provide an update.
- 3. MOLC REPORT: CAPT Allan Lock provided the report. The COER reports have been posted and can be found on the psc website. The CPO-PAC Chair's Surgeon General meeting is scheduled next week, September 23rd. After the meeting, CAPT Lock will forward his notes to the APAOC members by e-mail.

The next MOLC meeting is September 15, 2004 from 4:00 – 5:00 PM EST.

- 4. SUB-COMMITTEE REPORTS:
 - a. AWARDS: LCDR Marjorie Baldo, Chair of Awards Sub-Committee, had no update to report.
 - a. **b. MEMBERSHIP AND NOMINATIONS:** LCDR Wu, Chair of Membership & Nomination Sub-Committee, provided the update. APAOC received 11 nominations. These nominations represent five agencies: CDC, HRSA, IHS, OS, and FDA. APAOC is currently awaiting agency endorsements for these nominations from IHS and FDA. Once all the endorsements are received, the nominations will be forwarded to the SG's office for approval.
 - c. CAREER DEVELOPMENT: LT Parmjeet Saini was not present to provide a report.
 - d. CHARTER AND BYLAWS: LCDR Sam Wu will be sending out the draft for review.
 - e. COMMUNICATIONS & PUBLIC RELATIONS: LT Jeffrey Vang, Chair of Communications & Public Relations, sent out an invitation to all new PHS members to attend this meeting.

LT Jeffrey Vang and LCDR Jennifer Fan met last month and discussed changes to the APAOC website. Currently, APAOC has two websites. The goal is to transfer all the information contained in the old website (freeserver.com) to the new APAOC website. APAOC members are advised to review the website at <http://www.apaoc.org>. Several APAOC members have expressed interest in maintaining the APAOC website. LCDR Sam Wu has agreed to contact LT Cheryl Lynn Fajardo and set up a conference call to discuss the operations involved in maintaining the APAOC website.

5. PAC Reports:
 - a. Pharmacy Category: The 2004-2005 chairperson is CAPT Skirta.

V. ANNOUNCEMENTS:

1. COA - DC Branch Annual Dining Out. This is scheduled for November 6th. If interested, please contact the COA DC Branch.
2. REMINDER: To send an e-mail to all 21 APAOC voting members, please use this e-mail address: all-members@apaoc.org.
3. US Army Ten-Miler. This is scheduled for October 24th at 8:00 AM EST. Per LT Eddie Limb, he is in the process of creating a PHS group to run this race. If interested, please contact LT Eddie Limb. Further information about this race can be found on this website: <http://www.armytenmiler.com>.
4. Pharmacy Awards. There are at least 5 Pharmacy awards that are open to pharmacists this year. The Pharm PAC is looking for nominations for each of the 5 awards. If interested, please visit the Pharm PAC website for further information on these awards.

VI. ADJOURNMENT – NEXT MEETING:

LCDR Wu adjourned the APAOC meeting at 1239 hours and announced that the next meeting will be on Wednesday, October 20th from 1200-1330 hours in the Parklawn Building, SG Conference Room 18-59. Note this meeting is a combined MOLC meeting.

IV. HANDOUTS: (Attached to e-mails by LCDR Wu.)

Submitted by:

LCDR Marjorie Baldo
Executive Secretary

LCDR Sam Wu
Chair

Date _____

Date _____