

HISPANIC OFFICERS ADVISORY COMMITTEE
Minutes of the HOAC Meeting Held Via Teleconference On
January 14, 2010
From 1200 to 1330 hours



Next Committee Meeting:
 February 11, 2010
 1200 to 1330 hours
 Parklawn Building Surgeon General
 Conference Room 18-59
 5600 Fishers Lane, Rockville, Maryland
 Teleconference Number 1-888-560-9691 Pass code: 2248641

VOTING MEMBERSHIP					
Attendance	Rank	Last Name	First Name	OPDIV	Category
Present	CAPT	Aponte	Laura	OS, Rockville, MD	HSO
Present	CAPT	Galindo	Carmen	BOP, Coleman, FL	PHAR
Present	CDR	Aizvera	Jeasmine	NIH, Rockville, MD	HSO
Excused	CDR	Cordero	Marisol	USCG, Cape May, NJ	DEN
Excused	CAPT	Guerra	Marta	CDC, Atlanta, GA	VET
Absent	CAPT	Lopez	Armando	HRSA, W. Palm B., FL	MED
Absent	CDR	Torres	Norman	HRSA, New Orleans, LA	MED
Absent	LCDR	Alicea	Candido	NIH, FT FredErikk, MD	SCI
Present	LCDR	Martinez	Maria	BOP, BOP/Fairton, NJ	HSO
Present	LCDR	Cala	Erik	IHS, Chinle, AZ	THER
Absent	LCDR	Rodriguez	Luis	FDA, Rockville, MD	EHO
Present	LCDR	Molina	Daniel	HIS, Ada, OK	MED
Present	LCDR	Roman	Abelardo	DIHS, Miami, FL	NUR
Absent	LCDR	Wanca	Martha	OS, Rockville, MD	NUR
Present	LCDR	Aguilar	Karina	OS, NY, NY	HSO
Present	LCDR	De Jesus	Frances	FDA, San Juan, PR	HSO
Present	LT	Estevez	Carlos	BOP, TX	THER
Excused	LT	Faytong	Eduardo	USCG, New Orleans, LA	HSO
Excused	LT	Sandoval	Michelle	CDC, El Paso, TX	HSO
Present	CDR	Turcios-Ruiz	Reina	CDC, Atlanta, GA	MED
Advocates and General Membership					
Present	LCDR	Cliatt	Janet		
Present	LCDR	Valentín-Bon	Iris		
Present	LCDR	Otero	Israel		
Present	LCDR	Castillo	Carlos		
Present	LCDR	Roman	Abelardo		
Present	CAPT	Montoya			

I. CALL TO ORDER

- **Welcome and Roll Call:** LCDR Erik Cala called the meeting to order at 1200 hours and roll call was completed. When the roll was completed a quorum of voting members was not obtained. Later during the meeting voting members reached the quorum. However no voting was performed during the meeting.
- Consequently, there was no voting for approval of the **Meeting Minutes for December 10, 2009.** (See sections II. Action Items and III. Reports)

II. ACTION ITEMS

- A. Meeting Minutes Approval:** LCDR Frances de Jesus will send an e-mail to compile the responses for the approval of last meeting minutes from the voting members. LCDR Cala asked that comments or amendments to past meeting minutes please be send via e-mail to LCDR Erik Cala or LCDR Frances de Jesus.
- B. Sub-committee Chair Volunteers Needed:** LCDR Cala reminds all members to review the e-mail he sent various days prior to the current meeting. In this e-mail he sends a summary of the descriptions of current sub-committees that are available for participation for all HOAC voting and non-voting members. Any Commissioned Corps personnel may become part of one or more of these subcommittees if they desire.

LCDR Cala also emphasized that the purpose of today's meeting is to obtain Chair positions in each of these sub-committees.

Only current voting members are able to participate as Chair of a sub-committee. (As stated above, non-voting members may volunteer to participate as part of the sub-committees and may participate in more than one).

LCDR Cala provided a summary explaining the tasks of each sub-committee.

LCDR Cala again asked for any voting members that which to volunteer as Chair of HOAC sub-committees. However no volunteer to become Chair of any of the HOAC sub-committees was obtained through this meeting. LCDR Cala said that any volunteer may send an e-mail to him or to LCDR Frances de Jesus with their interests.

Also any volunteers to become a member of any sub-committee may also e-mail the Chair of that sub-committee once these are selected.

LCDR Abelardo Román volunteered as a member of the Recruitment Sub-Committee. Also LCDR Carlos Castillo volunteered as a member of the Education and Outreach Sub-Committee and the Awards and Recognitions Sub-Committee.

LCDR Cala encourages voting members to volunteer as Chair for the Awards and Recognition Sub-Committee as soon as possible because if this delays the sub-committee will have very limited time to comply with the timeframes of the awards submission.

III. REPORTS

- **Nomination and Membership Process:** A total of six new voting members were selected. They will remain in HOAC as voting members for the 2010-2013 term.
- **Chair:** LCDR Erik Cala informed that the Awards and Recognitions sub-committee works on generating any Special Recognition Awards and Letters or forms/certificates for special participation in HOAC. These may be included in the officer's personnel file.
- **MOLC Representative:** CAPT Guerra asked HOAC members to please inform HOAC and therefore MOLC before participating in any activity as a HOAC representative; specifically those activities to educate community. Notify HOAC by sending an e-mail to the members of HOAC's Education and Outreach sub-committee. This e-mail should be a very short description of the activity. It should also include the location and dates of the activity.
- **Secretary:** LCDR Frances de Jesus will send an e-mail to compile the responses for the approval of last meeting minutes from the voting members. LCDR de Jesus will also compile all the information received for volunteers as members or Chairs for the different Sub-Committees.
- **Treasurer:** CAPT Montoya said she will remove herself from the savings account. She will transfer account to new Treasurer LT Carlos Estevez and also include the new HOAC Chair or Vice-Chair.
- **MOLC:** CAPT Guerra invited HOAC Members to participate in the next MOLC meeting, January 25, 2010, which is open to everyone. We encourage everyone to attend.

IV. SUBCOMMITTEE REPORTS:

- **Awards:** No report presented at this time.
- **Charter and Bylaws:** CAPT Aponte informed that Charter is currently in the office of the Surgeon General pending approval.
- **Communication and Public Relations:** Archive of old minutes will be added to HOAC's web site: <http://www.usphs.gov/corpslink/oldhoac>
- **Nomination and Membership:** A total of six new voting members were selected. They will remain in HOAC as voting members for the 2010-2013 term.
- **Recruitment and Retention:** No report presented at this time.
- **Education and Outreach:** No report presented at this time.
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V. ANNOUNCEMENTS

The new Executive Committee consists of:

- Chair: LCDR Erik Cala
- Vice-Chair: CDR Marisol Cordero
- Secretary: LCDR Frances de Jesús
- Treasurer: LT Carlos Estevez
- MOLC Representative: CAPT Marta Guerra

VI. ADJOURN Meeting was adjourned at 1330 hours

NEXT MEETING -2/11/2010

Will be held the second Thursday of February and on a bi- monthly schedule beginning in February at SG Conference Room 18-59 at Parklawn Building or via teleconference.

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Pass code: 2248641.

Minutes prepared by LCDR Frances de Jesús

HOAC Website:

<http://www.usphs.gov/corpslinks/oldHOAC/>