

HISPANIC OFFICERS ADVISORY COMMITTEE
Minutes of the HOAC Meeting Held Via Teleconference On
December 11, 2008
From 1200 to 1330 hours



Next Committee Meeting:
 February 12, 2008
 1200 to 1330 hours
 Parklawn Building Surgeon General
 Conference Room 18-59
 5600 Fishers Lane, Rockville, Maryland
 Teleconference Number TBA

VOTING MEMBERSHIP

Attendance	Rank	Last Name	First Name	OPDIV	Category
Present	CAPT	Aponte	Laura	OS, Rockville, MD	HSO
Present	CAPT	Rupinta	Catherine	HRSA, Rockville, MD	NUR
Excused	CAPT	Ortiz-Rios	Elizabeth	HRSA, Rockville, MD	MED
Excused	CAPT	Sanchez	Jose	USCG, Sacramento, CA	MED
Present	CDR	Aizvera	Jeasmine	NIH, Rockville, MD	HSO
Excused	CDR	Guerra	Marta	CDC, Atlanta, GA	VET
Absent	CDR	Nichols	Nancy	IHS, Tuba City, AZ	HSO
Absent	CDR	Perez	Joseph	USCG, New London, CT	MED
Excused	CDR	Reyes	Madelyn	HRSA, Rockville, MD	NUR
Present	LCDR	Alicea	Candido	NIH, FT Frederick, MD	SCI
Absent	LCDR	Valentin-Bon	Iris Enid	FDA, College Park, MD	HSO
Absent	LCDR	Arena	Ivonne	DIHS, Washington, DC	MED
Present	LCDR	Cala	Erik	DIHS, Chinle, AZ	THER
Present	LT	Faytong	Eduardo	USCG, Cape May, NJ	HSO
Present	LCDR	Fermin	Sonsy	HRSA, Rockville, MD	HSO
Present	LT	Otero	Israel	PSC, Rockville, MD	HSO
Absent	LCDR	Rivas Rivera	Angel	DIHS,	NUR
Absent	LTJG	Casares	Rosalia	IHS	NUR

Advocates and General Membership

Present	CAPT	Bolte	Margaret	FDA, Pembina, ND	HSO
Present	CDR	Lopez	Armando	HRSA, West Palm Beach, FL	MED
Present	LTJG	Sandoval	Michelle	CDC, El Paso, TX	HSO
Present	LCDR	Wanca	Martha	IHS, AZ	NUR
Present	CDR	Cordero	Marisol	USCG, Cape May, NJ	DEN
Present	LT	Aguilar	Karina	OS, NY, NY	HSO
Present	LT	Estevez	Carlos	BOP, TX	THER
Present	LCDR	Gonzalez	Hugo	IHS, OK	ENG

Present	LCDR	Roman	Abelardo	DIHS, Miami, FL	NUR
Present	LT	Canton	Benjamin	BOP, TX	NUR

I. CALL TO ORDER

- **Welcome and Roll Call** CAPT Aponte called the meeting to order at 1204 hours and roll call was completed. Eight of 18 2008 voting members were present on the call. A quorum of members was not present. No official business can be conducted, the meeting is informational only.
- **Review of Meeting Minutes** has been deferred due to the lack of a quorum for 6/19; 8/14; and 10/9/08.

II. ACTION ITEMS

- A. **New Members:** LCDR Sonsy Fermin discussed the process used to review applications for voting membership. Fourteen vacancies, not 13, were identified and there were 17 applicants for membership. Discussed requirements outlined in the bylaws which were used to guide the selection process. More Junior than Senior officers were selected, representation across disciplines and regions were maintained. Membership terms were determined so as to stagger entry and exit from HOAC across years. All agreed that we should prevent such a large number (14) of expiring membership terms in any given year. Seven new members were given two year terms and seven were given 3 year terms as follows:

Membership 2009-2010	Membership 2009-2011
CAPT Laura Aponte	CAPT Carmen Galindo
CDR Marisol Cordero	CDR Armando Lopez
CDR Martha Guerra	LCDR Daniel Molina
LCDR Erik Cala	LCDR Martha Wanca
LCDR Abelardo Roman	LT Carlos Estevez
LT Karina Aguilar	LT Frances De Jesus
LT Eduardo Faytong	LTJG Michelle Sandoval

- B. **Nomination of 2009 Executive Committee:** Read section from the by laws that outlines how executive committee members are selected from among current year voting members. Nominations requested for executive committee positions with the following result:

Executive Committee Position	Nominee
Chair	CDR Jeasmine Aizvera
Vice Chair	CDR Martha Guerra
Secretary	LCDR Erik Cala
Treasurer	LCDR Sonsy Fermin
MOLC Representative	LCDR Candido Alicea

CAPT Aponte encouraged other voting members to nominate themselves or another current voting member to one of the executive committee positions by e-mailing her at her new e-mail address: laura.aponte@hhs.gov. CAPT Aponte will send out a ballot electronically for immediate turnaround to complete the election process ASAP.

- C. **Charter & Bylaws:** Discussed need to complete revisions. LT Faytong recommends change to the language in II.A. bullet point#4 from "Voting members are expected to

serve on the HOAC subcommittees and to assist HOAC Executive Committee Members and subcommittee chairs” to “Voting members *must participate* in the HOAC...” Discussed how to capture or allow opportunity for senior officials, such as flag officers, to also join or provide an advisory function for HOAC. Considered whether a separate membership category ought to be created or the expansion of the currently existing Ex-Oficio member definition. Review of the MOLC charter revealed another membership category called “Senior Advisors” which seems to fit the need.

Suggested copying this language into the revised HOAC bylaws. Several other aspects need to be reviewed and updated, among them, the subcommittees. Review and update of the By Laws will be finalized in January 2009. Those interested in working to support this process are to communicate with LT Faytong at f9007@hotmail.com

- D. **Special Assignment Ribbon:** CAPT Aponte encouraged all officers to submit their SAR paperwork no later than **December 16th, 2008**. The SAR is first confirmed by the HOAC Chair, then submitted through the MOLC Chair to the OSG. The SAR is a very prestigious award. Completing the form can be tedious - timeframes of service must be met. A copy of the appointment letter must also be included (faxed or e-mailed) with the packet.

II. EXECUTIVE COMMITTEE REPORTS

1. **CAPT Rupinta, Vice Chair:** no report
2. **CDR Aizvera, Secretary:** attendance reminder provided outlining that voting members are expected to attend meetings and more than two unexcused absences may lead to termination of voting membership status.
3. **LCDR Fermin, Treasurer:** Currently, our accounts hold \$703.86 in checking and \$2323.97 in savings. Reminder to submit dues.
4. **LT Otero, Website/Communications:** No report given
5. **MOLC report:** CAPT Aponte attended a leadership training session with MOLC - it was good content, a good opportunity to review what may be a possible training offered at the COF yearly conference.

III. SUBCOMMITTEE REPORTS

1. **Awards & Recognition:** LCDR Erik Cala, chair, was present, no new report.
2. **Career & Professional Development:** CAPT Elizabeth Ortiz-Rios, chair, absent, no report was given.
3. **Charter & By-Laws:** LT Faytong continues to work on updates.
4. **Nomination & Membership:** CDR Guerra submitted her report as previously noted.
5. **Recruitment & Retention:** LCDR Candido Alicea no further report at this time.
6. **Readiness:** CDR Perez is not present, no report given.
7. **HOAC Coin Project:** CDR Reyes not present, however, it was noted that 28 coins were sold and that 61 coins remain.
8. **Hispanic Lecture Series:** LCDR Cliatt not present, no report given.

IV. ANNOUNCEMENTS - will communicate via e-mail with voting members to take care of official HOAC matters needed.

V. Next Meeting

- **NEXT MEETING February 12, 2009 12 noon EST.** Will be held bi-monthly on the second Thursday of the month, at SG Conference Room 18-59 at Parklawn Building or by teleconference.

VI. ADJOURN Meeting was adjourned at 1319 hours

Draft Minutes prepared by CDR Jeasmine Aizvera