

**HISPANIC OFFICERS ADVISORY COMMITTEE**  
**Minutes of the HOAC Meeting Held Via Teleconference On**  
**August 13, 2009**  
**From 1200 to 1330 hours**



Next Committee Meeting:  
**August 13, 2009**  
**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
Excused	CAPT	Galindo	Carmen	BOP, Coleman, FL	PHAR
Present	CDR	Aizvera	Jeasmine	NIH, Rockville, MD	HSO
Present	CDR	Cordero	Marisol	USCG, Cape May, NJ	DEN
Present	CAPT sel	Guerra	Marta	CDC, Atlanta, GA	VET
Absent	CDR	Lopez	Armando	HRSA, W. Palm B., FL	MED
Absent	CDR	Perez	Joseph	USCG, New London, CT	MED
Present	LCDR	Alicea	Candido	NIH, FT Frederick, MD	SCI
Absent	LCDR	Arena	Ivonne	DIHS, Washington, DC	MED
Present	LCDR	Cala	Erik	IHS, Chinle, AZ	THER
Absent	LCDR	Fermin	Sonsy	HRSA, Rockville, MD	HSO
Absent	LCDR	Molina	Daniel	HIS, Ada, OK	MED
Present	LCDR	Roman	Abelardo	DIHS, Miami, FL	NUR
Present	LCDR	Wanca	Martha	OS, Rockville, MD	NUR
Absent	LT	Aguilar	Karina	OS, NY, NY	HSO
Present	LT	De Jesus	Frances	FDA, San Juan, PR	HSO
Present	LT	Estevez	Carlos	BOP, TX	THER
Present	LT	Faytong	Eduardo	USCG, Cape May, NJ	HSO
Present	LT	Sandoval	Michelle	CDC, El Paso, TX	HSO
Absent	LTJG	Casares	Rosalia	IHS	NUR
Advocates and General Membership					
Present	CAPT	Ortiz-Rios	Elizabeth	HRSA, Rockville, MD	MED
Present	LCDR	Arena	Michelle	CMS, Baltimore, MD	NUR
Present	LT	Baez	Osvaldo	BOP, Ayer, MA	HSO

## I. CALL TO ORDER

- **Welcome and Roll Call:** CDR Aizvera called the meeting to order at 1201 hours and roll call was completed. Twelve 2009 Voting Members were present on the call. A quorum was met.
- **Meeting Minutes for June 11, 2009:** CAPT Aponte made a motion for the approval of the minutes and LT Estevez seconded the motion. The minutes were approved unanimously.

## II. ACTION ITEMS

- A. Membership Drive:** CAPT sel. Guerra called for members to participate in Membership Drive. LCDR Alicea will be the point of contact for applications in the Nomination and Membership Subcommittee. Six voting member turn-over was identified; voting members were informed that they may re-apply for a second consecutive term. Other members of the Nomination and Membership Subcommittee were identified: CAPT sel. Guerra, LCDR Arena and LCDR Fermin.
- B. Hispanic Heritage Month:** CDR Aizvera encouraged HOAC members to participate in local Hispanic Heritage Events. LT Estevez informed HOAC members of his work in setting up Local Health Fairs, which include multiple services, such as blood screenings, information related to Diabetes, etc; and he encouraged HOAC members to be visible at the local level in such activities that target the Hispanic community. LCDR Alicea informed HOAC members of his participation at High School Career Fairs; and he encouraged HOAC members to attend these activities that target the Hispanic youth. CAPT Aponte announced that HOAC in conjunction with MOLC will be hosting a Luncheon to celebrate Hispanic Heritage Month on September 29, 2009 at the Tower Building. The luncheon will have a Guest Speaker. Further information concerning this event will be forthcoming. CAPT Aponte and CDR Aizvera encouraged all HOAC members to make every effort to attend if available. CAPT Aponte, CDR Aizvera and LCDR Wanca will be making a display poster for this event. They encouraged HOAC members to gather photographs/pictures for this purpose and send them to CDR Perez; they also requested HOAC coins for this event.
- C. Hispanic Association of Colleges and University Spreadsheet:** CDR Aizvera requested that LT Sandoval address the e-mail communication sent out by the Recruitment and Retention Subcommittee. LT Sandoval explained in detail the excel spreadsheet that was sent before the meeting to all the HOAC members. The spreadsheet was created by the Retention and Recruitment workgroup and it lists the institutions associated with the Hispanic Association of Colleges and University. LT Sandoval encouraged all HOAC members to review this list and obtain contact for the institutions in each geographical area for education and recruitment purposes.
- D. HOAC Charter:** CDR Aizvera informed HOAC members that reviews to the Charter will be incorporated into the document and then the Charter will be disseminated to voting members.
- E. Culture Card:** CDR Aizvera reported that an Hispanic Culture Card to give orientation to individuals working with Hispanic populations in the US will be developed by reviewing other similar culture cards, such as the Iraqi Smart Card and the Native American Culture Card.

### III. REPORTS

- **Vice-Chair:** No report presented at this time.
- **Secretary:** No report presented at this time.
- **Treasurer:** No report presented at this time.
- **MOLC:** CAPT Aponte reminded HOAC members of the next MOLC meeting to be held August 17, 2009 at 1430 hrs EST. CAPT Aponte also reported above: Action Item B.

### IV. SUBCOMMITTEE REPORTS:

- **Awards:** No report presented at this time.
- **Charter and Bylaws:** CDR Aizvera reported above: Action Item D.
- **Communication and Public Relations:** No report presented at this time. CDR Aizvera reported above: Action Item B: Photographic contributions for Hispanic Heritage Month Posters may be forwarded to CDR Aizvera or CDR Perez:  
[joseph.l.perez@uscg.mil](mailto:joseph.l.perez@uscg.mil)
- **Nomination and Membership:** CAPT sel. Guerra reported above: Action Item A.
- **Recruitment and Retention:** LT Sandoval reported above: Action Item C.
- **Education and Outreach:** CDR Aizvera and LT Estevez reported above: Action Item B.

### V. ANNOUNCEMENTS - CDR Aizvera open the floor for announcements.

- CAPT Aponte informed HOAC Members of the situation surrounding the transfer of responsibilities for the development of the website to OCCO.
- **Special Assignment Ribbon:** CDR Aizvera reminded HOAC voting officers to complete SAR paperwork by the October 8, 2009 HOAC Meeting. Paper work included: 1. logs of member's participation in HOAC duties, the requirements for the SAR call for at least 30 days of logged work within one voting cycle, and 2. a copy of the HOAC Voting Member's Appointment Letter to HOAC. This information may be forwarded to CAPT sel. Guerra, CDR Aizvera or LCDR Cala.
- CDR Aizvera informed of the point of contact for the setting up HOAC funding: Theresa Hayden at 301.731.9080 or [thayden@coa.usphs.org](mailto:thayden@coa.usphs.org)
- **NEXT MEETING -10/108/2009**  
Will be held the second Thursday on bi-monthly schedule at SG Conference Room 18-59 at Parklawn Building or via teleconference.  
Teleconference Number: 1-888-560-9691  
Pass code: 2248641.

### VI. ADJOURN Meeting was adjourned at 1324 hours

*Minutes prepared by LCDR Erik M. Cala*

HOAC Website:

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