

**HISPANIC OFFICERS ADVISORY COMMITTEE**  
**Minutes of the HOAC Meeting Held Via Teleconference On**  
**February 9, 2012 from 1200 -1330 EST**



Next Committee Meeting:  
**April 12, 2012**  
**1200 - 1330 hours EST**  
**Via teleconference**

Teleconference Number 1-888-560-9691  
 Pass code: 2248641



VOTING MEMBERSHIP					
Attendance	Rank	Last Name	First Name	OPDIV	Category
Absent	CDR	Aizvera	Jeasmine	NIH, Bethesda, MD	HSO
Present	LCDR	Alicea	Edgardo	USCG, Portsmouth, VA	MED
Present	LCDR	Alicea	Candido	NIH, Ft Frederick, MD	SCI
Present	LCDR	Aviles-Mendoza	Guillermo	HHS, Washington, DC	HSO
Absent	LCDR	Baez	Osvaldo	BOP, Ayers, MA	HSO
Excused	LCDR	Castillo	Carlos	PSC, Rockville, MD	HSO
Excused	CDR	Crowley	Lorena	DHS, Plugersville, TX	NUR
Present	LCDR	Cruz	Miguel	CDC, Atlanta, GA	HSO
Excused	LCDR	Martinez	Maria	BOP, Fairton, NJ	HSO
Present	LCDR	Rael	John	IHS, Alburquerque, NM	HSO
Excused	LCDR	Reeves	Marybel	BOP, Edgefield, SC	NUR
Excused	LCDR	Rodriguez	Luis	CDC, Ft Lauderdale, FL	EHO
Present	CDR	Rondon	Luis	USCG, Arlington, VA	MED
Present	CDR	Ruano-Rossil	Jorge	FDA, Irvine, CA	SCI
Present	LCDR	Sancho	Alfredo	FDA, Rockville, MD	SCI
Present	LT	Sandoval	Michelle	CDC, Los Angeles, CA	HSO
Present	LTJG	Santiago	Yvonne	FDA, Jamaica, NY	HSO
Present	CAPT	Soto-Torres	Lydia	NIH, Bethesda, MD	MED
Absent	CDR	Torres	Norman	HRSA, New Orleans, LA	MED
Absent	CDR	Turcios-Ruiz	Reina	CDC, Atlanta, GA	MED

**GENERAL MEMBERSHIP**

Members Present:

**RADM Epifanio Elizondo, LT Carlos Esteves, LT Vesnier Lugo, LCDR Antonio Vargas**

**I. CALL TO ORDER**

- **Welcome and Roll Call:** The meeting was called to order at 1205 by LTJG Yvonne Santiago and roll call was started. When roll was completed 11 voting members were present and quorum was established. Few other members joined the call afterward. Meeting Minutes from December were passed.

**II. ACTION ITEMS**

- **Welcome to Newly Elected Members:** CDR Ruano-Rossil welcomed all newly elected voting and non-voting members.
- **Juan Carlos Finlay Award & Special Assignment Award:** The announcement for nominations will be out shortly for the Juan Carlos Finlay Awards. The awards are presented at the Symposium every year and are HOAC's way of acknowledging individual/group's outstanding achievement and/or career dedication to serving Hispanic populations. Nomination forms will be distributed by the awards chair.  
Special Assignment Award logs were sent out along with instructions to all voting members. All HOAC Voting Members are eligible to receive a SAA during their three-year term. Award submission dates will be sent out at a later date. This was a reminder to start logging your hours for this year. A minimum of 30 non-consecutive days is needed to qualify for the award.
- **Request for Members of Subcommittees:** Chairs have been selected for all subcommittees but if you would like to volunteer your time, all subcommittees welcome any new voting/non-voting members.
- **Discussion of Goals/Proposed Activities:** We need 3 goals from each sub-committee and 2 or 3 alternate goals for 2012. They should be sent to the Chair, Vice Chair and Secretary.
- **Update of Charter & Bylaws:** HOAC needs to update the Charter & Bylaws. The subcommittee will begin working on this as soon as possible.
- **Discuss Quorum/Absences:** To all voting members, if you cannot attend a meeting you must notify the HOAC Chair & Secretary. Two unexcused absences can be grounds for dismissal as a voting member.
- **Requests for Volunteers to plan MOLC Awards Ceremony**
- **Requests for Changes to HOAC Website**

### III. SUBCOMMITTEE REPORTS

**Charter and Bylaws Subcommittee:** Nothing to report at this time

**Communication and Public Relations Subcommittee:** Nothing to report at this time

**Nomination and Membership:** Nothing to report at this time

**Recruitment and Retention Subcommittee:** Nothing to report at this time

**Education and Outreach Subcommittee:** Nothing to report at this time

**Awards and Recognition Committee:** Nothing to report at this time

### EXECUTIVE COMMITTEE Reports

#### MOLC Representatives

LCDR Alfredo Sancho & LT Michelle Sandoval are currently seeking two volunteers to participate in our MOLC award committee. Email sent via HOAC listserv; but, if you know of an officer that might be interested that is not on the listserv, please share the email. Please submit name and contact information to LCDR Sancho and LT Sandoval by COB Friday, February 10<sup>th</sup>. This is a great way to get involved with MOLC, encourage junior officers to join.

The 2012 National Health Promotion Summit will be held April 10-11 in Washington, DC. The summit will showcase health promotion activities that support the Affordable Care Act, Healthy People 2020 and key prevention-related initiatives. This might be a good opportunity for members to represent HOAC, particularly the Retention/Recruitment and Outreach HOAC subcommittee members. I think last year we had a few officers represent HOAC during the conference. Email with conference details will be sent to everyone.

MOLC is requesting 2 volunteers to participate in the Bylaw committee. If interested please email LCDR Sancho and LT Sandoval.

**VICE CHAIR**

LCDR Rondon is requesting 3 goals from each sub-committee and 2 or 3 alternate goals for 2012. They should be sent to the Chair, Vice Chair and Secretary.

**SECRETARY**

LTJG Yvonne M. Santiago reported on the Juan Carlos Finlay and Special Assignment Awards described above.

If there are any new or old agenda topics to be discussed at our next meeting, please email them 1 or 2 weeks in advance.

**TREASURER**

LCDR Castillo reported via e mail the following:

Balance----- \$1946.30

IV. **ADJOURN.** Meeting was adjourned at 1335 EST.

**NEXT MEETING : April 12, 2012**

**Will be held the second Thursday on a bi-monthly schedule at the SG Conference Room 18-59 at Parklawn Building or via teleconference  
Teleconference number # 1-888-560-9691  
Passcode: 2248641**

HOAC Website: <http://www.usphs.gov/corpslinks/hoac>