

**HISPANIC OFFICERS ADVISORY COMMITTEE**  
**Minutes of the HOAC Meeting Held Via Teleconference On**  
**October 13, 2011 from 1200 -1330 EST**



Next Committee Meeting:  
**December 8, 2011**  
**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
Present	CDR	Ruano-Rossil	Jorge	FDA, Irvine, CA	SCI
<b>Excused</b>	CAPT	Galindo	Carmen	BOP, Coleman, FL	PHAR
Present	CDR	Aizvera	Jeasmine	NIH, Bethesda, MD	HSO
Present	CDR	Rondon	Luis	USCG, Arlington, VA	MED
Present	LCDR	Cruz	Miguel	CDC, Atlanta, GA	HSO
Present	LCDR	Rodriguez	Luis	CDC, Ft Lauderdale, FL	EHO
Present	LCDR	Reeves	Marybel	BOP, Edgefield, SC	NUR
Present	LTJG	Santiago	Yvonne	FDA, Jamaica, NY	HSO
Present	LCDR	Wanca	Martha	OS, Rockville, MD	NUR
Present	LCDR	De Jesus	Frances	FDA, San Juan, PR	HSO
Present	LT	Estevez	Carlos	BOP, Ft Worth, TX	THER
<b>Present</b>	LCDR	Faytong	Eduardo	USCG, New Orleans, LA	HSO
<b>Present</b>	LT	Sandoval	Michelle	CDC, Los Angeles, CA	HSO
<b>Absent</b>	CDR	Turcios-Ruiz	Reina	CDC, Atlanta, GA	MED
Present	CAPT	Lopez	Armando	HRSA, W. Palm B., FL	MED
<b>Absent</b>	CDR	Torres	Norman	HRSA, New Orleans, LA	MED
<b>Absent</b>	LCDR	Alicea	Candido	NIH, Ft Frederick, MD	SCI
<b>Absent</b>	LCDR	Martinez	Maria	BOP, Fairton, NJ	HSO
<b>Absent</b>	LCDR	Molina	Daniel	IHS, Ada, OK	MED
Present	LCDR	Alicea	Edgardo	USCG, Portsmouth, VA	MED

**I. CALL TO ORDER**

Welcome and Roll Call: The meeting was called to order at 1205 by LCDR Eduardo Faytong, quorum was completed at 1220 with 10 voting members present.

General members present:

**II. ACTION ITEMS**

MOLC website manager will be soliciting for volunteers to learn the website system, in order to continue support during any of his absences.

Motion to have Executive committee 2012 voted in before Thanksgiving in order to guarantee continuity. Currently, there are 5 positions available for selection.

#### HOAC Banner: CDR Rondon

There is a desire by voting members to have a HOAC banner for use during conventions and events. An initial quote for a round banner has been established at \$250. Further investigation for better pricing will be conducted. We do not have a price on a rectangular banner. Before a motion for approval is passed, voting members would like to see examples/renderings of the final product. This can be transmitted via email. Banner will be approx. 32" x 83", comes with a carry bag and has a 5 year warranty. Product will require 2 stands, at an estimated cost of \$300 each. CDR Rondon will head this up and keep the association informed as he receives info and quotes.

#### Education and Outreach Sub Committee

HOAC Participation during Hispanic Heritage Month  
4th Annual Federal Hispanic Summit- CAPT Aponte and LCDR Castillo organized the group that participated on this activity.

#### HRSA Activity- CDR Reyes

HOAC would like to extend their gratitude and appreciation for all officers that manned the HOAC/MOLC booth during this event. Please send LT Santiago an email if you manned the booth, so we may record your volunteer hours. This will count towards your Special Assignment ribbons.

HOAC would like to extend their gratitude to those who contributed to the letter that was sent out to universities nationwide. Thank you for your desire and help in recruiting new talent to HOAC and the Public Health Service.

Minutes from previous meeting June and August 2011: Approved

#### Nominations and Membership Announcement

Extending deadline for Call to Nomination to October 31<sup>st</sup> due to low response. LCDR Alicea has reviewed the current applications. More voting members are desired. Slight concern with ability to get all paperwork routed correctly before 01 Jan 2012.

Deadline to have membership selections complete, November 3<sup>rd</sup>. 10 member quorum approved. The Executive/voting committee will be selected first, and then voting committee will be used to Chair Sub-committees.

#### Communications and Public Relations:

We are in need of multiple backups to help manage the MOLC website, in the web-masters absence. We can accomplish this training in a conference call. Thank you to the two members who have volunteered. We would appreciate if at least 3 more people would donate their time to help maintain the website.

#### Recruitment and Retention Sub Committee

A spreadsheet will be sent out to all members listing Universities we plan on sending emails to. Please feel free to add any Universities you would like. The purpose of the email is to inform the collegiate Hispanic community about the benefits and opportunities that the Public Health Service has to offer. Thank you for your contributions.

**IV. ADJOURN.** Meeting was adjourned at 1330 EST.

**NEXT MEETING : December 8, 2011**

**Will be held the second Thursday on a bi-monthly schedule at the SG Conference Room 18-59 at Parklawn Building or via teleconference**

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