

Meeting Minutes
USPHS Minority Officer Liaison Council (MOLC)
15 June 2009

Teleconference Line: 866-642-7575; Passcode: 9531573

| Attendance | Name | MOLC Position | Group | Agency |
|------------|-------------------------|-----------------------------------------|----------------|--------|
| Present | CAPT James Bresette | Secretary | AIANCOAC | IHS |
| Excused | CAPT Rita Lookingglass | Representative | AIANCOAC Chair | IHS |
| Present | CAPT Gina Pahona | Minority Recruitment Subcommittee Chair | AIANCOAC | IHS |
| Absent | LCDR Saini Parmjeet | Vice Chair | APAOC Chair | HRSA |
| Present | LT Leorey Saligan | Representative | APAOC | NIH |
| Present | CDR Sheila Merriweather | Representative | BCOAG | OS |
| Present | CDR Sean-David Waterman | Liaison | BCOAG Chair | OS |
| Present | LCDR Candido Alicea | Representative | HOAC | NIH |
| Present | CDR Jeasmine Aizvera | Cultural Competency Workgroup Lead | HOAC Chair | NIH |
| Present | CAPT Laura Aponte | Chair | HOAC | OS |
| Excused | LCDR Wanda Chestnut | JOAG Representative | JOAG | OPHS |

Visitors: RADM Helena Mishoe, CAPT Nancy Bill, LCDR Sophia Russell,

I. Call to Order and Council Roll Call

- Council roll was taken by the MOLC Secretary, CAPT Jim Bresette. MOLC Chair CAPT Laura Aponte called the meeting to order at 14:33 EDT. **A quorum was established** with seven members representing all minority committees in attendance at the start of the call.

II. Review and Approval of Meeting Minutes

- CAPT Aponte verified all members had received the 18 May minutes and offered several minutes for member review and comment. No changes were noted.
- CDR Waterman proposed accepting the draft minutes as submitted with minor edits corrected as identified by CAPT Bresette. LT Saligan provided a second. Motion called and carried without opposition. Minutes approved.

III. Reports

CHAIR Report – CAPT Laura Aponte

- MOLC presentation to the SG originally scheduled for 22 May and rescheduled for 12 June has again been postponed by OSG.
 - **ACTION:** CAPT Aponte continues to request participation by all Committees for the Briefing Book.

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- The MOLC Website: www.molcusphs.org is up and running. LCDR Jean-Paul Mivoyel has been the past website lead. HOAC is now taking over and a lead will be identified by CDR Aizvera.
 - The annual fee has been paid by CAPT Aponte. She has requested \$24.87 from each group and to date only 1 group has provided reimbursement.
 - **ACTION:** CAPT Aponte will follow up by sending individual payment information to Minority Committee Chairs.
 - The MOLC website needs fresh content and data from the Committees.
 - **ACTION:** Need new MOLC chair photo posted to the website.
 - **ACTION:** CAPT Aponte has requested that each minority group provide contact information to her and CDR Aizvera for the purposes of updating the website. (Information was previously due by May 1st.)
 - i. Specifically, minority committees must send the names, contact info, and email address of the Executive Staff of each group.
 - ii. Minority committees should also send meeting times, dates, promotions, projects, programs, and awards presented.
 - **ACTION:** Per MOLC charter, need new MOLC website lead to post FINAL minutes to the site.
- **MOLC Brochure** – LCDR Candido Alicea and CAPT Pahona completed the MOLC two-page brochure. They were printed by CAPT Aponte for the conference. CAPT David Kelly, recommended brochure be provided at BOTC courses.
- MOLC Luncheon at COF:
 - CAPT Guerra announced CAPT Joannie Shen, MOLC Historian, accepted the invitation to be our Keynote Speaker.
 - Drumming group being confirmed by CAPT Nancy Bill
 - CAPT (sel) Guerra solicited literary and cultural selections for consideration to be presented at the luncheon.
 - Luncheon began at noon on June 4 with a maximum capacity of 100 people.
 - CAPT Aponte also requested an officer attending the COF conference to serve as Officer in Charge (OIC) to ensure staffing up to 4 officers per shift. Volunteers were requested by 22 May.

AIANCOAC Report – CAPT Gina Pahona for CAPT Rita Lookingglass

- AIANCOAC will have six openings for the upcoming nomination cycle – 3 voting members and 3 advocate positions.
- Membership applications are accepted until 30 June 2009.
- Coins remain available for purchase from CAPTs Myra Tucker and Nancy Bill. Coin sales were very successful at COF.

BCOAG - CDR Sean-David Waterman

- Last meeting was 11 June 2009.
- Membership application drive is underway to recruit 6-8 members and that they have received a good number of applicants so far. Nomination cycle ends 31 July.
- Coins created by rank and one in development for Ensigns
- COF Social Event at Lucky's Pool Lounge, 3 Jun at 8 p.m., is a no cost, come as you are event hosted by BCOAG.

- Public health data sheets are available on the BCOAG website.
<http://www.bcoag.freeservers.com/>
- CAPTs Robert Taylor and Wendall Wainright with CAPT Wainright's retirement ceremony 15 July 2009 at Parklawn Bldg. POC is CAPT King.
- Service project next year is under development with Community Outreach Work Group. Normally scheduled for February to use admin leave.
- Scholarship dinner to fund supported on 5 Dec 2009 at Bolling AFB, Washington, D.C.
- Next scheduled meeting is 9 July 2009.

HOAC - CDR Jeasmine Aizvera

- CDR Aizvera reported HOAC met 11 June 2009
- Voting members will approve/disprove final charter by 22 June 2009.
- Received help from ??? office for HOAC website
www.usphs.gov/corpslinks/oldHOAC/
- New members nominations due by 30 Sept.
- Hispanic American month coming up soon in 15 Sept – 15 October
- Next meeting 13 August 2009

APAOC – LT Leorey Saligan

- MOLC luncheon-related efforts include the following thanks:
 - LT Colobong, photographer for the MOLC COF luncheon event
 - MOLC booth volunteers - list of APAOC volunteers was sent to LCDR Alicea 19 May.
 - Officers who sent photos for the MOLC booth
- Upcoming meetings: Next general meeting will be July 15; next training meeting 17 June, and the last Executive Committee meeting June 9.
- Soliciting new voting member sent last Monday

JOAG – CDR Sheila Merriweather reporting for LCDR Wanda Chestnut

- LCDR Chestnut temporarily agreed to fill in per CDR Merriweather's invitation while a new JOAG representative could be found. LCDR Chestnut's work load has precluded her from continuing. CDR Merriweather will provide a JOAG rep to CAPT Aponte within the week.

IV. Working Groups

COF:

Luncheon Planning Committee – CAPT Aponte for CAPT (sel) Guerra

- *Some changes at the last moment, but "rolled with the punches"*
- *Some officers who had not RSVP'ed were turned away as the maximum of 120 seats had been reached. Officers are reminded to RSVP early to facilitate their presence and assist the luncheon planners.*
- *RADM Mishoe congratulated the junior officers for their record turn out with many at their own expense.*
- *CDR Waterman recommended a more diverse cultural entertainment such as "Lion Dancers" in recognition of APAOC's primary role in coordinating the 2010*

luncheon. CAPT Aponte agreed that earlier planning will allow more participation and add appropriate and expanded cultural events.

- *RADM Mishoe asked CDR Waterman to clarify the intent of the scope of these events. CDR Waterman stated he has a vision of making this luncheon a big ticket among attendees and especially junior officers.*
- *CDR Merriweather, MOLC COA Liaison, added that the MOLC wants to continue building on the success of the last 3 years moving from MOLC breakfasts to a MOLC luncheon. COA has rolled this cost into the registration.*
- *APAOC will discuss RADM Mishoe's recommendation for addressing multiple lessons learned from this and prior COF symposia. The time to start is now while ideas and memories are fresh. LT Saligan will address this with the APAOC Executive Committee and CAPT Aponte to start the process.*
- *CAPT Nancy Bill suggested the possibility of ethnic foods as a main course or side dish.*

- *CAPT Guerra announced CAPT Joannie Shen, MOLC Historian, accepted the invitation to be our Keynote Speaker.*
- *Committees are asked to send the names of all their awardees with a one line description of each award to CAPT (sel) Guerra by 22 May.*
- *Drumming group being confirmed by CAPT Nancy Bill*
- *CAPT Aponte reaffirmed that there is luncheon capacity for 100 officers so Committees will have those officers identified and sent into CAPT (sel) Guerra by 22 May.*
- *CAPT (sel) Guerra is soliciting literary and cultural selections for consideration to be presented at the luncheon.*
- *Luncheon is scheduled to begin at Noon on June 4 with a maximum capacity of 100 people.*

COF and related activities (30 May – 4 June 2009)

- MOLC Brochure – LCDR Candido Alicea and CAPT Pahona will finalize the two page brochure content and design by 21 May.
 - **ACTION:** Brochure to be sent to MOLC members for review and comment on 21 May with comments/edits due by 26 May.
 - **ACTION:** Capt Aponte will check on printing capabilities in OCCFM for producing the brochure. >200 Copies were suggested.
- MOLC Information Booth – Set up has been scheduled for Tuesday June 2 at 1:00pm. As in years past, volunteers are needed to set up, man the booth and break down.
 - LCDR Alicea requested volunteers, but has received only one officer response identifying two officers to staff the booth.
 - CAPT Bill and CDR Waterman responded as volunteers.
 - LT Saligan confirmed that four APAOC volunteers have signed up with him and LCDR Hue to help staff the booth.
 - Officers in Action pictures – Each group is to submit five pictures to be displayed during the Symposium. The pictures should measure 8.5 X 11 and must be mounted using Velcro backing. You may want to consider using a company like Kinko's for that.

- **ACTION:** LCDR Alicea will resend the Excel to include times and dates spreadsheet to CDR Waterman for distribution to the BCOAG.
- **ACTION:** CAPT Aponte also requested an officer attending the COF conference to serve as Officer in Charge (OIC) to ensure staffing up to 4 officers per shift. Volunteers were requested by 22 May.

Cultural Competency & Awareness –CDR Jeasmine Aizvera.

- Met Wednesday, 10 June 2009.
- Identified several of the past projects
 - Cultural cards pioneered by AIANCOAC and CAPT Andy Hunt.
 - CDR Merriwaether identified for BCOAG and CDR Aizverra for HOAC. Still need a representative for APAOC
 - Tentative date 8 July for next meeting.
- Sharing resources regarding cultural competency web-based training resources available via each CMAG website
- LT Saligan reported that APAOC will be participating with this activity.

Minority Recruitment – CAPT Gina Pahona

- Group held first meeting on 12 June 2009. Representative from all minority groups were present. Respective career development and mentoring representatives.
 - AINCOAC: CAPT Pelagie Snesrud and CDR Bernie Long
 - BCOAG: CDR Sean-David Waterman acting until a replacement is named
 - APAOC: CDR Camille Soondar
 - HOAC: CDR Michelle Sandoval
- Proposed to the MOLC Minority Mentoring article to promote knowledge of minority mentoring programs availability for publication in COA Frontline, CC Bulletin, etc.
 - Two mentoring groups are already available who can link up with the junior officers' respective Professional Advisory Committees (PACs).
 - RADM Mishoe emphasized the importance of grafting into the PAC mentor efforts and cross-covering other CMAGs.
- Exploring liaisons with minority educational institutions
 - Working with JOAG Career list to identify opportunities
 - Linking with PACs on their minority recruitment efforts focusing on PAC recruitment sub-sections.
 - Next meeting late July/early August
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 - Currently collecting the plans of the separate committees to aggregate into one MOLC plan Four goals for the work group are planned:
 - Matching and mentoring
 - Outreach to fraternities, sororities, alumni associations, professional groups, etc.
 - ?
 - ?
- Call to Active Duty (CAD) information does not contain racial or ethnic identifiers which complicates the work group's ability to identify officers.
 - **ACTION:** CAPT Pahona and CAPT Aponte will contact OCCO for their advice.
- Committee chairs should ensure their committee representatives attend the work group meeting as only two groups were represented at the 7 May meeting.

- Next meeting is scheduled for 12 June 2009

Childhood Obesity Prevention – CDR Sheila Merriweather

- CDR Sheila Merriweather wants MOLC to ensure that as a group MOLC is meeting the Surgeon General's intent for the program.
 - CAPT Aponte offered that the SG may add a new direction or emphasis on this topic at the upcoming MOLC SG briefing.

V. OFRD Readiness Update – CDR Sean-David Waterman

- Field Medical Readiness Badge criteria have been updated. Send an e-mail to CDR Waterman to update your FMRB data.
- Officer readiness will be run before 30 June (end of quarter) and officers will be advised on those items causing them to fall out of ready status.
- Advised officers to check their quarterly for expiring items to include TB, BLS, fitness, etc. http://ccrf.hhs.gov/ccrf/Readiness/Checklist_010109.pdf
- Continuing Promise missions: USNS Dubuque mission was scrubbed due to H1N1 contamination. OFRD has all the current officer assets needed, but advised mission commanders to ensure they request additional staff well in advance to facilitate these missions as well as the logistics of getting PHS officers prepared to deploy. Replaced by USNS Byrd.
 - Currently, all officer needs have been met for the USNS Byrd.
- Next events requiring Corps support and manning include Independence Day celebration in Washington, D.C. and a National Special Security Event 24-27 Sept 2009 due to President Obama's attendance.
- New Tier assignments are projected to be completed by 30 June 2009 to coincide with next quarterly readiness run.

VI. Announcements

- CAPT Aponte summarized key items:
 - CDR Waterman to address fund raising next meeting and reserve spot on July agenda
 - MOLC COF luncheon subcommittee
 - Minority recruitment
 - CAPT Aponte summarized key items:

CAPT Aponte summarized key items

- **ACTION:** Per MOLC charter, need new MOLC website lead to post FINAL minutes to the site.
 - Action items
 -
 - Agenda and bullets for respective CMAGs for agenda and minutes
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 - MOLC Booth volunteers should contact LCDR Alicea by 22 May.

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- Booth photos should be properly mounted in advance to facilitate set up on 2 June at 1 p.m.
- The importance of members rapidly reviewing the brochure and getting their edits and comments back to LCDR Alicea and CAPT Pahona so the brochure will be ready for COF.
- Final luncheon head count to her by 22 May.
- Her cell # is (910) 850-3558

VII. Adjournment

- The meeting was adjourned at 1600 EDT.
- CAPT Aponte reminded officers that the next MOLC meeting is scheduled for 20 July 2009 at 2:30 EDT.
 - Teleconference Line: 866-642-7575; Passcode: 9531573

Minutes prepared by: CAPT James Bresette, MOLC Secretary
edited by CAPT Laura Aponte, MOLC Chair.

Respectfully submitted:

CAPT James Bresette (AIANCOAC)
MOLC Secretary

CAPT Laura Aponte (HOAC)
MOLC Chair