

Meeting Minutes
USPHS Minority Officer Liaison Council (MOLC)
23 February 2009

Location: 409 3rd Street, SW Suite 330, Southwest Federal Building
Teleconference Line: 866-642-7575; Passcode: 9531573

Attendance	Name	MOLC Position	Group	Agency
Excused	CAPT James Bresette	Secretary	AIANCOAC	IHS
Present	CAPT Rita Lookingglass	Representative	AIANCOAC Chair	IHS
Excused	CAPT Gina Pahona	Minority Recruitment Subcommittee Chair	AIANCOAC	IHS
Present	LCDR Michael Weahkee	Secretary (Acting)	AIANCOAC	IHS
Excused	LCDR Saini Parmjeet	Vice Chair	APAOC Chair	HRSA
Present	LT Leorey Saligan	Representative	APAOC	NIH
Present	CDR Sheila Merriweather	Representative	BCOAG	OS
Excused	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
Present	LCDR Wanda Chestnut	JOAG Representative	JOAG	OPHS
Present	CDR Willadine Hughes	Representative to the Appointment Standards WIPT	AIANCOAC	IHS

I. Call to Order and Council Roll Call

- MOLC Chair CAPT Laura Aponte called the meeting to order at 14:35 EST. Council roll was taken by the Acting MOLC Secretary, LCDR Michael Weahkee for CAPT Bresette on deployment in Afghanistan. A quorum was established with 3 of the 4 minority liaison committees in attendance (BCOAG joined later in the meeting, represented by CDR Sheila Merriweather).

II. Review and Approval of Meeting Minutes

- CAPT Aponte called for a review and approval of the minutes for the January 26, 2009 meeting. CAPT Rita Lookingglass moved to approve the minutes with two corrections (the spelling of CAPT Rita "Lookingglass" and the spelling of LCDR "Saini" Parmjeet) and this motion was seconded by LT Saligan. The subsequent vote carried unanimously.

III. Reports

CHAIR Report – CAPT Laura Aponte

- CAPT Aponte began her report by recognizing February as Black History Month and thanking officers for their contributions to the health of the United States.
- SG-PAC Chair Meeting –
 - CAPT Aponte reported that the last SG-PAC Chair Meeting was held on February 11, 2009 and that the major topics of discussion included:
 - i. BOTC Training Course presentation by CAPT Kelly –
 - 68% of officers in the Corps have completed BOTC and there are plans to roll out a virtual training for those officers unable to get to the in-person training.
 - Access to the National Library – This is being worked on to provide officers with access to the Journals and other resources for use in publication development, career enhancement, etc.
 - Some of the PACs have requested that the BOTC curriculum place more emphasis on Career Management and Professional Development.
 - CAPT Kelly shared that the courses are being reorganized to allow for more equity between the various disciplines.
 - There was a request for more interaction with the PACs. Specifically CAPT Kelly invited each PAC to send a representative to the BOTC graduations so that they could demonstrate their support.
 - CDR Aizvera asked if there might be space available during the BOTC training for a MOLC representative to give a presentation about MOLC. CAPT Aponte stated that this might be possible and that we would explore it. Perhaps we could give a presentation during the BOTC graduation ceremony, or on their final day of training.
 - ii. HHS Portal – CAPT Aponte shared that the HHS Portal is available to all groups at no cost. Currently the Therapist PAC has developed a Chat Portal. For more information on the HHS Portal contact Laura.grogan@hhs.gov.
- Follow up on COF Discussion –
 - CAPT Aponte provided an overview of the conversation that she had with the Commissioned Officer's Foundation (COF) about their ability to maintain the MOLC financial account.
 - CAPT Aponte spoke with Christina Grill from the COF and was told that they are available for this purpose and that everything can be done via e-mail.
 - To get started groups would send a check with their account balance to "COF" with the name of the group in the memo section (MOLC).
 - Groups will also need to send an email with the list of individuals who will have access to the account to Theresa Hayden.
 - Withdrawals from the account are conducted by sending an email request to Ms. Hayden, along with the necessary information (dollar amount, who to

make the check out to, purpose, address, etc.). Ms. Hayden can be reached at: Thayden@coa.usphs.org.

- CAPT Aponte was informed by Christina Grill, COA, that the funds can be used to fund and award scholarships for junior officers or others.
- CAPT Aponte asked each MOLC representative to take this information back to their group to discuss and determine whether they want to use the COF for this purpose.
- A final item related to this topic included a discussion about whether committees are allowed to collect dues from members. This topic is still being investigated with more information to be shared in the future.

AIANCOAC Report – CAPT Rita Lookingglass

- CAPT Lookingglass reported that the AIANCOAC held its most recent meeting on February 19, 2009.
 - This meeting focused on setting the annual goals and objectives of the various subcommittees and establishing the leadership and membership for each committee.
 - Discussion was also held about the need to update the AIANCOAC website with the new committee's information.
 - The By-laws and Charter were overviewed.
 - Finally, discussion related to the preparations for the annual COA conference took place, specifically about the need to host the MOLC Booth and help sponsor the Awards luncheon.

APAOC – LT Leorey Saligan

- LT Saligan reported that the APAOC held its most recent meeting on February 18, 2009.
 - The committee held a retreat for all new voting members and volunteers were solicited for the various subcommittees.
 - APAOC approved the revisions and new version of their By-laws approximately 2 weeks ago.
 - Finally, APAOC has developed a new award named the “CAPT Alan Locke” award. The award criteria are still being developed and this information will be shared once it is complete.

BCOAG - CDR Sheila Merriweather

- CDR Merriweather reported that the BCOAG recently returned from their New Orleans mission.
- They had 26 officers participate.
- The event was very well organized and structured.
- The group provided presentations on the USPHS to a number of schools in the area.
- They received a Proclamation from the Mayor of New Orleans thanking them for their service.

- BCOAG plans to conduct a similar event hopefully once a year, but at least once every two years. They also wanted to ensure that other groups know that they are invited to participate.
- Finally, CDR Merriweather shared that the BCOAG is participating in a Share program with a local food bank in April and that officers from all groups are welcome to participate in that event as well.

HOAC – CDR Jeasmine Aizvera

- CDR Aizvera reported that the HOAC held its most recent meeting on February 12, 2009.
 - The committee identified during this meeting that they need to update and finalize their By-laws.
 - They discussed the need to begin preparing for the COA conference and one of their members, CDR Guerra will serve as the Chair of the Planning Committee for this event. Representatives from the other committees are asked to submit the name of one appointee each by 2/27/09 to help support CDR Guerra on this planning committee. The names of these individuals can be sent to CAPT Laura Aponte at laura.aponte@hhs.gov.
 - Finally, APAOC reported that they also made their subcommittee leadership selections during this first meeting.

JOAG – LCDR Wanda Chestnut

- LCDR Chestnut reported that the JOAG held its most recent meeting on February 13, 2009.
 - The call for Nominations for the JOAG Awards has been posted and the deadline is 2/27/09. Awards include the Junior Officer of the Year Award the JOAG Excellence Award and the Carmona Inspiration Award. Additional information can be found on their website at <http://www.ioag.org>.
 - Scholarship applications for Junior Officers who are interested in attending the 2009 COA Conference are due to JOAG by 5/7/09.
 - Workgroups/Subcommittees:
 - Physical Fitness/Training Subcommittee – Each agency may be asked to appoint a physical fitness liaison or lead in the near future.
 - Membership Subcommittee is seeking nominations for 2009-2011 terms. The deadline is March 27, 2009.
 - Volunteers are being sought for the development of an Officer's Guide. This project is being coordinated by the JOAG Welcoming Committee.

IV. Working Groups

Cultural Competency & Awareness – CDR Jeasmine Aizvera/CDR Sheila Merriweather

- This workgroup hasn't met in a while and CDR Aizvera suggested that we need to recruit new members for the workgroup.
- Last year a number of recommendations were submitted to the Office of the Surgeon General through CDR Sheila Merriweather. Some of these

recommendations included:

- Including Cultural Competency as one of the benchmarks for officers to demonstrate for promotion purposes.
- Including Cultural Competency training as a requirement for meeting basic readiness standards.
- Marketing Cultural Competency by providing resources and links to sites that would help officers further develop their cultural competency (on PAC, MOLC and minority committee websites, other).
- Finally, an announcement was made about the OMH Summit being held this week and the fact that a number of MOLC officers would be participating in this event (more discussion under Childhood Obesity).

Minority Recruitment – CAPT Gina Pahona

- Per CAPT Lookingglass there is no report on this topic.

Childhood Obesity Prevention – CDR Sheila Merriweather

- CDR Merriweather reported that there would be a Surgeon General's Roundtable held this week at the Gaylord Hotel with 60 youth from across the country in attendance. The focus of this roundtable is Overweight/Obesity.
- One of the speakers for this event is former Navy Lieutenant Andy Baldwin, who starred on the TV show "The Bachelor" a couple of seasons ago.
- The event will also include a We-Fit demonstration.
- MOLC Officers are supporting this event and CDR Merriweather invites officers who may be interested in participating to join them at the Gaylord on Friday the 27th of February. (Registration won't be required if you go directly to this room).

V. OFRD Readiness Update – CDR Sean-David Waterman

- No Report

VI. Appointment Standards WIPT – CDR Willadine Hughes

- CDR Hughes reported that as the MOLC Representative to this WIPT that the group was formed to update the Appointment Standards policy and has been looking closely at the general appointment standards for all categories and professions.
- They are also evaluating whether new categories are needed and will be conducting a needs assessment to help make that determination.
- CDR Hughes recently solicited input from MOLC and the minority committees and asks to have their feedback returned to her by 2/27/09. She can be contacted at Willadine.hughes@ihs.gov or by phone at (928) 737-7267.
- Written reports are due from the PAC's on March 1st and CDR Hughes stated that she would be presenting MOLC's issues and concerns to the WIPT on 3/2/09.

VII. Announcements

- CAPT Aponte inquired of CDR Merriweather the status of the MOLC Charter and Bylaws. CDR Merriweather stated that they have been approved and are included as part of the "book" forthcoming to CAPT Aponte as the new Chair.
- It was noted that the MOLC website needs to be updated with the new member information.

VIII. Adjournment

- The meeting was adjourned at 15:35 EST.
- CAPT Aponte reminded officers that the next MOLC meeting is scheduled for March 16, 2009 at 2:30 EST.

Minutes prepared by: LCDR Michael D. Weahkee, AIANCOAC representative;
edited by CAPT Laura Aponte, MOLC Chair.

Respectfully submitted:

LCDR Michael D. Weahkee (AIANCOAC)
Acting Secretary

CAPT Laura Aponte (HOAC)
MOLC Chair