

Meeting Minutes
USPHS Minority Officer Liaison Council (MOLC)
26 January 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
Present	CAPT Gina Pahona	Guest	AIANCOAC	IHS
Present	LCDR Michael Weahkee	Secretary (Acting)	AIANCOAC	IHS
Absent	LCDR Sani Parmjeet	Vice Chair	APAOC, Chair	
Absent	LT Leorey Saligan	Representative	APAOC	
Absent	CDR Sheila Merriweather	Representative	BCOAG	OS
Present	CDR Sean-David Waterman	Liaison	BCOAG, Chair	OS
Present	LCDR Candido Alicea	Representative	HOAC	NCI
Absent	CDR Jeasmine Aizvera	Cultural Competency Workgroup Lead	HOAC	NIH
Present	CAPT Laura Aponte	Acting Chair	HOAC	OS/OC CFM

I. Call to Order

- MOLC Acting-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 in place of CAPT Bresette preparing to deploy to Afghanistan. A quorum was established with 3 of the 4 minority liaison committee in attendance.

II. Review and Approval of Meeting Minutes

- CAPT Aponte called for a review and approval of the minutes for the December 15, 2008 meeting. CAPT Rita Lookingglass moved to approve the minutes as presented and this motion was seconded by CDR Sean-David Waterman. The subsequent vote carried unanimously.

III. Reports

CHAIR Report – CAPT Aponte

- CAPT Aponte began her report by querying each of the other minority liaison councils about the process that they use to select the Chair for MOLC when it is their turn to serve in this capacity. She has heard that some groups choose to have their council chair also serve as the Chair for MOLC at the same time, while others feel that serving

in both capacities at the same time is overwhelming and appoint another member of their committee to fulfill the role of the MOLC Chair.

- The AIANCOAC reported through CAPT Gina Pahona that in the previous year their committee made their decision based on the second option, which was to appoint somebody other than the committee chair to serve as the Chair of MOLC because of the heavy workload.
- The BCOAG reported through CDR Sean-David Waterman that this was handled at the executive level of the BCOAG in that he and CDR Sheila Merriweather split the responsibilities of serving as Chair for both the BCOAG and MOLC.
- CAPT Aponte reported that the HOAC is going through this same thought process currently and that she was asked by the current HOAC Chair to serve in the capacity of MOLC Chair until they are able to have a conversation on this topic at their first regularly scheduled meeting to take place on February 12th. She thanked the other committee's for their responses and said that she would take this information back to the HOAC for their discussions on the topic.
- PAC Chair Meeting –
 - CAPT Aponte reported that the last PAC Chair Meeting was held on January 9, 2009 and that the major topics of discussion included:
 - i. Website migration – The progress has been slow due to technical issues such as 508 compliance. There is no set schedule by which all sites need to be migrated and Committees are asked to continue to keep their websites up-to-date during this transition period.
 - ii. Fundraising – This topic was discussed and PAC's and other Committees were reminded that we are not supposed to conduct any fundraising, with the exception of the sell of Committee and Category coins at cost.
 - iii. 2011 Benchmarks Review Committee – The call for nominations for a chair of this committee is being solicited and interested individuals are asked to contact LT Monahan who is the current PAC Chair Secretary for additional information.
 - iv. Longevity Recognition Award – An initiative has been proposed by the Commissioned Corps to look at introducing an award to longevity recognition, similar to those awards offered in other branches of uniformed service. More information on this topic to come in the future.
 - v. Utilization of Inactive Reserve Corps – This was also a topic of discussion, focusing on the need to clarify how the Inactive Reserve Corps functions and interrelates with the various federal agencies.
- Other Information –
 - CAPT Aponte reminded committee members about the 2009 Scientific Symposium, which is scheduled to be held in Atlanta, GA in June of this year.
 - i. MOLC Members need to plan for the Awards to be handed out at this meeting, as well as the sponsorship of a MOLC Booth.
 - ii. This year the HOAC will serve as the lead in coordinating these efforts. CAPT Aponte asked that each Committee provide the name

of one representative to serve on the MOLC Planning Committee for this event. She asked to have these names submitted to her no later than February 6, 2009.

- iii. CAPT Aponte also reminded officers about the need to continue to collect photographs of “officers in action” for use in the MOLC Booth and in other MOLC materials.
 - MOLC Website – CAPT Aponte noted that the MOLC Website needs to be updated to reflect the FY 2009 membership. The Committee’s are asked to submit their updated information to LT Jean Paul, the MOLC Webmaster, at mivoyel.jeanpaul@acf.hhs.gov, and he can also be reached by telephone at (202) 401-4966.
- Questions and Comments were solicited – CDR Waterman asked for clarification on the issue of fundraising by Committees. It was CAPT Aponte’s understanding that with the exception of the sale of coins by Categories and Committees that no fundraising is allowed. Not only that, but that PAC’s and Committees were also not allowed to maintain their own banking accounts and should go through the Commissioned Officer’s Foundation (COF) for these services. CAPT Aponte has requested a presentation by COF about the kinds of financial management services that they can provide, including the possibility of earning funds to provide to students as scholarships. Additional clarification is needed on this issue and CAPT Aponte stated that she would work to obtain that clarification from OCCO or the Office of the Surgeon General, and will follow up with the COF as well.

AIANCOAC – CAPT Rita Lookingglass

- CAPT Lookingglass reported that the AIANCOAC has held its first meeting and the newly elected officers are as follows:

Chair	CAPT Rita Lookingglass
Vice-Chair	CDR Bernie Long
Secretary	CAPT Dora Bradley
Treasurer	CDR Scotty Hargrave
- CAPT Lookingglass gave an overview of the goals of the committee for 2009, which focused on fundraising, updating the AIANCOAC website and supporting an AIANCOAC booth at the Annual Symposium.

APAOC – LCDR Sani Parmjeet

- Absent – No Report

BCOAG - CDR Sean-David Waterman

- CDR Waterman reported that the BCOAG has also held its first meeting and the newly elected officers are as follows:

Chair	CDR Sean-David Waterman
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Vice-Chair	LCDR Cedric Guyton
Executive Secretary	LCDR Iyesha Jones

- CDR Waterman also reported that BCOAG is conducting some National Community Outreach projects including a trip in February by BCOAG members to New Orleans, LA and a recently completed food drive initiative. It was noted in conversations of the committee that all volunteer spots for the New Orleans trip have been filled.
- Finally, CDR Waterman noted that BCOAG is working to put together a networking event at the COF function in June.

HOAC – CAPT Laura Aponte

- CAPT Aponte reported that HOAC recently brought on board 14 new voting members and their first meeting is scheduled to take place on February 12, 2009. CAPT Aponte reports that the new HOAC Executive Committee will be comprised of the following officers:

Chair	CDR Jeasmine Aizvera
Vice Chair	CDR Marta Guerra
Secretary	LCDR Erik Cala
Treasurer	LCDR Sonsy Fermin

JOAG – LCDR Wanda Chestnut

- Although LCDR Chestnut was not able to attend this meeting, CDR Waterman was provided with a copy of the minutes from the last JOAG meeting and provided the committee with the following highlights:
 - Call for Nominations for the JOAG Awards has been posted and officers are referred to the CCMIS for additional information.
 - A meeting was held with the COF Planning Committee and the theme for this year's symposium is "Leading the Public for a Healthy America." There was also discussion about a pre-conference event to take place on 31May09, more information to come in the future.
 - Physical Training Subcommittee – There was discussion about a recommendation made by this subcommittee that officers received time during the workday for physical fitness training. Also, each agency may be asked to appoint a physical fitness liaison or lead in the near future.
 - OCCO Report reminded officers that they need to access and update their medical information through the Medical Affairs Branch.
 - Notice was provided that the Assimilation Board for 2009 has been temporarily suspended.

OFRD/Readiness – CDR Sean-David Waterman

- CDR Waterman reported that the OFRD website has been open for officers to check their readiness status. If officers notice any problems they should contact either CDR Damon Smith at damon.smith@hhs.gov or CDR Waterman at [sean-](#)

david.waterman@hhs.gov to have their records updated.

- OFRD Deployments –
 - OFRD recently completed the deployments related to the 2009 Inauguration. Officers who deployed are reminded to go onto the OFRD website and complete your after action reports so that we can continue to improve the deployment process.
 - Current/Planned missions include:
 - Tier III, Roster C - Mental Health Case Managers and RN's to New Orleans.
 - Tentative Ship Board Deployments to the Caribbean (Haiti, Dominican Republic, Antigua, Columbia, El Salvador, Nicaragua, Panama), are expected to take place from 1APR09 – 31JUL09.

IV. Announcements

None

V. Adjournment

- The meeting was adjourned at 15:28 EST.

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

Respectfully submitted:

LCDR Michael D. Weahkee (AIANCOAC)
Acting Secretary

CAPT Laura Aponte (HOAC)
MOLC Chair