



Health Services Officer Category
OF THE U.S. PUBLIC HEALTH SERVICE
Strength Through Diversity



Basic Applied Science Professional Advisory Group
BASPAG

January 16th, 2008

Time: 11:00 - 12:00 pm EDT, 8:00 am PDT

Teleconference call number: 800-988-0209

Passcode: 31955

MEETING MINUTES

Attendance

VOTING MEMBERS						
Attendance	Rank	Last Name	First Name	OPDIV	Voting Secretary Position	Voting Membership subcommittee Chair
Present	CDR	Bill	Nancy	IHS	Aye	Aye
Present	CDR	Danner	Ali	CDC	Aye	Aye
Excused	CDR	Merriweather	Sheila	OS		
Present	CDR	Toy	Phillip	USDA		Aye
Absent	LCDR	Bleth-Weber	Michelle	BOP		
Present	LCDR	Brown	Laurie	OS	Aye	Aye
Present	LCDR	Melvin	Cathy D.	FDA	Aye	Aye
Present	LCDR	Thai	Linda	FDA	Aye	Aye
Present	LCDR	Valentin-Bon	Iris E.	FDA	Aye	Aye
Present	LCDR	Vu	Chau Minh	USDA	Aye	Aye
Present	LT	Chanlongbutra	Amy	NPS	Aye	Aye
Present	LT	Claverie-Williams	Elizabeth	FDA	Aye	Aye
Present	LT	Constantine	Amy	ORA	Aye	Aye
Absent	LT	Harper	Kimberly	EPA		
NON-VOTING MEMBERS and GUESTS						
Present	CAPT	Tooly	Lee	EPA		
Present	LCDR	Culbreath	Dimitrus	OS		
Present	LT	Smith	Damon	OFRD		
Present	LTJG	Marshall	Valerie	ASPR		



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- I. **Call to Order and Introductions** - CDR Linda Thai, new BASPAG Chair 2008, greeted the group and called the meeting to order at 11:03 am hours EDT. Roll call was taken by LCDR Iris E. Valentin-Bon.
- II. **Approval of Minutes** - LCDR Thai presented the motion to approve the December minutes. Motion was moved and minutes were approved with noted changes made by CDR Ali Danner.
- III. **Chair Report and Old Business**
 - a. **New voting members** - LCDR Thai greeted new BASPAG officers. The following officers were selected: CDR Phillip Toy; LCDR's Cathy Melvin and Chau Minh Vu; LT's Amy Chanlongbutra, Elizabeth Claverie-Williams and Kimberly Harper.
 - b. **Letter of Congratulations to new Voting Members** - a letter of congratulations was sent by the Secretary LCDR Valentin-Bon to all new members on Tuesday, January 15th 2008.
 - c. **Reactivation of the Membership and Recruitment and Retention subcommittees** -
- IV. **New Business**
 - a. **Secretary Position** - LCDR Chau Vu expressed interest to be the new BASPAG Secretary. The group voted in favor to the selection of LCDR Vu as new secretary.
 - b. **Membership subcommittee Chair** - LT Elizabeth Claverie-Williams nominated herself to chair this subcommittee. The group voted and approved her nomination.
 - c. **Deployment subcommittee Chair** - LCDR Thai requested to the group to consider a new voting member to chair this subcommittee.
- V. **Standing Committee Reports**
 - a. **Membership** - No report. CAPT Lee Tooly gave the group a brief description of the duties and responsibilities of chairing this subcommittee.
- VI. **Adjournment** - this meeting was adjourned at 11:42 am.



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Next meeting will be held on February 20th, 2008
Third Wednesday of every month 11:00 -12:00 EDT, 8:00 are PDT.

Teleconference call number: 888-595-6108

Passcode: 9423244

Minutes taken by LCDR Iris E. Valentin-Bon. Revised by LCDR Chau M. Vu.

