



**Minutes for 11/19/2004  
12:30 pm PST/ 3:30 pm EST**

**A**SIAN

**Attendees: David Inoue, Gabe Garcia, Gem Daus, Geri Aglipay, Leslie Hsu-Oh, Nadia Islam, Nadine Chan, Ninez Ponce, and Noilyn Abesamis**

**P**ACIFIC

**I**SLANDER

**C**AUCUS

TOPIC	DISCUSSION	RESOLUTION/FOLLOW UP
<p>Welcome to new members</p>	<p>D. Inoue presided meeting at 12:35 pm/3:35 pm</p> <p>Introduction of new officers, Gabe Garcia and Noilyn Abesamis</p> <p>Approximately 70 people attended the special session and dinner on Sunday</p>	
<p>Review of 2004 APHA Annual Meeting</p>	<p><u>Overall reactions from ExeCom:</u></p> <ul style="list-style-type: none"> <li>a. Well put together (N.Chan)</li> <li>b. Well received by attendees (N. Islam )</li> </ul> <p><u>Concerns</u></p> <ul style="list-style-type: none"> <li>a. Some confusion from attendees as to whether or not they could attend the business meeting</li> <li>b. How can APIC honor and recognize its outgoing ExeCom members at 1 event</li> </ul> <p><u>Finance (N. Ponce)</u></p> <ul style="list-style-type: none"> <li>a. APIC received \$290 in donations (cash &amp; checks)</li> <li>b. Still expecting more from 3 big AAPI orgs who promised donations</li> <li>c. Received many membership forms in the mail; This was helpful and facilitated the collection of many donations</li> </ul>	<p>Suggestion: Use Evite or yahoogroups to send a "Save the Date" message to members</p> <p>Suggestion: Send out a formal letter of appreciation to all outgoing ExeCom members; Put history on website; Link on website of Ex-Officers from the beginning (N. Chan) - N. Ponce gave a list of suggestions to K. Rezai</p> <p>Follow up with orgs; K. Rezai is supposed to invoice these orgs</p> <p>Have a donation box at all APIC sessions at APHA</p>

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Open ExeCom Seat	<p><u>Membership</u></p> <ul style="list-style-type: none"> <li>a. Determine a "cut off date" to consider membership for current year</li> <li>b. Create an online membership form for members to fill out before APHA</li> <li>c. Count members who fill out membership form one month before APHA as both old and new members               <ul style="list-style-type: none"> <li>- Bonus month of membership</li> <li>- Allowed to vote during elections</li> <li>- This way, APIC won't start with a 0 (zero) membership base each year</li> </ul> </li> <li>d. Consider rolling over membership; if current members don't want to continue, they must opt out</li> </ul> <p><u>Write-InPosition</u></p> <ul style="list-style-type: none"> <li>a. <u>4 write-ins for Policy Seat</u> - Butch de Castro, Gerald Ohta, Abhijit Ghosh, Jackie Tran</li> <li>b. Contact nominees to confirm their interest</li> <li>c. Send out to members for revote</li> </ul>	<p>Lobby to get caucuses on APHA membership form</p> <p>Things to consider - Is it going to be harder to get donations every year if member do not have to re-enroll? How effective are reminder emails/letters to solicit donations?</p> <p>ExeCom members who have email addresses of these nominees will send them to <a href="mailto:secretary@apicaucus.org">secretary@apicaucus.org</a></p> <p>N. Chan will work with N. Abesamis to facilitate the re-vote</p>
Website & Communications	<p><u>Redesign of the website (L. Hsu-Oh)</u></p> <ul style="list-style-type: none"> <li>a. Walk through redesign process with ExeCom</li> <li>b. Steps of creating a website (1) outline a site map, (2) get all the content, (3) determine the look of the site, (4) test out a beta site to community groups to get feedback</li> <li>c. Usually a 6 month process; Hope to launch new website by next APHA meeting</li> </ul>	<p>All Execom will fill out survey; Answer at own time and email back to L. Hsu Oh by next conference call</p> <p>D. Inoue sent out info on website by email. Check the email with announcement of last conference call.</p>

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TFAIR	<ul style="list-style-type: none"> <li>a. Need APHA membership number in order to view TFAIR info on APHA website</li> <li>b. APHA reorganize interaction with SPIGS &amp; caucuses</li> <li>c. Integrate caucuses with APHA not as an affiliate</li> <li>d. General sentiment is that other caucuses against this reorganization               <ul style="list-style-type: none"> <li>- Infringe on autonomy of caucuses</li> <li>- Non-APHA members cannot be involved in caucuses</li> </ul> </li> </ul>	<p>Execom will get in touch with Cliff Akiyama (sp?)</p> <p>D. Inoue will download TFAIR materials and email it to the ExeCom; Will discuss this document at the next conference call</p> <p>ExeCom will continue discussion about TFAIR over email</p>
Strategic Planning	<ul style="list-style-type: none"> <li>a. Clarify mission/vision statement of APIC               <ul style="list-style-type: none"> <li>- Fundamental to strategic planning process</li> <li>- 1<sup>st</sup> step in strategic planning process; Should be the driving force</li> </ul> </li> <li>b. Revise bylaws</li> <li>c. Engage members to get more involved in programming</li> <li>d. Discuss ways to further publicize APIC activities</li> <li>e. More communication with greater APHA</li> <li>f. Determine what APIC hopes to accomplish over time; This should drive the strategic planning process over the constraints of TFAIR</li> </ul>	<p>Determine if a group or task force will work on revising by laws; May draw from membership</p> <p>Goal: Have our liaison attend our business meeting; At the minimum, have a conversation with Natalie Raynor about APIC</p> <p>D. Inoue will take lead in writing up a proposal on strategic planning process; ExeCom will give comments; Consider having a face-to-face meeting (possibly in SF, CA)</p>

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APHA 2005	a. <u>Activities for APIC in New Orleans</u> <ul style="list-style-type: none"> <li>- Working with local API faculty</li> <li>- Student involvement</li> <li>- Press Conference</li> <li>- Incentives to attend APIC activities</li> </ul>	Contact API faculty in New Orleans to help with planning APIC activities  G. Garcia will contact the Public Health Student Caucus' Diversity Taskforce to discuss ways APIC can link up with them  Determine if there is API ethnic media in New Orleans
Next Conference Call	December 3, 2004 12:30 pm PST/ 3:30 pm EST	

Submitted by Noilyn Abesamis

Approved by Executive Committee

12/3/04