

**Asian Pacific Islander Caucus
35th Anniversary Social Reception Planning
Conference Call
Tuesday, April 7th, 2009 4pm EST**

Attendance - Butch de Castro, Rod Lew, Gerald Ohta, Marguerite Ro, Winston Tseng, and Harry Kwon

Absent - Nadine Chan and Grace Ma (but has followed-up with them for input)

AGENDA:

- o Discuss Time and Location of Social Reception
- o Discuss Agenda for Social Reception (Usual Social or Special Social)
- o Discuss Budget and Costs

TIME OF EVENT

Discussion of holding it on Sunday night versus Tuesday night from 8pm to 10pm

- Sunday evening
 - o There is “deadtime” after the opening session
 - o This will “energize” people
 - o (-) there are more events occurring at this time for APHA leadership members
- Tuesday evening
 - o This is a “relaxing” time, nearing the end of the conference
 - o This has been the annual day/time for the APIC Social for the past decade or more.
 - o (-) if people have no sessions on Wed, people may leave early

 - o Consider 30 minutes of mingling first, then 1 hour of programming, and then 30 minutes of mingling.

LOCATION

o Grace Ma suggested 3 locations for the Social, all 2-3 blocks from the convention center.

AGENDA FOR SOCIAL

- We discussed the following:
 - o Welcome (have a moment for co-sponsor to briefly speak for 1-2 minutes)
 - o Keynote
 - o Historical perspective of APIC
 - o Future of APIC
 - o Lifetime Achievement Award, given first time at 30th anniversary; solicited nominations at the time (more info, ask Gil Gee); consider passing on this for 35th.
 - o Raffle; Lucky #s/Drawings (ask David Takeuchi); or consider giving everybody something with info about APIC
 - o Performance (5 minutes, too short; 20 minutes, too long); in lieu of performance, consider opening/closing ceremony by PI representative

- o Consider giving a Pacific Islander Paper or Community Award together with AIANNH Caucus and invite Palama Lee to give the award; and consider the Caucuses taking turns in the giving of the award every other year.

INVITED SPEAKERS

- Speakers (no more than 2 keynotes)
 - o Allow local co-sponsor (Grace Ma) a few minutes during welcome
 - o Howard Koh, Walter Tsou, Faye Wang, Georges Benjamin for keynote
 - o Ted Chen or Stella Yu for historical keynote (however, neither is currently active in APIC)
 - o Rod Lew or Marguerite Ro as keynote to speak about the history/timeline of the API Health/APIC
 - o Next Chair to speak about future APIC
 - o Other notables: Palama Lee, Chair, AI/AN/NH Caucus to speak about PIs; or at least invite him our Social

BUDGET

- o Given limited resources, should not spend all of APIC funds for this event
- o Anticipate 50-75 attendees, less than prior year in San Diego where there were 110-120 attendees
 - o Should not offer dinner for social reception annually, not past practice and unnecessary cost burden; suggest a typical cocktail reception

OTHER NOTES

- o Is the restaurant ADA accessible?

FOLLOW-UP:

Harry Kwon will follow-up with Grace Ma to help to ask about costs for cocktail reception at each of the 3 possible restaurants and reserving a room for Tuesday Night from 7:30pm to 10:30pm.

Harry Kwon will update Winston Tseng and Domin Chan (Treasurer) on costs for Social Reception and then make a decision together on the location of Social Reception.

Winston Tseng will come up with a proposed program schedule for the Social Reception based on the suggestions by the 35th anniversary Social Reception Planning Committee and prior APIC Social Reception practices to share and discuss with the Planning Committee and the APIC Executive Committee before finalizing.

Winston Tseng will take lead to contact potential Keynotes or delegate it to someone who knows the potential Keynotes better.

Winston Tseng will contact Palama Lee once a decision has been made by APIC Executive Committee how to best proceed with his invitation to APIC Social Reception.