

- I. **Call to Order and Introductions** - CDR Sheila Merriweather called the meeting to order at 1102 hours EDT. Roll call was taken by LCDR Iris E. Valentin-Bon.
- II. **Approvals of Minutes** - CDR Merriweather expressed concern regarding the receiving of emails and BASPAG information by new voting members. She will discuss with LCDR Iris E. Valentin-Bon to update distribution list and email system. November 15, 2006 minutes were presented. CDR Merriweather presented a motion and seconded by LCDR Ibrahim Kamara. January 17th, 2007 was presented and corrections were made. Motion presented to accept minutes and seconded with one noted change.
- III. **Old Business**
 - a. **BASPAG Bylaws** - In the last BASPAG meeting, the Bylaws were approved internally; the next step will be to present the document to the HSO PAC on February 2 meeting. Due to short in time to approve it, the BASPAG Bylaws approval will be done via email by CDR Carderelli, due to email problems hasn't been done yet.
 - b. **ASH Reception** - it was wonderful, room set up planned for 100 officers, around 75 officers attended. MOLC Chair LCDR Angela Shen and CDR Nancy Bill addressed the group. ASH Agwunobi and Acting SG Moritsugu addressed the group; each of the Minority groups presented their respective coins.
- IV. **New Business**
 - a. **Additional Standing Committees** - section of the Bylaws were read to consider the possibility to expand the standing operating subcommittees or to continue developing the two subcommittees that the group already has. LT Michelle Bleth suggested that with the Recruitment and Retention, to identify members who are liaisons and discuss with the group and start from this point. CDR Phillip Toy and Merriweather agreed. The new subcommittee could be named as Mentoring. Discussion was made regarding the duplicate of efforts with other HSO Pac subcommittees. CDR Merriweather suggested an Awards and Career and Professional Development subcommittees that will help officers with promotion, CV's, review eOPF. **The incorporation of Professional Development and Networking as one of the operating subcommittee was presented by the Chair. CDR Phillip Toy agreed to chair this subcommittee;** CDR Merriweather and LCDR Ali Danner agreed to assist him. Motion presented and accepted by the group. Awards subcommittee was suggested. The group agreed to proceed with 3 operating subcommittees for this year: Membership, Deployment and Readiness and Professional Development and Networking.
 - b. **Request from the Policy HSO Subcommittee** - biannually HSO Resource Directory needs to be updated, for that it was asked to the Chair to prepare in one or two paragraphs the mission, accomplishments in details and how many different disciplines and how many are in BASPAG. The group checked Chapter 6 under HSO

website, the task is to update and verify that BASPAG do not require having licenses. CDR Merriweather will generate the two paragraphs and will send them for review and submit them to the HSO PAC.

- c. **Chair- elect position** - chair elect to serve as backup to the Chair, step up in case the Chair is not available to chair the meetings, to report out to the HSO PAC meetings, helping reviewing documents, and be groomed to the following year. Motion was presented for those who would like to vote or nominate themselves for the Chair elect position. Nine voting members voted in favor to discuss this issue on March 21st meeting. Email asking for nominations, for March meeting, and agenda will be forward.

V. Standing Committee Reports

- a. **Membership** - CAPT Lee Tooly reported that the Committee last met on February 1st. It is anticipated that the webpage will be implemented in the next two months. The Committee also discussed how BASPAG might target a membership drive to recruit more officers. It was proposed that if sufficient interest, this could be discussed in the next BASPAG meeting under new business.
- b. **Deployment/Readiness - No report**

VI. Open Floor

- a. **Transformation** - CAPT Tooly mentioned the review of billets and categories; she asked if BASPAG will be called upon to participate in that, or in the separate ongoing review process to define deployment roles.
- b. **Announcement** - CDR Merriweather informed to the group that she will be unavailable to reach from February 28 through March 18th, 2007.

VII. Adjournment this meeting was adjourned at 12:02 pm.

Next meeting will be held on March 21st, 2007

Third Wednesday of every month

11:00 -12:00 EDT, 8:00 am PDT.

Teleconference call number: will be provided later

Passcode: will be provided later

Minutes taken by LCDR Iris E. Valentin-Bon. Revised by CAPT Lee Tooly and CDR Sheila Merriweather.

