

**Fort Detrick COA Branch Meeting
Meeting Minutes 5/14/2008 noon**

I. Introduction of Executive Officers, members in attendance, and opening by President LCDR Cynthia Rubio:

LCDR Cynthia Rubio, President, (SAMHSA)
LCDR Leigh Ann Bradford (formerly Matheny), Vice President, (FDA)
CDR Lisa Barnhart, Treasurer (NIH)
LCDR Evelyn Blaemire, Secretary (CMS), not present

18+ members at large on the call.

II. Review of minutes from last meeting: LCDR Rubio

III. Review of plans for chapter for the year:

A. Chapter Calendar

- i. Changes: None

B. Volunteer Activities in our community

- i. Animal Shelter: CDR Barnhart; Ongoing with more orientations planned
- ii. Mission of Mercy Dental Clinic: LCDR Blaemire not available for comment, outcome unknown
- iii. Frederick Soup Kitchen: LCDR Rubio- no calls to date for team

C. Social Events

- i. Picnic: CAPT Rose/LCDR Blaemire, pending with dates undetermined
- ii. Hay Ride: LCDR Rubio, Dutch treat event this fall for families
- iii. Dining Out: LCDR Blaemire, details to be developed

D. Joining D.C. COA activities

- i. This chapter will continue to share information with Baltimore and DC chapters and potentially partner in their events in the future.

IV. Administrative and Committee Reports:

A. Treasurer's report: CDR Barnhart

B. Status of committees and committee leadership:

- i. Social Activities – Co-Chairs: CAPT Gil Rose; LCDR Evelyn Blaemire, neither chair present, no new developments known
- ii. Membership – Chair: CDR Amy Anderson, no new developments

- iii. Professional – Chair: LCDR Cynthia Rubio, 6+ PHS officers volunteering at Barquist Clinic, flu immunization clinics pending for the fall.
- iv. Resolutions – Chair: CDR Thomas Doss, no new developments
- v. Fundraising – Chair: vacant –Request from LCDR to fill this vacancy.
- vi. Community Activities – Co-Chairs: LCDR Bradford; CDR Barnhart, no changes to report
- vii. Election – Chair: LCDR Rick Gussio, not present, will contact to set up fall elections for new exec board.

V. Final comments:

A. Next meeting: 8 September 2008