



ASIAN PACIFIC ISLANDER ORGANIZATION

**Asian Pacific
Islander Organization**

APIO Meeting Minutes January 20, 2011

APIO
PO Box 2391
Billings, MT 59103

Peter Bautista
President
(509) 323-2941
Peter.Bautista@wa.usda.gov

Jay Mar
Executive Vice-President
(307)-233-6757
Jay.Mar@wy.usda.gov

Gina Schworm
Vice President
(740) 452-8618
Gina.Schworm@oh.usda.gov

Nick Vira
Treasurer
(541) 465-6443 x 125
Nick.Vira@or.usda.gov

Cheryl Morton
Secretary
(808) 541-2600 x105
Cheryl.Morton@hi.usda.gov

*A professional employee group of
NRCS*

Visit us at www.apio.org

*Non Profit Status
#DLN 503150066*

Meeting commenced at 3:00pm Pacific Time

Attendees: Peter Bautista, Dave Fisher, Phuong Ly, Cheryl Morton,
Nick Vira, Angela Biggs, Kent Matsutani, Yuri Plowden

- 1) Old Business:
 - a) Reviewed and approved November Meeting Minutes. Dave Fischer moved to approve the November minutes as read, seconded by Nick Vira. Minutes approved. See attached.
 - b) Peter - Joint Conference 2010 Wrap up. All payments have been paid and received.

- 2) New Business:
 - a) Officers Reports: Presidents and Treasurers
 - 1) Presidents Report: Peter
 - a) Winter APIO Newsletter sent out in January, Peter appreciated contributors with articles.
 - b) Liz Warner updated the APIO brochures, and the membership application form. Both are posted on APIO website.
 - c) Rebeka DeWind, Talent Management Division requested that a focus group with the APIO during our conference be held at a 2 hr breakout session, regarding retention and attrition issues. Will need 15 participants.
 - d) White House AAPI Initiative, NRCS Action Plan – Provided an update that the draft plan has been completed with input from Peter (APIO) working with O&A and TM Divisions. Expecting reviews prior to approval by NRCS, hopefully this year. To present at APIO conference in August.
 - e) Peter worked with Deanna Queen Smith (NHQ) on the conference proposal approval in January. Expect to receive approval from Chief within month.
 - f) Met with the Presidents of the other NRCS Employee Organizations, most of them are incumbents or new. Everyone agreed to meet every quarter. Some topics of conversation were project updates shared among the organizations.
 - g) EEOC Management Directive MD-715 Report FY 2010 is out; take time to look at the results. See attached link.
 - h) Business Plan Discussion: Peter has updated actions for 2011 and shared for input. Also, looking to include more definitive goals from Standing Committees. Provide committee plans for incorporation. See attached.

 - 2) Treasurers Report: Nick
 - a) Working on Tax 2010 filings, will have a report for the next meeting.

- 3) Introduction of National AAPI SEPM Report – Kurencio Ngowakl. Not in attendance.
- 4) 2011 Planning Conference Update; Yuri Plowden
 - a) Preliminary draft agenda is prepared, Rhode Island staff is doing a great job.
 - b) Rebecca DeWind will be doing a focus group.
 - c) Web-T point on technology
 - d) Angela heading up the mentoring breakfast.
 - e) Women at NRCS are going to be generating a plenary and breakout sessions.
 - f) Committee groups will be contacted soon to put their plans together by next meeting in February.
 - g) Shiraz will be heading the Farmer of the Year award. Needing State Conservationists to pass this information to their staff for the nomination process.
 - h) Dave Fisher will be chairing Scholarship Committee.
 - i) Peter appointed Phuong Ly to chair the Awards committee, per Dave's request for assistance.
 - j) Overflow Hotel: The consensus is that we will probably need one. More information needs to be gathered within the next two weeks to be able to address this concern. We need to know how long they will hold the rooms before we can change our plan. Yuri to work with Michelle from RI and Nick on this.
- 5) Standing Committees:
 - a) Mentoring/Recruitment/Career Development/Outreach Committee; Angela/Hue
 - i) APIO organization will be able to use the NRCS National Mentor framework and process. APIO members will be able to sign up on the NRCS Mentor program website and mentors and mentees will be paired with APIO member applicants. Mentor/Mentee Training (DISC) will be provided at a 4 hour workshop at the conference. Mentoring information on training and requesting for interest and rollout process will be developed and presented later.
 - ii) A charge from the national Mentor program of \$25.00 will be needed, specifically for the DISC training. Mentor Committee proposing to have APIO cover charge as a benefit to members for the organization who participate. Pete endorses this plan, Angela-we would be the first organization to provide this. Proposal and discussion to cover for 15 pairs or 30 total people.
 - iii) Council Vote: unanimous to use the National Framework. Dave Fischer moves to accept 15 pairs, Yuri seconded-unanimous to accept the APIO to pay for the 15 pairs.
 - b) By-Laws and Elections Committee; Gary P/Doug D

- i) Both not in attendance. Updated the last version of the constitution and bylaws provided. See attached. No discussion; carry over to next meeting.
- c) Awards and Scholarships Committee; Dave Fischer/Phuong
 - i) Dave discussed proposed changes to FY 2011 Scholarships (3 ea) at \$1K, 1.5K and 2K. Scholarship guidance and application information discussed. See attachments. Dave requested for consideration for scholarships changes proposed.
 - ii) As discussed previously, during Conference 2011 section of meeting, the Awards Committee will be chaired by Phuong Ly, as requested and agreed.
 - iii) Council Vote: Peter made a Motion to consider the Scholarship FY 2011 Plan, as described above, made by Peter and seconded by Nick. Unanimous vote to approve the changes for this year. See attached
- d) Communications Committee; Liz Warner/Kent. Not in attendance. No discussion; carry over to next meeting.
- e) Grants Committee; Jay/Yuri/Dan/Gina
 - i) Grant update report discussed, see attachments.
 - ii) Committee requested council member to submit one name of a philanthropic source that could be solicited.
 - iii) The committee would like to open grant proposals to the AAPI-SEPMS. Peter preferred to have the regional reps market the APIO members and/or if communities for interests and requests.
- f) Ways and Means (Fundraising) Committee; Nick/Oliver. Not in attendance. No discussion; carry over to next meeting.
- g) Membership Committee; Nick/Liz No discussion; carry over to next meeting.
- h) Natural Resource Committee; Nga/Oliver. Not in attendance No discussion; carry over to next meeting.
- i) Conference 2012 Conference; Jay/Gina. Not in attendance No discussion; carry over to next meeting.

Meeting Adjourned 4:30pm Pacific Time