

**JUNIOR OFFICER COUNCIL  
MEETING PLAN**

**LEADER: CPT Hidalgo  
RECORDER: CPT Prechtel**

**TIMEKEEPER: CPT Prechtel**

**DATE: 4 March 03**

**START TIME: 1530    STOP TIME: 1610  
LOCATION: Nutrition Care Back Dining Area**

ITEMS	TIME	PRESENTER	A/I	FOLLOW UP	DUE
<b>I. Call To Order</b>	<b>1530</b>	<b>CPT Prechtel</b>	<b>A</b>		
<b>II. Attendance</b>	<b>1533</b>	<b>CPT Prechtel</b>	<b>A</b>		
<b>III. Approval of Minutes</b>	<b>1535</b>	<b>CPT Prechtel</b>	<b>A</b>		
<b>IV. Old Business:</b>					
<b>Monthly Treasurer Report</b>	<b>1540</b>	<b>CPT Heersink</b>	<b>I</b>		
<b>JOC Recruitment</b>	<b>1542</b>	<b>CPT Hidalgo</b>	<b>I</b>		
<b>Community Service</b>	<b>1547</b>	<b>CPT Norwood</b>	<b>A/I</b>		
<b>T-shirts</b>	<b>1551</b>	<b>CPT Hidalgo CPT Smith</b>	<b>A/I</b>		
<b>JOC Book Review</b>	<b>1555</b>	<b>CPT Hidalgo CPT Prechtel</b>	<b>I</b>		
<b>Fundraising</b>	<b>1557</b>	<b>CPT Smith</b>	<b>A/I</b>		
<b>Leadership Conference</b>	<b>1600</b>	<b>CPT Hidalgo</b>	<b>I</b>		
<b>IV. New Business</b>					
<b>Elections</b>	<b>1605</b>	<b>CPT Hidalgo</b>	<b>I</b>		
<b>V. Announcements/Adjournment</b>	<b>1610</b>	<b>CPT Hidalgo</b>	<b>I</b>		

**Next Meeting: 1 April 03 / 1530**

**Location: Nutrition Care Conference Room**

**Stop Time: 1630**

HEIDI A. PRECHTEL  
CPT, MS  
Junior Officer Council, Secretary

MICHELLE M. HIDALGO  
CPT, MS  
Junior Officer Council Chair

STEPHEN L. MARKELZ  
COL, MS  
Deputy Commander for Administration

**ATTENDANCE ROSTER  
2003  
JUNIOR OFFICER COUNCIL MEETINGS**

<b>MEMBER/REP</b>	<b>Duty Section</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
MAJ Merkle, John JOC Advisor	Surgery	X	E	X									
CPT Dorson, Carrie	Beh Med	X	U	U									
CPT Foster, Ana	PACU	X	U	U									
CPT Hidalgo, Michele	HHC, CMD	X	X	X									
CPT Heersink, Jeannine	3S	X	E	X									
CPT Kiebler, Rebecca	FMP	E	E	E									
CPT Norwood, Ricky	OR	E	X	X									
CPT O'Hare, Amy	C Co CMD	X	X	E									
CPT Prechtel, Heidi	RMD	X	X	X									
CPT Smith, Jeff	Lab	X	E	E									
CPT True, Cybil	Nursing	X	U	U									
1LT Eaker, Christine	OT	U	U	X									
1LT Pierson, Tony	Lab	X	X	X									
New Attendees:													
CPT Henry, Laura	OR			X									

X – Member Present  
U – Unknown

C – Change in duty  
\* - Not on the council at this time

T – TDY  
E-Excused

R – Representative

L – Leave

S – Sick Leave

**JUNIOR OFFICER COUNCIL  
FINANCIAL ACTIVITY REPORT**

**Savings Account:**

<b>DATE</b>	<b>ACTIVITY</b>	<b>BALANCE FORWARD</b>
September 2002	End of Fiscal Year	\$8.85
October 2002	No activity	\$8.85
November 2002	No activity	\$8.85
December 2002	No activity	\$8.85
January 2003	No activity	\$8.85
February 2003	No activity	\$8.85

**Checking Account:**

<b>DATE</b>	<b>ACTIVITY</b>	<b>BALANCE FORWARD</b>
September 2002	End of Fiscal Year	\$300.18
October 2002	No activity	\$300.18
November 2002	No activity	\$300.18
December 2002	No activity	\$300.18
January 2003	No activity	\$300.18
February 2003	(7.00) for cookies at meeting	\$293.18

**JUNIOR OFFICER COUNCIL  
JUNIOR OFFICER COUNCIL  
ACTION LOG**

COMMITTEE KEY/LOG NUMBER (STRATEGIC PLAN NUMBER)	DATE INITIATED	ISSUE/TOPIC	POC	DISCUSSION, CONCLUSION, RECOMMENDATION, ACTION, FOLLOW-UP	DATE CLOSED
(01-04)	11 Jul 01	JOC Recruitment	CPT Hidalgo		On-going

Summary of the Issue:

**DISCUSSION:** Next recruitment activity will be the JOC Leadership Conference to be held in March. See Strategic Plan number 03-02

**CONCLUSION:** JOC to plan another recruiting event next quarter.

**RECOMMENDATION:** Plan events quarterly

**ACTION:** None

**FOLLOW UP:** April 03

**JUNIOR OFFICER COUNCIL  
ACTION LOG**

<b>COMMITTEE KEY/LOG NUMBER (STRATEGIC PLAN NUMBER)</b>	<b>DATE INITIATED</b>	<b>ISSUE/TOPIC</b>	<b>POC</b>	<b>DISCUSSION, CONCLUSION, RECOMMENDATION, ACTION, FOLLOW-UP</b>	<b>DATE CLOSED</b>
<b>(02-05)</b>	8 Jan 02	Community Service/Habitat for Humanity	CPT Foster CPT Smith CPT Prechtel	The JOC will support community service projects.	On-going

Summary of the Issue:

**DISCUSSION:** CPT Norwood contacted Habitat for Humanity of San Antonio for information on opportunities to volunteer.

**CONCLUSION:** JOC to participate on 26 April 03. CPT Norwood to provide all necessary details

**RECOMMENDATION:** Advertise BAMC wide to encourage participation.

**ACTION:** CPT Norwood to remain point of contact for Habitat for Humanity project.

**FOLLOW UP:** April 03

**JUNIOR OFFICER COUNCIL  
ACTION LOG**

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<b>(02-10)</b>	6 Aug 02	JOC T-shirts	CPT Smith/CPT Prechtel	The JOC will purchase T-shirts for members	On-going

Summary of the Issue:

**DISCUSSION:** Monies necessary to purchase T-shirts will be used to support leadership development conference.

**CONCLUSION:** JOC will purchase T-shirts after leadership development conference and next fund raising activity.

**RECOMMENDATION:** None

**ACTION:** JOC funds will be used to purchase T-shirts when funds are available.

**FOLLOW UP:** April 03

**JUNIOR OFFICER COUNCIL  
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(02-10)	5 Nov 02	JOC Book Reviews	CPT Hidalgo	JOC to schedule quarterly book reviews with CPT Woodard, AMEDDC&S History Department	On-going

Summary of the Issue:

**DISCUSSION:** Next book review is scheduled for April 30, 2003 in the Nutrition Care Conference Room from noon-1300. Company Commander by Charles B. MacDonald is the book to be reviewed.

**CONCLUSION:** JOC will sponsor quarterly book reviews. Ensure advertisement is made well before review so that junior officer constituency has the opportunity to read the book and participate in review.

**RECOMMENDATION:** None

**ACTION:** Read book/publicize event

**FOLLOW UP:** April 03

### ACTION LOG

COMMITTEE KEY/LOG NUMBER (STRATEGIC PLAN NUMBER)	DATE INITIATED	ISSUE/TOPIC	POC	DISCUSSION, CONCLUSION, RECOMMENDATION, ACTION, FOLLOW-UP	DATE CLOSED
(03-01)	7 Jan 03	JOC Fundraiser	CPT Smith	JOC members will participate and support	Open

Summary of the Issue:

**DISCUSSION:** Krispy Kreme donut card fundraiser approved by MAJ Langham (JAG). Details of fundraiser tabled until next meeting due to CPT Smith's absence.

**CONCLUSION:** This fundraising activity follows the guidelines (MEDCOM/OTSG Reg 600-5) set out for informal funds to raise money JOC will raise funds on an as needed basis.

**RECOMMENDATION:** Plan fundraising activity

**ACTION:** Plan fundraising activity

**FOLLOW UP:** April 03

### ACTION LOG

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<b>(03-02)</b>	7 Jan 03	Leadership Conference	CPT Hidalgo/CPT Norwood	JOC members will participate and support	Open

Summary of the Issue:

**DISCUSSION:** Plans underway for conference on 12 March at the Officer's Club. MAJ Langham, COL Caraway, CSM Townsend and BG Perugini all scheduled to speak. More details forthcoming as planning commences. Advertising within BAMC underway. Several Air Force officers have RSVP'd and plan to attend.

**CONCLUSION:** Plan leadership conference

**RECOMMENDATION:** Encourage participation by Army Junior Officer within and outside BAMC to include all Fort Sam Houston junior officers.

**ACTION:** Coordinate time/place/speakers for leadership conference

**FOLLOW UP:** April 03

### ACTION LOG

COMMITTEE KEY/LOG NUMBER (STRATEGIC PLAN NUMBER)	DATE INITIATED	ISSUE/TOPIC	POC	DISCUSSION, CONCLUSION, RECOMMENDATION, ACTION, FOLLOW-UP	DATE CLOSED
(03-03)	4 March 03	JOC Officer Elections	CPT Hidalgo/CPT Prechtel	JOC to elect new President, Secretary and Treasurer	Open

Summary of the Issue:

**DISCUSSION:** CPT Amy O'Hare will take over as President of the JOC beginning in April. LT Tony Pierson is currently transitioning with CPT Heersink to become the new Treasurer. Nominations for Secretary are still open.

**CONCLUSION:** Continue to advertise JOC elections.

**RECOMMENDATION:** Encourage participation in JOC.

**ACTION:** Elect new Secretary.

**FOLLOW UP:** April 03