HIV Community Planning Council  
**MEMBERSHIP COMMITTEE**  
Thursday, August 11th 2016  
25 Van Ness, 8th Floor Conference Room  
3:00 – 5:00 pm

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**Draft Agenda**

1. Introductions  
   Group 3:00

2. Review/Approve August 11th 2016 DRAFT Agenda – VOTE  
   Group 3:03

3. Review/Approve July 14th 2016 DRAFT Minutes – VOTE  
   Group 3:05

4. Announcements  
   Group 3:07

5. Public Comment  
   Group 3:10

6. Demographic Information Update  
   Ali Cone 3:15

   *The Committee will review the monthly demographic report.*

7. Council Member Attendance Report/ Council Applicants  
   Group 3:30

   - Letters of Warning to be sent:
   - Letter of Warning sent:
   - Letters of Probation to be sent:
   - Review Renewals:
   - Request for Leave of Absence:
     - Chip Supanich (August-September)
   - Current Leave(s) of Absence:
     - Kenneth Hornby (July-August)
   - Committee Assignments:
     - Billie Cooper (Membership → Community Engagement)
   - Resignations/Thank You for Service to the Council:
     - Charles Fann
     - Nan O’Connor
   - Review Exit Interview:
• Dismissal Letters to be sent due to attendance requirements:

• Review Prospective Member Application:

• Interview/Discuss Prospective Applicant

8. Carry Forward Funding – VOTE

The Committee will discuss resource allocation of RWPA Unfunds.

9. Resource Allocation – VOTE

The Committee will develop Increased, Flat, and Decreased resource allocation scenarios.

10. Membership Policies & Procedures – VOTE

The Committee will review and update policies and procedures relevant to Membership.

11. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, September 8th 2016 at 25 Van Ness 8th Floor Conference Room from 3-5 pm.

Parking Lot:

12. Adjournment

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

MISSION STATEMENT

TO RECRUIT, SCREEN, TRAIN, AND RETAIN COUNCIL MEMBERS,
IN ACCORDANCE WITH THE VALUES AND BY-LAWS OF THE HCPC.

HIV Community Planning Council
Administrative Office:
730 Polk Street 3rd Floor, San Francisco, CA 94109

San Francisco Department of Public Health
Community Health, Equity & Promotion
HIV Health Services
25 Van Ness Avenue, San Francisco, CA 94102
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Agendas are available at www.sfcarecouncil.org

The agenda packet is available for review at the administrative office of the San Francisco HIV Community Planning Council office, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.