HIV Community Planning Council
MEMBERSHIP COMMITTEE
Thursday, June 8th 2017
25 Van Ness, 8th Floor Conference Room
3:00 – 5:00 pm

**Draft Agenda**

1. **Introductions**
   Group 3:00

2. **Review/Approve June 8th 2017 DRAFT Agenda – VOTE**
   Group 3:03

3. **Review/Approve May 11th 2017 DRAFT Minutes – VOTE**
   Group 3:05

4. **Announcements**
   Group 3:07

5. **Public Comment**
   Group 3:10

6. **Demographic Information Update**
   Council Staff 3:15
   The Committee will review the monthly demographic report.

7. **Council Member Attendance Report/ Council Applicants – VOTE**
   Group 3:20
   - Notice of Attendance to be sent:
   - Notice of Attendance sent:
     - Stacia Scherich
   - Letters of Probation to be sent:
   - Letters of Probation sent:
     - Timothy Foster
   - Review Renewals:
   - Request for Leave of Absence:
   - Current Leave(s) of Absence:
   - Committee Assignments:
   - Resignations/Thank You for Service to the Council:
     - Matthew Miller
   - Review Exit Interview:
     - Chip Supanich
• Dismissal Letters to be sent due to attendance requirements:
• Review Prospective Member Application:
• Interview/Discuss Prospective Applicant
• Mentor Program

9. Recruitment and Retention- VOTE

The Committee will discuss council meeting times that are more accessible for people who work and the recruitment and retention of communities of color.

10. Member Recognition and Thanks -VOTE

The Committee will discuss member recognition and thanks (annually and when resigning).

11. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, June 8th 2017 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.sfhivplanningcouncil.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.