

HIV Community Planning Council  
MEMBERSHIP COMMITTEE  
Thursday, January 11<sup>th</sup> 2017  
25 Van Ness, 7<sup>th</sup> Floor Room 710  
3:00 – 5:00 pm

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***Draft Agenda***

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| <b>1. Introductions</b>  | <b>Group 3:00</b>         |
| <b>2. Review/Approve January 11<sup>th</sup> 2017 DRAFT Agenda – VOTE</b>  | <b>Group 3:03</b>         |
| <b>3. Review/Approve November 9<sup>th</sup> 2017 DRAFT Minutes – VOTE</b> | <b>Group 3:05</b>         |
| <b>4. Announcements</b>  | <b>Group 3:07</b>         |
| <b>5. Public Comment</b>   | <b>Group 3:10</b>         |
| <b>6. Demographic Information Update</b>                                   | <b>Council Staff 3:15</b> |

*The Committee will review the monthly demographic report.*

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|--|-------------------|
| <b>7. Council Member Attendance Report/ Council Applicants – VOTE</b>  | <b>Group 3:20</b> |
| <ul style="list-style-type: none"><li>• Notice of Attendance to be sent:</li><li>• Notice of Attendance sent:</li><li>• Letters of Probation to be sent:</li><li>• Letters of Probation sent:</li><li>• Review Renewals:</li><li>• Request for Leave of Absence:</li><li>• Current Leave(s) of Absence:</li><li>• Committee Assignments:</li><li>• Resignations/Thank You for Service to the Council:</li><li>• Review Exit Interview:</li><li>• Dismissal Letters to be sent due to attendance requirements:</li><li>• Review Prospective Member Application:</li></ul> |                   |

- Interview/Discuss Prospective Applicant:
  - Cassandra Roberts Harris
  
- Mentor Program
  - Dominique Johnson- Eric Sutter

**8. Committee Assignments – VOTE**

**Group 4:30**

*The Committee will review 2018 committee assignments.*

**9. Next Meeting Date & Agenda Items – VOTE**

**Group 4:55**

*The next Membership Committee meeting is tentatively scheduled for Thursday, February 8<sup>th</sup> 2018 at 25 Van Ness 8<sup>th</sup> Floor Conference Room from 3-5 pm.*

Parking Lot:

**11. Adjournment**

**Group 5:00**

**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 3<sup>rd</sup> 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](http://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.