

HIV Community Planning Council
MEMBERSHIP COMMITTEE
Thursday, June 13th 2019
25 Van Ness, 8th Floor Conference Room
3:00 – 5:00 pm

Draft Agenda

- 1. Introductions** **3:00**
- 2. Review/Approve June 13th 2019 DRAFT Agenda – VOTE** **3:03**
- 3. Review/Approve April 11th 2019 DRAFT Minutes – VOTE** **3:05**
- 4. Announcements** **3:07**
- 5. Public Comment** **3:10**
- 6. Co-Chair Election – VOTE** **3:20**

The Committee will elect co-chairs for 2019.
- 7. Demographic Information Update** **3:35**

The Committee will review the monthly demographic report.
- 8. Council Member Attendance Report/ Council Applicants – VOTE** **3:45**
 - Notice of Attendance to be sent:
 - Notice of Attendance sent:
 - Letters of Probation to be sent:
 - Letters of Probation sent:
 - Dominique Johnson (sent in April, but attended last 2 required meetings)
 - Review Renewals:
 - Irma Parada
 - Request for Leave of Absence:
 - Current Leave(s) of Absence:
 - Committee Assignments:
 - Resignations/Thank You for Service to the Council:
 - Cassandra Roberts

- Review Exit Interview:
 - Cassandra Roberts
- Dismissal Letters to be sent due to attendance requirements:
- Review Prospective Member Application:
 - Antwan Matthews
- Interview/Discuss Prospective Applicant:
 - Ney Nascimento
- Mentor Program

9. Mentorship Best Practices – VOTE 4:25

The Committee will review mentorship policies and best practices.

10. Full Council Meeting Attendance 4:40

The Committee will review membership attendance at Full Council meetings.

11. Next Meeting Date & Agenda Items – VOTE 4:55

The next Membership Committee meeting is tentatively scheduled for Thursday, July 11th 2019 at 25 Van Ness 8th Floor Conference Room from 3-5 pm.

Parking Lot:

11. Adjournment 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 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.