HIV Community Planning Council  
MEMBERSHIP COMMITTEE  
Thursday, October 10th 2019  
25 Van Ness, 8th Floor Conference Room  
3:00 – 5:00 pm

**Draft Agenda**

1. **Introductions**  

2. Review/Approve October 10th 2019 DRAFT Agenda – VOTE  

3. Review/Approve September 12th 2019 DRAFT Minutes – VOTE  

4. **Announcements**  

5. **Public Comment**  

6. **Demographic Information Update**  

   **The Committee will review the monthly demographic report.**

7. **Council Member Attendance Report/ Council Applicants – VOTE**  

   - Notice of Attendance to be sent:  
     - Juba Kalamka, Wayne Rafus, Eric Sutter  
   - Notice of Attendance sent:  
   - Letters of Probation to be sent:  
   - Letters of Probation sent:  
   - Review Renewals:  
     - Orin Allen  
   - Request for Leave of Absence:  
   - Current Leave(s) of Absence:  
     - Jack Bowman (July – August, September – October)  
   - Committee Assignments:  
   - Resignations/Thank You for Service to the Council:  
   - Review Exit Interview:  
     - Linda Walubengo  
   - Dismissal Letters to be sent due to attendance requirements:  

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10/9/2019 5:10 PM
• Review Prospective Member Application:

• Interview/Discuss Prospective Applicant:
  ▪ Jovon Bright
  ▪ Richard Sullivan

• Mentor Program
  ▪ Lily Krutel
  ▪ Antwan Matthews

8. Policies & Procedures – VOTE 4:30

The Committee will review the Co-Chair voting policy.

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

The next Membership Committee meeting is tentatively scheduled for Thursday, November 14th 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.