

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, May 13th 2021

3:00 – 5:00 pm

Draft Agenda

1. **Introductions** **3:00**
2. **Review/Approve May 13th 2021 DRAFT Agenda – VOTE** **3:03**
3. **Review/Approve April 8th 2021 DRAFT Minutes – VOTE** **3:05**
4. **Announcements** **3:07**
5. **Public Comment** **3:10**
6. **Demographic Information Update** **3:25**

The Committee will review the monthly demographic report.
7. **Council Member Attendance Report/ Council Applicants – VOTE** **3:35**
 - Notice of Attendance to be sent:
 - Juba Kalamka
 - Notice of Attendance sent:
 - Letters of Probation to be sent:
 - Letters of Probation sent:
 - Review Renewals:
 - Request for Leave of Absence:
 - Kevin Hutchcroft (May-June)
 - Current Leave(s) of Absence:
 - Committee Assignments:
 - Resignations/Thank You for Service to the Council:
 - Review Exit Interview:
 - Dismissal Letters to be sent due to attendance requirements:
 - Review Prospective Member Application:

- Interview/Discuss Prospective Applicant:
- Mentor Program

8. Council Member Training 4:10

The Committee will discuss potential training topics for the Council.

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

The next Membership Committee meeting is tentatively scheduled for Thursday, June 10th 2021 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

The following services are available when requested by noon of the Friday before the Council meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, call (415) 674-4768. For a large print copy of agenda or minutes in alternative formats, call (415) 674-4768. In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products.

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by fax at (415) 554-7854, or by email at sotf@sfgov.org. Members of the public may obtain a free copy of the Sunshine Ordinance by contacting the email noted or by printing Chapter 67 of the San Francisco Administrative Code at www.sfgov.org/bdsupvrs/sunshine.htm

The Planning Council has several standing committees where Council business and creation of motions for Council action occur, and members of the public are urged to attend. Council procedures do not permit: 1) persons in the audience at Council meeting to vocally express support or opposition to statements by Council members or by other persons testifying, outside of public comment; 2) ringing of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; members of the public are encouraged to testify at Council meetings and/or to write letters to the council members, c/o HIV Community Planning Council, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.

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.