

HIV Community Planning Council  
MEMBERSHIP COMMITTEE  
Thursday, November 4<sup>th</sup> 2021  
3:00 – 5:00 pm

***Agenda***

- 1. Introductions 3:00**
- 2. Review/Approve November 4<sup>th</sup> 2021 DRAFT Agenda – VOTE 3:03**
- 3. Review/Approve October 14<sup>th</sup> 2021 DRAFT Minutes – VOTE 3:05**
- 4. Announcements 3:07**
- 5. Public Comment 3:10**
- 6. Council Member Attendance Report/ Council Applicants – VOTE 3:25**
  - Letters of Probation sent:
  - Review Renewals:
    - Richard Sullivan
  - Review Prospective Member Application:
  - Notice of Attendance to be sent:
    - Elaine Flores
  - Notice of Attendance sent:
  - Letters of Probation to be sent:
  - Request for Leave of Absence:
  - Current Leave(s) of Absence:
  - Committee Assignments:
  - Resignations/Thank You for Service to the Council:
    - Ney Nascimento
    - Cicily Emerson
  - Review Exit Interview:
  - Dismissal Letters to be sent due to attendance requirements:

- Interview/Discuss Prospective Applicant:
  - Nga Le
- Mentor Program

**7. Demographic Information Update 4:00**

*The Committee will review the monthly demographic report.*

**8. Next Meeting Date & Agenda Items – VOTE 4:30**

*The next Membership Committee meeting is tentatively scheduled for Thursday, January 13<sup>th</sup> 2022 over Zoom 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 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*

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

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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.