

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, May 12<sup>th</sup> 2022

3:00 – 5:00 pm

***Agenda***

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| <b>1. Introductions</b>  | <b>3:00</b> |
| <b>2. Review/Approve May 12<sup>th</sup> 2022 DRAFT Agenda – VOTE</b>    | <b>3:03</b> |
| <b>3. Review/Approve April 14<sup>th</sup> 2022 DRAFT Minutes – VOTE</b> | <b>3:05</b> |
| <b>4. Announcements</b>  | <b>3:07</b> |
| <b>5. Public Comment</b>   | <b>3:10</b> |
| <b>6. Council Member Attendance Report/ Council Applicants – VOTE</b>    | <b>3:25</b> |
- Letters of Probation sent:
  - Review Renewals:  
Thomas Knoble
  - Review Prospective Member Application:
  - Notice of Attendance to be sent:
  - Notice of Attendance sent:
  - Letters of Probation to be sent:
  - Request for Leave of Absence:  
Billie Cooper
  - 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:
  - Interview/Discuss Prospective Applicant:
  - Mentor Program

**7. Demographic Information Update**

**4:00**

*The Committee will review the monthly demographic report.*

**8. Council Recruitment**

*The Committee will discuss council member recruitment strategies.*

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

**4:30**

*The next Membership Committee meeting is tentatively scheduled for Thursday, June 9<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*

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ordinance, contact Sunshine Ordinance Task Force at 1 Dr. Carlton B. Goodlett Place, Room 409, by phone at (415) 554-7724, by fax at (415) 554-7854, or by email at [sotf@sfgov.org](mailto: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](http://www.sfgov.org/bdsupvrs/sunshine.htm)

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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.