

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, May 11th, 2023

3:00 – 5:00 pm

Agenda

1. **Introductions** **3:00**
2. **Review/Approve May 11th 2023 DRAFT Agenda – VOTE** **3:03**
3. **Review/Approve April 13th 2023 DRAFT Minutes – VOTE** **3:05**
4. **Announcements** **3:07**
5. **Public Comment** **3:10**
6. **Council Member Attendance Report/ Council Applicants – VOTE** **3:15**
 - Letters of Probation sent:
 - Review Renewals:
 - Review Prospective Member Application:
 - Notice of Attendance to be sent:
 - Gwen Smith
 - Notice of Attendance sent:
 - Letters of Probation to be sent:
 - Request for Leave of Absence:
 - Zachary Davenport – retroactive LOA (through May)
 - Current Leave(s) of Absence:
 - Billie Cooper
 - Zachary Davenport
 - Helen Lin
 - Juba Kalamka
 - 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:
 - Guilherme Sttellet

- Mentor Program

7. Demographic Information Update 3:20

The Committee will review the monthly demographic reports.

8. Council Recruitment 3:30

The Committee will discuss council member recruitment strategies and review recruitment materials.

9. Next Meeting Date & Agenda Items – VOTE 3:50

The next Membership Committee meeting is tentatively scheduled for Thursday, June 8th, 2023 via Zoom from 3-5 pm.

11. Adjournment 4:00

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

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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.