HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, October 8th, 2026

via Zoom

3:00 pm – 4:00 pm

Agenda

1. **Introductions** **3:00**

2. **Review/Approve October 8th, 2026 DRAFT Agenda – VOTE** **3:03**

3. **Review/Approve September 10th & July 9th, 2026 DRAFT Minutes and August 13th, 2026 DRAFT Agenda – VOTE** **3:05**

4. **Announcements** **3:07**

5. **Public Comment** **3:10**

6. **Council Member Attendance Report/ Council Applicants – VOTE** **3:25**
   - Review Prospective Member Application:
   - Interview/Discuss Prospective Applicant:
   - Review Renewals:
   - Notice of Attendance to be sent:
   - Notice of Attendance sent:
     - Elaine Flores
   - Letters of Probation to be sent:
   - Letters of Probation sent:
   - Request for Leave of Absence:
   - Current Leave(s) of Absence:
     - Zachary Davenport – return date TBD
   - Committee Assignments:
   - Resignations/Thank You for Service to the Council:
   - Review Exit Interview:
   - Dismissal Letters to be sent due to attendance requirements:
   - Dismissal Letters to be sent:
   - Mentor Program

7. **Demographic Information Update** **3:30**

   The Committee will review the monthly demographic reports.

8. **Next Meeting Date & Agenda Items – VOTE** **3:55**

   The Committee will meet next on November 12th, 2026, from 3:00 pm - 4:00 pm via Zoom.

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:
27 Maiden Lane, Suite 400, San Francisco, CA 94108

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

The agenda packet is available for review at the administrative office of the San Francisco HIV Community Planning Council office, 27 Maiden Lane, Suite 400, San Francisco, CA 94108.