

HIV Community Planning Council
MEMBERSHIP COMMITTEE
Thursday June 9, 2016
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

Committee Members Present: Richard Bargetto, Ed Chitty, Ron Hernandez, Ken Pearce, Gwen Smith

Committee Members Absent: Ken Hornby [E], Andrew Lopez [E], Charles Siron [A], Eric Sutter [E]

Others Present: Kevin Hutchcroft, Oscar Macias

Support Staff Present: Ali Cone, Dave Jordan

Minutes

1. Introductions

The meeting was called to order at 3:15 pm by CS Cone. Everyone introduced themselves and quorum was established.

2. Review /Approve June 9th 2016 DRAFT Agenda – VOTE

The June 9th 2016 DRAFT Agenda was reviewed and approved by consensus.

3. Review /Approve April 11th 2016 2016 DRAFT Minutes – VOTE

The April 11th 2016 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Cone announced that the official Council swearing in ceremony would take place on June 14th at 11 am at the 2nd floor balcony in City Hall.

5. Public Comment

- None.

6. Co-Chair Election- VOTE

- The group nominated Membership Committee Co-Chairs.
- **MOTION: CM Pearce nominated CM Bargetto as Co-Chair of the Membership committee.**
- **VOTE: Motion Passes. See column [1] for a vote breakdown.**
- **MOTION: CM Hernandez nominated CM Pearce as Co-Chair of the Membership committee.**
- **VOTE: Motion Passes. See column [2] for a vote breakdown.**

7. Committee Mission Statement- VOTE

- The committee discussed its mission statement.
- **MOTION: CM Bargetto moved to have the mission statement state “To recruit, screen, train, and retain council members, in accordance with the values and by-laws of the HCPC.”**
- **CM Chitty seconds.**
- **VOTE: Motion Passes. See column [3] for a vote breakdown.**

8. Demographic Information Update

- CS Cone reviewed the monthly demographic report.

- The group discussed the parameters of the Business and Labor mandated council seat.
- CM Bargetto suggested that we should seek to recruit a staff member from the Positive Resource Center to fill this role.
- CM Pearce asked whether we could include Council members name's along with their demographic roles.
- The group discussed this issue and determined that this information would be available upon request, but would not be provided as a matter of course.
- The group discussed the lack of unaligned consumer representation on the Council. It was determined that Council staff would follow up with positive members of the Council to clarify their status as aligned or unaligned.
- CS Cone queried Oscar Macias and the former prevention members, as to what info they would like to have included in the demographic report to address prevention concerns.
- It was determined that Council staff would produce a parallel report utilizing Epidemiology data alongside the current ARIES focused report.

9. Council Member Attendance Report/ Council Applicants- VOTE

- Letters of Warning to be sent:
 - None.
- Letters of Warning to be sent:
 - None.
- Letters of Probation to be sent:
 - None.
- Review Renewals:
 - None.
- Request(s) for Leave of Absence.
 - Chip Supanich (June-July). Approved
 - **MOTION: To approve Chip Supanich's leave of absence (June-July).**
 - **VOTE: Motion Passes. See column [3] for a vote breakdown.**
- Current Leave(s) of Absence:
 - None.
- Committee Assignments:
 - Kenneth Hornby would like to move from the Membership Committee to the Community Engagement Committee.
 - **MOTION: To approve Ken Hornby's move from the Membership Committee to the Community Engagement Committee.**
 - **VOTE: Motion Passes. See column [4] for a vote breakdown.**
- Resignations/Thank You for Service to the Council
 - The group requested that letters be sent to all members of both former councils.
- Review Exit Interview:
 - None.
- Dismissal Letters to be sent due to attendance requirements:
 - None.
- Review Prospective Member Application:
 - None.
- Interview/Discuss Prospective Applicant
 - None.

10. Orientation & Training

- The Committee updated the policy on orientation and training.
- The group agreed that Oscar Macias would send over parallel prevention training info for Council staff to combine with existing training materials.

11. Full Council Meeting Public Greeter

- The Committee discussed if the HCPC will have a public greeter at Full Council meetings.
- The group agreed to suspend greeter activities until October, at which time they will be revisited.

12. Next Meeting Date & Agenda Items- VOTE

The next Membership Committee Meeting is tentatively scheduled for Thursday, July 14th 2016, 25 Van Ness, 8th Floor Conference Room, SF CA from 3:30-5:00 pm.

13. Adjournment

- The Meeting was adjourned at 4:40 pm by Co-Chair Pearce.

Membership Committee

HIV Community Planning Council

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence

Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

June 9, 2016

roll [1] [2] [3] [4] [5] [6] [7] [8] [9]

1.	Richard Bargetto	P	Y	Y	Y	Y	Y				
2.	Ed Chitty	P	Y	Y	Y	Y	Y				
3.	Ron Hernandez	P	Y	Y	Y	Y	Y				
4.	Kenneth Hornby	E	-	-	-	-	-				
5.	Andrew Lopez	E	-	-	-	-	-				
6.	Ken Pearce	P	Y	Y	Y	A	Y				
7.	Charles Siron	A	-	-	-	-	-				
8.	Gwen Smith	P	-	-	-	-	Y				
9.	Eric Sutter	E	-	-	-	-	-				
	Ayes		4	4	4	3	5				

Nayes									
Abstain				1					
Recusal									
Total	4	4	4	4	5				