

HIV Community Planning Council  
MEMBERSHIP COMMITTEE  
Thursday April 13, 2017  
25 Van Ness, 8<sup>th</sup> Floor Conference Room  
3:00-5:00 pm

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**Committee Members Present:** Richard Bargetto (Co-Chair), Cesar Cadabes, Ed Chitty, Elaine Flores, Paul Harkin, Ron Hernandez, Jessie Murphy, Ken Pearce (Co-Chair), Linda Walubengo

**Committee Members Absent:** Andrew Lopez [A], Gwen Smith [E], Chip Supanich [E: Proxy Richard Bargetto]

**Council Members Present:** Charles Siron

**Others Present:** Kevin Hutchcroft (HHS), Michael Shriver

**Support Staff Present:** Ali Cone, Dave Jordan, Mark Molnar, Liz Stumm

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### *Minutes*

**1. Introductions**

The meeting was called to order at 3:11 pm by Co-Chair Bargetto. Everyone introduced themselves and quorum was established.

**2. Review /Approve April 13<sup>th</sup> 2017 DRAFT Agenda – VOTE**

The April 13<sup>th</sup> 2017 DRAFT Agenda was reviewed and approved by consensus.

**3. Review /Approve March 9<sup>th</sup> 2017 2016 DRAFT Minutes – VOTE**

The March 9<sup>th</sup> 2017 DRAFT Minutes were reviewed and approved by consensus.

**4. Announcements**

- CS Molnar announced that the Council has hired a consultant that will evaluate the merge. The consultant will reach out to Council members to fill out a survey and will conduct some one-on-one interviews. Her focus will be on what we want to do moving forward.
- CM E. Flores announced that she was sorry that her and CM W. Flores missed Ken Hornby's memorial. Wade noted that Ken was a class of his own, he will be missed and remembered always.
- CM E. Flores announced that her employer, Nordstrom provides funding for non-profits if anyone would like more information please let her know.
  - The group discussed applying for funding to engrave the names of Council members who have passed away at the AIDS Memorial Grove.
- CM Harkin announced that he attended the UCHAPS meeting and AIDS Watch in Washington D.C. The attendance was a very diverse and it was encouraging to see that people are up for a fight.

**5. Public Comment**

- None.

**6. Demographic Information Update**

- CS Cone reviewed the monthly demographic report.
- She noted that she has added Mike Shriver and removed Andrew Lopez who is resigning from the Council this month. The total membership is 42, and we are now at 29% for non-aligned consumers.

We are still under for non- aligned consumers, African Americans, Native Americans and youth. We are significantly under for Latinxs.

## 7. Council Member Attendance Report/ Council Applicants- VOTE

- Notice of Attendance to be sent:
  - None.
- Notice of Attendance sent:
  - None.
- Letters of Probation to be sent:
  - None.
- Letters of Probation sent:
  - Timothy Foster
  - CS Cone noted that CM Foster has attended his home committee this month and expressed an interest in continuing on the Council. This is his 4<sup>th</sup> month on probation.
  - CM Bargetto noted that he has attempted to contact him without a response but he has been in contact with Council staff.
  - CS Cone noted that he has had some health concerns that he now feels have improved and he expressed that his attendance will improve moving forward.
  - Co-Chair Pearce expressed that this Committee wants to be consistent with the attendance policy.
  - CM Harkin noted that if he was ill and now he is in a better place, he feels the committee can extend his probation.
  - CS Molnar noted that CM Foster will remain on the agenda and his attendance will be tracked at an on-going basis.
  - Co-Chair Pearce suggests keeping him on probation and to continue to track his attendance.
  
  - Aja Monet
  - CS Cone noted that there has been no communication, attendance or update from CM Monet.
  - Co-Chair Pearce noted that CM Harkin and CM Soto both have reached out to him and he has expressed that he no longer wants to be on the Council. He relayed that he feels his voice is not being heard and that there is no reimbursement for lost wages that the Prevention Council used to provide.
  - CM Harkin commented that when he spoke to him, he was not interested in providing feedback, he was feeling ambivalent, cynical and burnt out on the process. He tried to encourage him to complete an exit interview.
  - CS Cone noted that after 3 months you are eligible for automatic dismissal if there has been no communication.
  - **MOTION: Co-Chair Siron moves to dismiss Aja Monet from the HIV Community Planning Council.**
  - **Co-Chair Walubengo seconds the motion**
  - **VOTE: Motion passes. See column [1] for a vote breakdown.**
  - The group discussed sending a dismissal letter along with a thank you for service letter to Aja Monet.
  - CM Murphy will reach out to Aja Monet for an exit interview.
- Review Renewals:
  - None.
- Request(s) for Leave of Absence.

- Wade Flores (April-May)
  - CM E. Flores noted that CM W. Flores intends to attend the next Full Council meeting.
  - **MOTION: Co-Chair Pearce moves to approve Wade Flores' leave of absence.**
  - **Co-Chair Siron seconds.**
  - **VOTE: Motion passes. See column [2] for a vote breakdown.**
- Current Leave(s) of Absence:
  - None.
- Committee Assignments:
  - Mick Robinson (Council Affairs →Membership)
  - Mike Shriver (Community Engagement)
  - Linda Walubengo (Community Engagement →Membership)
  - Co-Chair Pearce- shows a balance
  - The group reviewed the list of committee assignments if these changes were to take place. It was noted that the Council Affairs Committee has the least amount of members.
  - Co-Chair Siron volunteers to move to Council Affairs to make Committee assignments to be more equitable.
  - **MOTION: Co-Chair Pearce moves to accept the committee assignments: Mick Robinson and Linda Walubengo to Membership, Mike Shriver to Community Engagement and Charles Siron to Council Affairs.**
  - **CM Harkin seconds the motion.**
  - **VOTE: Motion passes. See column [3] for a vote breakdown.**
  - Co-Chair Pearce suggests having Council staff look at the committee assignments to see if there is an equal distribution.
  - Co-Chair Walubengo volunteers to move to Council Affairs to make the distribution more equitable.
  - **AMMENDMENT MOTION: To approve Linda Walubengo's committee re-assignment to Council Affairs.**
  - **VOTE: Motion passes. See column [4] for a vote breakdown.**
- Resignations/Thank You for Service to the Council
  - Andrew Lopez
  - CM Lopez is resigning from the Council. He is relocating to Chicago.
  - Co-Chairs can speak on Andrew's service on the Council at the next Full Council meeting.
- Review Exit Interview:
  - None.
- Dismissal Letters to be sent due to attendance requirements:
  - None.
- Review Prospective Member Application:
  - None.
- Interview/Discuss Prospective Applicant:
  - Irma Parada
  - CS Jordan noted that Irma would be taking the seat of jail house services, which Kate Monico Klein filed on the Care Council.
  - She has not been attending meetings, but once the application is approved she will be encouraged to come to Council meetings.
  - **MOTION: Co-Chair Siron moves to have Irma Parada come to the next Membership meeting for an interview.**
  - **Co-Chair Walubengo seconds the motion.**
  - **VOTE: Motion passes. See column [5] for a vote breakdown.**

- Mentor Program
  - Zachary Davenport – Ron Hernandez
  - CM Hernandez noted that he and Zachary already have a rapport and he is happy to be his mentor.
  - CS Jordan noted that we will schedule a new Council member orientation once/if Irma is approved.

**8. Outreach /Recruitment Strategies**

- The Committee discussed outreach and recruitment strategies to increase Council membership.
- CS Jordan noted that Kevin Hutchcroft and Beth Neary have been contacting CABs throughout the city. He will be doing an in-service at the Tom Waddel CAB in the next few weeks and he is working to schedule a couple others. There have been some new applications: one person who is an African American youth has been given an application and expressed interest, a former Care Council member is re-applying and another applicant is interested who previously applied but had to rescind their application
- The group discussed the need to recruit Latinx non-aligned consumers.
- Co-Chair Bargetto noted that Project Inform is putting on a forum on the future of HIV funding on May 22<sup>nd</sup> during our Full Council meeting. This might be a good place to recruit non-aligned consumers. He is planning on attending the last half of the meeting.
  - CS Jordan will also attend to conduct outreach.
- CS Jordan noted that he has not heard anything more about Zane Bursey, who had to withdraw his application due to a family emergency out of state. We will keep his application on file.

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

*The next Membership Committee Meeting is tentatively scheduled for Thursday, April 13<sup>th</sup> 2017, 25 Van Ness, 8<sup>th</sup> Floor Conference Room, SF CA from 3:00-5:00 pm.*

**Parking Lot:**

- Council meeting times that are more accessible for people who work.
- Recruitment and retention of communities of color.
- Member recognition and thanks (annually and when resigning)

**10. Adjournment**

- The Meeting was adjourned at 5:06 by Co-Chair Bargetto.

**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)

**April 13, 2017**

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

1.	<b>Richard Bargetto (Co-Chair)</b>	P	Y	Y	Y	Y					
2.	<b>Cesar Cadabes</b>	P	Y	Y	Y	Y					

3.	<b>Ed Chitty</b>	P	Y	Y	Y	Y					
4.	Elaine Flores	P	Y	Y	Y	Y					
5.	Paul Harkin	P	Y	Y	Y	Y					
6.	<b>Ron Hernandez</b>	P	Y	Y	Y	Y					
7.	Andrew Lopez	A	-	-	-	-					
8.	Jessie Murphy	P	N	Y	Y	Y					
9.	<b>Ken Pearce (Co-Chair)</b>	P	Y	Y	Y	Y					
10.	Gwen Smith	E	-	-	-	-					
11.	<b>Chip Supanich</b> [Proxy: Richard Bargetto]	P	Y	Y	Y	Y					
<b>11.</b>	Linda Walubengo	P	Y	Y	Y	Y					
1.	<b>Charles Siron</b>	P	Y	Y	Y	Y					
2.											
	Ayes		10	11	11	11					
	Nays		1								
	Total		11	11	11	11					