

HIV Community Planning Council
MEMBERSHIP COMMITTEE
Thursday August 10, 2017
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

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

Committee Members Absent: Ken Pearce (Co-Chair) [LoA], Mick Robinson [E], Gwen Smith [A]

Council Members Present: Chuck Adams, Mike Shriver

Others Present: Beth Neary

Support Staff Present: Dave Jordan, Liz Stumm

Minutes

1. Introductions

The meeting was called to order at 3:02pm by Co-Chair Bargetto. Everyone introduced themselves and quorum was established.

2. Review /Approve August 10th 2017 DRAFT Agenda – VOTE

The August 10th 2017 DRAFT Agenda was reviewed and approved by consensus.

3. Review /Approve July 13th 2017 2016 DRAFT Minutes – VOTE

The July 13th 2017 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- None.

5. Public Comment

- None.

6. Demographic Information Update

- CS Stumm reviewed the monthly demographic report.
- Orin Allen was added to the report, which has filled the African American non-aligned consumer mandate, but the Council is still under for African Americans as a whole. The Council is at 29% for non-aligned consumers which is under our 33% mandate.
- There is need for Native Americans, Youth, and Latino/as. There a no non-aligned consumers under the age of 45.
- CM E. Flores noted that she has two people who fall in the youth category who may be interested in joining the Council.
- CS Jordan noted that he was just at Larkin for the needs assessment and he had one participant who was moderately interested.
- CM Chitty inquired about how young a Council member can be to join the Council
 - CS Jordan noted that there are no bylaws or P&Ps that put limits on member's ages.

7. Council Member Attendance Report/ Council Applicants- VOTE

- Notice of Attendance to be sent:
 - None.
- Notice of Attendance sent:
 - Cicily Emerson
 - T.J. Lee-Miyaki
 - CS Stumm noted that CM Lee-Miyaki has requested a leave of absence but it still not in compliance with his attendance. The group can send a letter of probation or wait until after his leave to allow him to get back into compliance.
 - The group decided to wait until CM Lee-Miyaki is back from his leave to allow him to get back into compliance.
- Letters of Probation to be sent:
 - None.
- Letters of Probation sent:
 - None.
- Review Renewals:
 - None.
- Request(s) for Leave of Absence.
 - T.J. Lee-Miyaki (August)
 - Ken Pearce (August-September)
 - **MOTION: CM Murphy moves to approve CM Lee-Miyaki and CM Pearce's leave of absences.**
 - **CM Chitty seconds the motion.**
 - **VOTE: Motion passes. See column [1] for a vote breakdown.**
- Current Leave(s) of Absence:
 - None.
- Committee Assignments:
 - Jessie Murphy (Membership > Council Affairs)
 - **MOTION: CM E. Flores moves to approve CM Murphy's committee assignment to Council Affairs.**
 - **CM Chitty seconds the motion.**
 - **VOTE: Motion passes. See column [2] with a vote breakdown.**
- Resignations/Thank You for Service to the Council
 - None.
- Review Exit Interview:
 - None.
- Dismissal Letters to be sent due to attendance requirements:
 - None.
- Review Prospective Member Application:
 - None.
- Interview/Discuss Prospective Applicant:
 - Dominique Johnson
 - CS Jordan noted that he has had two interview prep meetings with Dominique. She expressed that she wanted to attend the Full Council this month before her interview to see if the Council is the right fit for her.
- Mentor Program
 - None.

8. Post-Merge Evaluation Discussion- VOTE

- The Committee discussed the merge evaluation report.

- There was not time in the Full Council agenda to go over the merge in small groups, so the report will be discussed at the Committee level.

#1. What do you think about the information presented in this report?

- CM Chitty noted that he is confused why there are mixed feelings toward Getting to Zero.
 - Co-Chair Bargetto noted that the GTZ initiative was inspired by DPH and UCSF who are larger institutions that were thought of as not as engaged with the community as other organizations. The initial request for money to get the initiative going was a process that did not involve HAPN or the Council. Some were concerned that this ask was taking away care and prevention funding.
 - CS Jordan noted that GTZ was a concept taken up by executive directors using general funds. They initially got a lot of press for being proactive. The perception was that GTZ is competing for general fund dollars. Council members had hard feelings because they felt they were left out of the GTZ conversation. The previous committees discussed dovetailing our efforts with GTZ.
 - CM Murphy noted that she has attended the GTZ Steering meetings and they are doing focused, aggressive work while some feel the Councils work is maintenance. She noted that GTZ has less consumer representation but they do have some frontline staff, which is not the same. She noted that they are structuring interventions to target stigma, which is more difficult than targeting new interventions. She feels that they will run into barriers in this area and that's where the Council can have some influence.
 - CS Jordan noted there is a lot of crossover between Ryan White, CDC and GTZ funded interventions. He noted that the Council Affairs Committee put forth a motion to convene a strategic planning work group that would be more proactive in dovetailing things with GTZ to make the Council more proactive.
- CM E. Flores noted that a member relayed that in a meeting it was stated that consumers shouldn't have input because they didn't have a degree. She is bothered by the statement and feels that consumers have valid experience.
 - The group requested that CM E. Flores encourage that person to reach out to Council staff to address that comment.

#2. What do you want to do with this information?

- The group discussed the challenge of recruitment and retention to maintain diverse representation.
 - CM Adams noted that he feels appointed seats should be required to attend committee meetings.
- CM Cadabes suggested presenting the presentation calendar to the Full Council at the beginning of the year, he feels that a longer range plan keeps peoples engaged. He would also like any changes to the calendar be communicated.
 - CS Jordan noted that the Council Affairs Committee creates the schedule for the year. Some presentations change due to CDC and HRSA timelines.
- CM Cadabes noted that he would like more detailed strategic planning contextualized by the HIV Prevention and Care Integrated plan.
- Co-Chair Bargetto inquired about how the Council is providing ongoing professional development.
 - CS Jordan noted that he sent out a survey on training topics Council members would like to have. A lot of the topics have been covered during Full Council meetings. Many were not interested in attending half-day trainings.
 - Co-Chair Bargetto suggested notifying the Council when presentations are part of professional development.
- The group discussed the recommendation of making the Council smaller.
 - CM Adams noted that in order to be prepared for prioritization and allocation the Council needs to have a full council every month.

- CS Jordan noted that the size of the Council is determined by the federal mandate to have 33.3% of its members be unaligned consumers and mathematics. When the Council merged it grandfathered members on and we had to expand membership to eventually get to 33.3%.
- Co-Chair Bargetto noted that the Prevention Council met monthly and you lose momentum.
- The group discussed creating sub-committees to address topics that will look at trends (PreP, sexual health/education, STDs).
- CM Adams commented that he feels that all members should attend committees. Expert voices are needed at the committee level.
 - The group discussed possibly calling in appointed seats when needed for a specific meeting but discussed the difficulty of this due to member’s busy schedules.
 - The group will review the appointed seats policy at the next meeting.

#3: How do we support PLWH voices on the Council and how can we do this better?

- CM Cadabes noted that he intends to send a survey monkey to PLWH members on the Council to try and reengage members in the PLWH Advocacy Work Group.
 - CS Jordan noted that the Community Engagement Committee suggested doing a PLWH retreat to redefine the membership of the work group.
 - CM Hernandez noted that after the merge the group doesn’t have as much to discuss. He noted that many PLWH issues are addressed in other committees.
- The group discussed that some non-aligned consumers feel shy expressing their opinion in the presence of appointed seats because they are somewhat unknown (don’t get to know them in committee.)
- The group discussed that the venue makes it difficult for members to hear each other and speak up in meetings. The circle feels very far apart.
 - CS Stumm noted that the room set-up logistics are challenging. It is difficult to fit all 40 members in a circle.
- CM Cadabes suggested approached the Gay Straight Alliance Network to recruit youth members.

9. Next Meeting Date & Agenda Items- VOTE

The next Membership Committee Meeting is tentatively scheduled for Thursday, September 14th 2017, 25 Van Ness, 8th Floor Conference Room, SF CA from 3:00-5:00 pm.

Parking Lot:

- Agencies the Council can collaborate with.

10. Adjournment

- The Meeting was adjourned at 5:00 pm 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)

August 10, 2017

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

1. Richard Bargetto (Co-Chair)	P	Y	Y	Y						
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2.	Cesar Cadabes	P	Y	Y	Y						
3.	Ed Chitty	P	-	-	-						
4.	Elaine Flores	P	-	-	-						
5.	Paul Harkin	P	Y	Y	Y						
6.	Ron Hernandez	P	Y	Y	Y						
7.	Jessie Murphy	P	Y	Y	Y						
8.	Ken Pearce (Co-Chair)	LoA	-	-	-						
9.	Mick Robinson	A	-	-	-						
10.	Gwen Smith	P	Y	Y	Y						
1.	Chuck Adams	P	Y	Y	Y						
2.	Mike Shriver	P	Y	Y	Y						
	Ayes		7	7	7						
	Nayes										
	Total		7	7	7						