

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

Committee Members Present: Richard Bargetto (Co-Chair), Cesar Cadabes, Paul Harkin, Ron Hernandez, Jessie Murphy, Gwen Smith

Committee Members Absent: Ed Chitty [E], Elaine Flores [E], Ken Pearce (Co-Chair) [E], Mick Robinson [A]

Council Members Present: Chuck Adams, Mike Shriver

Others Present: Orin Allen, Beth Neary

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

Minutes

1. Introductions

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

2. Review /Approve July 13th 2017 DRAFT Agenda – VOTE

The July 13th 2017 DRAFT Agenda was reviewed and approved by consensus.

3. Review /Approve June 8th 2017 2016 DRAFT Minutes – VOTE

The June 8th 2017 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CM Harkin announced that Glide is having a community conversation around PrEP on July 17th from 6:00-8:00pm at 220 Ellis St. The goal of this event is to diversify PrEP uptake. Most of the people we test for HIV have not heard of PrEP in the Tenderloin. There will be a community panel and PrEP information will be dispersed.
- CM Shriver announced that there will be a Long-term survivor town hall on July 17th from 6:30-8:30pm at UCSF- Parnassus Campus.

5. Public Comment

- None.

6. Demographic Information Update

- CS Cone reviewed the monthly demographic report.
- The report is the same as last month. The Council is at 28% 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.

7. Council Member Attendance Report/ Council Applicants- VOTE

- Notice of Attendance to be sent:
 - Cicily Emerson

- T.J. Lee-Miyaki
 - CS Cone noted that she will inform CM Lee-Miyaki and CM Emerson of their notice of attendance.
- Notice of Attendance sent:
 - None.
- Letters of Probation to be sent:
 - None.
- Letters of Probation sent:
 - None.
- Review Renewals:
 - None.
- Request(s) for Leave of Absence.
 - Billie Cooper (July)
 - **MOTION: Co-Chair Bargetto moves to approve CM Cooper's leave of absence for the month of July.**
 - **CM Harkin seconds the motion.**
 - **VOTE: Motion passes. See column [1] for a vote breakdown.**
- Current Leave(s) of Absence:
 - None.
- Committee Assignments:
 - None.
- 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:
 - Dominique Johnson
 - CS Jordan noted that he knows Dominique through the Shanti drop-in. He will contact her references once she is approved for an interview.
 - Beth Neary noted that she knows Dominique through the CAB at Tom Waddell and had a wonderful experience working with her.
 - **MOTION: Co-Chair Bargetto moves to approve Dominique Johnson for an interview.**
 - **CM Murphy seconds the motion.**
 - **VOTE: Motion passes. See column [3] for a vote breakdown.**
- Interview/Discuss Prospective Applicant:
 - Orin Allen
 - CS Jordan noted that Orin Allen has been a participant at BBE for years and has interacted with him during the needs assessment focus groups. He had approached him to be a member of the Council years ago because he was so engaged in the needs assessment conversation. He spoke to all three of his references. Tony Bradford described him as engaged and consistent.
 - CM Harkin noted that having consumers who represents a marginalized population is very important. He feels that the mentoring program will help him get up to speed with the Council's processes.

- CM Murphy stated that during his interview it was clear that he retained a lot of the orientation material. She noted that his previous relationship with Shanti might make him feel comfortable asking questions and engaging with staff.
- Co-Chair Bargetto noted that his involvement with setting up the DREAM program is a promising sign.
- **MOTION: Co-Chair Bargetto moves to approve Orin Allen as a member of the HIV Community Planning Council.**
- **CM Harkin seconds the motion.**
- **VOTE: Motion passes. See column [2] for a vote breakdown.**
- Mentor Program
 - None.

8. Recruitment & Retention

- The Committee will discuss Council meeting times that are more accessible for people who work and the recruitment and retention of communities of color.
- CS Jordan noted that last month there was discussion about moving the time of the PLWH work group and making it a standing committee that would make meeting times more accessible for consumers who work.
 - CM Hernandez noted the PLWH Committee will discuss this at its meeting this month. The group has not met since January due to lack of attendance.
 - The group discussed that if the PLWH work group puts forth a motion to make the group a standing committee the vote would come before Steering and the Full Council.
 - The group discussed that making the PLWH workgroup a standing committee may lessen consumer voices on the current standing committees.
- Co-Chair Bargetto inquired about the list of CABs that HHS was creating.
 - Beth Neary noted that DPH was creating a list of CABs to aid in recruitment. She noted that a lot of the CABs don't represent care or prevention topics and many are still trying to build capacity.
 - CS Jordan noted that he has been in contact with HHS. He talked to CM Smith about doing an in-service at the Southeast CAB, but decided against it due to difficulty with maintaining their own attendance.
- CS Jordan stated that he has been in contact with two potential applicants but not have gotten their applications. During the needs assessments and COLAs we actively recruit potential Council members.
- Co-Chair Bargetto noted that Ward 86 is starting a third CAB for the general clinic. He will give CS Jordan more information when it is up and running.
- CM Shriver commented that he has three people that are interested in applying and he will send them CS Jordan's way.
- CS Jordan noted that Andrew Lopez gave him a referral from Native American Health Center but he cannot get ahold of them. If anyone knows someone who would be interested in the Council please let him know. Ideally we would like to recruit a nonaligned consumer who is Native American.
 - Beth Neary will send CS Jordan her contact at NAHC.

9. Member Recognition and Thanks

- The Committee will discuss member recognition and thanks (annually and when resigning).
- CS Cone noted that at the last meeting the group discussed two options:
 - Recognition: A thank you signed by the Co-Chairs to be given at the point of renewal (every two years).

- Resignation thank you: A letter signed by the Mayor and a certificate signed by the Co-Chairs.
- The group discussed that recognition letters can be signed by Co-Chairs when Council members are renewing their membership. Resignation thank you letters will be signed by the Mayor and Co-Chairs will sign a separate certificate of thanks.

10. Next Meeting Date & Agenda Items- VOTE

The next Membership Committee Meeting is tentatively scheduled for Thursday, August 10th 2017, 25 Van Ness, 8th Floor Conference Room, SF CA from 3:00-5:00 pm.

Parking Lot:

- Member Recognition and Thanks
- Recruitment & Retention
- Agencies the Council can collaborate with.

11. Adjournment

- The Meeting was adjourned at 4:28 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)

July 13, 2017

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

1.	Richard Bargetto (Co-Chair)	P	Y	Y	Y								
2.	Cesar Cadabes	P	Y	Y	Y								
3.	Ed Chitty	E	-	-	-								
4.	Elaine Flores	E	-	-	-								
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)	E	-	-	-								
9.	Mick Robinson	A	-	-	-								
10.	Gwen Smith	P	Y	Y	Y								

[Redacted]											
1.	Chuck Adams	P	Y	Y	Y						
2.	Mike Shriver	P	Y	Y	Y						
	Ayes		7	7	7						
	Nayes										
	Total		7	7	7						