

HIV Community Planning Council
MEMBERSHIP COMMITTEE
Thursday March 9, 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, Andrew Lopez, Jessie Murphy, Ken Pearce (Co-Chair), Gwen Smith, Chip Supanich

Committee Members Absent:

Council Members Present: Chuck Adams

Others Present: Zane Bursey, Kevin Hutchcroft (HHS), Michael Shriver

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

Minutes

1. Introductions

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

2. Review /Approve March 9th 2017 DRAFT Agenda – VOTE

The March 9th 2017 DRAFT Agenda was reviewed and approved by consensus.

3. Review /Approve February 9th 2017 2016 DRAFT Minutes – VOTE

The February 9th 2017 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Cone announced that 700 forms are due at the beginning of April. We brought hard copies if anyone would like to fill one out in person.
- CM Supanich announced that the next Getting to Zero Consortium meeting is March 23rd from 6:00-8:00 pm. Dinner will be included. There will be a community engagement portion about drug use, stigma and health disparities.

5. Public Comment

- None.

6. Demographic Information Update

- CS Cone reviewed the monthly demographic report.
- The only change this month was we added Darpun Sachdev to the report. She is still waiting to receive mayoral approval.
- The Council is now at 42 members. We are at 24% for non-aligned consumers and need to be at 33% to meet our mandate. We are still under represented for African Americans, Latinos, Native Americans and Youth.
- Kevin Hutchcroft noted that Beth Neary will reach out to CS Jordan about the Patient Advisory Council to potentially recruit non-aligned consumers.
- CM Supanich inquired about how to recruit communities of color, he noted that so many populations are being affected adversely by gentrification and are moving out of the city.

- CS Jordan noted that he is planning to do in-services at Community Advisory Boards.
- CS Cone noted that recruitment is also happening during COLAs and the needs assessment.
- The group discussed the possibility of having the PLWH Advocacy Group meet after work hours and to be counted as a home committee in order to be more accessible to non-aligned consumers who work.
- CS Cone noted that with the merged Council there is only travel expense reimbursements available for non-aligned consumers of Ryan white services.
- The group requested that an asterisk be put under the total number for race/ethnicity to explain how people report as multi-racial.

7. Council Member Attendance Report/ Council Applicants- VOTE

- Notice of Attendance to be sent:
 - Andrew Lopez
 - CM Lopez has been notified of his attendance and he has been in contact with Council staff.
- Notice of Attendance sent:
 - None.
- Letters of Probation to be sent:
 - None.
- Letters of Probation sent:
 - Timothy Foster: This will be Timothy's 3rd month on probation. His last meeting was in June. Council staff noted that he has valid reasons for not attending meetings, and has communicated that he wants to continue to attend meetings.
 - The group discussed if his attendance will change because he has only attended one meeting.
 - Co-Chair Bargetto will call CM Foster to discuss whether or not he wants to continue being a member of the Council.

 - Aja Monet: This will be Aja's 2nd month on probation. His last meeting was in October.
 - CM Harkin noted that he had a conversation with CM Monet and he stated that he is done with the Council. He feels that his voice is not being heard. He encouraged him to give an exit interview to share his frustrations.
 - Co-Chair Pearce noted that CM Soto has been in contact with him as well and he said it was due to not being able to get reimbursed for his loss of wages.
 - The group discussed waiting until his 3rd month of probation and he can choose to step down or it will become an automatic process.
 - The group discussed his lack of mentorship and being unable to attend meetings due to his work schedule as contributing factors as to why he is frustrated with the Council.
- Review Renewals:
 - None.
- Request(s) for Leave of Absence.
 - Wade Flores (February- March)
 - **MOTION: Co-Chair Pearce moves to approve Wade Flores' leave of absence.**
 - **CM Supanich seconds.**
 - **VOTE: Motion passes. See column [1] for a vote breakdown.**
- Current Leave(s) of Absence:
 - David Gonzalez (February- March)
- 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:
 - None.
- Interview/Discuss Prospective Applicant:
 - Zane Bursey
 - CS Jordan noted that he went through all of his references, which were very positive. Zane has been involved in Honoring our Experience at Shanti and volunteers at Stonewall.
 - The group discussed that Zane has a unique voice as a HIV positive, heterosexual male.
 - **MOTION: Co-Chair Pearce moves to approve Zane Bursey as a member of the HIV Community Planning Council.**
 - **Co-Chair Bargetto seconds the motion.**
 - **VOTE: Motion Passes. See column [2] for a vote breakdown.**

 - Michael Shriver
 - CS Jordan noted that Michael has extensive experience and was a founding member of the HHSPC.
 - **MOTION: CM Chitty moves to approve Michael Shriver as a member of the HIV Community Planning Council.**
 - **CM Smith seconds the motion.**
 - **VOTE: Motion passes. See column [3] for a vote breakdown.**

8. Committee Co-Chairs

- The group discussed having temporary Co-Chairs when current Co-Chairs are not active members.
- The Community Engagement Committee does not have an active Co-Chair. CM Flores is on a leave of absence and CM Monet is on probation.
- CS Molnar noted that in the past, the process of when committee Co-Chairs are unavailable is committee members are asked if anyone wants to fill in for the interim.
- CS Jordan noted the CM Sutter is interested in becoming an interim Co-Chair for the Community Engagement Committee.
- Council staff will reach out to members of the Community Engagement Committee to ask if any members are interested in filling in as Co-Chair.

9. Policy & Procedures

- The group reviewed the Mentor Guideline policy of the HHSPC.
- **MOTION: Co-Chair Pearce moves to approve the updated Mentor Program Guideline.**
- The group discussed that Council Co-Chairs can mention the mentor program at Full Council after the policy is approved.
- **CM Murphy seconds the motion.**
- **VOTE: Motion passes. See column [4] for a vote breakdown.**

10. Next Meeting Date & Agenda Items- VOTE

The next Membership Committee Meeting is tentatively scheduled for Thursday, April 13th 2017, 25 Van Ness, 8th 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.

11. 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)

March 9, 2017

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

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|-----|------------------------------------|---|----|----|----|----|--|--|--|--|--|--|--|
| 1. | Richard Bargetto (Co-Chair) | P | Y | Y | Y | - | | | | | | | |
| 2. | Cesar Cadabes | P | Y | Y | Y | Y | | | | | | | |
| 3. | Ed Chitty | P | Y | Y | Y | Y | | | | | | | |
| 4. | Elaine Flores | P | Y | Y | Y | Y | | | | | | | |
| 5. | Paul Harkin | P | Y | Y | Y | - | | | | | | | |
| 6. | Ron Hernandez | P | Y | Y | Y | Y | | | | | | | |
| 7. | Andrew Lopez | P | Y | Y | Y | Y | | | | | | | |
| 8. | Jessie Murphy | P | Y | Y | Y | Y | | | | | | | |
| 9. | Ken Pearce (Co-Chair) | P | Y | Y | Y | Y | | | | | | | |
| 10. | Gwen Smith | P | Y | Y | Y | Y | | | | | | | |
| 11. | Chip Supanich | P | Y | Y | Y | Y | | | | | | | |
| | | | | | | | | | | | | | |
| 1. | Chuck Adams | P | Y | Y | Y | Y | | | | | | | |
| 2. | | | | | | | | | | | | | |
| | Ayes | | 12 | 12 | 12 | 10 | | | | | | | |
| | Nayes | | | | | | | | | | | | |
| | Total | | 12 | 12 | 12 | 10 | | | | | | | |