HIV Health Services Planning Council

**MEMBERSHIP COMMITTEE**

Thursday September 13, 2018
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

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**Committee Members Present:** Cesar Cadabes (Co-Chair), Ed Chitty (Co-Chair), Billie Cooper, Ron Hernandez, Ken Pearce, Gwen Smith, Linda Walubengo

**Committee Members Absent:** Elaine Flores, Cassandra Roberts

**Council Members Present:** Thomas Knoble, Charles Siron

**Others Present:** Beth Neary (HHS)

**Support Staff Present:** Melina Clark, Ali Cone

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**Minutes**

1. **Introductions**
   The meeting was called to order at 3:07 pm by Co-Chair Chitty. Everyone introduced themselves and quorum was established.

2. **Review /Approve September 13th 2018 DRAFT Agenda – VOTE**
   The September 13th DRAFT Agenda was reviewed and approved by consensus.

3. **Review /Approve August 9th 2018 DRAFT Minutes – VOTE**
   The August 9th 2018 DRAFT Minutes were reviewed and approved by consensus.

4. **Announcements**
   - CS Cone noted that we have extra copies of the prioritization worksheet if you would like to fill out a hard copy. She added that the Summit is next Friday September 21st from 10am-4pm at the Women’s Building. Council Staff will have breakfast ready around 9:30am.
   - CM Cooper noted that she was awarded a scholarship for long-term survivors to the USCA (United States Conference on AIDS). She was happy to see there was a strong presence of transwomen of color at the conference.

5. **Public Comment**
   - None.

6. **Demographic Information Update**
   - CS Cone reviewed the monthly demographic report:
     - This report reflects the addition of Helen Lin. Nothing has changed since last month.
     - The biggest disparities in membership are still Latino/as, Native Americans and youth. The Council is also under for at-large African American consumers.
       - There are currently no consumers under the age of 44.
     - The Council is also under for 60+ folks.

7. **Council Member Attendance Report/ Council Applicants- VOTE**
• Interview/Discuss Prospective Applicant:
  ▪ Juba Kalamka
    ○ Due to a miscommunication regarding the date and time of the meeting, the Committee decided to move this interview to next month’s meeting.

• Notice of Attendance to be sent:
  ▪ CM Lee-Miyaki will be sent a notice of attendance.
  ▪ Notice of Attendance sent:

• Letters of Probation to be sent:
  ▪ Orin Allen (sent August 2018)
    ○ CM Allen has come to one meeting since last month, but is still on probation.

• Letters of Probation sent:

• Review Renewals:

• Request for Leave of Absence:

• Current Leave(s) of Absence:

• Committee Assignments:

• Resignations/Thank You for Service to the Council:

• Review Exit Interview:

• Dismissal Letters to be sent due to attendance requirements:

• Review Prospective Member Application:

• Mentor Program

8. Resource Allocation- VOTE
• The Committee voted on resource allocation funding scenarios.
  ○ CS Cone noted that Council Affairs approved the following resource allocation funding scenarios, which are the same as last year. She went over the scenarios one by one.
  ○ Increased Funding: If increased funding occurs, the council will reconvene to discuss this scenario.
    ▪ CS Cone added that this scenario is quite unlikely, and that last year folks thought it’d be best for the Council to reconvene to discuss if this does happen.
  ○ Flat Funding: If funding remains at the current level, service category resource allocation will remain level across all categories.
    ▪ CS Cone noted that this is the most unlikely of scenarios, because we’d have to receive the exact same funding to the dollar.
  ○ Decreased Funding: In the event of decreased funding, for the first 10% of reductions, allocations for services that are covered under California’s essential health benefits package* will be reduced proportionately. If further reduced allocation is required, reductions will occur proportionately across all service categories.
MOTION: CM Pearce moves to approve the resource allocation funding scenarios. CM Chitty seconds the motion.
MOTION PASSES by roll call vote: See column (1) for vote breakdown.

9. Next Meeting Date & Agenda Items - VOTE
The next Membership Committee Meeting is tentatively scheduled for Thursday, October 11th 2018, 25 Van Ness, 8th Floor Conference Room, SF CA from 3:00-5:00 pm.

Parking Lot:
- Agencies the Council can collaborate with.
- Managing consumer expectations

10. Adjournment
- The Meeting was adjourned at 3:35 pm by Co-Chair Chitty.

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)

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