HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, August 8th 2019
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

Committee Members Present: Cesar Cadabes (Co-Chair), Ed Chitty (Co-Chair), Billie Cooper, Elaine Flores, Ron Hernandez, John Paul Soto, Linda Walubengo
Committee Members Absent: Ken Pearce [LoA], Gwen Smith [A]
Council Members Present: Thomas Knoble
Others Present: Beth Neary (HHS)
Support Staff Present: Jennifer Cust, David Jordan

Minutes

1. Introductions
   The meeting was called to order at 3:03 pm by Co-Chair Cadabes. Everyone introduced themselves and quorum was established.

2. Review /Approve August 8th 2019 DRAFT Agenda – VOTE
   The Aug 8th DRAFT Agenda was reviewed and approved by consensus.

3. Review /Approve July 11th 2019 DRAFT Minutes – VOTE
   The July 11th 2019 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements
   • Co-Chair Walubengo announced she will be leaving SFAF on Sept 2nd and will be stepping down as co-chair.
   • CS Molnar announced the upcoming Summit is happening August 27th

5. Public Comment
   • None.

6. Co-Chair Election- VOTE
   • Ed Chitty accepted the nomination as co-chair.
   • MOTION: To approve the nomination of Ed Chitty as Co-chair for Membership Committee.
   • Motion passes: see column (1) for vote breakdown.

7. Demographic Information Update
   • CS Jordan reviewed the monthly demographic report which hasn’t changed from last month.
   • CS Molnar noted the Council is low on unaligned consumers, which is the only demographic that is mandated by HRSA.
   • Beth Neary noted that there may need to be 3 or 4 new people recruited in order to make the mandated numbers.
   • CS Molnar spoke about unfortunate timing of the lack of mandated unaligned consumers since the grant application is coming up.
8. Council Member Attendance Report/ Council Applicants- VOTE

- Interview/Discuss Prospective Applicant:

- Notice of Attendance to be sent:

- Notice of Attendance sent:

- Letters of Probation to be sent:

- Letters of Probation sent:

- Review Renewals:

- Request for Leave of Absence:

- Current Leave(s) of Absence:
  - Ken Pearce (July-August)
  - Jack Bowman (July-August, September-October)
  - Orin Allen (July-August)

- Committee Assignments:

- Resignations/Thank You for Service to the Council:
  - Zachary Davenport

- Review Exit Interview:

- Dismissal Letters to be sent due to attendance requirements:

- Review Prospective Member Application
  - Alexandria Andrews (Part B rep)
  - The Committee reviewed the application.
  - MOTION: To approve Alexandria Andrew’s application.
    - CM Knoble moved to approve Alexandria Andrews application as the Part B rep seat.
    - Co-Chair Chitty seconded.
  - MOTION PASSED: See column (2) for vote breakdown.

  - Javon Bright
  - The Committee reviewed the application.
  - MOTION: To approve Javon Bright’s Application
    - CM Hernandez Moved to approve Javon Bright’s Application and invite him for an interview.
    - Co-Chair Chitty seconded.
  - MOTION PASSED: See column (3) for vote breakdown.
Interview/ Discuss Prospective Applicant:

- Antwan Matthews
  - The committee interviewed Antwan Matthews
  - **MOTION: to recommend Antwan Matthew’s membership to the Full Council**
    - CM Hernandez moved to recommend Antwan Matthew’s membership to Full Council
    - CM Knoble seconded.
  - **MOTION PASSED: See column (4) for vote breakdown.**

- Lily Kreutel
  - The committee interviewed Lily Kreutel
  - **MOTION: to recommend Lily Kreutel’s membership to the Full Council.**
    - CM Soto moved to recommend Lily Kreutel to the Full Council
    - CM Cooper seconded.
  - **MOTION PASSED: See column (5) for vote breakdown.**

- The committee discussed adding “queer” as a sexual orientation question on the membership application.
- Beth Neary volunteered to bring definitions that were recently added at DPH HHS documentation.

Mentor Program

9. Next Meeting Date & Agenda Items- VOTE

- The next Membership Committee meeting is scheduled for Thursday, September 12th 2019 at 25 Van Ness, 8th floor conference room.

10. Adjournment

- The Meeting was adjourned at 4:03 pm by Co-Chair Cadabes.

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**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 11, 2019**

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