

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, November 4th 2021

Zoom Meeting

3:00-5:00 pm

Committee Members Present: Elaine Flores, Ron Hernandez, Kevin Hutchcroft, Bruce Ito, John Paul Soto

Committee Members Absent: Ed Chitty [A], Billie Cooper [E], Helen Lin [E], Mike Shriver [LOA], Charles Siron [LOA], Gwen Smith [E]

Others Present: None.

Support Staff Present: Melina Clark, Kira Perez Angeles, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 3:03 pm by CM Flores. Everyone introduced themselves and quorum was established.

2. Review /Approve November 4th 2021 DRAFT Agenda – VOTE

The November 4th DRAFT Agenda was reviewed and approved by consensus.

3. Review / Approve October 14th 2021 DRAFT Minutes – VOTE

The October 14th 2021 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CM Flores updated the group that in Marin County, they are 98% vaccinated.

5. Public Comment

- None.

6. Council Member Attendance Report/ Council Applicants – VOTE

- Letters of Probation sent: None.
- Review Renewals:
 - Richard Sullivan: CS Clark reviewed the application with the group. CM Hutchcroft highlighted CM Sullivan's engagement and leadership within the council and CS Molnar echoed the same sentiment. The group discussed his renewal.

Motion – CM Ito: To renew CM Sullivan's application.

Second: CM Flores seconded.

The motion was approved as a consensus.

- Review Prospective Member Application: None.
- Notice of Attendance to be sent:
 - Elaine Flores: The group reviewed this item and marked as complete.
- Notice of Attendance sent:
- Letters of Probation to be sent:
- Request for Leave of Absence:
- Current Leave(s) of Absence:
- Committee Assignments:
- Resignations/Thank You for Service to the Council:

- Ney Nascimento
- Cicily Emerson
- Review Exit Interview:
- Dismissal Letters to be sent due to attendance requirements:
- Interview/ Discuss Prospective Applicant:
 - Nga Le: CS Molnar let the group know that there was no need for an interview process, but the application still needs to be approved/ discussed. The group reviewed the application and discussed it highlighting the knowledge that Le possesses.

Motion – CM Flores: To approve the member application.

Second: CM Ito seconded.

The group approved the motion as a consensus.

- Mentor Program

7. Demographic Information Update

- CS Clark shared with the group the EPI demographic report emphasizing the reflection of the data with CM Emerson’s exit. She highlighted that their numbers don’t change. The same is true for the ARIES demographic report.
 - CM Flores asked whether there were any further or solid ideas regarding recruitment for membership?
 - CS Molnar agreed with CM Flores sentiments regarding the need for stronger recruitment. He did point out that people do not want to go to in-person meetings at the moment, but hopefully we will start getting more potential applicants especially with things returning to in-person.
- CM Hernandez suggested that in the new year, the group take an “open-enrollment” approach when deciding if folks want to change committees.

8. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, January 13th 2022 via Zoom from 3-5pm.

9. Adjournment

- Meeting adjourned by CM Flores at 3:33 pm.

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)

November 4, 2021

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

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| 1. | Cesar Cadabes | E | | | | | | | | | |
| 2. | Ed Chitty | A | | | | | | | | | |
| 3. | Billie Cooper | E | | | | | | | | | |
| 4. | Elaine Flores | P | | | | | | | | | |
| 6. | Ron Hernandez | P | | | | | | | | | |

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| 7. | Kevin Hutchcroft | P | | | | | | | | | | |
| 8. | Bruce Ito | P | | | | | | | | | | |
| 9. | Helen Lin(activated) | E | | | | | | | | | | |
| 10. | Mike Shriver | LOA | | | | | | | | | | |
| 11. | Charles Siron | LOA | | | | | | | | | | |
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| 12. | Gwen Smith(activated) | E | | | | | | | | | | |
| 13. | John Paul Soto | P | | | | | | | | | | |
| | Ayes | | | | | | | | | | | |
| | Nays | | | | | | | | | | | |
| | Total | 5 | | | | | | | | | | |