

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, September 9th 2021

Zoom Meeting

3:00-5:00 pm

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

Committee Members Absent: Billie Cooper [E], Helen Lin [E], Mike Shriver [LOA], Charles Siron [E], Gwen Smith [E], Cesar Cadabes [E]

Others Present: None.

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

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 September 9th 2021 DRAFT Agenda – VOTE

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

3. Review / Approve August 12th 2021 DRAFT Minutes – VOTE

The August 12th 2021 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Molnar updated the group that next week's Steering Committee has been pushed to the following week and that everyone should have received an email about their prioritizations. He urged folks who have not yet filled out their prioritizations to do so.
- CM Flores announced that in Marin County they are already focusing and planning for their October community meeting that will be held virtually on zoom.

5. Public Comment

- None.

6. Resource Allocation – VOTE

- CS Molnar presented the motion to increase, flat, and decreased funding in which the council will reconvene to discuss the scenarios.

Motion: To accept increased funding.

Motion passed, see column (1) for breakdown.

Motion: To accept funding as written.

Motion passed, see column (2) for breakdown.

Motion: To accept decreased funding.

Motion passed, see column (3) for breakdown.

7. Council Member Attendance Report/ Council Applicants – VOTE

- Review Prospective Member Application:
- Notice of Attendance sent:
 - Thomas Knoble
- Notice of Attendance sent:
- Letters of Probation to be sent:
- Letters of Probation sent:
 - Orin Allen
- Review Renewals:
 - Orin Allen: CS Molnar updated the group that CM Allen turned in a different form, but hasn't received any word back for a council member renewal application being submitted. CS Molnar asked the group how they would like to proceed.
 - CM Flores asked how long we have been waiting for his renewal application?
 - CS Molnar answered that quite a while, but if they go the route that CM Hernandez suggested then he will automatically not be renewed. The default is that his membership will end if he is not renewed in a special circumstance pushed by the committee. There is no need for a vote since there is no application to consider, so by the end of the meeting his membership will have ended. The group decided to proceed with this route. CS Molnar will now reach out to notify CM Allen that his membership has ended and he can always decide to turn in a new application to become a member again.
 - Helen Lin: CS Clark shared her application with the group in an attempt to have the group make a decision.

Motion- CM Hernandez: To approve renewal application as is.

Second: Seconded by CM Chitty.

Motion passed as a consensus.

- 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:
- Interview/ Discuss Prospective Applicant:
- Mentor Program

8. Demographic Information Update

The Committee reviewed the monthly demographic report.

- CS Clark updated the group that nothing has changed for target demographics. She noted that we are under Latinx and significantly for youth.
- CM Flores suggested that the group go over what we need. What tools and how better to reach out to consumers?
 - CM Hernandez highlighted that a lot of folks who are eligible to be part of council are not tech savvy so they are not so willing to join until we meet in person again.

- CM Soto highlighted that reaching out to members has been harder during this time for people to attend consistently. He posed the question of how we can better do outreach and hit these target groups?
 - CM Chitty adds that a lot of these people of color groups work multiple jobs thus not having a lot of time and when they do have free time, they are not so attracted to spending it in a meeting.
 - CS Clark highlights that the COLA and Needs Assessment are underway and this is where a lot of folks are recruited for council.
- CM Flores suggests changing up our methods of outreach whether that would be having a presence at fairs, handing out flyers, going in-person to advertise the council, etc.
- CM Chitty suggests to brainstorm ideas so that when we are able to go back to in-person we are able to implement outreach more effectively rather than just discuss ideas.
- CS Clark reiterates that in her time in the council, a lot of the members have come from either personal or professional outreach from council members themselves. She asked the group that if they have folks in mind that they think would be a good fit for council, refer them to CS Jordan so that he is able to reach out to them.
- The group was alerted that CS Jordan is the point person for membership, if anyone has folks in mind to be considered for council, he is the person to contact. CS Clark will make a note of announcing this in some form for this month's full council meeting.

9. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, October 14th 2021 via Zoom from 3-5pm.

10. Adjournment

- Meeting adjourned by CM Flores at 3:50 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)

September 9, 2021

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

1.	Cesar Cadabes	E	-	-	-						
2.	Ed Chitty	P	Y	Y	Y						
3.	Billie Cooper	E	-	-	-						
4.	Elaine Flores	P	Y	Y	Y						
6.	Ron Hernandez	P	Y	Y	Y						
7.	Kevin Hutchcroft	P	B	B	B						
8.	Bruce Ito	P	Y	Y	Y						

9.	Helen Lin(activated)	E	-	-	-						
10.	Mike Shriver	E	-	-	-						
11.	Charles Siron	E	-	-	-						
12.	Gwen Smith(activated)	E	-	-	-						
13.	John Paul Soto	P	Y	Y	-						
	Ayes		5	5	4						
	Nayes										
	Total		6	6	6						