

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, April 13th 2022

Zoom Meeting

3:00-5:00 pm

Committee Members Present: Cesar Cadabes, Ed Chitty, Pedro Felix, Elaine Flores, Ron Hernandez, Thomas Knoble, John Paul Soto

Committee Members Absent: Ms. Billie Cooper[LOA], Helen Lin[LOA], Zachary Davenport[LOA], Gwen Smith [A]

Others Present:

Support Staff Present: David Crown, Kira Perez

Draft Minutes

1. Introductions

The meeting was called to order at 3:02 PM by CM Chitty. Everyone introduced themselves and quorum was established.

2. Review /Approve April 13th 2023 DRAFT Agenda – VOTE

The April 13th 2023 DRAFT Agenda was reviewed and approved by consensus.

3. Review / Approve March 8th 2022 DRAFT Minutes – VOTE

The March 8th 2023 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- None.

5. Public Comment

- None

6. Council Member Attendance Report/ Council Applicants – VOTE

- Letters of Probation sent:
- Review Renewals:
- Review Prospective Member Application:
- Notice of Attendance to be sent:
- Notice of Attendance sent:

Juba Kalamka

- Letters of Probation to be sent:
- Request for Leave of Absence:

Helen Lin

Juba Kalamka

The group approved Helen Lin and Juba Kalamka LOA request through consensus, refer to column (1)

- Current Leave(s) of Absence:

Ms. Billie Cooper

Zachary Davenport

Matt Geltmaker

- 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

7. Demographic Information Update

- CS Perez reviews with the EPI demographic report, and no changes were made since the last meeting.

8. Council Recruitment

- CS Perez shares a flyer for volunteer recruitment for the group to discuss and approve.
 - CM Hernandez asks to change the bullet point about commitment from hourly, to days/monthly. The group agrees.
- CM Knoble asks how the group wants people to use this flyer.
 - CS Perez answers that it will be used as distribution, and that instructions are on flyer.
- CM Hernandez asks to have these printed for pick up at the next Full Council meeting.
- CM Cadabes asks if we need to specify demographics that we are trying to target.
 - CM Knoble answers that the efforts by staff and membership will be targeting those demographics as is.
 - CS Perez answers the flyers were originally created for direct outreach and recruitment rather than to be handed out at a welcome desk etc.
- CM Knoble asks if we should ask the DPH seal/logo.
 - Group takes a vote whether to add logo to flyer, and group agrees to.
- CS Crown reviews the organizations that are to be outreached to, provided by the group at the last meeting.
- CM Chitty asks for volunteers from this group for the in-person recruitment strategy.
 - CM Hernandez agrees to volunteer depending on when and what organization that is being outreached to.
- CM Hernandez asks the group where to leave the flyers, examples, LGBT Center, Ace Hardware etc.
 - CS Perez answers that it is possible to leave flyers, but that we will be leaving flyers at the organizations we will be meeting at in-person as is. This is to ensure we are targeting appropriate.
- CM Chitty asks is getting the press involved might be useful.
 - CS Perez answers that can be brought up again at the next membership meeting.

9. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, May 11th 2023 via Zoom from 3-5pm.

10. Adjournment

- Meeting adjourned by CM Chitty at 3:57 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)

April 13, 2023

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

1.	Cesar Cadabes	P	Y								
2.	Ed Chitty	P	Y								

3.	Ms. Billie Cooper	LOA	-									
4.	Pedro Felix	P	Y									
5.	Elaine Flores	P	Y									
6.	Ron Hernandez	P	Y									
8.	Helen Lin	LOA	-									
9.	Zachary Davenport	LOA	-									
10.	Gwen Smith	A	-									
11.	John Paul Soto	P	Y									
12.	Thomas Knoble	P	Y									
	Ayes											
	Nays											
	Total											