

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, June 8th 2023

Zoom Meeting

3:00-5:00 pm

Committee Members Present: Ed Chitty, Pedro Felix, Paul Harkin, Elaine Flores, Ron Hernandez, Zachary Davenport, Gwen Smith, J.P. Soto

Committee Members Absent: Cesar Cadabes[E], Ms. Billie Cooper[LOA], Helen Lin [A]

Others Present: Beth Neary

Support Staff Present: David Crown, Mark Molnar, Kira Perez

Draft Minutes

1. Introductions

The meeting was called to order at 3:05 PM by CM Chitty. Everyone introduced themselves and quorum was established.

2. Review /Approve June 8th 2023 DRAFT Agenda – VOTE

The June 8th 2023 DRAFT Agenda was reviewed and approved by consensus.

3. Review / Approve May 11th 2023 DRAFT Minutes – VOTE

The May 11th 2023 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- Beth Neary announces that ETE is having an audit visit coming up in July. There are two panels that the council is invited to with more information to come.

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:
- Letters of Probation to be sent:
- Request for Leave of Absence
- Current Leave(s) of Absence:

Ms. Billie Cooper

Juba Kalamka

- 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 Molnar reviews the Epi and demographic report. The ARIES demographic report notes that we are slightly underrepresented in the nonaligned Latino/x.
 - CM Felix asks for clarification on what nonaligned member’s means.
 - CS Molnar answers that it someone who does not represent or are not directly affiliated with service providers.

8. Council Recruitment

- CS reviews the order of COLA targets, and needs assessments. The plan is to finish the current COLA target, folks affected by eviction, before starting the next Needs Assessment in conjunction with recruitment and outreach strategies.
- CM Flores updates success from bringing applications and flyers after an event.

9. Return to In-Person vs Virtual Meetings

- CM Chitty asks if we can do hybrid.
 - CS Molnar answers that members would be considered a member of public and not count towards a vote or quorum. Joining virtually should be viewed as a last resort unless you are qualified with a disability or have childcare needs.
- CS Molnar reviews pros and cons of meeting in-person.
- CM Flores notes that as a group we can work around personal schedules to show our commitment.
- CM Harkin expresses doing in-person meetings quarterly.
- Beth Neary offers doing in-person meetings for interviews.
- The group unanimously agrees to meet in-person for interviews of new members.

10. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, July 13th 2023 via Zoom from 3-5pm.

11. Adjournment

- Meeting adjourned by CM Chitty at 3:53 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)

June 8, 2023

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

1.	Cesar Cadabes	E										
2.	Ed Chitty	P										
3.	Ms. Billie Cooper	LOA										
4.	Pedro Felix	P										
5.	Elaine Flores	P										
6.	Ron Hernandez	P										
7.	Helen Lin	A										
8.	Zachary Davenport	P										

[Redacted]										
9.	Gwen Smith	p								
10.	John Paul Soto	p								
	Ayes									
	Nayes									
	Total									