

# HIV Community Planning Council

## MEMBERSHIP COMMITTEE

Thursday, May 11<sup>th</sup> 2023

Zoom Meeting

3:00-5:00 pm

**Committee Members Present:** Ed Chitty, Elaine Flores, Ron Hernandez, Helen Lin, Gwen Smith

**Committee Members Absent:** Cesar Cadabes[E], Ms. Billie Cooper[LOA], Pedro Felix[E], Zachary Davenport[LOA], J.P. Soto[E]

**Others Present:** Maria Lacayo, Guilherme Sttellet

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

### *Draft Minutes*

#### 1. Introductions

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

#### 2. Review /Approve May 11<sup>th</sup> 2023 DRAFT Agenda – VOTE

The May 11<sup>th</sup> 2023 DRAFT Agenda was reviewed and approved by consensus.

#### 3. Review / Approve April 13<sup>th</sup> 2023 DRAFT Minutes – VOTE

The April 13<sup>th</sup> 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:

Gwen Smith

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

Zachary Davenport

- 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:

Guilherme Sttellet

The group interviews Sttellet.

The group reviews application and interviews Sttellet.

**CM Flores motions to approve the application from Guilherme**

**CM Lin Seconds the motion**

**The motion to approve Guilherme Sttellet application is approved by consensus, refer to column 1**

- Mentor Program

**7. Demographic Information Update**

- CS Perez reviews the epi demographic report as well as the EMA demographic report, no changes were made since the last meeting.

**8. Council Recruitment**

- CS Molnar reminds the group that the next COLA targets as well as Needs Assessments will also include recruitment and outreach tactics.
- CM Chitty asks for the next meeting’s agenda to include the discussion about meeting in-person for the Membership committee.
- CM Flores invites the group to a community outreach event at MCC.

**9. Next Meeting Date & Agenda Items – VOTE**

*The next Membership Committee meeting is tentatively scheduled for Thursday, June 8<sup>th</sup> 2023 via Zoom from 3-5pm.*

**10. Adjournment**

- Meeting adjourned by CM Chitty at 3:42 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)

**May 11, 2023**

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

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

10. John Paul Soto	E	-									
Ayes											
Nayes											
Total											