

# HIV Community Planning Council

## MEMBERSHIP COMMITTEE

Thursday, August 8<sup>th</sup>, 2024

Via Zoom

3:00-5:00 pm

**Committee Members Present:** Robert Arnold, Zachary Davenport, Reina Hernandez, Ron Hernandez, Thomas Knoble, John Paul Soto

**Committee Members Absent:** Cesar Cadabes [A], Elaine Flores [A], Helen Lin [E]

**Others Present:** None

**Support Staff Present:** Kira Perez, Kat Tajgeer

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### *Minutes*

#### 1. Introductions

The meeting was called to order at 3:06 pm by CM Ron Hernandez. Everyone introduced themselves and quorum was established.

#### 2. Review /Approve August 8<sup>th</sup>, 2024 DRAFT Agenda – VOTE

The August 8<sup>th</sup>, 2024 DRAFT Agenda was reviewed and approved by consensus.

#### 3. Review / Approve July 11<sup>th</sup>, 2024 DRAFT Minutes – VOTE

The July 11<sup>th</sup>, 2024 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:
  - CS Perez reminds the committee they can vote to approve the renewals as a slate, as opposed to individually.
  - The Committee reviews renewal applications for the following Council Members: Elaine Flores, Juba Kalamka, Thomas Knoble, Chris Kent, T.J. Lee-Miyaki, and Richard Sullivan.

**Motion:** CM Davenport motions to approve the Renewal Applications.

**Second:** CM Ron Hernandez seconds this motion.

*Motion passes through consensus, refer to column (3).*

- Review Prospective Member Application:
  - Marco Montenegro – The Committee reviews and discusses the prospective member's application.
    - ❖ CM Reina Hernandez notes Montenegro has an impressive background.
    - ❖ CM Knoble notes to check-in during the interview to ensure the prospective member knows the attendance requirements and ensure he has capacity for it.
    - ❖ The group agrees to move forward with the interview.
  - CS Perez notes the Committee can approve to move forward with the interview by consensus.

*The Committee decides to move forward with interviewing the prospective member through consensus, refer to column (4).*

- Notice of Attendance to be sent:
- Notice of Attendance sent:
  - Thomas Knoble
  - Laura Thomas
- Letters of Probation to be sent:
- Request for Leave of Absence:
  - Juba Kalamka – Retroactive for July/August

**Motion:** CM Ron Hernandez motions to approve CM Kalamka’s request for a Leave of Absence.

**Second:** CM Arnold seconds this motion.

*Motion passes through consensus, refer to column (5).*

- Current Leave(s) of Absence:
  - Gwen Smith – returning late August/September
- Gwen Smith – returning late August/September
- Committee Assignments:
- Resignations/Thank You for Service to the Council:
  - Guilherme Stellet
  - Pedro Felix
- Review Exit Interview:
  - Pedro Felix
- Dismissal Letters to be sent due to attendance requirements:
- Interview/Discuss Prospective Applicant:
- Mentor Program

## **7. Demographic Information Update**

- CS Perez shares the EPI demographic update. She notes there was one change due to a Council Member leaving the Council, which leaves our total number of Council Members at 28. The departure of the Council Member affected the Latino/a/x demographics.
- CS Perez shares the ARIES demographic update. She notes the same change for the Latino/a/x demographic due to a Council Member leaving the Council. She highlights the Council is also underrepresented for males.
  - CM Knoble asks where nonbinary folks fall in the Gender category.
    - CS Perez says they fall within the “Unknown” category.
  - CM Arnold says he wants to refer his Program Manager at the Black Health Center of Excellence and asks if that’s allowed.
    - CS Perez says he is more than welcome to refer folks to apply. She says the only issues they may run into is that the Council is overrepresented for Providers, but they are not currently at a place where they’re freezing applications from Providers.
  - CM Reina Hernandez asks how they take into account other HRSA mandated categories such as systems impacted folks.
    - CS Perez highlights the demographics that are tracked on the EPI and ARIES demographics updates – mainly race, gender, and age.

## **8. Next Meeting Date & Agenda Items – VOTE**

*The next Membership Committee meeting is tentatively scheduled for Thursday, September 5<sup>th</sup>, 2024 in person at 25 Van Ness from 3-4:30 pm.*

**9. Adjournment**

- Meeting adjourned at 3:53 pm by CM Ron Hernandez.

**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)

**August 8, 2024**

	roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
1. Cesar Cadabes	A	-	-	-	-	-				
2. Zachary Davenport	P	Y	Y	Y	Y	Y				
3. Elaine Flores	A	-	-	-	-	-				
4. Ron Hernandez	P	Y	Y	Y	Y	Y				
5. Helen Lin	E	-	-	-	-	-				
6. John Paul Soto	P	Y	Y	Y	Y	Y				
7. Robert Arnold	P	Y	Y	Y	Y	Y				
8. Reina Hernandez	P	Y	Y	Y	Y	Y				
9. Thomas Knoble	P	Y	Y	Y	Y	Y				
<b>Ayes</b>		6	6	6	6	6				
<b>Nayes</b>		0	0	0	0	0				
<b>Abstain</b>		0	0	0	0	0				
<b>Recusal</b>		0	0	0	0	0				
<b>Total</b>		6	6	6	6	6				