

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, February 8th, 2024

Zoom Meeting

3:00-4:00 pm

Committee Members Present: Zachary Davenport, Pedro Felix, Elaine Flores, Ron Hernandez, Thomas Knoble

Committee Members Absent: Cesar Cadabes [LOA], Billie Cooper [A], Helen Lin [A], JP Soto [E], Guilherme Sttellet [A]

Others Present: Reina Hernandez

Support Staff Present: Kira Perez, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 3:05 pm by CS Molnar. Everyone introduced themselves and quorum was established.

2. Review /Approve February 8th 2024 DRAFT Agenda – VOTE

The February 8th 2024 DRAFT Agenda was reviewed and approved by consensus.

3. Review / Approve October 12th 2023 DRAFT Minutes – VOTE

The October 12th 2023 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- None.

5. Public Comment

- None.

6. Committee Mission Review

- CS Molnar reviews the goals and purposes of this committee with the group. This includes any need for mentorship and guidance on being a council member as well as

7. Co-Chair Election – VOTE

- The group nominates and votes on new co-chairs for the 2024 calendar year.

Motion: CM Hernandez nominates himself and CM Flores to serve as co-chairs for this committee.

Second: CM Davenport and CM Hernandez second this motion.

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

8. Council Member Attendance Report/ Council Applicants – VOTE

- Letters of Probation sent:
- Review Renewals:
- Review Prospective Member Application:
 - Reina Hernandez: The group discusses the prospective member's application and materials.
 - Elyse Griffin: The group reviews and discusses the prospective member's application.

Motion: CM Hernandez motioned to approve Elyse's application and move forward with an interview.

Second: CM Davenport seconds this motion.

The motion passes through consensus, refer to column (4)

- Notice of Attendance to be sent:
- Notice of Attendance sent:
- Letters of Probation to be sent:

- Request for Leave of Absence:
 - Gwen Smith – January through March, returning mid-March
 - Paul Harkin – January through February, returning in March
 - Cesar Cadabes – January through February, returning in March

The group decided to approve all requests for leaves of absences through consensus, refer to column ()

- Current Leave(s) of Absence:
- Committee Assignments:
- Resignations/Thank You for Service to the Council:
 - Ms Billie – decided to leave the Council
- Review Exit Interview:
- Dismissal Letters to be sent due to attendance requirements:
- Interview/ Discuss Prospective Applicant:
 - Jesus Guillen – The group did not get to interview the candidate as he was not present, but council staff will follow-up.
 - Reina Hernandez – The group asks interview questions to the prospective member to gain insight into why they may be a good candidate.
 - CS Molnar acknowledged how robust Reina’s answers were as well as their understanding of the quantitative and qualitative information the council reviews.
 - CM Felix asks how the group thinks that the rest of the council will take in this new member?
 - CM Flores answers that the prospective new member will bring a new energy and activist spirit.

Motion: CM Hernandez motions to approve Reina Hernandez as a new council member.

Second: CM Davenport seconds the motions.

The motion passes through consensus, refer to column (5).

- Mentor Program

9. Demographic Information Update

- CS Perez shared the Demographic Report for ARIES which has had no changes.
- The EPI Demographic Report also reflected this with target areas remaining the same.

10. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, March 14th 2024 via Zoom from 3-4pm.

11. Adjournment

- Meeting adjourned by CM Flores at 4:08 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)

February 8, 2024

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

1.	Cesar Cadabes	LOA	-	-	-	-	-				
2.	Billie Cooper	A	-	-	-	-	-				
3.	Zachary Davenport	P	Y	Y	Y	Y	Y				

4.	Pedro Felix	P	Y	Y	Y	Y	Y				
5.	Elaine Flores	P	Y	Y	Y	Y	Y				
6.	Ron Hernandez	P	Y	Y	Y	Y	Y				
7.	Helen Lin	A	-	-	-	-	-				
8.	John Paul Soto	E	-	-	-	-	-				
9.	Guilherme Sttellet	A	-	-	-	-	-				
10.	Thomas Knoble	P	-	-	-	-	A				
	Ayes		4	4	4	4	4				
	Nays		0	0	0	0	1				
	Total		4	4	4	4	5				