

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, February 12th, 2026

Via Zoom

3:00-4:00 pm

Committee Members Present: Robert Arnold, Ed Chitty, Elaine Flores, Ron Hernandez, T. J. Lee-Miyaki, John Paul Soto, Manuel Vasquez

Committee Members Absent: Zachary Davenport [LOA]

Others Present: Natalie Basha

Support Staff Present: Mark Molnar, Kat Téllez

Minutes

1. Introductions

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

2. Review/Approve February 12th, 2026 DRAFT Agenda – VOTE

The February 12th, 2026 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve January 8th, 2026 DRAFT Minutes – VOTE

The January 8th, 2026 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Téllez reminds folks that the Full Council meeting time has not been changed and will be held at its usual time from 4:00-6:30pm.

5. Public Comment

- None.

6. Council Member Attendance Report/ Council Applicants – VOTE

- Review Prospective Member Application:
- Interview/Discuss Prospective Applicant:
- Letters of Probation sent:
- Review Renewals:
- Notice of Attendance to be sent:

- Marco Montenegro

The Committee votes to approve the Notice of Attendance by consensus, refer to column (3).

- Notice of Attendance sent:
- Letters of Probation to be sent:
- Request for Leave of Absence:
 - Nga Le – request for extension of LOA through February, returning in March
 - Jon Oskarsson – January through February, returning in March
 - Helen Lin – January through April, returning in May

The Committee votes to approve the Request for Leave of Absence requests by consensus, refer to column (4).

- Current Leave(s) of Absence:
 - Nga Le – January returning in March
 - Zachary Davenport – January through February, returning in March
 - Franco Chevalier – January through February, returning in March

- Richard Sullivan – returning TBD
- Committee Assignments:
- Resignations/Thank You for Service to the Council:
- Review Exit Interview:
- Dismissal Letters to be sent due to attendance requirements:
- Mentor Program:

7. Mentor Program

- CS Molnar states the Committee will be reviewing the Policies & Procedures (P&P) documents that pertain to the Mentor Program. He shares the “Mentoring Program” P&P, and the group discusses any changes.
 - CM Hernandez states he believes that CM Lee-Miyaki wanted to review these policies to make the Mentor Program a requirement rather than voluntary.
 - CM Lee-Miyaki clarifies that he thinks reinstating the Mentor Program would help new folks feel more connected to the Council and would help address any attendance issues.
 - CM Soto clarifies if the Mentor Program is a mandatory requirement for new members, as he doesn’t remember it being a requirement.
 - CS Molnar says the language in the P&P phrases it as a soft mandate.
- CS Molnar shares the “Mentor Program Guidelines” P&P and the group discusses any changes.
 - CM Arnold clarifies if someone voluntarily chooses to have a mentor, is the commitment for one year or less time?
 - CS Molnar says it can be for less than a year or could be longer.
 - CM Lee-Miyaki says his two mentees were with him for 3-6 months and 6 months.
 - CS Molnar shares that mentors and mentees can check-in about how the relationship is going and can adjust as needed.
 - CM Chitty asks if the mentor can request that it end at the end of the year, even if the mentee wanted to continue?
 - CS Molnar confirms the mentor can request that, noting that these relationships only continue with the willing participation of both parties.
- CS Molnar notes that there is not currently anyone in the pipeline to match with a mentor, but the Mentor Program will be reinstated when there is a new member elected to the Council. He shares that there had been a prospective member who was interested in applying, but she recently rescinded her application after learning more about the heightened scrutiny the Mayor’s office is putting prospective council members through.
 - CM Vasquez thanks CS Molnar for his transparency with this applicant, as he feels the transparency surrounding this issue is important. He agrees this level of transparency should continue with any new or future prospective applicants.

8. Demographic Information Update

- CS Molnar shares the ARIES demographic update and highlights that non-aligned consumers remain a high priority target population. He notes that Black/African American folks and youth are also target populations.
- CS Molnar shares the EPI demographic report and highlights consumers, Black/African American folks, Latine/x/o/a folks, and youth as target populations.
 - CM Lee-Miyaki asks if there has been any thought in reaching out to the Transgender Cultural District to see if they would have anyone that is interested in joining the Council?

- CS Molnar asks if anyone in the Committee works with them and would have any contacts?
 - CM Vasquez says they are a grantee of the Mayor’s Office of Housing & Community Development (MOHCD), but he can get contacts. He suggests reaching out to the Executive Director of the Transgender Cultural District.

9. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, March 12th, 2026 via Zoom from 3:00 pm – 4:00 pm.

10. Adjournment

- Meeting adjourned at 3:38 pm by CM Flores.

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)

Date: February 12, 2026		roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
1.	Robert Arnold	P	Y	Y	Y	Y						
2.	Ed Chitty	P	Y	Y	Y	Y						
3.	Zachary Davenport	LOA	-	-	-	-						
4.	Elaine Flores (Co-Chair)	P	Y	Y	Y	Y						
5.	Ron Hernandez (Co-Chair)	P	Y	Y	Y	Y						
6.	John Paul Soto	P	Y	Y	Y	Y						
7.	Manuel Vasquez	P	Y	Y	Y	Y						
8.	T. J. Lee-Miyaki	P	Y	Y	Y	Y						
	Ayes		7	7	7	7						
	Nayes		-	-	-	-						
	Abstain		-	-	-	-						
	Recusal		-	-	-	-						
	Total	7	7	7	7	7						