

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, June 11th, 2026

Via Zoom

3:00-4:30 pm

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

Committee Members Absent: Ed Chitty [LOA], Zachary Davenport [LOA]

Others Present: Natalie Basha, Beth Neary

Support Staff Present: Kira Perez, Kat Téllez

Minutes

1. Introductions

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

2. Review/Approve June 11th, 2026 DRAFT Agenda – VOTE

The June 11th, 2026 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve May 14th, 2026 DRAFT Minutes – VOTE

The May 14th, 2026 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- None.

5. Public Comment

- None.

6. Carry Forward Allocation – VOTE

- CS Perez reviewed a brief overview of the annual Carry Forward Funding process, noting that they are unspent Ryan White Part A (RWPA) funds that community-based organizations (CBO) didn't spend down before the end of the contract year. The remaining funds must be used for projects that can be completed before the end of the contract year. CS Perez shared the Carry Forward Allocation presentation and reviewed the HRSA service categories that HIV Health Services (HHS) are recommending the Carry Forward funds are used for:
 - Emergency Financial Assistance – \$120,000
 - Food Bank/Home Delivered Meals – \$207,593
 - Mental Health, Trainings – \$49,302
 - Other Professional Services, Legal Stipends – \$20,000
- CS Perez noted that there is a motion on the floor coming from the Council Affairs Committee to approve the HHS Carry Forward Recommendations.
 - CM Hernandez asked if this committee is the first to review the Carry Forward presentation?
 - ❖ CS Perez stated that both Community Engagement and Council Affairs have already reviewed this, and the Membership Committee is the third committee to review it. She confirmed that neither committee made any changes or revisions.

The motion passed through a roll call vote, refer to column (1).

7. Council Member Attendance Report/ Council Applicants – VOTE

- Review Prospective Member Application:

- Interview/Discuss Prospective Applicant:
- Review Renewals:
 - Chuck Adams
 - Robert Arnold
 - Elaine Flores
 - Ron Hernandez
 - Lee Jewell
 - Thomas Knoble
 - Nga Le
 - Irma Parada
 - JP Soto
 - Richard Sullivan
 - Laura Thomas
 - ❖ CS Perez reminded committee members that they could vote to approve the renewal applications as a slate vote, rather than individually.
 - ❖ CM Soto asked if there was any idea when the term limits would be put into place?
 - a. CS Perez stated that it depends on when the Policies & Procedures (P&P) review is completed, as they will not go into effect until the HCPC has reviewed the updated P&P.
 - ❖ CM Knoble asked if the mayor's office is the one approving the reappointments?
 - a. CS Perez confirmed the mayor's office will be reviewing the renewal applications.

The Committee voted to approve the Renewal Applications by consensus, refer to column (2).

- Notice of Attendance to be sent:
 - Derrick Mapp
 - T. J. Lee-Miyaki

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

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

The Committee voted to approve the Letters of Probation to be sent by consensus, refer to column (4).

- Letters of Probation sent:
- Request for Leave of Absence:
- Current Leave(s) of Absence:
 - Franco Chevalier – return date TBD
 - Ed Chitty – return date in July
 - Zachary Davenport – return date 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:

8. Mentor Program

- Due to CS Molnar's absence, the Mentor Program discussion was postponed until the next meeting.

9. Demographic Information Update

- CS Perez shared the Epi demographic report and noted that the total HCPC membership is now up to 30 council members. There is also now a total of 10 unaligned consumers on the Council.

- CS Perez shared the ARIES demographic report and noted that, due to one council member not renewing, the total membership count will go from 30 to 29. She said the target populations remain the same: Black/African American, Youth, and 65+.

10. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee meeting is tentatively scheduled for Thursday, July 9th, 2026 via Zoom from 3:00 pm – 4:00 pm.

9. Adjournment

- Meeting adjourned at 3:41 pm by CM 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)

Date: June 11, 2026		roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
1.	Robert Arnold	P	Y	Y	Y	Y						
2.	Ed Chitty	LOA	-	-	-	-						
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	A	A	A	A						
8.	Thomas Knoble	P	B	Y	Y	Y						
9.	T. J. Lee-Miyaki	P	Y	Y	Y	Y						
	Ayes		5	6	6	6						
	Nayes		0	0	0	0						
	Abstain		1	0	0	0						
	Recusal		0	0	0	0						
	Total	7	6	6	6	6						