

HIV Community Planning Council
STEERING COMMITTEE
Thursday, November 16th, 2023
Zoom
3:00-4:30 pm

Committee Members Present: Chuck Adams, Bill Blum, Zachary Davenport, Thomas Knoble, Richard Sullivan, Manuel Vasquez.

Committee Members Absent: Cesar Cadabes[E], Ed Chitty[E], Paul Harkin[E], Derrick Mapp[E], Irma Parada[E].

Others Present: None.

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

Minutes

1. Introductions

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

2. Review/Approve November 16th, 2023, 2023 DRAFT Agenda – VOTE

The November 16th, 2023 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve October 19th 2023 DRAFT Minutes – VOTE

The October 19th 2023 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CM Knoble announces the MOHCD is working on their strategic plan and are hosting focus groups and is inviting the group to participate.

5. Public Comment

- None.

6. Committee and Work Group Reports – VOTE

- Community Engagement Committee Update
 - CM Sullivan updates the group on the HCAP report from October was presented by Stephen Spano. COLA and Needs Assessment updates were provided. The group decided not to meet in December per tradition.
- Council Affairs Committee Update –
 - CM Vasquez updates the group on the Marin County annual report that was presented by CM Le. The Blueprint implementation was reviewed by Dara Geckler as well. This group decided not to meet in December per tradition.
- Membership Committee Update –
 - None.
- Work Groups Update (PLWH) –
 - None.

7. Membership Committee

- CS Molnar reviews Sub Committee reassignment.
- CM Vasquez notes the commitment to the community by the folks that are falling short in attendance and responsiveness. CM Vasquez asks about the procedure with noting attendance.

- CS Molnar answers there is a process around attendance tracking, first an out of compliance letter, then a letter of probation.
- CS Molnar details the special case for CM Siron and asks if Charles can be exempt from attending virtual meetings.
- CM Vasquez emphasizes the importance of Council Members showing up to this commitment.

CM Vasquez motions to accept CM Siron exception.

CM Sullivan seconds the motion.

Motion carries through consensus.

- CS Molnar displays the application of a potential Council Member for reinstatement.

CM Sullivan Motion to approve applicant for interview.

CM Adams seconds the motion.

Motion carries through consensus.

8. Meeting evaluation

- CS Perez reviews the surveys from the last Full Council meeting and the overall rating is 9.8.

9. Full Council Agenda – VOTE

- CS Molnar shares the Full Council Agenda for November 27th, 2023.

10. HCPC Holiday Party

- CS Molnar facilitates the discussion on whether the group would like to do a HCPC Holiday party in December. The group agrees to a Holiday party, and staff will follow up with details of the party.

11. Next Meeting Dates & Agenda Items

The date of the next Steering Committee meeting is scheduled for Thursday January 18th, 2024 via zoom.

12. Adjournment

- The meeting was adjourned by CM Sullivan at 3:42 PM.

Steering 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: November 16, 2023	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y	Y						
2. Bill Blum	P	Y	Y						
3. Cesar Cadabes (Membership)	E	-	-						
4. Ed Chitty (Membership)	E	-	-						
5. Thomas Knoble (Council Co-Chair)	P	Y	Y						
6. Paul Harkin (At-Large)	A	-	-						
7. Derrick Mapp (CE)	A	-	-						
8. Irma Parada (Council Co-Chair)	E	-	-						

9. Richard Sullivan (CE)	P	Y	Y						
10. Manuel Vasquez (CA)	P	Y	Y						
11. Zachary Davenport(Council Co-chair)	P	Y	Y						
Ayes		6	6						
Nays		0	0						
Abstentions		0	0						
Total	6	6	6						