

HIV Community Planning Council  
MEMBERSHIP COMMITTEE  
Thursday, October 10<sup>th</sup> 2019  
25 Van Ness, 8<sup>th</sup> Floor Conference Room  
3:00-5:00 pm

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**Committee Members Present:** Ed Chitty (Co-Chair), Billie Cooper, Elaine Flores, Ron Hernandez,

**Committee Members Absent:** Cesar Cadabes (Co-Chair) [E], Ken Pearce [E], Gwen Smith [A], John Paul Soto [E], Michelle Spence [E]

**Council Members Present:** Thomas Knoble, Charles Siron

**Others Present:** Jovon Bright, Beth Neary (HHS), Richard Sullivan

**Support Staff Present:** Melina Clark, Mark Molnar

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### *Minutes*

**1. Introductions**

The meeting was called to order at 3:02 pm by Co-Chair Chitty. Everyone introduced themselves and quorum was established.

**2. Review /Approve October 10<sup>th</sup> 2019 DRAFT Agenda – VOTE**

The October 10<sup>th</sup> DRAFT Agenda was reviewed and approved by consensus.

**3. Review /Approve September 12<sup>th</sup> 2019 DRAFT Minutes – VOTE**

The September 12<sup>th</sup> 2019 DRAFT Minutes were reviewed and approved by consensus.

**4. Announcements**

- CS Molnar announced that the new member Orientation will take place October 22<sup>nd</sup> from 1-5pm. The Steering Retreat has been scheduled for December 5 from 2:30-5pm.
- Beth Neary thanked everyone for their work on the ETHE grant.

**5. Public Comment**

- None.

**6. Demographic Information Update**

- CS Clark reviewed the monthly demographic report:
  - The council is still under for non-aligned consumers. We are at 25% and need to get to 33%.
  - The council is also under for Latinx and Indigenous folks, as well as youth.
  - CS Molnar noted the importance of recruiting for non-aligned consumers.
  - CM Chitty asked what recruitment efforts have looked like in the past.
    - CS Molnar noted that in the past, folks have been drawn to the council expecting it to be an advocacy/activist council, when in reality it's a public policy council.
  - Public Comment: Jovon Bright suggested reaching out to CCSF to recruit members.

**7. Council Member Attendance Report/ Council Applicants- VOTE**

- Interview/Discuss Prospective Applicant:
- Notice of Attendance to be sent:

- Notice of Attendance sent:
- Letters of Probation to be sent:
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- Review Renewals:
  - Orin Allen
    - The group noted that despite challenges in his life, he is a strong member of the council who has a lot to contribute.
    - **MOTION: CM Siron moves to approve Orin's renewal.**
    - **CM Flores seconds the motion.**
    - **MOTION PASSES: See column (3) for vote breakdown.**
- Request for Leave of Absence:
- Current Leave(s) of Absence:
  - Jack Bowman (July-August, September-October)
- Committee Assignments:
- Resignations/Thank You for Service to the Council:
- Review Exit Interview:
  - Linda Walubengo
    - The group reviewed Linda's exit interview, which includes suggestions to increase youth and POC representation on the Council.
- Dismissal Letters to be sent due to attendance requirements:
- Review Prospective Member Application
- Interview/ Discuss Prospective Applicant
  - Richard Sullivan
    - The Committee interviewed Richard and agreed he is a strong applicant.
    - **MOTION: CM Hernandez moves to recommend Richard Sullivan as a member of the HIV Community Planning Council.**
    - **CM Cooper seconds the motion.**
    - **MOTION PASSES: See column (1) for vote breakdown.**
  - Jovon Bright
    - The Committee interviewed Jovon and agreed he is a strong applicant.
    - **MOTION: CM Cooper moves to recommend Richard Sullivan as a member of the HIV Community Planning Council.**
    - **CM Hernandez seconds the motion.**
    - **MOTION PASSES: See column (1) for vote breakdown.**

- Mentor Program
  - Lily Krutel and Antwan Matthews
    - The group decided to wait to hear more details on what they are looking for in a mentor, as well as wait for CS Jordan’s input when he returns.

**8. Policies and Procedures – VOTE**

- The committee reviewed the co-chair voting policy, specifically about whether the government co-chairs should have a shared vote or not.
  - CS Molnar noted that pre-merge, the Prevention council had a government co-chair while the Care Council did not.
  - CM Siron spoke to the equity of each person having a whole vote.
  - CS Molnar added the when the Prevention and Care government representatives share a vote, it means they are working together.
  - CM Hernandez expressed support for the two government co-chairs working together.
  - CM Chitty spoke to the view of this as a position rather than individuals. Government has one vote, it’s just split between two people. It would increase the impact of government on the council to give the government co-chairs two votes.
  - CS Molnar noted that at the merge of the council, there was discussion about which government representative should leave or stay. They settled on half votes so that both could stay.
  - CM Flores sees both sides, and noted that if it’s not broken why fix it.
  - There were no motions on the floor, so the policy will stay as is.
- Public Comment: Jovon Bright spoke to his professional experiences in resolving conflict and coming to agreement on issues between different departments. He spoke to wanting to move together or not at all.

**9. Next Meeting Date & Agenda Items- VOTE**

- *The next Membership Committee meeting is scheduled for Thursday, November 21<sup>st</sup> 2019 at 25 Van Ness, 8<sup>th</sup> floor conference room.*
- The Committee decided not to meet in December.

**10. Adjournment**

- The Meeting was adjourned at 4:03 pm by Co-Chair Chitty.

**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)

**October 10, 2019**

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

1. Cesar Cadabes	E	-	-	-						
2. Ed Chitty	P	Y	Y	Y						

3.	Billie Cooper	P	Y	Y	Y						
4.	Elaine Flores	P	Y	Y	Y						
6.	Ron Hernandez	P	Y	Y	Y						
7.	Ken Pearce	E	-	-	-						
8.	Gwen Smith	A	-	-	-						
9.	John Paul Soto	E	-	-	-						
10.	Michelle Spence	E	-	-	-						
	Thomas Knoble	P	Y	Y	Y						
	Charles Siron	P	Y	Y	Y						
	Ayes										
	Nays										
	Total										