

HIV Community Planning Council

MEMBERSHIP COMMITTEE

Thursday, February 13th 2020

25 Van Ness, Room 650

3:00-5:00 pm

Committee Members Present: Ed Chitty (Co-Chair), Ron Hernandez, Thomas Knoble, Ken Pearce, Gwen Smith, John Paul Soto

Committee Members Absent: Cesar Cadabes, Billie Cooper[E], Elaine Flores (Co-Chair), Mike Shriver [LOA], Michelle Spence[E]

Council Members Present:

Others Present: Dean Goodwin (HHS) Beth Neary (HHS), Kevin Hutchcroft (HHS)

Support Staff Present: David Jordan, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 3:10 pm by Co-Chair Chitty. Everyone introduced themselves. Quorum was established.

2. Review /Approve February 13th DRAFT Agenda – VOTE

The February 13th DRAFT Agenda was reviewed and approved by consensus.

3. Review / Approve January 9th DRAFT Minutes – VOTE

The January 9th DRAFT Minutes were reviewed, corrected and approved by consensus.

4. Announcements

- CM Goodwin announced that Full Council meeting will likely be moved to the Foundation this month due to the DPH response to Corona virus.
- CM Goodwin announced that Kevin Hutchcroft will be taking over the government appointed Co-Chair seat on the Council.

5. Public Comment

- None.

6. Demographic Information Update

- The Committee reviewed the monthly demographic report.
 - CS Jordan reported that the only change was caused by the resignation of Mike Discepola which had slightly positive effect on the Council's non-aligned consumer percentage.

7. Council Member Attendance Report/ Council Applicants- VOTE

- Notice of Attendance to be sent:
 - Orin Allen
- Notice of Attendance sent:

- Jessie Murphy

- Letters of Probation to be sent:
- Letters of Probation sent:
 - Wayne Rafus
- Review Renewals:
 - Dominique Johnson
 - CM Johnson's membership was not renewed.
- Request for Leave of Absence:
 - Mike Shriver
 - Approved
- Current Leave(s) of Absence:
 - Charles Siron
- Committee Assignments:
 - Antwan Matthews assigned to Council Affairs Committee.
- Resignations/Thank You for Service to the Council:
 - Mike Discepola.
- Review Exit Interview:
- Dismissal Letters to be sent due to attendance requirements:
- Review Prospective Member Application
- Interview/ Discuss Prospective Applicant
- Mentor Program

8. Appointed Seat Policy

- The Committee reviewed the Appointed Seat Policy. It was determined that staff would reach out to those appointed seat-holders who will be required to choose a home committee, to ascertain the likelihood of their remaining on the council.

9. Glossary Review

- Committee reviewed the provided glossary materials. It was decided that committee members would review the options and return with a list of terms to be included in a Glossary of Terms to be available at Council meetings.

10. Next Meeting Date & Agenda Items- VOTE

- *The next Membership Committee meeting is scheduled for Thursday, March 12th 2019 at 25 Van Ness, 8th floor conference room.*

11. Adjournment

- The Meeting was adjourned at 4:30 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)

February 13, 2020

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

1.	Cesar Cadabes	E										
2.	Ed Chitty	P										
3.	Billie Cooper	E										
4.	Elaine Flores	E										
6.	Ron Hernandez	P										
7.	Thomas Knoble	P										
8.	Ken Pearce	P										
9.	Mike Shriver	E										
10.	Gwen Smith	P										
11.	John Paul Soto	P										
12.	Michelle Spence	E										
	Ayes											
	Nayes											
	Total											