



HIV Health Services Planning Council

MEMBERSHIP COMMITTEE

Monday, November 10th, 2008

Department of Public Health

25 Van Ness Avenue, 3rd Floor, Room 330B

5:00 -7:00 pm

Draft Agenda

1. **Introductions** Group 5:00
2. **Review/Approve Agenda** Group 5:03
3. **Review/Approve October 15th, 2008 Minutes** Group 5:05
4. **Announcements** Group 5:07
5. **Public Comment** Group 5:10
6. **Demographic Information Update** Staff 5:12
7. **Report from Cultural Humility Workshops** J. Andrews 5:18
8. **Non-Discrimination Policy Inclusion & Development - VOTE** Group 5:33

The Council Members' Rights and Responsibilities Work Group will vote on whether or not to include a Non-Discrimination Policy in the Policies & Procedures and also begin drafting said policy.

Action: Motion to approve pass on inclusion of non-discrimination policy to the Membership committee. Motion passed through unanimous roll call vote. CMRR July 24, 2008 Minutes.

9. **Council Member Attendance Report/Letters to Send** Group 6:03

Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (July, August, September 2008) on Council Member attendance. Committee will decide whether to send letters to Council Members not meeting attendance requirements.

Review of Letters of Probation that have been sent

*Review of Potential Letters of Warning/Probation to Be Sent
-Michael Blish*

*Probation/Warning Letters sent
-Michael Blish*

Leave(s) of Absence have ended for:

*Requests for Leave(s) of Absence
-Marcus Mabry
-Naim Harrison*

Review Renewals
-Maritza Penagos
-Veronica Pillatzke

Resignations

Thank You for Service to the Council
-Jose Villarce
-George Stevens
-Cynthia Hoffman

Dismissal Letters to be Sent Due to Attendance Requirements

10. Council Member Renewals - VOTE Group 6:20

-Maritza Penagos
-Veronica Pillatzke

11. Committee Assignments - VOTE Group 6:35

The committee will review CMRR Work Group request for inclusion of the new language in the Policy and Procedure Manual.

12. Next Meeting Date & Agenda Items Group 6:58

The next Membership Meeting is tentatively scheduled for Monday, December 8, 2008, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.

13. Adjournment Group 7:00

Mission Statement:
To recruit, screen, train and retain Council Members.

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

*HIV Health Services Planning Council
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*San Francisco Department of Public Health, HIV Health Services
25 Van Ness Avenue, 3rd floor, San Francisco, CA 94102*

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Agendas are available on the Internet at <http://www.dph.sf.ca.us/Meetings/meetings.htm>

*THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT
HIV Health Services Planning Council Office, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.*