



## HIV Health Services Planning Council

### MEMBERSHIP COMMITTEE

Monday, September 8th, 2008

Department of Public Health

25 Van Ness Avenue, 3<sup>rd</sup> Floor, Room 330B

5:00 -7:00 pm

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### *Agenda*

1. **Introductions** Group 5:00
2. **Review/Approve Agenda** Group 5:03
3. **Review/Approve August 4<sup>th</sup> , 2008 Minutes** Group 5:05
4. **Announcements** Group 5:07
5. **Public Comment** Group 5:10
6. **Presentation of Demographics for San Francisco and the EMA** Marree Kay Parisi 5:12  
*Presentation of current San Francisco HIV Epidemiology Report and current statistics from Marin and San Mateo Counties*
7. **Council Demographics Report** Group 5:47  
*Review and discuss both Council and EMA (Eligible Metropolitan Area)-wide demographics.*
8. **Council Member Attendance Report/Letters to Send** Group 6:12  
*Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (April, May and June 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*  
*Probation/Warning Letters sent*  
*Leave(s) of Absence*  
*Requests for Leave(s) of Absence*  
*Review Renewals*  
*Resignations*  
*Thank You for Service to the Council*  
*Dismissal Letters to be Sent Due to Attendance Requirements*
9. **Council Member Renewals - VOTE** Group 6:20

**10. Committee Assignments**

**- VOTE**

**Group 6:25**

*The committee will review Council member committee requests for 08/09 and develop memberships for Membership, Community and Minority Affair, Government and Provider Affairs and Points of Integration Committees*

**11. Next Meeting Date & Agenda Items**

**Group 6:58**

*The next Membership Meeting is tentatively scheduled for Monday, October 13, 2008, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.*

**12. 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  
730 Polk Street San Francisco, CA 94109*

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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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*The Planning Council has several standing Committees where Council business and creation of motions for full-Council action occur, and members of the public are urged to attend. Council procedures do not permit:*

- 1) persons in the audience at Council meeting to vocally express support or opposition to statements by Council members or by other persons testifying, outside of public comment;*
- 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices;*
- 3) signs to be brought into the meeting or displayed in the room;*
- 4) standing in the meeting room.*

*Citizens are encouraged to testify at Committee meetings and to write letters to the co-chairs of a Committee or to Council members, c/o HIV Health Services Planning Council, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.*

*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.*