



HIV Health Services Planning Council

MEMBERSHIP COMMITTEE

Monday, August 10, 2009

Department of Public Health

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

5:00 -7:00 pm

Draft Agenda

1. **Introductions** Group 5:00
2. **Review/Approve Agenda - VOTE** Group 5:03
3. **Review/Approve July 13th, 2009 Minutes – VOTE** Group 5:05
4. **Announcements** Group 5:15
5. **Public Comment** Group 5:20
6. **Interview for Council Membership - VOTE** Group 5:25
-Mark Agtane
7. **Council Member Attendance Report/Letters to Send – VOTE** Group 5:45

Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (May, June and July 2009) on Council Member attendance. Committee will decide whether to send letters to Council Members not meeting attendance requirements. The Committee will discuss the creation of the attendance report, the Leave of Absence Policy and membership renewals.

Probation/Warning Letters sent

Leave(s) of Absence

-Don Frazier (extension request through September 1st)

-Gerardo Ramos (beginning August 3rd and ending September 15th)

Review Renewals

-Raymond Banks

-Jeff Byers

-Don Frazier (renewal application not yet received)

-Naim Harrison

-Ken Pearce

-Don Soto

Review of Potential Letters of Warning/Probation to Be Sent

8. Committee Assignments - VOTE

Group 6:15

-Matt Geltmaker

- 1) GPA
- 2) CMA
- 3) POI

-Cherrlynn Hubbard

- 1) Membership
- 2) CMA
- 3) POI

-Carol Hudson

- 1) GPA
- 2) POI

-Jerrold Thomas

- 1) GPA
- 2) POI
- 3) CMA

9. Involuntary Removal Request Update

Group 6:20

The Committee will note the withdrawal of the involuntary removal request of the Council Co-Chairs by CM Raymond Banks.

10. Discussion of Involuntary Removal Request - VOTE

Group 6:25

The Committee will discuss next steps for the involuntary removal request of CM Raymond Banks by CM Charles Siron.

11. Discussion of New Member Policy re Membership prior to Mayoral letter – VOTE

Group 6:45

The Committee will review the rights and responsibilities of new members prior to Mayoral letter of approval.

12. Next Meeting Date & Agenda Items

Group 6:55

The next Membership Meeting is tentatively scheduled for Monday, September 14th, 2009, 25 Van Ness Room 330A from 5:00 PM-7:00 PM.

PARKING LOT:

- Development of Council Member Rights and Responsibilities
- New Business of CMRR Work Group: Behavioral Management Model; Appealing
- Council Decision
- Discussion of Membership Renewal Policy
- Rescheduling of October 12th meeting due to Holiday
- Discussion of Cultural Humility Workshops
- Policy regarding tie votes (e.g. At-Large Steering Committee mtg)

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
730 Polk Street San Francisco, CA 94109

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

For more information about MUNI accessible services, call 923-6142. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. The following services are available when requested by Noon of the Friday before the Council meeting: For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact our office at (415) 674-4768. For a large print copy of agenda or minutes in alternative formats, contact our office at (415) 674-4768. In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Frank Darby ; by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 409, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at Frank.Darby@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by contacting Mr. Darby or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfgov.org/bdsupvrs/sunshine.htm>

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.**