



**HIV Health Services Planning Council**  
**MEMBERSHIP COMMITTEE**  
**Monday, March 9, 2009**  
**Department of Public Health**  
**25 Van Ness Avenue, 3<sup>rd</sup> Floor, Room 330B**  
**5:00 -7:00 pm**

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***Draft Agenda***

- 1. Introductions** Group 5:00
- 2. Review/Approve Agenda - VOTE** Group 5:03
- 3. Review/Approve February 9<sup>th</sup>, 2009 Minutes - VOTE** Group 5:05
- 4. Announcements** Group 5:07
- 5. Public Comment** Group 5:10
- 6. Demographic Information Update** Staff 5:12
- 7. Council Support Action Plan Update**
- 8. Interview for Council Membership - VOTE** Group 5:25  
*-Matthew Miller*  
*-Terry Young*
- 9. Council Member Attendance Report/Letters to Send -VOTE** Group 6:00

*Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (December 2008, January and February 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.*

*Review of Letters of Probation that have been sent*

*Review of Potential Letters of Warning/Probation to Be Sent*  
*-Naim Harrison*

*Probation/Warning Letters sent*

*Leave(s) of Absence*

*Requests for Leave(s) of Absence*  
*-Maritza Penagos*

*Review Renewals*  
*-Chris Harris*

*Resignations*

*Thank You for Service to the Council*

- Bart Ellison*
- Johnson Livingston*
- Marcus Mabry*

*Dismissal Letters to be Sent Due to Attendance Requirements*

- 10. Development of Action Plan for Council Members' Rights and Responsibilities Work Group Materials - VOTE** Group 6:15
- a) *Development of Non-Discrimination Policy* CM Frazier and CM Flores
  - b) *Development of Conflict Resolution Policy* CM Molnar and CM Newell
  - c) *Development of Rights and Responsibilities* Group
  - d) *New Business*
- 11. Discussion of Cultural Humility Workshop Suggestions** Group 6:25
- This is a standing agenda item.*
- 12. Next Meeting Date & Agenda Items** Group 6:58
- The next Membership Meeting is tentatively scheduled for Monday, April 13th, 2009, 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  
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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7724, by fax at (415) 554-7854 or by email at [Frank.Darby@sfgov.org](mailto:Frank.Darby@sfgov.org).  
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or by printing Chapter 67 of the San Francisco Administrative Code on the Internet,  
at <http://www.sfgov.org/bdsupvrs/sunshine.htm>

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*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.*