



HIV Health Services Planning Council
MEMBERSHIP COMMITTEE
Monday, May 11, 2009
Department of Public Health
25 Van Ness Avenue, 3rd Floor, Room 330B
5:00 -7:00 pm

Draft Agenda

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| 1. Introductions | Group 5:00 |
| 2. Review/Approve Agenda - VOTE | Group 5:03 |
| 3. Review/Approve April 13th, 2009 Minutes, February 4, 2009 CMRR Minutes and April 13th, 2009 SPECIAL Membership Minutes – VOTE | Group 5:05 |
| 4. Announcements | Group 5:07 |
| 5. Public Comment | Group 5:10 |
| 6. Council Member Attendance Report/Letters to Send -VOTE | Group 5:12 |

Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (February, March and April 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 (2 FC Meetings-Excused Feb FC/No Home Committee Assignment)*
- Salvatore Russo*

Probation/Warning Letters sent

Leave(s) of Absence

- Mary Lawrence Hicks (Returning June 8, 2009)*

Requests for Leave(s) of Absence

- Don Frazier (To Return July 1, 2009)*

Review Renewals

- Stacia Scherich*

Resignations

Thank You for Service to the Council

- Ellen Sweetin*

Dismissal Letters to be Sent Due to Attendance Requirements

7. **Committee Assignments - VOTE** Group 5:25
 -Naim Harrison
 -Salvatore Russo
8. **Development of Action Plan for Council Members' Rights and Responsibilities Work Group Materials - VOTE** Group 5:35
 a) *Development of Conflict Resolution Policy* CM Molnar and CM Newell
 b) *Development of Non-Discrimination Policy* CM Frazier and CM Flores
 c) *Development of Rights and Responsibilities* Group
 d) *New Business*
9. **Interviews for Council Membership - VOTE** Group 5:50
 -Jerrold Thomas
 -Matt Geltmaker
 -Carol Hudson
 -Cherlynn Hubbard
10. **Review Application(s) for Council Membership – VOTE** Group 6:30
 -Rachel Matillano
 -Cicily Emerson
11. **Discussion of Complaint Process and Procedure – VOTE** Group 6:40
12. **Discussion of Findings of Special Membership Meetings – VOTE** Group 6:50
 The Committee will discuss what was decided at the Special Membership Meeting of April 13th, 2009.
13. **Next Meeting Date & Agenda Items** Group 7:00
 The next Membership Meeting is tentatively scheduled for Monday, June 8th, 2009, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.
14. **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

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- 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.*