



HIV Health Services Planning Council

MEMBERSHIP COMMITTEE

Monday, November 9, 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 October 5 th 2009 Minutes – VOTE | Group 5:05 |
| 4. Announcements | Group 5:15 |
| 5. Public Comment | Group 5:20 |
| 6. Demographic Information Update | Group 5:25 |
| 7. Council Member Attendance Report/Letters to Send – VOTE | Group 5:30 |

Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (July, August and September 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 Potential Letters of Warning/Probation to be sent

Warning:

-Margot Antonetty (Only 3 meetings attended)

-Aaron Chandler (No Committee attendance)

Leave(s) of Absence

Review Renewals

Thank You for service to the Council

Review of Letters of Probation that have been sent

Requests for Leave of Absence

Dismissal Letters to be sent due to attendance requirements

Resignations

- | | |
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| 8. Co-Chair Nominations and Election – Vote | Group 5:40 |
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The Committee will nominate and then elect co-chairs for the Committee for 2009-2010

9. **Review Membership Applications – VOTE** Group 5:50
 -*Michael Scarce*
 -*Tyrone Spellman*
10. **Discussion of Membership Renewal Policy - VOTE** CM Andrews 6:00
 The Committee will discuss how to review renewals.
11. **Development of Council Member’s Rights and Responsibilities – VOTE** CM Margolis 6:25
 The group will discuss an outline of the rights and responsibilities of Council Members.
12. **Development of Behavioral Management Models -- VOTE** Group 6:50
13. **Next Meeting Date & Agenda Items** Group 7:00
 *The next Membership Meeting is tentatively scheduled for Monday, December14, 2009, 25 Van
 Ness Room 330B from 5:00 PM-7:00 PM.*
- PARKING LOT:**
 -*Development of Council Member Rights and Responsibilities – VOTE*
 -*New Business of CMRR Work Group: Appealing Council Decision – VOTE*
 -*Discussion of Cultural Humility Workshops*
 -*Community Outreach*
 -*Ways to Thank Long-Standing Council Members*
14. **Adjournment** Group 7:00

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.

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

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*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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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.*