



# HIV Health Services Planning Council

## MEMBERSHIP COMMITTEE

Monday, April 12, 2010

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 March 8<sup>th</sup>, 2010 Minutes – VOTE** Group 5:05
4. **Announcements** Group 5:08
5. **Public Comment** Group 5:13
6. **Council Member Attendance Report/Letters to Send – VOTE** Group 5:15

*Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (January, February and March 2010) on Council Member attendance. Committee will decide whether to send letters to Council Members not meeting attendance requirements.*

*Letters of Warning to be sent:*

- Mark Agtane (Only 2 Council meetings attended)*
- Naim Harrison (Only 2 Committee meetings attended)*

*Letters of Probation to be Sent:*

- Cherrlynn Hubbard (No meetings in the past month)*

*Review Renewals*

- Noah Briones (4/30/2010)*
- Cathy Newell (5/1/2010)*

*Leave(s) of Absence*

- Anna Heath (March 1<sup>st</sup>-May 1<sup>st</sup>, 2010)*

*Resignations*

*Thank You for service to the Council*

*Dismissal Letters to be sent due to attendance requirements*

7. **Committee Change Request** Group 5:40

*Mark Agtane has requested to be moved from CMA to Membership.*

- 8. **Demographic Information Update** Group 5:45
- 9. **Application(s) for Review** Group 5:50  
  - George Simmons
- 10. **Interviews for Membership** Group 5:55  
  - Channing Wayne
- 11. **Leave of Absence Policy – VOTE** Group 6:05  
  - The Committee will discuss and develop a policy to automatically place HIV+ Council Members on a Leave of Absence during extended periods of absence.*
- 12. **Connecting Outreach Work with CMA Committee – VOTE** Group 6:30
- 13. **Next Meeting Date & Agenda Items** Group 6:55  
  - The next Membership Meeting is tentatively scheduled for Monday, May 10<sup>th</sup>, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.*

**PARKING LOT:**

  - Community Outreach and Council Recruitment
  - Discussion of Cultural Humility Workshops
  - Review of Exit Interviews
  - Ways to Thank Long-Standing Council Members
  - Discussion of Behavioral Management Models – VOTE
- 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*

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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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*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.*