



HIV Health Services Planning Council

MEMBERSHIP COMMITTEE

Monday, July 13, 2009

Department of Public Health

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

5:00 -7:00 pm

Committee Members Present: Andrews, Banks, Co-Chair Flores, Harrison, Margolis

Committee Members Absent: Frazier (LoA), Harris, Siron, Elaine Flores (Public)

Others Present: CM Manley, CM Thomas, CM Young

Support Staff Present: Asis, Bryson, Lee, Molnar

Minutes

1. Introductions

The meeting was called to order at 5:12 pm by Co-Chair Flores. Everyone introduced themselves and quorum was established.

2. Review/Approve Agenda - VOTE

The agenda was reviewed a quick change was made to the dates reviewed in agenda item 7, and was then approved by consensus.

3. Review/Approve: June 8th, 2009 Minutes; February 4th, CMRR Minutes; Amended Minutes of Special Membership Meeting of February 18th, 2009 – VOTE

The June 8th 2009 minutes were reviewed and approved by consensus with one abstention by CM Banks.

The February 4th CMRR minutes were reviewed and approved by consensus.

The February 18th AMENDED Special Membership minutes were reviewed and approved by consensus.

4. Announcements

- CM Banks announced that he will be filing a grievance against Shanti for the June 18th Steering Agenda which he believes left off the African American votes.
- Council Support Molnar gave the Committee a quick update on the timeline for the two pending requests for removal. The request from CM Banks is being dialogued, while CM Siron's will be taken on after CM Banks' is completed. This will be put on the August agenda.
 - CM Banks read a portion of an email between himself and the Council Co-Chairs.
- CM Andrews announced that AIDS Walk is this Sunday, July 18th from 10:30am-2pm. So far, eight people have signed up to help out at the informational booth that the SF HHSPC will have up on Hippy Hill in Golden Gate Park.
 - Council Support Lee noted that there will be a \$5 parking special at UCSF, 400 Parnassus.

5. Public Comment

There was no public comment.

6. Review of draft “Work Group Agreements” – VOTE

The Committee reviewed the draft “Work Group Agreements” as generated by the Council Member Rights and Responsibilities Work Group. Council Support Molnar provided a quick background on the issue. The documents were discussed.

MOTION CM Andrews/CM Margolis: to add “mode of transmission” to the statement of non-discrimination and to then add the document to the Policy and Procedure Manual. **The motion passed unanimously. See voting attached voting sheet [1].**

MOTION CM Banks/CM Andrews: to add a new number one to the priority list, and move all other agreements down accordingly. The addition would read: “All local, state and federal laws and ordinances”. **The motion passed unanimously. See voting attached voting sheet [2].**

7. Council Member Attendance Report/Letters to Send – VOTE

Council Support updated the Committee on Attendance Letters sent and the status of current Council Members. The Committee reviewed a three-month report (April, May and June 2009) on Council Member attendance. The Committee decided whether to send letters to Council Members not meeting attendance requirements. Parking Lot: The Committee will discuss the creation of the attendance report, the Leave of Absence Policy and membership renewals.

Probation/Warning Letters sent

-Paul Margolis

-Salvatore Russo

Leave(s) of Absence

-Mark Molnar (formerly returning July 18, 2009, currently returning August 7, 2009)

-Don Frazier (returning August 1st, 2009)

Resignation and Thank You for Service to the Council

-Susan Philip

Review of Potential Letters of Warning/Probation to Be Sent

Dismissal Letters to be sent due to Attendance Requirements

-Salvatore Russo (Last meeting attended: Full Council 4/27)

The Committee has decided that due to inaction, Salvatore Russo is assumed to have resigned. A dismissal letter will be sent with instructions on how to appeal should he want to. CM Banks spoke against the action.

8. Committee Assignments – VOTE

CM Banks will possibly request to be moved to the PoI Committee.

-Matt Miller has requested committees in this order:

1) GPA

2) CMA

3) Membership

-Terry Young has requested committees in this order:

- 1) Membership
- 2) CMA
- 3) GPA

MOTION: CM Andrews/CM Margolis to give both CM Miller and CM Young their first choices for Committees. The motion was passed by consensus.

9. Interviews for Council Membership - VOTE

-Mark Agtane

This agenda item was tabled until the next meeting as Mark Agtane is ill.

10. Review of applications for Council Membership - VOTE

-Susan Shea

This agenda item was tabled until the next meeting, as no application was turned into Enrique Asis, the Council's Training and Education Coordinator.

11. Discussion regarding At-Large Steering Committee Membership – VOTE

The Committee discussed and made a recommendation regarding the process of electing a new At-Large Steering Committee Members. CM Andrews proposed that he could possibly step-down from his position as an At-Large Steering Committee member.

MOTION: CM Andrews/CM Manley to accept John Andrews' resignation as At-Large Steering Committee member and to accept both Gerardo Ramos and Anna Heath as replacements.

The motion passed with one naye. See voting attached voting sheet [3].

MOTION: CM Margolis/CM Manley to propose two options to the Steering Committee, with the second option reading: To accept John Andrews' resignation and reopen nominations for the two At-Large Steering Committee position, with a vote to take place at the September Full Council.

The motion passed with one abstention. See voting attached voting sheet [4].

This will be made as a recommendation to the Steering Committee.

12. Discussion of Support Staff Requests Policy - VOTE

The Committee reviewed the Support Staff Requests Policy generated by the CMRR workgroup.

MOTION: CM Banks to take away this draft and instead use the wording directly from the Sunshine Ordinance Task Force.

CM Banks rescinded the motion, and the issue will be discussed in-depth at the August meeting. CM Andrews suggested that all members read the pertinent section(s) of the Sunshine Ordinance Task Force.

13. Discussion of New Member Policy re: Membership prior to Mayoral letter

This agenda item was tabled until the next meeting.

14. Next Meeting Date & Agenda Items

The next Membership Meeting is tentatively scheduled for Monday, August 10th, 2009, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.

PARKING LOT:

-Development of Council Member Rights and Responsibilities

-Discussion of Membership Renewal Policy

-Rescheduling of October 12th meeting due to Holiday

-Discussion of tie policy

-Discussion of New Member Policy re: Membership Prior to Mayoral Letter

-Interview of Mark Agtane

-Review of Susan Shea's Application

15. Adjournment

The meeting was adjourned at 7:00 pm by Co-Chair Flores.

**Membership Committee
HIV Health Services Planning Council**

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence
Votes]: **Y**=Yes; **N**=No; **B**=Abstain; **R**= Recused (deduct from quorum)

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roll [1] [2] [3] [4] [5] [6] [7] [8] [9]

1.	John Andrews	P	Y	Y	Y	Y						
2.	Raymond Banks	P	Y	Y	Y	Y						
3.	Wade Flores (Co-Chair)	P	Y	Y	Y	Y						
	Donald Frazier (Co-Chair)	LOA										
4.	Chris Harris	A	-	-	-	-						
5.	Naim Harrison	P	Y	Y	N	Y						
6.	Paul Margolis	P	Y	Y	Y	Y						
7.	Charles Siron	E	-	-	-	-						
Blank Row												
1.	Randy Allgaier											
2.	Margot Antonetty											
3.	Noah Briones											
4.	Jeff Byers											
5.	Aaron Chandler											
6.	Billie Cooper											
7.	Matt Geltmaker***											
8.	Jesus Guillen											
9.	Anna Heath											
10.	Mary Lawrence Hicks											
11.	Cherrlynn Hubbard***											
12.	Carol Hudson***											
13.	Lee Jewell											
14.	Steve Manley	P	Y	Y	Y	B						
15.	Matthew Miller											
	Mark Molnar	LOA										

16.	Catherine Newell										
	July 13, 2009	roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
17.	Ken Pearce										
18.	Maritza Penagos										
19.	Veronica Pillatzke										
20.	Salvatore Russo										
21.	Gerardo Ramos										
22.	Stacia Scherich										
23.	George Simmons										
24.	Donald Soto										
25.	Jerrold Thomas***	P	-	-	-	-					
26.	Laura Thomas										
27.	Terry Young	P	-	-	-	-					

Ayes		6	6	5	5					
Nayes		0	0	1	0					
Abstain		0	0	0	1					
Recusal		0	0	0	0					
Total										
***Pending Mayoral Appointment										

*=NEW MEMBERS: check to see if they have received appointment letters from the Mayor before considering them as voting members. All new members must have received Mayoral appointment letters.

QUORUM (Needs to be 1/2 of Total Members: (7/ 2) +1 = 5 members, of which at least 25% of members present must be living with HIV. As of 1/26/2009, 58% of Council members are HIV positive.