



**HIV Health Services Planning Council**  
**SPECIAL MEMBERSHIP COMMITTEE**  
**Wednesday, March 25<sup>th</sup>, 2009**  
**5:00-7:00pm**  
**Department of Public Health**  
**25 Van Ness Avenue, Room 330B**  
**San Francisco, CA 94103**

***Draft Minutes***

---

**Committee Members Present:** CM Andrews, CM Banks, CM Flores, Co-Chair Frazier, CM Harris, Co-Chair Hicks, CM Siron

**Committee Members Absent:** CM Margolis

**Support Staff Present:** Lee

---

**1. Welcome and Introductions**

The meeting was called to order at 5:10 pm by Co-Chair Frazier. Everyone introduced themselves and quorum was established.

**2. Review/Approve Agenda - VOTE**

The agenda was reviewed and approved by consensus.

**3. Review/Approve February 25<sup>th</sup>, 2009 Minutes - VOTE**

The February 25<sup>th</sup>, 2009 minutes were reviewed and approved by a motion by CM Flores and CM Siron seconded the amended minutes.

**4. Announcements**

- No announcements.

**5. Public Comment**

There was no public present.

**6. Interview of Co-Chairs (via Designee)**

The interview with Council Co-Chairs Manley and Molnar began at 5:28 pm. Co-Chair Manley spoke first and described the decision process to submit letter to the Mayor for Removal of a Council Member. Co-Chair Molnar began speaking at 5:34 and further discussed the reasons why the letter was sent. Interview ended at 5:48 pm

**7. Interview of Raymond Banks**

The interview with CM Banks began at 5:49 pm. Council Member Banks spoke about Dave Mezzera and his opinion of Mr. Mezzera's opinion. He discussed his reasons for filing a grievance and why he feels that that letter was so egregious.

**8. Review Findings and Determine Possible Steps for further Investigation – VOTE**

---

The Committee deliberated on the findings of the interviews and past information gathering. They took the time to discuss the original grievance and what sort of action their findings will require.

CM Frazier reviewed Section 7.8 of the Policy and Procedure Manual and how it applies to the complaint letter from CM Banks. Questions arose about whether the Letter to the Mayor of June 2008 should be part of this decision process.

Point One was discussed but no determination was made. An additional meeting was suggested.

#### **9. Next Meeting Date & Agenda Items**

*The next Special Membership Meeting is tentatively scheduled for Wednesday, April 29, 2009 at 25 Van Ness, Room 330 B, San Francisco, CA.*

#### **10. Adjournment**

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