



HIV Health Services Planning Council
MEMBERSHIP COMMITTEE
Monday, March 14, 2011
Department of Public Health
25 Van Ness Avenue, 3rd Floor, Room 330B
5:00-7:00 pm

Committee Members Present: Mark Agtane, John Andrews, Wade Flores, Charles Siron, Stacia Scherich, Eric Sutter

Committee Members Absent: Jesus Guillen, Chris Harris

Others Present: Dean Goodwin [DPH-HHS]

Support Staff Present: Enrique Asis, William Ching, Mark Molnar

Draft Minutes

1. Introductions

The meeting was called to order at 5:04 pm by Council Member Sutter. Everyone introduced themselves and quorum was established.

2. Review /Approve March 14th 2011 Agenda – VOTE

The March 14th 2011 DRAFT agenda was reviewed and approved by consensus.

AMENDMENT: Adding Mark Molnar to Requests for Leaves of Absence.

3. Review /Approve February 14th 2011 DRAFT Minutes – VOTE

The February 14th 2011 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Molnar announced that the joint CMA-GPA meeting will be at Project Open Hand; the second meeting of the PLWH Caucus is this Friday 3-5 pm; and the position of Council Support Director will be announced within the next week or so.
- CS Asis announced that the Co-chair facilitation training this past Friday went well. Everyone who has attended will receive a report with comments and a list of suggestions to improve their facilitation skills.
- CM Andrews attended a meeting about the Medical Monitoring Project, longitudinal studies about individuals living with HIV, looking at a range of issues: care, needs, etc.
- CM Flores will be out of town April 5-20th; Southern California is advocating to add Chicano to the Hispanic/Latino Census classification group.

5. Public Comment

There was no public comment.

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

Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (December, January and February 2011) on Council Member attendance. Committee will decide whether to send letters to Council Members not meeting attendance requirements.

- Letters of Warning to be sent:
 - Aaron Chandler
 - Veronica Pillatzke

MOTION-CM Flores/CM Andrews: To send Letters of Warning to the above two individuals.
Motion passed by consensus.

- Letters of Probation to be sent:
- Update of Letters of Probation that have been sent:
 - Jesus Guillen (3/28/2011)
- Review New Member Applications:
- Interview/Discuss Prospective Applicant:
- Review Renewals:
 - Aaron Chandler
 - Jesus Guillen
 - Matthew Miller
 - Veronica Pillatzke

The Committee reviewed the renewals of CM Chandler, Miller and Pillatzke. The Committee members engaged in a long discussion around the issue of renewals, and defining a Member in "good standing." The Committee needs more information to distinguish between letters of warning and probation and precedents vs. exceptions.

The discussion then turned to whether or not CM Guillen should have been placed on probation at all. Questions about the current process whether it should be changed, or whether there should be an exception.

MOTION-CM Flores/CM Andrews: to renew Aaron Chandler's Council membership.
Motion passed by consensus.

MOTION-CM Flores/CM Andrews: to renew Veronica Pillatzke's Council membership.
Motion passed by consensus.

MOTION-CM Siron/CM Andrews: to renew Matthew Miller's Council membership.
Motion passed by consensus.

MOTION-CM Andrews/CM Sutter: to move discussion of Jesus Guillen' renewal application until next month.
Motion passed by consensus.

- Request(s) for Leave(s) of Absence:
 - Mark Molnar (March 2011 – April 2011)
MOTION-CM Flores/CM Siron: to approve CM Molnar’s LOA extension.
Motion passed by consensus.

- Current Leave(s) of Absence:
 - Lara Tannenbaum (November 2010 – March 2011)
 - Mark Molnar (December 2010 – February 2011)
 - Catherine Newell (January 2011 – March 2011)

- Committee Assignments:
- Resignations:
- Thank You for Service to the Council:
- Dismissal Letters to be sent due to attendance requirements:
- Review Exit Interview(s):
- Further Action(s):

7. Demographic Information Update – VOTE

The Committee reviewed the monthly demographics report. The Committee is more or less aligned with their goal of reflecting the demographics of the San Francisco EMA.

Committee members discussed the possibility of using the Community and Outreach Listening team as a vehicle for recruitment. Committee members also recommended using the Trans Women’s Needs Assessment and the National Transgender Health Summit as a means to recruit potential transgender Council members and to aid in the 2011 transgender needs assessment.

8. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee Meeting is tentatively scheduled for Monday, April 11th 2011, 25 Van Ness Room 330B from 5-7 pm.

Parking Lot:

- Letters of Warning vs. Letters of Probation

9. Adjournment

The meeting was adjourned at 6:15 pm by Co-Chair Sutter.