



HIV Health Services Planning Council
MEMBERSHIP COMMITTEE
Monday, May 9, 2011
Department of Public Health
25 Van Ness Avenue, 3rd Floor, Room 330B
5:00-7:00 pm

Committee Members Present: John Andrews, Wade Flores, Eric Sutter
Committee Members Absent: Chris Harris [E], Stacia Scherich [E], Charles Siron [E]
Others Present: Celinda Cantu [DPH-HHS]
Support Staff Present: Enrique Asis, William Ching, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 5:08 pm by Council Member Flores. Everyone introduced themselves and quorum was not established.

2. Review /Approve May 9th 2011 DRAFT Agenda – VOTE

The May 9th 2011 DRAFT Agenda was reviewed and approved by consensus.

AMENDMENT: Adding Channing Wayne to Requests for Leave of Absence.

3. Review /Approve April 11th 2011 DRAFT Minutes – VOTE

The April 11th 2011 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Asis announced that the PLWH Advocacy Group will be meeting on Monday, May 16 from 1:30-3 pm at Project Open Hand.
- CM Andrews announced that the Community Outreach and Listening Team will be heading to San Mateo this Friday, May 13.

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 (February, March and April 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:
 - Stacia Scherich

MOTION: To send Letters of Warning to Stacia Scherich pending a review of her attendance record.

Motion passed by consensus.

- Letters of Probation to be sent:
 - Carol Hudson
MOTION: To send Letters of Probation to Carol Hudson pending a review of her attendance record.
Motion passed by consensus.
- Letters of Probation that have been sent:
 - Aaron Chandler
- Review New Member Applications:
 - Billie Jean Kanios
The Committee discussed Billie Jean Kanios' application to the Council. There was some confusion regarding her current employment status, which would affect her role as a Council Member (community member vs. provider). CS Asis will look into the matter. Many Committee Members recall her previous tenure on the Council and how she has been a passionate and vocal support of the system of care in the city.

The Committee moved to interview Billie Jean Kanios at the next Membership meeting.

- Interview/Discuss Prospective Applicant:
- Review Renewals:
 - Chris Harris
 - Steve Manley
The Committee reviewed both CMs Harris and Manley's application for membership renewal. The Committee recommended to approve their requests.
- Request(s) for Leave(s) of Absence:
 - Channing Wayne
MOTION: to approve the Channing Wayne's LOA requests.
Motion passed by consensus. Since the Committee lacks quorum, requests now move on to the Steering Committee for approval.
- Current Leave(s) of Absence:
 - Matthew Miller (April – May 2011)
 - Maritza Penagos (April – May 2011)
 - Catherine Newell (April – May 2011)
- Committee Assignments:
 - Chip Supanich requested to be placed in (1) GPA; (2) CMA; (3) Membership
The Committee recommended granting CM Supanich's request to join the Government and Provider Affairs Committee.

- Resignations/Thank You for Service to the Council:

- Jesus Guillen
- Mark Molnar
- Veronica Pillatzke

CM Andrews expressed sadness that two consumers have resigned from the Council.

- Membership Status

- Jeff Byers

The Committee discussed at length regarding the attendance policy of members who hold a seat that is no longer mandated. Jeff Byers no longer sits in a mandated seat as HRSA regulations have changed. CS Molnar brought this to the attention of the Committee and asked if there was a need to devise a special policy to address this issue. In the past, Council Support has provided some leniency for those Council Members unable to attend meetings.

Committee members wondered if it is in the best interest of the Council to expel members, due to attendance, who work closely with Marin and San Mateo. Celinda Cantu stated that state and county officials will still be able to present any information to the Council upon request and that will not change whether or not the individual sits on the Council. CMs Sutter and Andrews agreed with Celinda Cantu's assessment and believe that was no real need to create a new policy.

Council Support will now enforce the attendance policy across the board. CS Molnar will contact Jeff Byers personally and make an announcement at the next Council meeting regarding attendance policy and formerly mandated seats.

- 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, which was updated to reflect recent resignations. The Committee is more or less aligned with their goal of reflecting the demographics of the San Francisco EMA.

8. Council Website Discussion

The Committee tabled this discussion until next month, when it will review previous suggestions that have not been reviewed yet.

9. Next Meeting Date & Agenda Items – VOTE

The next Membership Committee Meeting is tentatively scheduled for Monday, June 13th 2011, 25 Van Ness Room 330B from 5-7 pm.

Parking Lot:

10. Adjournment

The meeting was adjourned at 5:50 pm by Co-Chair Sutter.