



HIV Health Services Planning Council
Policies and Procedures Work Group
Thursday, March 25, 2010
Department of Public Health

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

3:00 -5:00 pm

Draft Agenda

1. **Introductions** **Group 3:00**
2. **Review/Approve Agenda - VOTE** **Group 3:03**
3. **Review/Approve March 11th, 2010 Minutes** **Group 3:05**
4. **Announcements** **Group 3:07**
5. **Public Comment** **Group 3:10**
6. **Discussion of Manual Updates – VOTE** **Group 3:15**
Work Group members will begin by reviewing Section 6 and then moving forward.
Public Comment
7. **Reorganization of the Policy and Procedure Manual – VOTE** **Group 4:00**
The Work Group will review the organization of the Policy and Procedure Manual.
-Section 2.2 Flow Chart
Public Comment
8. **Policy Additions – VOTE** **Group 4:30**
The group will discuss policies that are missing from the manual.
-Section 4.9 Public Comment
-Leave of Absence Policy in By-Laws?
-Discussion of voting while on Leave of Absence
9. **Next Meeting Date & Agenda Items – VOTE** **Group 4:55**
The next Policies and Procedures Work Group Meeting is tentatively scheduled for Thursday, March 25th, 2010, 25 Van Ness Room 330B from 3:00 PM-5:00 PM.
PARKING LOT:
10. **Adjournment** **Group 5:00**

Mission Statement:

To review and update the Policy and Procedure Manual of the San Francisco HIV Health Services Planning Council.

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.

*HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109

*San Francisco Department of Public Health, HIV Health Services
25 Van Ness Avenue, 3rd floor, San Francisco, CA 94102*

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Citizens are encouraged to testify at Committee meetings and to write letters to the co-chairs of a Committee or to Council members, c/o HIV Health Services Planning Council, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.

Agendas are available on the Internet at <http://www.dph.sf.ca.us/Meetings/meetings.htm>

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HIV Health Services Planning Council Office, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.**

