



HIV Health Services Planning Council

MEMBERSHIP COMMITTEE

Wednesday, October 15th, 2008

Department of Public Health

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

5:00 -7:00 pm

Draft Agenda

1. **Introductions** Group 5:00
2. **Review/Approve Agenda** Group 5:03
3. **Review/Approve September 8th, 2008 Minutes** Group 5:05
4. **Announcements** Group 5:07
5. **Public Comment** Group 5:10
6. **Demographic information Update** Staff 5:12
Presentation of follow up data from last month's discussion
7. **Nomination and Election of Chair or Co-Chairs - VOTE** Group 5:18
8. **Council Member Attendance Report/Letters to Send** Group 5:32
Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (July, August, September 2008) on Council Member attendance. Committee will decide whether to send letters to Council Members not meeting attendance requirements.

Review of Letters of Probation that have been sent
Review of Potential Letters of Warning/Probation to Be Sent
Probation/Warning Letters sent
Leave(s) of Absence
Requests for Leave(s) of Absence
Review Renewals
Resignations
Thank You for Service to the Council
Dismissal Letters to be Sent Due to Attendance Requirements
9. **Council Member Renewals - VOTE** Group 6:20

Randy Allgaier
Billie J. Cooper
10. **Committee Assignments - VOTE** Group 6:25
The committee will review Council member committee requests for 08/09 and develop memberships for Membership, Community and Minority Affair, Government and Provider Affairs and Points of Integration Committees

11. Next Meeting Date & Agenda Items

Group 6:58

The next Membership Meeting is tentatively scheduled for Monday, November 10, 2008, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.

12. Adjournment

Group 7:00

Mission Statement:
To recruit, screen, train and retain Council Members.

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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The Planning Council has several standing Committees where Council business and creation of motions for full-Council action occur, and members of the public are urged to attend. Council procedures do not permit:

- 1) persons in the audience at Council meeting to vocally express support or opposition to statements by Council members or by other persons testifying, outside of public comment;*
- 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices;*
- 3) signs to be brought into the meeting or displayed in the room;*
- 4) standing in the meeting room.*

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>

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT
HIV Health Services Planning Council Office, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.