



HIV Health Services Planning Council

MEMBERSHIP COMMITTEE

Monday, February 8, 2010

Department of Public Health

25 Van Ness Avenue, 3<sup>rd</sup> Floor, Room 330B

5:00 -7:00 pm

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**Draft Agenda**

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| 1. Introductions  | Group 5:00 |
| 2. Review/Approve Agenda - VOTE   | Group 5:03 |
| 3. Review/Approve December 14 <sup>th</sup> , 2009 Minutes and January 11 <sup>th</sup> , 2010 Minutes – VOTE | Group 5:05 |
| 4. Announcements  | Group 5:08 |
| 5. Public Comment   | Group 5:13 |
| 6. Demographic Information Update   | Group 5:15 |
| 7. Council Member Attendance Report/Letters to Send – VOTE  | Group 5:20 |

*Council Support will update Committee on Attendance Letters sent, and status of Council Members. Committee will review a three-month report (September, October and November 2009) on Council Member attendance. Committee will decide whether to send letters to Council Members not meeting attendance requirements.*

*Letters of Probation that have been sent*

*Probation:*

*-Matt Miller (Has 2 more months to correct attendance)*

*Review Renewals*

*-Margot Antonetty*

*-Lee Jewell*

*-Charles Siron*

*-Laura Thomas*

*-Anna Heath*

*Leave(s) of Absence*

*-Billie Cooper (December 14<sup>th</sup>, 2009-February 14<sup>th</sup>, 2010)*

*-Charles Siron (January 11<sup>th</sup>-March 11<sup>th</sup>, 2010)*

*-Rachel Matillano (January 11<sup>th</sup>-March 11<sup>th</sup>, 2010)*

*Resignations*  
*-Randy Allgaier*

*Requests for Leave of Absence*  
*Thank You for service to the Council*  
*Dismissal Letters to be sent due to attendance requirements*

- 8. Co-Chair Nominations and Election – Vote** Group 5:40  
*The Committee will nominate and then elect a co-chair for the Committee for 2009-2010*
- 9. Review of Applications for Membership** Group 5:50  
*-Eric Sutter*  
*-Liz Gatewood*  
*-Leborah Spence*
- 10. Leave of Absence Policy – VOTE** Group 6:10  
*The Committee will discuss and develop a policy to automatically place HIV+ Council Members on a Leave of Absence during extended periods of absence.*
- 11. Development of 2010 Work Plan** Group 6:30  
*The Committee will review and fine tune a work plan developed at the Steering Committee Retreat for 2010.*
- 12. COE Discussion** Group 6:45  
*The Committee will discuss issues related to upcoming Council activities regarding CoEs.*
- 13. Next Meeting Date & Agenda Items** Group 7:00  
*The next Membership Meeting is tentatively scheduled for Monday, February 8<sup>th</sup>, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.*

**PARKING LOT:**

- Community Outreach and Council Recruitment*
- Discussion of Cultural Humility Workshops*
- Review of Exit Interviews*
- Ways to Thank Long-Standing Council Members*
- Discussion of Behavioral Management Models – VOTE*

- 14. Adjournment** Group 7:00

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**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.**

**Mission Statement:**

***To recruit, screen, train and retain Council Members.***

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

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*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>*

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

