



## HIV Health Services Planning Council

### MEMBERSHIP COMMITTEE

Monday, February 9, 2009

Department of Public Health

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

5:00 -7:00 pm

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**Council Members Present:** Andrews, Banks, Flores, Frazier (Co-Chair), Harris, Hicks (Co-Chair), Margolis, Siron

**Council Members Absent:**

**Others Present:** CM Pearce, CM Molnar, Aaron Chandler (Applicant), Matthew Miller (Applicant), Terry Young (Applicant), Jesus Guillen (Applicant)

**Council Support Present:** Asis, Bryson, Zhovreboff

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### *Draft Minutes*

#### **1. Introductions**

The meeting was called to order at 5:05 PM by Co-Chair Frazier. Everyone introduced themselves and quorum was established.

#### **2. Review/Approve Agenda - VOTE**

CM Siron/CM Margolis to approve the agenda as written.

#### **3. Review/Approve January 14<sup>th</sup>, 2009 Minutes – VOTE**

CM Andrews/CM Siron to approve the minutes as written.

#### **4. Announcements**

- CM Banks read an email from Michelle Long to the Committee regarding Administrative Code 67.17, Public Comment by Members of Public Bodies.

#### **5. Public Comment**

There was none.

#### **6. Demographic Information Update**

Council Support Bryson updated the Council on the changes in the demographic report. There was a discussion surrounding member recruitment, mirroring EMA demographics and Council Member retention.

#### **7. Review Application for Council Membership – VOTE**

The Committee reviewed applications for Matthew Miller and Terry Young. The Committee discussed the application process and the pros and cons of each applicant.

-*Matthew Miller* is a 23 year old, HIV +, Caucasian, gay, male, and CM Flores noted that the Council is in dire need of a young voice.

-*Terry Young* is a 45 year old, HIV+, African American, gay, male and CM Margolis noted that he had been part of a previous group with him and that he was dependable and hard working.

**MOTION:** CM Pearce/CM Flores to invite both Matthew Miller and Terry Young back to the Membership Committee for an interview.

**VOTE-Ayes: 9**

**Nayes: 0**

## **8. Interview For Council Membership - VOTE**

The Committee discussed applicants Aaron Chandler and Jesus Guillen. The Committee discussed how the interview process works.

-*Aaron Chandler*

1) Why do you want to be on the Council?

He was diagnosed with HIV in September, and wants to get involved and learn as much as he can. He stated that he wants to be an advocate for himself as well as others. He also said that he is an Urban Studies major at San Francisco State, and has a deep belief in helping the community.

2) Do you have flexibility in your school schedule?

He stated that yes, he does, as he can take classes at both SF State and City College of SF. He noted that once he commits to something, he is really dedicated.

3) What voice do you bring to the Council?

Aaron stated that he was raised in a good family and worked in corporate America, but never went to school. He ended up making some bad decisions in life, which led him down an interesting path including recovery from drug use and depression.

4) Sometimes there are "hot topics" on the table. Are you able to set your agenda aside and deal with the topic at hand?

He again noted that he worked in Corporate America and also for non-profits and feels that he is able to work with all different kinds of people.

5) Have you ever worked with a committee or board that uses Roberts Rules of Order?

Since he had never heard of it, he said no, but he was part of his trial and debate team in High School.

6) What is your understanding of the time commitment to this group?

He knows that it is quite a few meetings per month and understands that there is a lot of reading and preparation involved. He looks at this Council as part of his education.

7) Can you tell us more about your experience with Community Planning re: Project Homeless Connect?

He feels very proud about his work on those events. He was one of five people, and feels that he was able to wear many hats.

8) Can you tell us more about your association with different service providers?

Because of his prior substance use, mental health issues and recent HIV diagnosis, he has been able to network and has learned a lot about what SF has to offer for people in similar situations.

The Committee discussed Aaron Chandler and found him to well spoken and dedicated.

**MOTION:** CM Flores/CM Banks to recommend at the Full Council that Aaron Chandler be accepted as a Council Member.

**VOTES-Ayes: 9**

**Nayes: 0**

*-Jesus Guillen*

1) Why do you want to be on the Council

Jesus was part of the Council in 2003-2004. He wants to come back because he really believes in helping people. He left in 2004 because he was not ready physically or mentally and felt that the Council was a little overwhelming. He noted that he has gone through Cancer and Chemo and is now doing really well and is ready to deal with paperwork and politics. He also thinks he has a lot of experience to offer now, but is always still learning. He also pointed out his wealth of experiences with groups

2) What HIV services have you used in the past year?

He said that he has used everything from housing to dental to everything else in between. He is officially disabled b/c of HIV and Cancer as well as neuropathy.

3) How do you feel about the time commitment?

This is his priority right now. He feels that this is a way to directly help many people.

4) One of your barriers was the paperwork and learning the policy. Do you think this will stop you this time?

Jesus noted that things were different back when he was on the Council. There, there wasn't much orientation or support, but now he feels that he is very much in the right place to go forward and learn.

5) Where do you see yourself going with the Council?

He feels that right now it is important to get involved as tough times are ahead; he feels that right now is a great time to really make a difference. He wants to be the voice for people who are afraid to speak up or who have no voice.

The Committee discussed Jesus Guillen and was very impressed with his application and his willingness to help others.

**MOTION:** CM Pearce/CM Molnar to recommend at the Full Council that Jesus Guillen be accepted as a Council Member.

**VOTES-Ayes: 9**

**Nayes: 0**

## **9. Council Member Attendance Report/Letters to Send -VOTE**

*Council Support updated the Committee on Attendance Letters sent and status of Council Members. The Membership Committee will review a three-month report (November 2008, December 2008 and January 2009) on Council Member attendance. The Committee will decide whether to send letters to Council Members not meeting attendance requirements. The Committee discussed the creation of the attendance report and the issues surrounding the Access database.*

*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*

-Naim Harrison  
-Kelly Hart

*Requests for Leave(s) of Absence*

*Review Renewals*

*Resignations*

*-Johnson Livingston*

*Thank You for Service to the Council*

*-Johnson Livingston*

*-Marcus Mabry*

*Dismissal Letters to be Sent Due to Attendance Requirements*

*-Marcus Mabry*

#### **10. Discussion of Cultural Humility Workshop Suggestions**

This is a standing agenda item. The Committee will discuss putting pictures and bios on the website at the next membership meeting.

#### **11. Council Members' Rights and Responsibilities Work Group Report - VOTE**

Paul Margolis presented the Council Members Rights and Responsibilities Workgroup Status Report; CM Banks presented that he feels that the Workgroup did not fulfill its charge. The reason that the Work Group is presenting this status report is because the Work Group had passed its six month mark. CM Margolis noted that the Work Group was split on whether they should continue or whether the Membership Committee should take on the task of completing the unfinished issues, like creating a bill of Council Member rights. CM Flores suggested giving the Work Group more time to lay out Council Member Rights. CM Banks announced that he felt that the entire process was discriminatory. CM Hicks clarified her feelings around the Work Group and recommended that the Membership Committee take some time out of their agenda to create a document laying out Council Member's Rights.

**MOTION:** CM Pearce/CM Margolis for the Membership Committee to take on and complete the tasks left over from the Council Members Rights and Responsibilities Workgroup, that it be a standing agenda item of an extra 30 minutes and always be recognized as a vote.

CM Andrews suggested adding on an extra thirty minutes to the regular Membership Committee meetings so that the issues do not lose momentum.

CM Pearce took his motion off the table.

**MOTION:** CM Frazier/CM Flores to take on and complete the tasks left over from the Council Members Rights and Responsibilities Workgroup, that it be a standing agenda item and always be recognized as a vote.

**VOTE-Ayes: 8**

**Nayes: 1**

#### **12. Next Meeting Date & Agenda Items**

*The next Membership Meeting is tentatively scheduled for Monday, March 9th, 2009, 25 Van Ness Room 330B from 5:00 PM-7:00 PM.*

#### **13. Adjournment**

The meeting was adjourned at 7:00pm by Co-Chair Frazier.