

HIV Community Planning Council  
MEMBERSHIP COMMITTEE  
Thursday, September 5<sup>th</sup>, 2024  
25 Van Ness, 3<sup>rd</sup> Floor Conference Room  
3:00-5:00 pm

**Committee Members Present:** Zachary Davenport, Ron Hernandez, Thomas Knoble, T.J. Lee-Miyaki, John Paul Soto  
**Committee Members Absent:** Cesar Cadabes [E], Elaine Flores [E], Helen Lin [LOA], Gwen Smith [E]  
**Others Present:** Marco Montenegro  
**Support Staff Present:** Mark Molnar, Kira Perez, Kat Tajgeer

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## *Minutes*

### 1. Introductions

The meeting was called to order at 3:03 pm by CM Ron Hernandez. Everyone introduced themselves and quorum was established.

### 2. Review /Approve September 5<sup>th</sup>, 2024 DRAFT Agenda – VOTE

The September 5<sup>th</sup>, 2024 DRAFT Agenda was reviewed and approved by consensus.

### 3. Review / Approve August 8<sup>th</sup>, 2024 DRAFT Minutes – VOTE

The August 8<sup>th</sup>, 2024 DRAFT Minutes were reviewed and approved by consensus.

### 4. Announcements

- CS Molnar announces that this month's Full Council meeting will be the Resource and Prioritization Allocation meeting.
- CS Molnar announces the renewing Council Members received their appointment letters from the Mayor's office. They are still waiting for appointment letters for the new Council Members.

### 5. Public Comment

- None.

### 6. Resource Allocation – VOTE

- CS Molnar reviews the Resource Allocation motions on the floor, starting with the flat funding scenario. CS Molnar notes there is already a motion on the floor so this does not need to be moved or seconded, and will be done via a roll call vote.
  - Flat Funding: If funding remains at the current level, service category resource allocation will remain level across all categories.

#### ***Motion to approve the flat funding scenario passes through a roll call vote, refer to column (3).***

- CS Molnar reviews the increased funding scenario. He highlights that there was an update from last year's increased funding motion so that it more closely parallels the decreased funding scenario.
  - Increased Funding: If increased funding occurs, service category allocation will be increased proportionally across all service categories not covered under California's essential health benefits package.

#### ***Motion to approve the increased funding scenario passes through a roll call vote, refer to column (4).***

- CS Molnar reviews the decreased funding scenario.
  - Decreased Funding: In the event of decreased funding, for the first 10% of reductions, allocation for services that are covered under California's essential health benefits package will

be reduced proportionally. If further reduced allocation is required, reductions will occur proportionally across all service categories.

***Motion to approve the increased funding scenario passes through a roll call vote, refer to column (5).***

**7. Council Member Attendance Report/ Council Applicants – VOTE**

- Interview/Discuss Prospective Applicant:
  - Marco Montenegro – The group interviewed the candidate and discussed whether to approve the potential new member.
    - ❖ CM Ron Hernandez notes he likes the applicant’s energy.
    - ❖ CM Soto notes that the applicant is a provider, but speaks to his interest and background in serving the Council’s focus populations.

**Motion: CM Ron Hernandez motions to approve Marco’s application to become a new member of the council.**

**Second: CM Lee-Miyaki seconds this motion.**

***Motion passes through consensus, refer to column (6).***

- Letters of Probation sent:
- Review Renewals:
  - CS Molnar asks if the Committee would prefer to approve the renewals individually or as a slate vote. The Committee chooses to approve the renewals as a slate vote.
  - CS Molnar provides an update on the special circumstances for CM Cadabes.
  - The Committee reviews renewal applications for the following Council Members: Bill Blum, Derrick Mapp, and Laura Thomas.

**Motion: CM Ron Hernandez motions to approve the Renewal Applications.**

**Second: CM Lee-Miyaki seconds this motion.**

***Motion passes through consensus, refer to column (7).***

- Review Prospective Member Application:
  - Erwin Barrios – The Committee reviews and discusses the prospective member’s application.
    - ❖ CS Molnar discusses where the candidate would fit demographically on the Council.

**Motion: CM Davenport motions to approve Erwin’s application and move forward with an interview.**

**Second: CM Lee-Miyaki seconds this motion.**

***Motion passes through consensus, refer to column (8).***

- Victor Alfredo Kuri De Labra – The Committee reviews and discusses the prospective member’s application.
  - ❖ CS Molnar notes that there is a letter of recommendation for the candidate from CM Jewell.
  - ❖ CM Lee-Miyaki says he can’t say enough good things about the applicant and speaks to his experience working with the candidate.

**Motion: CM Lee-Miyaki motions to approve Victor’s application and move forward with an interview.**

**Second: CM Ron Hernandez seconds this motion.**

***Motion passes through consensus, refer to column (9).***

- Notice of Attendance to be sent:
- Notice of Attendance sent:
  - Thomas Knoble
  - Laura Thomas
- Letters of Probation to be sent:
- Request for Leave of Absence:
  - Helen Lin – August-October; possibly returning late October/early November
  - Charles Siron – August-October; possibly returning early November

***The Committee motions to approve the Leave of Absence requests through consensus, refer to column (10).***

- Current Leave(s) of Absence:
- Committee Assignments:
- Resignations/Thank You for Service to the Council:
- Review Exit Interview:
- Dismissal Letters to be sent due to attendance requirements:
- Mentor Program

**8. Demographic Information Update**

- CS Perez shares the EPI demographic update. She notes there haven't been many changes and numbers have been holding steady.
- CS Perez shares the ARIES demographic update.
  - CM Knoble inquires about the numbers for Latino/a/x and how the new members will impact those numbers. They ask if adding three new Latino/a/x Council Members will be too many.
    - CS Molnar notes the HCPC may lose CM Cadabes, which would change the numbers. He highlights that if all three new applicants are approved for the Council, they would be adding two folks in that demographic category. He highlights they are currently underrepresented with the Latino/a/x community.
      - CM Lee-Miyaki notes that with the increase in new HIV infections in the Latino/a/x community that adding more representation would be a good idea.
  - CM Soto asks about recruitment for youth and inquires if there were ever any responses from the outreach they did with youth organizations.
    - CS Molnar notes they did hear back and he had three people reach out to him. He responded to them and has tried following up with them, but has yet to hear back.
      - CM Lee-Miyaki says he is going to be speaking to the Public Health students at San Francisco State to see if he can garner any interest there.

**9. Next Meeting Date & Agenda Items – VOTE**

*The next Membership Committee meeting is tentatively scheduled for Thursday, October 10<sup>th</sup>, 2024 in person at 25 Van Ness, 3<sup>rd</sup> Floor (Room 330A) from 3-4:30 pm.*

**9. Adjournment**

- Meeting adjourned at 4:19 pm by CM Ron Hernandez.

**Membership Committee**

HIV Community Planning Council

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence

Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

<b>September 5, 2024</b>		roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
1.	Cesar Cadabes	E	-	-	-	-	-	-	-	-	-	-
2.	Zachary Davenport	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3.	Elaine Flores	E	-	-	-	-	-	-	-	-	-	-
4.	Ron Hernandez	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

5.	Helen Lin	LOA	-	-	-	-	-	-	-	-	-	-
6.	Gwen Smith	E	-	-	-	-	-	-	-	-	-	-
7.	John Paul Soto	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.	Thomas Knoble	P	Y	Y	B	B	B	A	A	A	A	Y
9.	T.J. Lee-Miyaki	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	<b>Ayes</b>		5	5	4	4	4	4	4	4	4	5
	<b>Nayes</b>		0	0	0	0	0	0	0	0	0	0
	<b>Abstain</b>		0	0	1	1	1	0	0	0	0	0
	<b>Recusal</b>		0	0	0	0	0	0	0	0	0	0
	<b>Total</b>		5	5	5	5	5	4	4	4	4	5