

# HIV Community Planning Council

## MEMBERSHIP COMMITTEE

Thursday, January 9<sup>th</sup>, 2025

Via Zoom

3:00-5:00 pm

**Committee Members Present:** Zachary Davenport, Elaine Flores, Ron Hernandez, Thomas Knoble, Gwen Smith

**Committee Members Absent:** Robert Arnold [A], Helen Lin [A], John Paul Soto [E]

**Others Present:** None

**Support Staff Present:** Mark Molnar, Kira Perez, Kat Tajgeer

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### *Minutes*

#### 1. Introductions

The meeting was called to order at 3:09 pm by CM Flores. Everyone introduced themselves and quorum was established.

#### 2. Review/Approve January 9<sup>th</sup>, 2025 DRAFT Agenda – VOTE

The January 9<sup>th</sup>, 2025 DRAFT Agenda was reviewed and approved by consensus.

#### 3. Review/Approve November 14<sup>th</sup>, 2024 DRAFT Minutes – VOTE

The November 14<sup>th</sup>, 2024 DRAFT Minutes were reviewed and approved by consensus.

#### 4. Announcements

- None.

#### 5. Public Comment

- None.

#### 6. Co-Chair Election – VOTE

- CS Molnar opens the floor for Co-Chair nominations and notes that the current Co-Chairs are CM Ron Hernandez and CM Flores. The group discussed nominees and nominated CM Ron Hernandez and CM Flores, both of whom accepted the nominations.

**Motion: CM Flores nominates CM Ron Hernandez as co-chair of the Committee for the year.**

**Second: CM Davenport seconds this motion.**

***Motion passes through consensus, refer to column (3).***

**Motion: CM Ron Hernandez nominates CM Flores as co-chair of the Committee for the year.**

**Second: CM Smith seconds this motion.**

***Motion passes through consensus, refer to column (4).***

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

- Letters of Probation sent:
- Review Renewals:
- Review Prospective Member Application:
  - Jon Oskarsson – The Committee reviews and discusses the prospective member’s application.
    - ❖ CS Molnar notes the candidate would fill the Ryan White Part D appointed seat on the Council.

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

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

***Motion passes through consensus, refer to column (5).***

- Notice of Attendance to be sent:
- Notice of Attendance sent:
- Letters of Probation to be sent:
- Request for Leave of Absence:
- Current Leave(s) of Absence:
- Committee Assignments:
  - The group reviews new committee assignments and requests for changes.
    - ❖ CS Perez reviews the following committee reassignment requests:
      - a. CM Chitty requests to move from Community Engagement to Membership
      - b. CM Lin requests to move from Membership to Council Affairs
      - c. CM Vasquez requests to move from Council Affairs to Membership

***The Committee approves the new committee assignments and requests for changes by consensus, refer to column (6).***

- Resignations/Thank You for Service to the Council:
- Review Exit Interview:
- Dismissal Letters to be sent due to attendance requirements:
- Interview/Discuss Prospective Applicant:
- Mentor Program:

#### **8. Demographic Information Update**

- CS Perez shares the EPI demographic update and highlights the target populations needed, which are Black/African American folks and youth. She notes Council Staff is working on outreaching to youth populations for the COLA, and she is hopeful that will result in new members.
- CS Perez shares the ARIES demographic report and highlights the target populations needed, which are Black/African American folks and males.
  - CM Flores poses a question about whether or not the Council could offer school credit to incentivize youth to join the Council.
    - CS Molnar says Council Staff will discuss this further.
  - CM Flores asks if the Council is still underrepresented for consumers.
    - CS Perez confirms consumers are still underrepresented, as well as Black/African American folks and youth.
  - CM Knoble asks if the Council has lost any members in recent months.
    - CS Perez says they've only lost providers, not consumers.
  - CM Knoble inquires about how they would make the Council meetings more youth-friendly to keep them engaged.
    - CM Davenport notes that when they joined the HCPC they were paired up with a mentor, CM Ron Hernandez, who helped get them acquainted with the Council. They note that the mentorship aspect would be really important to maintain with any youth who join.

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

*The next Membership Committee meeting is tentatively scheduled for Thursday, February 13<sup>th</sup>, 2025 at 25 Van Ness, Room 330A from 3:00 pm – 4:30 pm.*

#### **10. Adjournment**

- Meeting adjourned at 3:48 pm by CM Flores.

**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)

**January 9, 2025**

	roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
1. Robert Arnold	A	-	-	-	-	-	-				
2. Zachary Davenport	P	Y	Y	Y	Y	Y	Y				
3. Elaine Flores (Co-Chair)	P	Y	Y	Y	Y	Y	Y				
4. Ron Hernandez (Co-Chair)	P	Y	Y	Y	Y	Y	Y				
5. Helen Lin	A	-	-	-	-	-	-				
6. Gwen Smith	P	Y	Y	Y	Y	Y	Y				
7. John Paul Soto	E	-	-	-	-	-	-				
8. Thomas Knoble	P	A	A	A	A	A	A				
<b>Ayes</b>		4	4	4	4	4	4				
<b>Nayes</b>		0	0	0	0	0	0				
<b>Abstain</b>		0	0	0	0	0	0				
<b>Recusal</b>		0	0	0	0	0	0				
<b>Total</b>		4	4	4	4	4	4				