

San Antonio Area HIV Health Services Planning Council

4502 Medical Drive, MS# 45-2 Corporate Square, Suite 200, San Antonio, TX 78229

Planning Council Support: (210) 644-1362



**MINUTES OF THE
Membership, Nominations and Elections Committee
Wednesday, January 6, 2022
Webex Teleconference
11:00 a.m. – 12:30 p.m.**

NA/CPCC Committee Members			Recipient Staff	Guests
Enrique Flores	A		Mary Kay Mitchell	Victoria Echeveria
Santiago Serrato	P			
Korie Smith	P			
Morjorie White	P		Planning Council Support Staff	
Charles Whitehead	P		Sharron Harris	
Wayne Wientjes	P		Gloria Wood	
P = Present			A = Absent	

Call to order	Wayne Wientjes called to Order at 11:09 am
Determination of Quorum	Quorum established; 5 of 6 members in attendance
Approval of the Agenda	Motion made by Korie S., 2 nd by Santiago S., Approved as presented
Approval of the Minutes from December 2, 2021	Motion made by Charles W., 2 nd by Korie S., Approved as presented

COMMITTEE REPORT		
Membership, Nominations and Elections Committee (MNE)		
CHAIR – Wayne Wientjes		
Business Item	Discussion / Motion	Planning Council Action
Review of Planning Council Membership	<p>Reviewed Membership Roster, categories, and PC Application – Currently have 17 members. We will have 15 members when terms end on February 28, 2022, and it becomes a little tricky at that point. Mary Kay will create an anonymous poll in Webex to vote on the eligible candidates for PC Co-chair positions.</p> <ul style="list-style-type: none"> • Enrique Flores is terming out and rolling off the Planning Council (as per Bylaws he can return after 1-year off). • Greg is only stepping down as co-chair, he is not leaving PC, however he is moving out of the area, but will stay with PC until he moves. He has agreed to continue to Chair the Ad Hoc Website Committee. • Frederick Courtois will be leaving PC (been with PC since 2016, is currently FMRA co-chair, may not need to fill this position, since FMRA is combined with Executive). • Terms officially ends February 28, 2022. 	<p>Discussion Only. No Action/Vote</p>

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	<ul style="list-style-type: none"> • Reflectiveness is at 43% and not at risk. • Frederick and Enrique represent mandatory membership categories (<i>Mental Health & Substance Abuse category</i>) that will need to be filled. • The committee was asked whether being open about their membership status create a barrier to membership? Members were also reminded that they may indicate on their PC application their preference to keep their status confidential. • Members also discussed challenges to fill the category for “Recently released from Incarceration from Prison.” The Re-entry Council is a resource to recruit to fill this position (may need to request an exception to fill this position). • MNE will move to a quarterly schedule after the March meeting. We will revision 	
Review of Planning Membership Attendance	Reviewed Membership Attendance for the current quarter. Currently PC has an excused policy, but members were asked if they wish to consider a policy that might help to address unexcused absences more consistently. Planning Council support proposed helping to draft a policy for members to review to promote consistency for addressing unexcused absences.	Discussion Only. No Action/Vote
Identify & Create Committee 2022 Work Plan	Reviewed and updated Work Plan and agreed to Vote an approve the work plan in the Feb. meeting. People’s Caucus Holiday Celebration is the major PC membership recruitment initiative. (<i>Last event over 120 people attended</i>)	Discussion Only No Action/Vote

Public Comment	No Public Comment
Announcements	
Schedule of Next Meeting	February 3, 2022
Adjournment	Motion to adjourn made by Santiago S. at 12:16pm, 2 nd by Korie S.