

**Greater Hampton Roads HIV Health Services Planning Council
Membership and Nominations Committee Meeting
Thursday, February 21, 2019: 3:00 p.m.
Norfolk Department of Human Services, 741 Monticello Avenue.**

Committee Business:

- Call to Order: Rachael who was chairing the meeting in place of the Committee's Co-Chair, called the meeting to order at 3:13 p.m.
- Moment of Silent Reflection: The committee observed a moment of silence and reflection for people affected and infected by HIV/AIDS.
- Roll Call: The roll was called, and the following members were present for the meeting:

Present:

Rachael Artise
Cindy Walters
Michael Singleton

Staff:

Michael Koran-P.C. Support
Teresa – P.C. Support Staff

Absent:

Beverly Franklin

The committee did not have a quorum.

Reading and Approval of Minutes:

After review of the minutes from the last meeting, the committee moved to accept the minutes as written.

Reports of Officers, Boards, Standing Committees:

Reports of Special Committees

Special Orders

Unfinished Business and General Orders:

Future of the Committee: It was noted that at a meeting last year, the committee discussed the possibility of merging the Membership and Nominations Committee with the Executive Committee due to attendance issues. After discussion, the committee could not go forward with the recommendation because it requires a Bylaw change.

At the last Planning Council meeting, Council members indicated on which committee they would like their attendance to be recorded. With regard to the Membership and Nominations Committee, only two individuals are official members of the committee. Part of the reason was that there are not enough Council members to participate on committees, including the Membership and Nominations Committee.

The committee discussed various options to retain membership of the committee. They discussed how the committee will make the required quorum for its meetings. Recommendations were presented, which included:

That new Council members should be required to participate on the Membership and Nominations Committee for, at least, six months. They can, additionally, attend other committees of their choice.

With the new changes to the Planning Council/Sub-Committees meeting schedule, Council members should be encouraged to also attend the membership and Nominations Committee.

Members should also be encouraged to use proxies if they are not able to attend a scheduled meeting due to other commitments. In this case, Support Staff was requested to contact Dr. Derber and advise her to send a proxy when she is not able to come to a meeting.

Application Process and Scheduled Interviews: Support Staff stated that:

One applicant had not responded to the invitation for an interview scheduled for Thursday, February 21st at 3:30 p.m.

The other applicant indicated that she would be available for the interview on the day of the Planning Council meeting.

Support Staff contacted the two individuals who have already gone through the interview process to find out if they are still interested serving on the Planning Council. Staff was still waiting to hear from them.

The committee voted to go into executive mode to protect the confidentiality of people's status. After the discussion, the committee discussed the reappointment of individuals who are coming to the end of their current terms and will need to be reappointed to the next two-year term. Support Staff was requested to check through the Bylaws for the narrative that discusses reappointments.

Old Business/ Adjournment:

With the arrival of one of the Planning Council applicants, the committee prepared to interview her. In this regard, a motion to adjourn the meeting was moved, seconded and accepted.

Any Other Business:

There was no other business to discuss.

Date of Next Meeting;

The next meeting will be Thursday, April 18th, at 2:00 p.m.

Respectfully Submitted

Rachael Artise – PC Co-Chair