

MEMBERSHIP COMMITTEE



Wednesday, July 09, 2025, 11:00 AM – 1:00 PM
Southeastern Live Well Center
5101 Market St, San Diego, CA 92114
(Tubman Chavez Room C)

A quorum for this meeting is three (3)

Committee Members: Felipe Garcia-Bigley (Chair) | Rhea Van Brocklin | Benjamin Ignalino | Michael Wimpie

Committee Members Absent: Lori Jones

ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order	Felipe Garcia-Bigley called the meeting to order at 11:06 AM and noted the presence of an in-person quorum.	
2. Public Comment on non-agenda items (for Members of the public)	None	
3. Sharing our concerns (for committee members)	None	
4. ACTION: Review and approve the July 9, 2025 meeting agenda	Motion: Approve the Membership agenda for July 09, 2025, with the removal of agenda #5 Motion/Second/Count (M/S/C): Van Brocklin/Wimpie/2-0 Abstentions: Garcia-Bigley Motion carries	
5. ACTION: Review and approve the May 14, 2025, Membership minutes	Tabled	
6. New Business		
a. None		
7. Old Business		
a. HPG Member recruitment update	<ul style="list-style-type: none">• 1 application submitted for either the Mental Health Provider or Prevention Services Consumer seats.• 1 application for the District 1 seat.• 1 application for the Substance Abuse Treatment Provider seat.• Application for State Government-CDPH Office of AIDS (OA) Part B	
i. Vacant Seats	<ul style="list-style-type: none">• 21 Vacant Seats	

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	<ul style="list-style-type: none"> 3 Members pending 	
ii. New Committee Members		
b. HPG Membership Demographics	<p>Current HPG Demographics:</p> <ul style="list-style-type: none"> There is a clear need to improve recruitment efforts among Hispanic populations, along with the African American and Asian populations, who are also underrepresented. Cisgender balance is currently equal, but there is a need for transgender representation. 	
c. Discussion: HIV Planning Group Bylaws	<ul style="list-style-type: none"> A committee member mentioned a document outlining the specific intentions behind the committee member's actions and asked for HPG SS assistance in finding the document. A committee member recommended a step-by-step guideline on bringing grievances to the committee or the whole body. These steps should be listed in the new member packet. A committee member recommended additional training tailored towards committee chairs, so their position expectations are outlined. 	HPG Support Staff (SS) will assist in finding the document and adding it to the following membership agenda.
Routine Business		
a. HIV Planning Group Attendance	HPG SS sends reminders to members who have missed three (3) consecutive or six (6) meetings within 12 months.	
b. Committee Attendance	None.	
c. Getting to Zero (GTZ) Community Engagement Project <ul style="list-style-type: none"> i. Membership Committee Plan/Strategy for Recruitment 	<p>HPG SS reviewed the 2025 HPG Outreach Calendar and Activities. Committee members suggested the following:</p> <ul style="list-style-type: none"> Use Snapchat, Instagram filters, or tools like photo magnets as low-cost environmental giveaways. Develop a reusable photo booth and explore platforms to host shared photo albums from events. Add membership application QR code to the HPG trifold. Remove HPG logos from condoms. 	HPG SS will incorporate and implement feedback from the recruitment strategies.

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	<ul style="list-style-type: none">• Print membership application QR codes for individuals to take with them at events.	
8. Future agenda items for consideration	None	
9. Announcements	The Pacific AETC has been restructured from eight to four teams, with California now having just Northern and Southern teams housed at new medical institutions. Services will continue with a reimagined format.	
10. Next Meeting Date	Date: Wednesday, September 10, 2025 Time: 11:00 AM –1:00 PM Location: Southeastern Live Well Center, 5101 Market Street, San Diego, CA 92114 (Tubman Chavez Room A)	
12. Adjourn	The meeting adjourned at 12:36 PM.	