



**RYAN WHITE CARE COUNCIL  
MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE  
WEST TAMPA NEIGHBORHOOD SERVICE CENTER – TAMPA  
MONDAY, SEPTEMBER 17, 2007  
12:30 P.M. – 2:00 P.M.**

**MINUTES**

- CALL TO ORDER**      The meeting was called to order by Bob Reynolds, Chair, at 12:35 p.m.
- ATTENDANCE**      Members Present: Ramon Benitez, Martin Clemmons, David Hasiba, John Melartin, Bob Reynolds, Bill Thomas  
Members Absent: Michael Amidei, Janet Kitchen, Aritus Miller  
Guests Present:  
Grantee Staff Present: Aubrey Arnold  
Health Councils Staff Present: Nicole Brown
- CHANGES TO AGENDA**      No changes were made to the agenda.
- ADOPTION OF MINUTES**      The July meeting minutes were approved as written.
- CARE COUNCIL REPORT**      The Care Council report was waived.
- ELECTIONS / MEETING DATE, TIME AND LOCATION**      Michael Amidei was elected Chair and John Melartin was elected Co-Chair of the Membership Committee. The committee discussed its meeting date, time and location and decided to continue to meet before Client Services.
- WORK PLAN**      Members reviewed and discussed the draft work plan for 2007-2008. The following motion was passed: (**M:** Thomas **S:** Clemmons, 5 yes, 0 no, 0 abstentions).
- MOTION 09/07-01**      **THAT THE WORK PLAN BE APPROVED AS WRITTEN.**
- BYLAW UPDATES**      Members discussed the two bylaw revisions that are currently at the Care Council for approval. Since forwarding the recommendation of a formal parliamentarian some members have had concerns about the

bylaw revision. Members decided to suggest at the next Care Council meeting that the revision be changed to add the words “prevailing modified” to Robert’s Rules of Order, to “assure” from “make sure”, and to remove the last sentence completely.

Members also discussed making housekeeping changes to the bylaws and would like to wait until December to discuss.

**HALF DAY  
RETREAT**

The annual half day retreat will be on October 3<sup>rd</sup> from noon to 4:30pm at the Jan Platt Library in Tampa. Members reviewed the agenda for the retreat that includes a special Care Council meeting.

**CURRENT  
MEMBERSHIP**

Members discussed the Care Council membership and reviewed member’s attendance. They requested that several letters be sent to voting and associate members who have not had good attendance. The following motion was passed: (M: Melartin S: Thomas, 6 yes, 0 no, 0 abstentions).

**MOTION 09/07-02**

**THAT SHANITA WEST BE REMOVED AS A VOTING MEMBER OF THE CARE COUNCIL.**

**MENTORING  
PROGRAM**

All new Care Council members have been assigned a mentor. Staff shared the contact information between the mentor and the new member. Mentors are also seated next to the new member at the Care Council.

**REVIEW OF  
ORIENTATION  
SESSIONS**

The committee reviewed the evaluations from the two new member orientations. Some members shared that they thought the presentation was off point and that some of the information presented was confusing. Members suggested that next year the Grantee do a part of the presentation. Members also thought that multiple presenters would make it a more lively presentation.

**LEADERSHIP  
ROLE IN  
WORKING WITH  
COMMITTEES**

This item was tabled.

**EXTRA SEAT FOR  
MANATEE  
COUNTY**

Members of the Care Council asked the Membership Committee to review the bylaws and determine if Manatee County should have two representatives on the Care Council. The section in the bylaws that pertains to Care Council seats was reviewed and it was determined that Manatee County should continue to have one representative because they do not have 10% or more of the TSA’S (Total Service Area) HIV/AIDS population.

**ANNOUNCEMENTS/  
COMMUNITY  
CONCERNS**

No announcements or community concerns were shared.

**ADJOURNMENT**

There being no further business to come before the Membership Committee, the meeting was adjourned at 2:10 p.m.