


City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 27, 2012

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER 

SUBJECT: REQUEST TO VACATE TWO POSITIONS ON THE ALEXANDRIA
COMMISSION ON HIV/AIDS

ISSUE: Request from the Chair of the Alexandria Commission on HIV/AIDS to vacate two positions on the Alexandria Commission on HIV/AIDS (Attachment).

RECOMMENDATION: That City Council declare as vacant one of the citizen positions and the position for a representative of the Alexandria Chapter of the American Red Cross and authorize the City Clerk to advertise the vacancy.

DISCUSSION: Section 2-4-7(i)(1) of the City Code requires all board and commission members to attend at least 75 percent of the yearly meetings of the bodies on which they serve, and authorizes City Council to vacate any position if Council determines that a member has missed a sufficient number of meetings such that the 75 percent attendance requirement cannot be met.

The Alexandria Commission on HIV/AIDS will meet 10 times this fiscal year. Tom Suydam, Chair of the Commission, has requested that Isaac Green be removed from the Commission because Mr. Green has attended only one meeting since he was appointed in June 2010 and efforts to reach him by phone and e-mail have been unsuccessful. Melissa Arons has not attended a meeting this fiscal year (four meetings) and outreach efforts to encourage her to attend the Commission meetings have also been unsuccessful. Therefore, I recommend that Council vacate these positions and authorize the City Clerk to advertise the vacancies.

FISCAL IMPACT: None.

ATTACHMENT: January 26 E-mail from Thomas R. Suydam to Rose Boyd

STAFF: Rose Williams Boyd, Executive Secretary for Boards and Commissions

Rose Boyd

From: Thomas R. Suydam <suydamtom@comcast.net>
Sent: Thursday, January 26, 2012 12:20 PM
To: Rose Boyd
Cc: Jackie Henderson; 'Terry, Gayle'; nechelle.terrell@vdh.virginia.gov
Subject: Commission on HIV/AIDS
Attachments: ACOHA FY 2011 Attendance 7.25.11.doc

Rose, I would appreciate your help in removing two Commissioners from our rolls.

In my FY 11 attendance report (attached), I indicated that Isaac Green had failed to attend 75% of our meetings. In fact, he had only attended one. We have neither seen nor heard from him since. We would like him removed from our roster.

Also, Melissa Arons has missed all of our meetings thus far this year. I already know now she will not make the 75% requirement when I submit my report for FY 12. I have attempted to contact her by both email and phone. I did have an email exchange with her and encouraged her to meet with me to discuss her participation but she has never followed up. I wanted to give her every chance to represent the Red Cross, a position that had previously been vacant for some time. However, I don't want to carry people who have to be included when we determine if a quorum is present. Clearly, she is no longer interested. We ask that she, too, be removed from our rolls.

Thanks.

Tom Suydam, MSW 
Chair, Alexandria Commission on HIV/AIDS
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