



***HIV PLANNING COUNCIL
REGULAR MEETING MINUTES
MONDAY, April 28th 2025***

The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, APRIL 28TH 2025 at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Kelle Martin called the HIV PLANNING COUNCIL Meeting to order at 6:12 p.m.

Planning Council Members in Attendance: None.

Planning Council Members in Attendance Remotely: Kelle' Martin, Ashley Garling, Alicia Alston, Judith Hassan, Kristina McRae-Thompson

PUBLIC COMMUNICATION: GENERAL

None.

APPROVAL OF MINUTES

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 03/24/2025.

The minutes from the meeting of 03/24/2025 were approved as written on Alicia Alston's motion, Kelle Martin second on a 5-0 vote. For: Kelle' Martin, Kristina McRae Thompson, Alicia Alston, Judith Hassan, Ashley Garling. Abstain: Kelle Martin. Off dais: None. Non-voting: None. Abstain: None. Absent: Aran Belani, Marquis Goodwin, Liza Bailey, Joe Anderson Jr.

CONFLICT OF INTEREST DECLARATIONS

1. Members will declare conflicts of interest with relevant agenda items, service categories, and/or service standards.

None

STAFF BRIEFINGS

2. Office of Support Staff Report

Update given by Rashana Raggs. Isaac Caballero introduced as prospective member to council. Sol Muhammad introduction as new Admin. Specialist – HIV Planning Council is now fully staffed. Refer to written report for full details.

3. Administrative Agent Report

Updates given by Erin Brown. Ryan White and MAI contracts have been fully executed for FY25. Grant Kick-off Meeting on May 6th. Refer to written report for full details.

4. Part B Report

Update given by Alicia Alston. Needs Assessment in progress. Reviewed expenditures through March 31, 2025. Refer to written report for full details.

DISCUSSION ITEMS

5. Discuss directives and directive funding and potential directives
Discussion led by Rashana Raggs. There were no directives during the previous PSRA process in 2024. At this time there are no potential directives.

DISCUSSION AND ACTION ITEMS

6. Discussion and approval of recommendations for Y1 Plan for Needs Assessment 2026-2031



The motion to approve Y1 Plan for Needs Assessment 2026 - 2031 was approved on Kelle' Martin's motion and Alicia Alston second on a (5-0) vote. For: Kelle' Martin, Kristina McRae Thompson, Alicia Alston, Judith Hassan, Ashley Garling. Abstain: Kelle Martin. Off dais: None. Non-voting: None. Abstain: None. Absent: Aran Belani, Marquis Goodwin, Liza Bailey, Joe Anderson Jr.

7. Discussion and approval of Townhall Logistics 

The motion to approve Townhall Logistics was approved on Kelle Martin's motion and Alicia Alston second on a (5-0) vote. For: Kelle' Martin, Kristina McRae Thompson, Alicia Alston, Judith Hassan, Ashley Garling. Abstain: Kelle Martin. Off dais: None. Non-voting: None. Abstain: None. Absent: Aran Belani, Marquis Goodwin, Liza Bailey, Joe Anderson Jr.

8. Discussion and approval of rescheduling of May 26th to May 27th Full Council Meeting due to Memorial Day 

The motion to approve rescheduling of May 26th to May 27th Full Council Meeting due to Memorial Day was approved on Kelle Martin's motion and Kristina McRae Thompson second on a (5-0) vote. For: Kelle' Martin, Kristina McRae Thompson, Alicia Alston, Judith Hassan, Ashley Garling. Abstain: Kelle Martin. Off dais: None.

Non-voting: None. Abstain: None. Absent: Aran Belani, Marquis Goodwin, Liza Bailey, Joe Anderson Jr.

COMMITTEE UPDATES

9. Care Strategies and Engagement Committee

Update given by Rashana Raggs. Chair position for this committee is vacant.

10. Finance and Assessment Committee

Update given by Rashana Raggs.

FUTURE AGENDA ITEMS

11. Discussion of workplan calendar and social calendar

Discussion given by Rashana Raggs on workplan calendar. Discussed upcoming agenda items approaching in May. Discussion of social calendar given by Zaria Thomas.

ADJOURNMENT

The motion to adjourn the meeting at 7:19pm was approved on Kelle' Martin's motion, Alicia Alston second without objection.

The minutes were approved at the 05/27/2025 meeting on Kelle Martin's motion, Alicia Alston second on a (7-0) vote.