HIV PLANNING COUNCIL EXECUTIVE COMMITTEE
REGULAR MEETING MINUTES
TUESDAY, APRIL 21ST, 2026

The HIV PLANNING COUNCIL EXECUTIVE COMMITTEE convened in a REGULAR meeting on TUESDAY, MARCH 17TH 2026 at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Kelle' Martin called the HIV PLANNING COUNCIL EXECUTIVE MEETING to order at 5:03 p.m.

Planning Council Members in Attendance: Kelle' Martin, Marquis Goodwin, and Drew Kyler.
Planning Council Members in Attendance Remotely: Kristina McRae-Thompson.

AGENDA

PUBLIC COMMUNICATION: GENERAL

No speakers in attendance.

APPROVAL OF MINUTES

1. Approve the minutes of the HIV Planning Council regular meeting of the Executive Committee on March 17th, 2026

The minutes from the meeting of 3/17/2026 were approved as written on Drew Kyler's motion, Marquis Goodwin second on a vote of 4-0. For: Marquis Goodwin, Drew Kyler, Kristina McRae-Thompson, and Kelle' Martin. Against: None. Abstain: None. Absent: None.

CONFLICT OF INTEREST DECLARATIONS

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

Marquis Goodwin - Medical Case Management, Health Insurance Premium Cost Sharing Assistance (HIPCSA), Non-Medical Case Management, Linguistic Services, Medical Transportation.

STAFF BRIEFINGS

3. Introductions/Announcements

Members of the Health Resources and Services Administration in attendance introduced themselves. Currently conducting the Ryan White Part A Site Visit which will conclude Friday. Attendees for National Ryan White Conference have been confirmed.

4. Office of Support Staff Briefing

Briefing given by Holly Bahamonde. See report for full details.

5. Administrative Agent Staff Briefing

Briefing given by Ken Martin and Zechariah Plummer. See report for full details.

DISCUSSION ITEMS

6. Discussion of member reflectiveness report

Discussion led by Holly Bahamonde. See report for full details.

7. Discussion of member attendance report

Discussion led by Holly Bahamonde. See report for full details.

8. Discussion of budget updates
    a. Purchasing of equipment

Office of Support received notification from the Technical Assistance department from the City of Austin current iPads will be retired from use. Executive Committee notified new iPads will be purchased as allowed within the budget.

    b. Conference travel

Attendees for the National Ryan White Conference have been confirmed. Office of Support is currently in the process of coordinating travel arrangements.

9. Discussion and interview of HIV Planning Council member interests:
    a. Deondre Moore

Interview conducted by Committee members.

DISCUSSION AND ACTION ITEMS

10. Discussion and voting approval of HIV Planning Council member interests:
    a. Deondre Moore

The motion to approve Deondre Moore as the member of the HIV Planning Council was approved on Kelle' Martin's motion, Drew Kyler second on a vote of (4-0). For: Marquis

Goodwin, Drew Kyler, Kristina McRae-Thompson, and Kelle' Martin. Against: None. Abstain: None. Absent: None.

COMMITTEE UPDATES

11. Care Strategies and Engagement Committee

Updates given by Rashana Raggs. See workplan calendar for full details.

12. Finance and Assessment Committee

Updates given by Rashana Raggs. Committee meeting was cancelled for the month of April due to lack of quorum.

FUTURE AGENDA ITEMS

13. Discussion of workplan and social calendar

Discussion led by Rashana Raggs. See excel spreadsheets for full details.

ADJOURNMENT

The motion to adjourn meeting at 5:46 pm was approved on Kelle' Martin's motion, Drew Kyler second with no objections.

The minutes were approved at the 6/16/2026 meeting on Drew Kyler's motion, Kelle' Martin second on a vote of 3-0.