HIV PLANNING COUNCIL EXECUTIVE COMMITTEE
REGULAR MEETING MINUTES
TUESDAY, JUNE 16TH, 2026

The HIV PLANNING COUNCIL EXECUTIVE COMMITTEE convened in a REGULAR meeting on TUESDAY, JUNE 16TH 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 April 21st, 2026

The minutes from the meeting of 4/21/2026 were approved as written on Drew Kyler's motion, Kelle' Martin second on a vote of 3-0. For: Marquis Goodwin, Drew Kyler, and Kelle' Martin. Against: None. Abstain: None. Absent: Kristina McRae-Thompson.

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

No introductions or announcements.

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 Recruitment and Retention
    a. Membership recruitment workgroup

Discussion led by Treasurer Drew Kyler and Rashana Raggs. See Recruitment and Retention plan for future plans.

9. Interview of HIV Planning Council applicant
    a. Stephanie Eaton

The motion to table the interview of prospective member Stephanie Eaton as a member of the HIV Planning Council was approved on Kelle' Martin's motion, Drew Kyler second on a vote of (3-0). For: Marquis Goodwin, Drew Kyler, and Kelle' Martin. Against: None. Abstain: None. Absent: Kristina McRae-Thompson.

DISCUSSION AND ACTION ITEMS

10. Discussion and approval of HIV Planning Council applicant
    a. Stephanie Eaton

The motion to table the approval prospective member Stephanie Eaton as a member of the HIV Planning Council was approved on Kelle' Martin's motion, Drew Kyler second on a vote of (3-0). For: Marquis Goodwin, Drew Kyler, and Kelle' Martin. Against: None. Abstain: None. Absent: Kristina McRae-Thompson.

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. See workplan calendar for full details.

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 5:47 pm was approved on Kelle' Martin's motion, Drew Kyler second with no objections.

The minutes were approved at the 7/21/2026 meeting on Kelle Martin's motion, Drew Kyler second on a vote of 4-0.