HIV PLANNING COUNCIL EXECUTIVE COMMITTEE
REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 15TH, 2026

The HIV PLANNING COUNCIL EXECUTIVE COMMITTEE convened in a REGULAR meeting on TUESDAY, SEPTEMBER 15TH 2026 at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Kelle' Martin called the HIV PLANNING COUNCIL EXECUTIVE MEETING to order at 5:08 p.m.

Planning Council Members in Attendance: None.
Planning Council Members in Attendance Remotely: Kelle' Martin, Marquis Goodwin, and Drew Kyler.

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 July 21st, 2026

The minutes from the meeting of 7/21/2026 were approved as written 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.

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

Prospective members Aurelio Alcocer and Bart Williamson introduced themselves to the Executive Committee.

4. Office of Support Staff Briefing

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

5. Administrative Agent Staff Briefing

No briefing available for September.

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 updates to governing documents

Discussion led by Holly Bahamonde. Planning Council members allowed to review governing documents with no new updates made. See documents for full details.

   a. Memorandum of Understanding (MOU)
   b. Bylaws
   c. Policy and Procedures

DISCUSSION AND ACTION ITEMS

9. Discussion and approval of HIV Planning Council applicants

   a. Bart Williamson

The motion to approve Bart Williamson as a member of the HIV Planning Council was rejected on Kelle' Martin's motion, Drew Kyler second on a vote of (2-1). Against: Marquis Goodwin, and Kelle' Martin. For: Drew Kyler. Abstain: None. Absent: Kristina McRae-Thompson.

   b. Aurelio Alcocer

The motion to approve Aurelio Alcocer 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.

10. Discussion and approval of Fiscal Year 2027 Planning Council budget

The motion to approve the Fiscal Year 2027 Planning Council budget as is 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.

11. Discussion and approval of promotional and marketing items for Recruitment and Retention

The motion to approve new promotional and marketing items for Recruitment and Retention 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

12. Care Strategies and Engagement Committee

Updates given by Holly Bahamonde. See workplan calendar for full details.

13. Finance and Assessment Committee

Updates given by Holly Bahamonde. See workplan calendar for full details.

FUTURE AGENDA ITEMS

14. Discussion of workplan and social calendar

Discussion led by Holly Bahamonde. See excel sheets for full details.

ADJOURNMENT

The motion to adjourn meeting at 5:59 pm was approved on Kelle' Martin's motion, Marquis Goodwin second with no objections.

The minutes were approved at the 10/26/2026 meeting on Kelle Martin's motion, Drew Kyler second on a vote of 4-0.


Austin