



### 2026 MEMBERSHIP & COMMUNITY ENGAGEMENT (MCE) COMMITTEE MEETING CALENDAR

MONTH	KEY ACTIVITIES
<p><b>April 23, 2026</b> <b>10am-12pm</b></p>	<ul style="list-style-type: none"> <li>• Open nominations for co-chairs</li> <li>• Conduct committee orientation training</li> <li>• Review 2026 committee workplan</li> <li>• Adopt 2026 committee meeting calendar</li> <li>• Review training and mentorship framework &amp; curriculum</li> <li>• Discuss/develop/implement recruitment strategy to fill vacant seats</li> <li>• Review Caucuses roles and responsibilities and provide oversight and guidance to ensure alignment with Commission priorities, community engagement goals, and integrated planning activities</li> </ul>
<p><b>June 25, 2026</b> <b>10am-12pm</b></p>	<ul style="list-style-type: none"> <li>• Elect co-chairs</li> <li>• Identify priority COH policy and procedures for review and revision</li> <li>• Finalize training and/or mentorship framework &amp; curriculum</li> <li>• Review member attendance report and member PIR composition</li> <li>• Discuss/develop/implement recruitment strategy to fill vacant seats</li> <li>• Coordinate outreach/public awareness efforts to educate and engage the community about the Commission and promote access to HIV prevention, care, and support services, e.g., leverage USCHA Conference held in Anaheim</li> <li>• Coordinate with the PP&amp;A Committee to support community engagement activities related to the Integrated Plan needs assessment</li> <li>• Receive updates from Caucuses and provide oversight and guidance to ensure alignment with Commission priorities, community engagement goals, and integrated planning activities.</li> </ul>
<p><b>August 27, 2026</b> <b>10am-12pm</b></p>	<ul style="list-style-type: none"> <li>• Review and approve priority COH policy and procedure updates</li> <li>• Review member attendance report and member PIR composition</li> <li>• Support needs assessment engagement; coordinate with PP&amp;A</li> <li>• Begin outlining mentorship program goals, structure, and scope</li> <li>• Discuss/develop/implement recruitment strategy to fill vacant seats</li> <li>• Coordinate outreach/public awareness efforts to educate and engage the community about the Commission and promote access to HIV prevention, care, and support services, e.g., leverage USCHA Conference held in Anaheim</li> </ul>



	<ul style="list-style-type: none"><li>• Receive updates from Caucuses and provide oversight and guidance to ensure alignment with Commission priorities, community engagement goals, and integrated planning activities.</li></ul>
<b>October 22, 2026 10am-12pm</b>	<ul style="list-style-type: none"><li>• Review member attendance report and member PIR composition</li><li>• Review and approve priority COH policy and procedure updates</li><li>• Continue developing/refining mentorship program goals, structure, and scope</li><li>• Coordinate with other Committees to support planning and preparation for the Annual Meeting to be held in February 2027</li><li>• Discuss/develop/implement recruitment strategy to fill vacant seats</li><li>• Coordinate outreach/public awareness efforts to educate and engage the community about the Commission and promote access to HIV prevention, care, and support services</li><li>• Receive updates from Caucuses and provide oversight and guidance to ensure alignment with Commission priorities, community engagement goals, and integrated planning activities.</li></ul>
<b>November 2026 **CANCELED**</b>	Limited committee activity in recognition of the holiday period to support internal planning, policy development, and preparation for year-end review activities.
<b>December 2026 **CANCELED**</b>	No committee meeting scheduled to support year-end administrative close-out, planning, and preparation activities led by staff and Commission leadership.



<p><b>January 28, 2027</b> <b>10am-12pm</b></p>	<ul style="list-style-type: none"><li>• Review member attendance report and member PIR composition</li><li>• Review the COH Bylaws and associated policies to identify any recommended updates or clarifications</li><li>• Review and assess the committee’s yearlong activities and deliverables to identify key lessons learned and draft initial observations and highlights for the next year’s workplan and the COH’s Annual Report</li><li>• Coordinate with other Committees to support planning and preparation for the Annual Meeting to be held in February</li><li>• Discuss/develop/implement recruitment strategy to fill vacant seats</li><li>• Coordinate outreach/public awareness efforts to educate and engage the community about the Commission and promote access to HIV prevention, care, and support services</li><li>• Receive updates from Caucuses and provide oversight and guidance to ensure alignment with Commission priorities, community engagement goals, and integrated planning activities</li></ul>
<p><b>February 25, 2027</b> <b>10am-12pm</b></p>	<ul style="list-style-type: none"><li>• Draft 2027-28 committee workplan and meeting calendar</li><li>• Translate lessons learned into priorities and recommendations for the upcoming Program Year workplan</li><li>• Confirm recommended Bylaws or policy updates to advance for Commission consideration, as appropriate</li><li>• Align membership, training, mentorship, and community engagement activities with upcoming Program Year priorities</li><li>• Finalize and submit committee contributions, recommendations, and highlights for inclusion in the COH’s Executive Office (EO) BOS Annual Report</li></ul>