



**REGULAR MEETING OF THE HIV PLANNING COUNCIL  
FINANCE AND ASSESSMENT COMMITTEE  
WEDNESDAY, FEBRUARY 11<sup>TH</sup>, 6:00 P.M.  
PERMITTING AND DEVELOPMENT CENTER  
ROOM 1203  
6310 WILHELMINA DELCO DRIVE  
AUSTIN, TEXAS**

Some members of the HIV PLANNING COUNCIL may be participating by videoconference. The meeting may be viewed online at: [Join the meeting now](#)

Public comment will be allowed in person or remotely via telephone or Teams. Speakers may only register to speak on an item once either in person or remotely and will be allowed up to three minutes to provide their comments. Registration no later than noon the day before the meeting is required for remote participation. To register to speak, call or email the Office of Support, (737)-825-1684 or [hivplanningcouncil@austintexas.gov](mailto:hivplanningcouncil@austintexas.gov)

**CURRENT HIV PLANNING COUNCIL FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEMBERS:**

*Empty, Committee Chair*

*Drew Kyler*

*Liza Bailey*

*Kelle' Martin*

*Judith Hassan*

*Henry Chan*


**AGENDA**

**CALL TO ORDER**

**PUBLIC COMMUNICATION: GENERAL**

The first 10 speakers signed up no later than noon on **2/10/2026** will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

**APPROVAL OF MINUTES** 

1. Approve the minutes of the HIV Planning Council regular meeting of the Finance/Allocations and Strategic Planning/Needs Assessment Committee on October 8<sup>th</sup>, 2025 



## **CONFLICT OF INTEREST DECLARATIONS**

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









## **STAFF BRIEFINGS**

3. Introductions/Announcements
4. Office of Support Staff Briefing
5. Administrative Agent Staff Briefing

## **DISCUSSION ITEMS**

6. Discussion of Priority Setting and Resource Allocation (PSRA) process
7. Discussion of Needs Assessment activities and updates


## **DISCUSSION AND ACTION ITEMS**

8. Discussion and approval of Focus Group logistics 
  - a. Focus group populations 
  - b. Number of participants 
  - c. Incentive amount 
    - i. \$3200 
9. Discussion and approval of 2026 Focus Group materials 
  - a. Flyer 
  - b. Consent form 

## **FUTURE AGENDA ITEMS**

10. Discussion of social calendar and workplan calendar

## **ADJOURNMENT**

 *Indicative of action items*

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. TTY users' route through Relay Texas at 711.



**Austin**

For More Information on the HIV Planning Council, please contact HIV Planning Council Office of Support at (737) 825-1684.