

A group of four business professionals (three men and one woman) are gathered around a table in a meeting. They are looking at a laptop screen. The scene is dimly lit with a blue tint. The text is overlaid on the image.

HPG Meeting Structure Discussion

January 21st, 2026



OUR BIG IDEA

To ensure respect for everyone's time while still maintaining HPG and planning activities, the Division of HIV Health is proposing the following meeting schedule options for our upcoming planning year...

Meeting Schedule Option #1:

HPG Business Meeting (Full Day)

- **January 21st & 22nd-Current Meeting (will go to 1-day meeting in 2027)**
- **Wednesday, March 18th**
- **Wednesday, July 15th**
- **Wednesday, November 10th**

Subcommittee Meeting (9am-12pm)

- **Wednesday, February 11th**
- **Wednesday, May 20th**
- **Wednesday, September 16th**
- **Wednesday, December 16th**



What Agenda's Would Look Like For Option #1

One Day Business Meeting

9:00-9:05	Greeting/Call to Order
9:05-9:15	Reminders/Roll-Call/Previous Meeting Recap
9:15-9:30	Approval of Previous Meeting Minutes
9:30-9:45	Announcements
9:45-10:30	Presentation #1
10:30-10:45	Break
10:45-11:15	Subcommittee Summaries
11:15-12:00	Presentation #2
12:00-1:00	Lunch
1:00-1:45	Presentation #3
1:45-2:15	The Garden
2:15	Dismissal

Subcommittee Meeting

9:00-10:15	Subcommittee (Part 1)
10:15-10:30	Break
10:30-12:00	Subcommittee (Part 2)
12:00	Dismissal

Meeting Schedule Option #2 Quarterly Meetings:

- **Wednesday, February 18th & Thursday, February 19th**
- **Wednesday, May 20th & Thursday, May 21st**
- **Wednesday, August 19th & Thursday, August 20th**
- **Wednesday, November 16th & Thursday, November 17th**

Please Note: Day 1 will be full day general business meeting and Day 2 will be half day subcommittee meetings.

What Agenda Would Look Like For Option #2 Quarterly Meetings

Day 1

- 9:00-9:05 Greeting/Call to Order
- 9:05-9:15 Reminders/Roll-Call/Previous Meeting Recap
- 9:15-9:30 Approval of Previous Meeting Minutes
- 9:30-9:45 Announcements
- 9:45-10:30 Presentation #1
- 10:30-10:45 Break
- 10:45-11:15 Subcommittee Summaries
- 11:15-12:00 Presentation #2
- 12:00-1:00 Lunch
- 1:00-1:45 Presentation #3
- 1:45-2:15 The Garden
- 2:15 Dismissal

Day 2

- 9:00-10:15 Subcommittee (Part 1)
- 10:15-10:30 Break
- 10:30-12:00 Subcommittee (Part 2)
- 12:00 Dismissal

Additional Thoughts



- *If we find a new meeting schedule is not accomplishing to our planning needs, we can schedule additional meetings (ad hoc).*
- *While the meeting schedule options are different, the amount of time per year is basically the same (Roughly six days per year in meeting time).*
- *Whichever option is chosen by the HPG will help us to make better use of our time throughout the year.*

THANK YOU!



Now let's Discuss!

