

# MEETING AGENDA

## *VIRTUAL:*

*Wednesday, October 22nd, 2025*

*2:30 p.m. – 4:30 p.m.*

- ◆ Call to Order
- ◆ Welcome/Introductions
- ◆ Approval of Agenda
- ◆ Approval of Minutes (September 18th)
- ◆ Report of Co-Chairs
- ◆ Report of Staff
- ◆ Presentation Item
  - AIDS Law Project
- ◆ Action Item
  - CPC Co-Chair Election
- ◆ Other Business
- ◆ Announcements
- ◆ Adjournment

Please contact the office at least 5 days in advance if you require special assistance.

The next Comprehensive Planning Committee/Prevention Committee meeting is on  
TBD

Office of HIV Planning, 340 N. 12TH Street, Suite 320, Philadelphia, PA  
19107 (215) 574-6760 • FAX (215) 574-6761 • [www.hivphilly.org](http://www.hivphilly.org)

**VIRTUAL: Comprehensive Planning Committee/Prevention Committee  
Meeting Minutes of  
Wednesday, September 18th, 2025  
12:00 p.m. – 2:00 p.m.**

Office of HIV Planning, 340 N. 12<sup>th</sup> St., Suite 320, Philadelphia PA 19107

**Present:** Keith Carter, Debra D'Dalessandro (Co-chair), James Ealy (Co-Chair), Gus Grannan, Pamela Gorman, Nafisah Houston, Loretta Matus, Patrick Mukinay, Juju Myahwegi, Jerome Pipes, Clint Steib, Shakeera Wynne

**Excused:** Desiree Surplus (Co-Chair), Sharee Heaven

**Guests:** Cheryl Choice, Alana Leger (Recommended Member), Laura Silverman (DHH)

**Staff:** Tiffany Dominique, Sofia Moletteri, Mari-Ross-Russell, Kevin Trinh

**Call to Order/Introductions:** J. Ealy asked everyone to introduce themselves and called the meeting to order at 2:06 p.m.

**Approval of Agenda:**

G. Grannan referred to the September 2025 Comprehensive Planning Committee (CPC)/Prevention Committee agenda and asked for a motion to approve. **Motion: K. Carter motioned; J. Ealy seconded to approve the September 2025 CPC/Prevention Committee agenda via Zoom poll. Motion passed: 7 in favor, 2 abstained** The September 2025 CPC/Prevention Committee agenda was approved.

**Approval of Minutes (July 23rd and August 21st, 2025):**

G. Grannan referred to the July 2025 CPC/Prevention Committee Meeting minutes. J. Ealy had amended the minutes to state the treatment would require 2 injections every six months or four injections per year instead of two injections as described in the meeting minutes. He clarified that if a person qualified for a discount on the drug, the drug cost would be reduced by \$8,000. The meeting minutes had stated the drug costs would be reduced to \$8,000. They would be amended to say that the cost was reduced by \$8,000 per year for four injections **Motion: K. Carter motioned; D. Surplus seconded to approve the amended July 2025 CPC/Prevention Committee meeting minutes via a Zoom poll. Motion passed: 8 in favor, 1 abstained**. The amended July 2025 CPC/Prevention Committee meeting minutes were approved.

G. Grannan referred to the August 2025 CPC Meeting minutes. **Motion: K. Carter motioned; J. Ealy seconded to approve the August 2025 CPC meeting minutes via a Zoom poll. Motion passed: 8 in favor, 1 abstaining**. The August 2025 CPC meeting minutes were approved.

**Report of Co-chairs:**

G. Grannan announced this meeting would be his last as a member of the HIV Integrated Planning Council. He asked the members to nominate themselves as the next co-chair. S. Moletteri said they would be having a combined meeting next month and said this would allow

more time for members who were unsure about a co-chair position. The next meeting would take place October 22nd.

### **Report of Staff:**

S. Moletteri announced this would be M. Ross-Russell's last meeting. They said the Division of HIV Health (DHH) would be having a retirement party for M. Ross-Russell later today.

T. Dominique said there would be about a 25% reduction in funds under the Special Pharmaceutical Benefits Program (SPBP) on October 10th. She awaited to see how this would affect Ryan White Part B and Pharmaceutical Program.

K. Trinh reminded the members that they were still looking for a new co-chair for HIV Integrated Planning Council (HIPC). K. Trinh then said they would be having their Open Nominations process on October 7th, which was the same day as the October 7th HIPC meeting. The meeting would be a hybrid meeting and the Nominations Committee were looking for members to form a quorum to review applications. T. Dominique said they would be providing lunch for this session and recommended that they should register for the meeting early.

K. Trinh invited all full members to join this meeting. He announced T. Dominique would be taking M. Ross-Russell's position as Director of the Office of HIV Planning (OHP). K. Trinh would be taking T. Dominique's position as the Health Planner who would manage the Prevention Committee. S. Moletteri would become the Senior Health Planner. D. D'Alessandro asked if there were plans to hire someone to take K. Trinh's responsibilities. T. Dominique said they did not currently have any plans to share at the moment.

K. Carter said yesterday was the last day for MMP, emphasizing that MMP was always a voice for people who were silenced by stigma.

### **Discussion Item:**

#### ***-Needs Assessment-***

In the last CPC meeting in August, K. Carter had proposed a 4th town hall that would cater to people who were not able to attend in-person. They would review the changes to the town hall survey. One of the changes was adding an option to the question of how the client had traveled to doctor's appointments. Survey participants can now respond that they visit their doctors through telehealth.

Another suggestion requested to add a question in light of the new Medicaid requirements. S. Moletteri said they added an open-ended question asking the survey participants if they were worried about losing their health insurance. They also added a question asking if there was any unmet need that wasn't mentioned in the survey.

S. Moletteri asked T. Dominique for an update on locations of the town hall. T. Dominique said Action Wellness would allow them to use their location for the Philadelphia town hall in December. The organization had said they would allow HIPC to decide the best time of day to have their town hall.

The two committees had a discussion on whether it was more appropriate to have the town hall during daytime hours or evening. M. Ross-Russell said providers historically were more willing to attend town halls when they were set during the work day. Transportation and safety were also other considerations important to the participants. She added that participants were often hesitant about expressing their thoughts about services if providers were present. S. Moletteri said they had discussions with the Positive Committee and they had reservations about an evening town hall. T. Dominique said they would require at least three and a half hours for each town hall, including time to set up and clean up for each meeting. The committee members were unclear about the exact hours of a daytime and evening time meeting. They only knew that the meeting could not extend past 7pm. They assumed a daytime meeting would take place during working hours, and around lunchtime, while an evening meeting would be after working hours but before 7pm.

S. Moletteri launched a poll to gauge the committee members' stance on what hours the town hall should take place. 58% of committee members voted in favor of a daytime meeting while 42% preferred an evening meeting. T. Dominique reminded them that they could use the virtual meeting to accommodate those who were not able to attend the daytime meetings.

S. Moletteri shared the registration form for the town hall meeting. The form invited providers and community members who were either living with HIV or were affected by HIV. S. Moletteri emphasized that the event was designed specially for community members. They had participants for demographics, dietary restrictions, language assistance needs, and transportation needs.

The Positive Committee had wanted to make sure that participants were engaged even after the town hall. They included a question that asked for the participant's contact information for their case manager. K. Carter asked if they could add a question to find out if the participant had help from a case manager to fill out the survey. D. D'Alessandro suggested adding a disclaimer to let participants know that their names would not be attached to the survey. T. Dominique said having the contact information allowed them to send reminders and updates about the town hall.

K. Carter wondered if the town hall could be counted towards their Medicaid work requirements. T. Dominique was concerned if this would be outing the participants.

M. Ross-Russell asked if they knew how many people were participating in the town halls and how they would distinguish between people who signed up and those who walked in. S. Moletteri replied that they would have a list of those who registered. K. Carter said the Aging at HIV event had a person at the door who checked all attendants in.

#### ***-Co-chair Nomination-***

D. D'Alessandro nominated J. Myahwegi for the co-chair position. She believed J. Myahwegi possessed clinical experience and knowledge that would be invaluable to the CPC. J. Myahwegi accepted the nomination.

The CPC committee would wait 30 days before they would vote for the co-chair. S. Moletteri invited any member with one year of good attendance to nominate themselves or someone they knew.

**Any Other Business:**

S. Wynne asked the OHP staff to send a message to HIPC regarding the changes to SPBP. T. Dominique said they would send an email alerting members to the upcoming changes.

D. D'Alessandro mentioned there was an upcoming change to 340B revenue that could pose a challenge to all community organizations. She said she would provide more information. V. Brisco said she could have someone from the AIDS Healthcare Foundation come to a meeting to inform the members about the changes to the 340B revenue. K. Carter said this would be helpful and was disheartened by the cuts to funding that would disproportionately affect people of color.

D. D'Alessandro said the Association of Nurses in AIDS Care was having their annual conference in Philadelphia this year. She also announced that her organization had their funding restored to 2025 levels until June 30, 2026. She was relieved that she no longer had to lay off employees. She encouraged the members to advocate continued funding for healthcare and community organizations.

K. Carter announced there would be an Aging & HIV event at the Temple University Library. He then announced the Aging and Thriving Conference event in May at the DoubleTree Hotel.

V. Brisco announced there was a protest in Orlando for the removal of the rainbow memorial near the Pulse Nightclub.

**Announcements:**

None.

**Adjournment:**

G. Grannan called for a motion to adjourn. **Motion: D. D'Alessandro motioned, J. Ealy seconded to adjourn the September 2025 CPC/Prevention Committee meeting. Motion passed:** Meeting adjourned at 3:39 p.m.

Respectfully submitted,

Kevin Trinh, staff

Handouts distributed at the meeting:

- September 2025 CPC/Prevention Committee Agenda
- August 2025 CPC Meeting Minutes
- July 2025 CPC/Prevention Committee Meeting Minutes