

# MEETING AGENDA

*VIRTUAL:*

*Thursday, May 7th, 2026*

*2:00 p.m. – 4:00 p.m.*

- ◆ Call to Order
- ◆ Welcome/Introductions
- ◆ Approval of Agenda
- ◆ Approval of Meeting Minutes (March 5th, 2026)
- ◆ Report of Co-Chairs
- ◆ Report of Staff
- ◆ Discussion Items
  - Recipient Response to the 2025 Directives
  - Recipient Recommendations for the 2026-2027 EMA Level Funding Budget
- ◆ Other Business
- ◆ Announcements
- ◆ Adjournment

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

The next Finance Committee meeting is

HYBRID: June 4th from 2:00 p.m. – 4:00 p.m.

Office of HIV Planning, 340 N. 12TH Street, Suite 320, Philadelphia,  
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**HYBRID: Finance Committee  
Meeting Minutes of  
Thursday, March 5th, 2026  
2:00 p.m. – 4:00 p.m.**

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

**Present:** K. Carter (Co-Chair), A. Edelstein (Co-Chair), J. Myahwegi, C. Rainey

**Guest:** N. D’Souza (Recommended), H. Docmanov (Recommended), P. Neumann (Recommended)

**Excused:** S. Smith

**Guests:** Avis Scott (DHH), Ameenah McCann-Woods (DHH)

**Staff:** Tiffany Dominique, Debbie Law, Sofia Moletteri, Kevin Trinh, Kristin Wilson (Intern)

**Call to Order:** K. Carter called the meeting to order at 2:03 p.m.

**Introductions:** K. Carter called for introductions. Those on Zoom introduced themselves via the chat, and those in person verbally introduced themselves.

**Approval of Agenda:**

K. Carter referred to the February 2026 Finance Committee agenda and asked for a motion to approve. **Motion:** C. Rainey motioned; N. D’Souza seconded to approve the March 2026 Finance Committee agenda. **Motion passed:** 2 in favor. The March 2026 agenda was approved.

**Approval of Minutes (February 5th, 2026):**

K. Carter referred to the February 2026 Finance Committee minutes. **Motion:** C. Rainey motioned; A. Edelstein seconded to approve the February 2026 meeting minutes. **Motion passed:** 3 in favor. The February 2026 minutes were approved.

**Report of Co-chairs:**

K. Carter announced the Philadelphia City Government had appointed Tito Valdes as Executive Director of the city’s Office of LGBTQ Affairs on March 2nd.

**Report of Staff:**

K. Trinh said he had created and sent out a survey to the HIV Integrated Planning Council (HIPC) members last week. The survey asked members about their barriers to attending meetings in-person.

T. Dominique said they had tabled with K. Wilson at the Black Pride event at Winterfest. She said they were looking for opportunities to recruit and asked for suggestions on where they could table.

**Action Item:**

***-26-27 Fiscal Year Budget-***

T. Dominique explained that since they only had a partial award, they were unable to approve more than a level funding budget. They reallocated funding from Outpatient Substance Abuse Services to Mental Health Services. They normally had approved this request in HIPC on a yearly basis and discussed making the funding change permanent so they would not need to approve the request as often as they did. T. Dominique said this meeting was an opportunity to have this discussion again. She asked A. McCann-Woods for the exact amount of funding being reallocated. A. McCann-Woods said, for the current fiscal year ending on February 28th, the amount was \$59,751 for the Philadelphia region. T. Dominique said the Division of HIV Health (DHH) had been enforcing their payor of last resort policy for the Emergency Financial Assistance (EFA) Service. This had led to a complete underspending of the service's budget in all regions. She asked how the committee would tackle these issues. A. Edelstein deferred to A. McCann-Woods for a recommendation since he believed DHH had the knowledge to make the most expedient choice for the eligible metropolitan area (EMA).

A. McCann-Woods said EFA had been underutilized since November 2024. She said she had supported having a discussion on reallocating funds. She said she would need to speak with her colleagues before she didn't feel comfortable leaving a service category with no funding. K. Carter asked if they could reallocate 70% of EFA. A. McCann-Woods imported the committee members to observe past trends to determine whether they should reallocate funding. A. Edelstein once again asked for a recommendation and verbiage for how they could resolve the situation. A. McCann-Woods mentioned that Case Management services was a service that would benefit from increased funding since one case manager could have a significant effect on how clients used services. A. Scott said Outpatient Ambulatory Services was another service that they should consider. She said there were clinics that would qualify for Ryan White services but they lacked the capacity to accept more patients.

K. Carter asked if they should move funding to Professional/Legal Services since this service category was overspent in all three regions of the EMA. A. Scott said the decision to allocate funding to this service was not as clear. She explained that the service category had only gone over the 10% threshold at 11% to be considered overspent. Additionally, A. Scott was unsure if the spending trend would continue and considered the trend to be an anomaly for the time being. T. Dominique this service category had been overspent consistently for the last few spending quarters. A. Scott said that while this was true, the reasons for overspending differed each year for them to determine how much more funding to allocate to the service. K. Carter asked if they could delay the vote for a month when they would likely have more information about the final award. A. Edelstein said he would not want to leave funding in limbo. He asked for DHH to review the data and return with a recommendation since they had more intimate knowledge of the financial information.

T. Dominique said the leaked budget two months ago had indicated that HIV services were likely to be spared from cuts. She said the Minority AIDS Initiative budget was likely to be changed and suggested they would accommodate this topic with this in mind during the allocations meetings. A. Edelstein said they should be mindful of the salaries and benefits they had given to people providing services. He asked how much a case manager had made per year. A.

McCann-Woods replied that a case manager made about \$75,000. A. Edelstein said that if they were to recruit a new case manager, they would need to account for the \$75,000 as well as the time spent advertising and interviewing for the position. A. Edelstein asked if they were recruiting new people to provide case management for people with HIV (PWH) or if they were transitioning people providing Substance Abuse Services to working with PWH. A. McCann-Woods said both possibilities could be true. She said it was possible that even when hiring new people, existing providers may have to put forth more time to work with PWH. A. McCann-Woods said hiring new people was often time consuming since they had to factor in credentialing.

K. Carter asked if they should push back on the level funding budget. A. Edelstein asked if they could have an Emergency Finance Committee meeting next week before the HIPC meeting to get the recommendations from DHH. T. Dominique said the meeting would need to be on Wednesday due to the Nominations Committee meeting. A. McCann-Woods said they would be unable to have a quick enough turnaround to meet a Wednesday deadline. S. Moletteri suggested voting on a partial award so they could continue spending on a level budget until they receive the final award. When the full award had arrived, they could make adjustments based on historical trends based on DHH's recommendations. T. Dominique said this was a prudent choice since they knew the Philadelphia region would receive less funding due to the shifts in prevalence in the other two regions. S. Moletteri noted that the prevalence percentage in Philadelphia had decreased from 66.810% in 2022 to 65.111% in 2023. The PA Counties had 19.823% in 2022 and the prevalence rate had changed to 20.550% in 2023. A. Edelstein asked if the budget amount was the same as the FY25-FY26 budget. S. Moletteri said the \$17,650,655 amount at the bottom of the spreadsheet was the same as the FY25-26 spreadsheet because they do not know the amount of the final award. C. Rainey asked what was the cause of the shift. S. Moletteri said they didn't have an answer. A. McCann-Woods said it could be due to a variety of reasons such as people moving, dying or being lost to care. T. Dominique said they had to account for incidence as a driving cause for the shift in prevalence.

**Motion:** K. Carter motioned, A. Edelstein seconded to forward the level funding budget for all three regions in the EMA to the HIV Integrated Planning Council with the Finance Committee's recommendation for approval.

A. Edelstein: In Favor  
K. Carter: In Favor  
C. Rainey: In Favor  
J. Myahwegi: In Favor  
N. D'Souza: In Favor

Motion: 5 in favor. The motion to forward the level funding budget for all three regions in the EMA with the Finance Committee's recommendation for approval.

H. Docmanov asked if they could have a session to explain how the finances had worked in the EMA. S. Moletteri said they could even host a training session to educate their members. C. Rainey said she would also be interested in joining this session. K. Carter reminded the members that travel reimbursements if they attend in-person.

**Other Business:**

None.

**Announcements:**

K. Carter said the Aging With HIV Symposium was being held at the DoubleTree Hotel on May 5th.

A. McCann-Woods announced she would be stepping away from her role as the DHH contact to HIPC. She had been representing DHH at HIPC meetings for 10 years. A. Scott would be taking her place as the representative.

**Adjournment:**

A. Edelstein called for a motion to adjourn. **Motion: K. Carter motioned; A. Edelstein seconded to adjourn the March 2026 Finance Committee meeting. Motion passed: All in favor.** The meeting was adjourned at 3:13 p.m.

Respectfully submitted,

Kevin Trinh, staff

**Handouts distributed at the meeting:**

- March 2026 Finance Committee agenda
- February 2026 Finance Committee Meeting Minutes