

**Hybrid: Poz Committee
Meeting Minutes of
Tuesday, August 18th, 2026
12:00 p.m. – 2:00 p.m.**

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

Present: K.C. (Chair), R.N., J.S.

Staff: T. Dominique, E. Fischer, D. Law, S. Moletteri, K. Trinh, K. Wilson

Call to Order/Introductions: K.C. called the meeting to order at 12:14 p.m. and asked for introductions.

Approval of Agenda:

K.C. referred to the August 2026 Poz Committee agenda and asked for a motion to approve. S. Moletteri moved to amend the agenda to start with Recruitment Strategies in the discussion items. **Motion:** K.C. motioned, R.N. seconded to approve the amended August 2026 agenda. **Motion passed:** All in favor. The amended August 2026 Poz Committee agenda was approved.

Approval of Minutes:

K.C. referred to the June 2026 Poz Committee minutes and asked for a motion to approve. **Motion:** R.N. motioned, J.S. seconded to approve the June 2026 minutes. **Motion passed:** All in favor. The June 2026 Poz Committee minutes were approved.

Report of Chair:

K.C. attended the Ryan White Conference in Washington, D.C. He attended Evan Thornburg's presentation on Aging and HIV. He said they would present on HIV and Aging at the Poz Committee in September. He said Ryan White's mother attended and presented at the Ryan White (RW) Conference. T. Dominique reported that HRSA would develop and disseminate a planning council manual in November. This manual would help guide how planning councils operate. K.C. noted that the conference had a series focused on planning councils for the first time. S. Moletteri said OHP was meeting with other jurisdictions to identify any gaps that may be missing in our processes.

K.C. noted that housing, transportation, and food services were priorities in most jurisdictions nationwide. S. Moletteri added that Emergency Financial Assistance (EFA) was also a priority across jurisdictions.

T. Dominique said the D.C. EMA conducted its priority-setting process for each region: D.C., Virginia, Maryland, and West Virginia. R.N. asked if the D.C. Eligible Metropolitan Area (EMA) represented the entirety of each of the listed states. T. Dominique responded that the EMA only represented parts of each state. She added that they would conduct their own Priority Setting in August.

Report of Staff:

S. Moletteri thanked everyone for attending Allocations. She asked for any feedback from the Allocations Process. K.C. responded that the binder was helpful during the process. R.N. appreciated learning about the other regions within the EMA. J.S. agreed that the binder was helpful. K.C. agreed that it was helpful to review all the information themselves rather than relying on the screen during the presentation. S. Moletteri said it was a goal for HIPC's decisions to be more grounded in data. R.N. said budgeting was difficult for organizations and shared an example from his experience with his municipality. K.C. said the breakout sessions during Allocations were helpful because they made participants more engaged and involved. S. Moletteri said the breakout sessions were used to ground the priorities in data. K.C. said he struggled with separating the budgets and priorities.

S. Moletteri said OHP would be tabling at the "Take Back Your Health" event hosted by the Mazzoni Center. It would take place from 1:00-4:00 PM at the Friends Center at 1501 Cherry Street. J.S. asked if the William Way Center works with the Mazzoni Center. S. Moletteri said they sometimes work together.

S. Moletteri said next month, Evan Thornburg would be presenting at the Poz Committee meeting. They would be presenting on HIV and Aging. She asked if members had any specific questions about aging and HIV. J.S. said he would like to know about housing. R.N. said he'd like to hear more about comorbidities.

T. Dominique said Evan Thornburg was not a provider, so they would focus more on prevention. They may talk about overprescribing, how medications may interact, and more.

K.C. discussed concerns about medication adherence. S. Moletteri asked if they would be interested in a medical presentation in the future. The members said they would be interested.

T. Dominique said OHP received a budget projection letter projecting a funding cut. The projection included only the Part A award, not the Supplemental Award. Since there were fewer people living with HIV in the Philadelphia EMA, the amount of money that the EMA received was gradually declining. She noted that the supplemental funding was competitive, but last year the Philadelphia EMA received an increase based on the projected number. K.C. expressed concern about not knowing how much money the EMA would receive.

Discussion Item:

~Recruitment Strategies~

S. Moletteri said the Nominations Committee recently held a Review Panel for the Council applications. She said it was federally mandated that 33% of council members be unaligned consumers to ensure the council has a client perspective without bias. Most recently, the HIPC was comprised of 14% unaligned consumers and 20% people with HIV (PWH). S. Moletteri noted that the goal, according to the Bylaws, was to have 50% of the council comprised of PWH. She said the council must comply with the federal guidelines, and the Office of HIV Planning (OHP) hoped to have a more balanced council.

S. Moletteri said a recruitment plan was needed to recruit unaligned consumers. She recalled that the Poz Committee has done this project before.

K.C. said providers were joining HIPC as part of their work requirements, but community members have to take time out of their workdays to participate. He expressed concern that this could be a barrier to participation. S. Moletteri said HIPC cannot use incentives, but transportation reimbursement was provided, and lunch was provided during meetings that fall during the lunch hour.

S. Moletteri said some barriers were finances, work, and attending medical appointments. K.C. said childcare could be a barrier. D. Law said there has been a member in the past who has experienced childcare issues as a barrier to attending HIPC meetings. S. Moletteri said technology could be another barrier and noted that in-person meetings were more engaging.

D. Law asked what makes members want to come. R.N. said he wanted to join to be actively involved in helping the community, learn information, and share information. S. Moletteri asked how to show that HIPC was worth getting involved in. R.N. said many people don't know about the council or don't understand the work it does.

R.N. said HIV providers, support groups, and healthcare offices could help recruit members. K.C. said they could use flyers in these spaces. J.S. suggested improving marketing by utilizing technology like social media, phone calls, and emails. He noted that people are more likely to engage with the council if they see something they like.

T. Dominique asked if the advertisements were enough to keep people coming. J.S. said yes. S. Moletteri said that for the townhalls, they advertised the topics that would be discussed. She wondered if disclosing the topics drew people in. J.S. said yes. R.N. said the town hall presentation topics intrigued him, which is why he kept coming back. The committee decided to make flyers more appealing by including the topics to be discussed. T. Dominique asked about Craigslist. K.C. asked about Grindr, Twitter, and public transportation spaces. R.N. said SEPTA does take non-profit PSAs. S. Moletteri said people go to Reddit for local news. K.C. suggested using Facebook. S. Moletteri shared that OHP did use Facebook and Instagram, but suggested bolstering social media.

S. Moletteri proposed a 'bring a friend' initiative for members to bring a friend to the next meeting. She asked if members would be comfortable doing that. K.C. asked if members could go to providers to recruit. T. Dominique said permission would be required. R.N. offered to distribute flyers at Siloam sessions. S. Moletteri said that would be helpful since those individuals would be engaged and interested. R.N. said the meetings take place every Thursday at 1:00 pm. He said the sessions include a mix of women and men and could range from 10 to 20 people each week. He thought people would be interested.

R.N. suggested including presentation details and HIPC information on the flyer. K.C. said to have flyers available for members to take to the next meeting. T. Dominique asked what language to use on flyers that target PWH without being stigmatizing.

K.C. suggested partnering with barbershops, salons, corner stores, and similar community-facing businesses. He suggested targeting all the gateways of HIV transmission. T. Dominique said

those were good ideas for engaging people and asked what language marketing materials should use to avoid stigma and target unaligned consumers. T. Dominique wanted to avoid outing a person's status while targeting those with HIV. S. Moletteri asked what would make people feel comfortable engaging with the flyer.

J.S. said that, in a perfect world, individuals wouldn't feel stigma about picking up the flyer, but in reality, people do. S. Moletteri added that some people might be more private than others. J.S. noted that communities and providers didn't discuss some topics enough.

S. Moletteri asked who we can reach out to for recruitment strategies. D. Law gave examples like clinics, support groups, and other HIV related programs. She asked what kind of messaging would attract unaligned consumers. R.N. said the language would depend on where people were seeing the poster. If it was in an HIV provider, people would be more comfortable engaging with a poster than in a public space.

T. Dominique reminded the group that HIPC needs to recruit people who were willing to talk about their HIV status and were not aligned with an organization. R.N. said there were many HIV providers throughout the city that could be used as a space. S. Moletteri asked if the members were part of any groups that could be used as a recruitment space, such as Siloam. K.C. said Congreso and the Positive Women's Network. D. Law asked for suggestions to suit the people who go to those organizations.

S. Moletteri suggested making drafts to send to the members for feedback. J.S. said he would be willing to review the drafts and provide feedback. S. Moletteri said she would create different flyers and send them to the Poz Committee to see what would work best.

T. Dominique asked about the form factor the poster should take. A bigger poster could work well for the aging population, or multiple flyer sizes could serve different purposes. J.S. suggested a flyer with clear, direct language. He said he was more likely to notice and stop for a large, colorful flyer. K.C. suggested creating a flyer with pull tabs that have OHP's phone number. T. Dominique said the flyer may get lost if it was put in a setting with many other flyers. D. Law restated that Phase One could focus on HIV Providers, Phase Two could focus on Prevention Services, and Phase 3 could focus on the general population. K.C. suggested using pharmacies. D. Law said people may not feel comfortable disclosing themselves in a pharmacy setting.

S. Moletteri asked what flyers the members saw in their provider offices and what they were likely to interact with. J.S. said that simple posters caught his attention, noting that he once attended a support group meeting that had advertised with a simple poster. T. Dominique asked what the provider name was for the facility where the support group took place. J.S. said he wasn't sure because the meeting was not exactly what he was looking for, but they did have good marketing.

S. Moletteri asked if it would be beneficial for staff to go into a support group space to talk about HIPC. The members were unsure. K.C. said he didn't know who had support groups. T. Dominique said Silom, Cooper, and Bebashhi have support group programs. S. Moletteri

questioned if it was appropriate for OHP to go into those settings. R.N. felt it would be appropriate.

K. Trinh suggested including a flyer in the monthly newsletter. R.N. asked who received the newsletter. S. Moletteri said people who met OHP staff during tabling events would often sign up for the newsletter. Currently, there were over 400 people on the newsletter list. She noted that 30 people signed up for the newsletter at the Aging Symposium.

S. Moletteri said that at the HIV Education Summit, people signed up for the newsletter but didn't learn what HIPC did. S. Moletteri said using warm language such as "Welcome to" could be used.

K.C. asked about including HIPC information in MANNA grocery bags. T. Dominique said it wasn't impossible, and she had done it before with another organization. However, MANNA served more than just PWH. S. Moletteri asked if it had been successful. T. Dominique said it went both ways. She said they were trying to get 85 people and didn't know if they got those people from MANNA or a CAB. She said they had ads on Facebook that would get more engagement from 11:00 pm - 3:00 am since they were targeting people with depression.

S. Moletteri said Reddit could be useful to engage 18-24 year olds. S. Moletteri said people below 18 need a guardian to participate in the council, so it would be preferable to have members in the 18-25 age range rather than minors. J.S. suggested looking at colleges and chat boards. K.C. noted that TikTok could be a space for discussion. S. Moletteri said any social media platforms could be used.

S. Moletteri said getting younger people involved could take place online. J.S. suggested having good quality videos. T. Dominique showed a recent reel created by OHP staff.

S. Moletteri said OHP would send out flyers to the members as the next step.

~Allocations: Next Steps~

S. Moletteri said they would discuss what questions to ask Medical Case Managers to explore what they need to be more supported in their role.

Other Business:

None.

Announcements:

K. Wilson announced a Narcan training event on September 30th from 10:00 am-12:00 pm.

Adjournment:

S. Moletteri called for a motion to adjourn. **Motion:** J.S. motioned and R.N. seconded to adjourn the August 2026 Poz Committee meeting. **Motion passed:** All in favor. Meeting adjourned at 2:00 p.m.

Respectfully submitted,

Elizabeth Fischer, staff

Handouts distributed at the meeting:

- August 2026 Poz Committee Agenda
- June 2026 Poz Committee Meeting Minutes