

**HIV Integrated Planning Council
Finance Committee
Thursday, November 1, 2018
2-4pm**

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

Present: Keith Carter, Michael Cappuccilli, Mark Coleman, Alan Edelstein, Dave Gana, Joseph Roderick

Excused: Jeanette Murdock, Gail Thomas

Absent: None

Guests: Chris Chu (AACO), Ameenah McCann-Woods (AACO)

Staff: Mari Ross-Russell, Briana Morgan, Stephen Budhu

Call to Order: A. Edelstein called the meeting to order at 2:05pm. Those present then introduced themselves.

Approval of Agenda: A. Edelstein presented the agenda for approval. **Motion:** M. Coleman moved, D. Gana seconded to approve the agenda. **Motion Passed:** All in favor.

Approval of Minutes: A. Edelstein presented the minutes for approval. **Motion:** K. Carter moved, M Cappuccilli seconded to approve the minutes. **Motion Passed:** All in favor.

Report of Chair: No report.

Report of Staff: M. Ross-Russell stated the update to policy clarification number 16-02 is included in today's meeting packet. This will be discussed in greater detail during the meeting.

M. Ross-Russell informed the committee the new epidemiologic profile and the updated integrated plan are both available at www.hivphilly.org

Action Items:

- **Reallocation Request for Local Pharmaceutical Assistance Program (LPAP)**
A. McCann-Woods explained the Recipient has recognized a decreased utilization with corresponding expenditures for the local pharmaceutical assistance program (LPAP). She stated that, due to the decreased utilization, the Recipient has requested a decrease of \$140,000 from LPAP, which would result in a 28% decrease from the service category. She explained that Recipient is requesting the \$140,000 be reallocated into outpatient/ambulatory care. She noted that this would result in a 2.83% increase in outpatient/ambulatory care.

A. Edelstein asked A. McCann-Woods why the Recipient believed the \$140,000 could not be spent in the LPAP service category. A. McCann-Woods replied the reallocation request is based on projected expenditures. She stated that there has also been a change to the policy clarification (PCN) 16-02, and this reallocation request coincides with those changes.

M. Ross-Russell reviewed some of the changes to PCN 16-02. She stated the changes to PCN 16-02 are highlighted in the handout in today's meeting packet. She noted that most changes were related to language, but they may affect how services are funded going forward.

After brief review of the changes to PCN 16-02, A. Edelstein asked how to proceed if there were changes to the service provisions. M. Ross-Russell replied the Recipient would be notified if there were changes to the service provisions. A. Edelstein referenced the change in the housing policy. He stated that, according to the update, Ryan White Part A could not cover rental deposits. He asked how this change would affect the housing assistance that is offered by Ryan White. M. Ross-Russell replied that Ryan White can cover first and last months' rent, but it cannot cover the security deposit. She explained that this was because security deposits would be directly refunded to the renter. She added that first and last months' rent can be covered by the emergency financial assistance program.

Motion: M. Cappuccilli moved, D. Gana seconded to recommend the reallocation request to the Planning Council as stated by the Recipient. **Motion Passed:** All in favor.

Discussion Items:

None.

Old Business:

None.

New Business:

None.

Announcements:

None.

Adjournment: Motion: K. Carter moved, D. Gana seconded to adjourn the meeting at 2:22pm.
Motion Passed: All in favor.

Respectfully submitted by,

Stephen Budhu, staff

Handouts distributed at the meeting:

- Meeting Agenda
- Meeting Minutes
- OHP Calendar
- Reallocation Request
- PCN 16-02