
Philadelphia: HIV Integrated Planning Council
Meeting Minutes of
Thursday, April 20th, 2023
2:00 p.m. – 4:30 p.m.

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

Present: Allison Byrd, Debra D'alessandro, Jose Demarco, Keith Carter, Lupe Diaz (Co-chair), Alan Edelstein, David Gana, Gus Grannan, Pamela Gorman, Sharee Heaven (Co-chair), Gerry Keys, Loretta Matus, Shane Nieves, Clint Steib, Desiree Surplus, Adam Williams

Excused: Julie Hazard

Staff: Beth Celeste, Tiffany Dominique, Debbie Law, Sofia Moletteri, Mari Ross-Russell, Kevin Trinh

Call to Order: L. Diaz called the meeting to order at 2:06 p.m.

Introductions: L. Diaz skipped introductions.

Approval of Agenda:

L. Diaz referred to the April 2023 HIV Integrated Planning Council agenda and asked for a motion to approve. **Motion:** A. Williams motioned; K. Carter seconded to approve the March HIV Integrated Planning Council agenda via a Zoom poll. Motion passed: 13 in favor, 1 abstained. The April 2023 HIV Integrated Planning Council agenda were approved.

Report of Co-chairs:

None.

Report of Staff:

M. Ross-Russell said they would not review the minutes because of the turnaround of the meeting.

M. Ross-Russell said they received the final award last Friday. She thanked all the members for attending the meeting on short notice.

Action Item:

-Final Award for Allocation for upcoming Fiscal Year-

A. Edelstein said they learned the award amount on Friday, April 7th, 2023. He said the Finance Committee had met the day before and reviewed the decisions they had made in the summertime.

In the summertime, the Finance Committee created plans for every three regions. Each plan had a level scenario, a 5% increase scenario, and a 5% decrease scenario.

He said they had received the 2021 prevalence data from the State of PA. Dr. K. Brady reviewed the dataset and approved it. A. Edelstein said they were to use the data as a basis for their allocations process as dictated by the HIV Integrated Planning Council (HIPC) Bylaws.

A. Edelstein referred to the Decisions and Directives document. He said they had then selected a plan that would fit each region's situation based on the data. Looking at a draft of the final award allocations, he compared the 2019 allocations with the 2021 data. Philadelphia received 69.43% of the funds in 2019. That would be reduced to 66.923% in the current allocation. The PA counties received 17.59% of the allocation funds in 2019. Their allotment would be increased to 19.956%. The New Jersey counties received 12.98% of the funding in 2019. Their allotment had increased to 12.121% with the 2021 prevalence data. A. Edelstein said the overall final award had increased by 1.054551%. He went into further detail about how the 2021 prevalence data had changed each region's funding. Philadelphia would receive \$320, 371 less funding. The Pa counties would receive an increase of \$458, 562 in funding. The New Jersey counties would receive an increase of \$49, 175 in funding.

A. Edelstein reviewed the plans that they had chosen for each region. For the New Jersey counties, they had selected the level funding budget. They had reasoned that the budget increase was not substantial enough to choose a different plan. They had motioned that all service categories would be proportionally increased based on the additional \$80, 733 within the New Level Funding budget. Philadelphia's situation was similar to the 5% decrease scenario. A. Edelstein said they had chosen to decrease all service categories proportionally. A. Edelstein said they had chosen the 5% increase scenario for the PA counties. They would increase all funding categories by \$124, 703.

A. Edelstein referred to the Allocations spreadsheets. He reviewed the service categories for each region. He showed the council that the New Jersey counties would receive a proportional level budget for all categories. Then he examined the spreadsheet for the PA counties. He said the PA counties would receive a proportional increase for all services. Philadelphia would receive a proportional decrease in all service categories.

D. D'alessandro asked if the 14.9% figure at the bottom of the spreadsheet had indicated a 14.9% decrease in funding to the EMA. A. Edelstein said that was incorrect and that there had been an increase in the budget. She asked what the 14.9% had meant on the spreadsheet. A. Edelstein explained they were required by law to devote about 75% of their service funding to core services. The 14.9% referred to the percentage of service dollars forwarded to support services. Since 85% of service dollars had been allocated to core services, the budget had met the law requirements.

L. Diaz asked if they had to call for a vote for the Minority AIDS Initiative (MAI). A. Edelstein said that they would vote on the budget for the three regions and then vote on the MAI budget last. G. Grannan said they had already voted on the formula for calculating the allocations, and all they had to do was vote on the budget now that they had the dataset. A. Edelstein said they needed to vote on the budget so the recipient could proceed to create contracts with the various

organizations responsible for the services. A. Edelstein said this motion was from the Finance Committee, so they do not need to have a second for the motion.

Motion: A. Edelstein motioned to approve the budgets for the three regions: the level budget plan for New Jersey counties, the 5% increase budget plan for Pennsylvania counties, and the 5% decrease budget for Philadelphia county.

A. Edelstein: In Favor
L. Diaz: In Favor
D. D'alessandro: In Favor
L. Matus: In Favor
G. Grannan: In Favor
K. Carter: In Favor
A. Williams: In Favor
A. Byrd: In Favor
C. Steib: In Favor
D. Gana: In Favor
D. Surplus: In Favor
G. Keys: In Favor
J. Demarco: Abstained
P. Gorman: In Favor
S. Nieves: Abstained
S. Heaven: In Favor

Motion passed: 14 in favor and 2 abstained. The budgets for the three regions were approved. A. Edelstein referred to the MAI spreadsheet. He said the Congressional Black Caucus created the MAI. He said this was extra funding sent to places with high cases of HIV. A. Edelstein said MAI funded two categories. They were ambulatory care and case management. He reported that the MAI budget had decreased by 4.2936%. He said they generally chose to perform a proportional increase or decrease for the MAI budget.

Motion: A. Edelstein motioned to approve a proportional decrease budget for the Minority AIDS Initiative budget. A. Edelstein A. Williams A. Byrd

A. Edelstein: In Favor
L. Diaz: In Favor
D. D'alessandro: In Favor
L. Matus: In Favor
G. Grannan: In Favor
K. Carter: In Favor
A. Williams: In Favor
A. Byrd: In Favor
C. Steib: In Favor
D. Gana: In Favor
D. Surplus: In Favor
G. Keys: In Favor
J. Demarco: Abstained

P. Gorman: In Favor
S. Nieves: Abstained
S. Heaven: In Favor

Motion passed: 14 in favor and 2 abstained. The budget for the Minority AIDS Initiative was approved.

Committee Reports:

L. Diaz said they would skip the Committee Reports since the committees had not met. G. Grannan added that the Comprehensive Planning Committee (CPC) was to meet on the same day. He said there would not be a CPC meeting this month.

Other Business:

None.

Announcements:

J. Demarco said there was an HIV Aging and Thriving Symposium on May 23rd, 2023 at the DoubleTree Hotel in King of Prussia. D. D’Alessandro said the meeting would be in-person and virtual. She said J. Demarco and K. Carter, and the PA Health Department were helping organize the event. D. D’Alessandro said they were preparing a link to the event and would send it to the HIPC when ready.

S. Moleteri said the PA HPG would host a town hall on May 17th. She sent more information about the event to the HIPC members. She said this event would also be hosted at the DoubleTree Hotel. L. Diaz said members could use the 124 bus from 30th Street Station to reach the event location.

P. Gorman announced that Cooper in New Jersey had open positions for medical care coordinator and navigator specialist for outreach. She encouraged the HIPC members to apply.

Adjournment:

L. Diaz called for a motion to adjourn. **Motion: K. Carter motioned, and seconded to adjourn the March HIV Integrated Planning Council meeting. Motion passed: all in favor.** The meeting adjourned at 2:48 pm.

Respectfully submitted,

Kevin Trinh, staff

Handouts distributed at the meeting:

- April Emergency HIPC 2023 Meeting Agenda
- Allocations Spreadsheets(PDF)
- Decisions and Directives (PDF)