

MEETING AGENDA

HYBRID:

Thursday, July 2nd, 2026

2:00 p.m. – 4:00 p.m.

- ◆ Call to Order
- ◆ Welcome/Introductions
- ◆ Approval of Agenda
- ◆ Approval of Minutes (June 4th, 2026)
- ◆ Report of Co-Chairs
- ◆ Report of Staff
- ◆ Action Item
 - Monitoring the Administrative Mechanism
- ◆ Discussion Items
 - Final Spending
 - Overview of Allocations Process
- ◆ 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 on
August 6th, 2026 at 2:00 p.m. to 4:00 p.m.

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FINANCE COMMITTEE



HYBRID: Finance Committee

Meeting Minutes of

Thursday, June 4th, 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), S. DiBianca, H. Docmanov, J. Ealy, N. Johnson, M. Mabou, C. Nedev, P. Neumann, C. Rainey, S. Smith

Excused: A. Edelstein (Co-Chair)

Guests: Ameenah McCann-Woods (DHH)

Staff: Tiffany Dominique, Elizabeth Fischer, Debbie Law, Sofia Moletteri, Kevin Trinh, Kristin Wilson

Call to Order: K. Carter called the meeting to order at 2:06 p.m.

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

Approval of Agenda:

K. Carter referred to the June 2026 Finance Committee agenda and asked for a motion to approve. **Motion:** S. Smith motioned; S. DiBianca seconded to approve the June 2026 Finance Committee agenda. **Motion passed:** All in favor. The June 2026 agenda was approved.

Approval of Minutes (May 7th, 2026):

K. Carter referred to the May 2026 Finance Committee minutes. **Motion:** S. Smith motioned; H. Docmanov seconded to approve the May 2026 meeting minutes. **Motion passed:** All in favor. The May 2026 minutes were approved.

Report of Co-chairs:

None.

Report of Staff:

S. Moletteri said the New Member Orientation took place earlier in the day. It was well attended, and several new members subsequently joined the Finance Committee meeting afterward. Having finished hosting the Orientation, the Nominations Committee would continue reviewing new applicants, starting with the five applications they received. S. Moletteri said she welcomed any suggestions for future orientations.

T. Dominique thanked the OHP staff for facilitating the Orientation and the 16 new members who attended. She announced the Nominations Committee would not be meeting next week. Furthermore, there would be no committee meetings in July, since the month would be dedicated to the Allocations Process.

Action Items:

~2026/2027 Fiscal Year Budget Allocations: Final Award Amount~

S. Moletterri introduced the Action Item 2026/2027 Fiscal Year Budget Allocations: Final Award Amount. Looking at the Philadelphia Eligible Metropolitan Area Fiscal Year (EMA FY) 2026-2027 Allocation Worksheet for Philadelphia, T. Dominique reminded members that funding would be reallocated from Substance Abuse Treatment - Outpatient to Mental Health Therapy/Counseling following a HIPC conversation in December. T. Dominique explained that the orange-highlighted column of the budget was approved by the Finance committee last month. She explained that the yellow column was the budget that would be voted on during this meeting.

T. Dominique said there was a 3.2% budget cut. Per the recommendations of HIPC funding reductions for Philadelphia county included a \$75,000 decrease in Emergency Financial Assistance Pharmacy (EFA Pharma) funding. This amount was shifted to Medical Case Management (MCM). The other significant change was \$57,000 being moved from Substance Abuse Treatment - Outpatient to Mental Health Therapy/Counseling. T. Dominique said the remaining funding amounts were proportional reductions based on the Planning Council's allocation decisions from the previous year.

S. Moletterri clarified the structure of the budget. She said the first white column highlighted the original funding amount, the orange column highlighted the changes made last month, and the yellow column was the budget being voted on during this meeting. S. DiBianca asked if members would get a copy of the spreadsheet. S. Moletterri said that typically, the spreadsheet was not posted online because it can lead to confusion. She said in-person members were allowed a copy of the spreadsheets and distributed them to those in attendance.

S. Smith asked if the Finance Committee or HIPC made the final decision. T. Dominique clarified that the Finance Committee voted on the budget before forwarding it to HIPC. Then, HIPC had the final vote to approve or reject the budget. HIPC would have an emergency virtual meeting on June 18th at 11:00 AM to vote on the Final Allocation Budget.

T. Dominique said the approved budget was based on 2023 surveillance data because that was what HIPC approved in July/August of last year. K. Carter asked what the orange column represented. T. Dominique clarified that the orange column represented the funding approved last month, and the yellow column represented the 3.2% budget reduction that the committee will vote on at this meeting.

J. Ealy asked for clarification of how the funding was reduced throughout the budget. T. Dominique said it was a proportional reduction throughout all service categories. She said in the New Jersey Budget, there would be some held harmless service categories. K. Carter said it could be better to focus on just the Philadelphia budget before moving on to the other counties. T. Dominique confirmed that this budget was just for Philadelphia County. As a result of the December meeting, she said there were significant changes to Mental Health Therapy/Counseling and Substance Abuse Treatment - Outpatient since members voted to move \$57,000 from Substance Abuse to Mental Health upon receiving the final award. From the vote

last month, she said \$75,000 was moved from EFA Pharma to MCM. She said these changes were especially important when discussing the Minority AIDS Initiative (MAI) budget.

Motion: K. Carter called for a vote to forward the 5% Decrease Budget for Philadelphia County to the HIV Integrated Planning Council with the Finance Committee's recommendation for approval.

The committee voted on the motion.

K. Carter: In Favor
P. Neumann: In Favor
C. Nedev: In Favor
J. Ealy: In Favor
S. Smith: In Favor
C. Rainey: In Favor
M. Mabou: In Favor
S. DiBianca: In Favor
N. Johnson: In Favor
H. Docmanov: In Favor

Motion Passed: 10 in favor. The motion to forward the budget to the HIV Integrated Planning Council was passed.

K. Carter introduced the next budget. T. Dominique said the second budget was for the Pennsylvania (PA) counties. She said the PA County 5% Decrease Budget had a proportional reduction across all services. She stated the orange column highlighted what the committee voted on last month. She said the only significant change in this budget was \$75,000 moved from EFA Pharma into MCM.

S. Moletteri asked if the 3.2% reduction was made before or after the money was moved out of EFA Pharma. T. Dominique said she did the 3.2% reduction first, then she did the \$75,000. K. Carter asked for any questions. S. Moletteri presented the language for the PA Counties Budget.

Motion: K. Carter asked for a motion to forward the 5% Decrease Budget for PA Counties FY 2026/2027 to the HIV Integrated Planning Council with the Finance Committee's recommendation for approval. S. DiBianca motioned, C. Rainey seconded to approve the 5% Decrease Budget for the PA Counties for FY 2026/27.

The committee voted on the motion.

K. Carter: In Favor
P. Neumann: In Favor
C. Nedev: In Favor
J. Ealy: In Favor
S. Smith: In Favor
C. Rainey: In Favor

M. Mabou: In Favor
S. DiBianca: In Favor
N. Johnson: In Favor
H. Docmanov: In Favor

Motion Passed: 10 in favor. The motion to forward the 5% Decrease Budget for the PA Counties to the HIV Integrated Planning Council was passed.

Regarding the New Jersey Budget, T. Dominique said members voted last year to hold MCM and Transportation Services harmless if there was a 5%. She explained that holding a service harmless meant that the budget for these two services would remain the same while other service budgets were reduced by 3.2% proportionally to make up the difference.

S. Moletteri shared the exact language, “Working from the New Level Funding Budget, all funded service categories are to be proportionately decreased by the 3.2% decrease of \$24,358 except Medical Case Management Services and Transportation Services, which are to experience no reduction in dollars.”

Motion: K. Carter asked for a motion to approve. C. Nedev motioned, N. Johnson seconded to approve the 5% Decrease Budget for the NJ Counties for FY 2026/27.

The committee voted on the motion.

K. Carter: In Favor
P. Neumann: In Favor
C. Nedev: In Favor
J. Ealy: In Favor
S. Smith: In Favor
C. Rainey: In Favor
M. Mabou: In Favor
S. DiBianca: In Favor
N. Johnson: In Favor
H. Docmanov: In Favor

Motion Passed: 10 in favor. The motion to approve the 5% Decrease Budget for the New Jersey Counties was approved.

T. Dominique said the Systemwide budget was already formulated based on the numbers that HIPC approved in the service categories. She said there was a proportional decrease across the service categories. She said this budget showed the total funding across all three regions was \$17,480,631. C. Nedev asked how long there has been 0% funding in some categories and asked if there were plans to add funding to them. T. Dominique explained that over time, HIPC has made decisions about what was funded. She explained that there had only been level funding or reductions, so any services that we want to start funding would take money away from an already funded service. To fund a new service, they had to have compelling evidence to justify their decision. She said they also look at other funding streams when considering how much we

allocate. T. Dominique said if funding new service categories, be aware that typically they had underspending in their first year due to factors like RFP, hiring, and training. The second year would be a more accurate reflection of the spending.

K. Carter asked for clarification on what percentages must go into core services and support services. T. Dominique said 75% must be in the core categories, and at most 25% can go into support services. To exceed or fall below those percentages, HRSA needed a special request. S. Moletteri added that the percentage was EMA-wide, not regional. C. Nedev asked why the 0% was listed despite not being funded. T. Dominique responded that the services stay on the budget as a reminder that they still can be funded. T. Dominique said that at the Show Me the Spreadsheet event, there was discussion about funding childcare and the process to fund a service that currently had no funding. S. Moletteri said that in Priority Settings, HIPC looks at every single service, whether it was funded at the time or not. She said Priority Settings were a resource for Allocations, but it didn't directly influence the Allocations Process.

K. Carter asked if the group had to approve other MAI budgets. T. Dominique said yes. S. Moletteri asked if the group wanted to vote on the MAI and System-Wide budget together. K. Carter said it may be helpful for new members to vote on the budgets independently. Members in the room said they'd prefer to vote on the budgets together.

C. Nedev asked if MAI was a 3.2% reduction across all categories. S. Moletteri responded yes.

T. Dominique said MAI had a \$60,000 cut. She proportionately reduced Ambulatory Care and Medical Case Management. T. Dominique said the MAI funding was allocated through the Congressional Black Caucus and the Congressional Hispanic Caucus specifically for racial minorities. She said in the Philadelphia EMA, the funding was going towards Ambulatory Care and Medical Case Management to providers that serve those populations.

T. Dominique reviewed the MAI budget. She said the service funding was \$1,557,940. She said the service funding plus the grand administration and Quality Management (QM) brought the total to approximately \$1,700,000. She said the council approved \$20,923,954 on the System-Wide budget last month. With the reduction, she said the total was now \$20,669,433, which included the Grant Administration, QM, and the Referral for Healthcare and Supportive Services. T. Dominique said the Grant Administration cannot exceed 10%, and the QM cannot exceed 5% of the total budget. She said the funding for Referral for Healthcare and Supportive Services was spread across the entire EMA. S. Moletteri said the service funding was allocated last. C. Rainey said she experienced some of the cuts made in the past year and was heartbroken to see the impact on the budget.

Motion: K. Carter asked for a motion. C. Rainey motioned, C. Nedev seconded to forward the 5% Decrease MAI and System-Wide Budget for FY 2026/27 to the HIV Integrated Planning Council with the Finance Committee's recommendation for approval.

The committee voted on the motion.

K. Carter: In Favor

P. Neumann: In Favor
C. Nedev: In Favor
S. Smith: In Favor
C. Rainey: In Favor
M. Mabou: In Favor
S. DiBianca: In Favor
N. Johnson: In Favor
H. Docmanov: In Favor

Motion Passed: 9 in favor. The motion to forward the 5% Decrease MAI and System-Wide Budget for FY 2026/27 to the HIV Integrated Planning Council was passed.

T. Dominique said the budgets approved in this meeting would be the level funding budget used during Allocations. S. Moletteri said these budgets were now the old level funding budget, and the new level funding budget would be made during Allocations.

Other Business:

None.

Announcements:

C. Rainey asked when the Emergency HIPC meeting was taking place. T. Dominique replied that the HIPC meeting was fully virtual on June 18th at 11:00 AM. She said the main goals during that meeting would be to approve the budgets voted on during this meeting and the Priority Settings. She said if they did not reach concurrence for the three Integrated Plans at their next HIPC meeting on June 11th, and there would be a new vote for concurrence during the Emergency HIPC meeting. C. Rainey asked what meeting was taking place on June 11th. T. Dominique said it was the normal HIPC meeting on June 11th. C. Rainey asked if the office was closed for Juneteenth, which T. Dominique confirmed was correct.

K. Carter asked when the HIV Education Summit was taking place. T. Dominique said the HIV Education Summit was taking place at the Convention Center on June 12th. She said OHP would be tabling at the HIV Education Summit and at the Black Men's Wellness Event at Temple University from 7:00 am - 3:00 pm on June 6th. K. Carter said A. Scruggs, a HIPC member, would be recognized at the HIV Education Summit and encouraged everyone to attend.

Adjournment:

K. Carter called for a motion to adjourn. **Motion: C. Rainey motioned; H. Docmanov seconded to adjourn the June 2026 Finance Committee meeting. Motion passed: All in favor.** The meeting was adjourned at 3:03 p.m.

Respectfully submitted,

Elizabeth Fischer, staff

Handouts distributed at the meeting:

- June 2026 Finance Committee agenda

- May 2026 Finance Committee Meeting Minutes
- Philadelphia EMA DRAFT FY2026-2027 Allocation Worksheets for Philadelphia

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