

VIRTUAL: Nominations Committee
Meeting Minutes of
Thursday, September 25th, 2023
1:30 p.m. – 3:30 p.m.

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

Present: Juan Baez (Co-chair), Lupe Diaz, S. Heaven, Shane Nieves

Staff: Beth Celeste, Tiffany Dominique, Debbie Law, Sofia Moletteri, Kevin Trinh

Excused: Michael Cappuccilli (Co-chair)

Call to Order: J. Baez called the meeting to order at 1:40 p.m.

Introductions: J. Baez skipped introductions.

Quorum:

Motion: L. Diaz motion; J. Baez seconded to review the applications with four members of the panel. **Motion passed:** all in favor. The motion to form the quorum was approved.

Action Items:

-Open Nominations Process-

J. Baez stated that they would be reviewing applicants #98, #100, and #101. L. Diaz mentioned that she did not score applicant #101. S. Moletteri added that the applicant had submitted their application last night so it was not emailed for review. They would have to score it today, in person.

The committee proceeded to review applicant #98. The applicant had previously worked at St. Christopher's Hospital for Children. S. Moletteri mentioned that the applicant also worked as a pre-exposure prophylaxis (PrEP) navigator at the Children's Hospital of Philadelphia. L. Diaz speculated that the applicant might be a contract worker. J. Baez asked if being a contract worker posed any issues. L. Diaz disclosed that she was a contract worker for the organization she represented and didn't see it as a problem. She felt the applicant didn't necessarily represent the agency they were working for, as they were associated with multiple agencies. She pointed out that this would be the third person to represent St. Christopher's Hospital. S. Moletteri noted that the applicant didn't list St. Christopher's Hospital as their main organization; instead, they listed their own organization as their primary one. J. Baez didn't see the organization as a barrier. L. Diaz praised the applicant's resume and mentioned that she had scored the applicant 14 out of 16. S. Nieves and J. Baez said they had similar scores for the applicant. D. Law asked for S. Nieves and J. Baez's scores for the record. J. Baez scored the applicant 3, 4, 3, 4. S. Nieves scored the applicant 3, 4, 3, 4. S. Heaven mentioned she had scored the applicant a 12 out of 16. The committee approved applicant #98.

Applicant #100 was the next application to be reviewed. S. Heaven noted that applicant #100 had a strong narrative. J. Baez mentioned that the applicant was also an unaligned consumer. D. Law added that the applicant seemed motivated because they had contacted the Office of HIV

Planning. L. Diaz observed that the applicant had answered most of the questions, which was not common among applicants. D. Law explained that she had helped the applicant answer the questions. D. Law also mentioned that the applicant was a representative of New Jersey. T. Dominique asked why they would be a representative of New Jersey. D. Law clarified that the applicant represented New Jersey clients at their organization. L. Diaz explained that the applicant was counted as a representative of New Jersey because they were also a consumer. J. Baez added that the organization the applicant represented, the AIDS Healthcare Foundation, was not funded by Ryan White Part A, so they would be considered an unaligned consumer. S. Nieves scored the applicant 4, 4, 4, 4. J. Baez scored the applicant 4, 3, 4, 4. S. Heaven said she and L. Diaz had similar scores to J. Baez. The committee voted to approve applicant #100.

The committee then proceeded to review applicant #101. L. Diaz asked which organization the applicant represented. J. Baez mentioned that the applicant represented Action Wellness. J. Baez inquired if they already had someone on HIPC who represented Action Wellness. L. Diaz replied that they were reaching out to Action Wellness because they needed a representative from that organization. L. Diaz scored the applicant 4, 4, 4, 4. S. Nieves scored the applicant 4, 4, 3, 4. J. Baez scored the applicant 4, 3, 4, 4. Applicant #101 had an average score of 14.75. The committee voted to approve applicant #101. If all applications were accepted by the Mayor's Office, they would have a total of 42 members.

Adjournment:

The meeting was adjourned at 2:07 p.m.

Respectfully submitted,

Kevin Trinh, staff

Handouts distributed at the meeting:

- Blank Scoresheet
- Applicants #98, #100, #101