

Philadelphia EMA HIV Integrated Planning Council
VIRTUAL: Finance Committee
Meeting Minutes of
Wednesday, April 22, 2020
2:00 p.m. – 4:00 p.m.

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

Present: Daniel Angelis, Michael Cappuccilli, Keith Carter, Sharona Clarke, Alan Edelstein (Co-Chair), David Gana (Co-Chair)

Guests: Ameenah McCann-Woods (AACO)

Staff: Nicole Johns, Mari Ross-Russell, Sofia Moletteri

Call to Order and Introductions: M. Ross-Russell asked if everyone had received the meeting packet and spreadsheets via email. All participants had received the documents. M. Ross-Russell asked there were any questions about the information sent out via email. There were no questions. A. Edelstein called the meeting to order at 2:04 p.m.

Approval of Agenda:

A. Edelstein called for an approval of the April 22, 2020 Finance Committee Agenda. **Motion:** M. Cappuccilli motioned, K. Carter seconded to approve the agenda as presented. Motion passed: general consensus via Zoom poll.

Approval of Minutes (February 6, 2020):

A. Edelstein called for an approval of the February 6, 2020 Finance Committee meeting minutes. **Motion:** K. Carter motioned, M. Cappuccilli seconded to approve February 6, 2020 meeting minutes. Motion passed: general consensus via Zoom poll.

Report of Co-Chairs:

No report.

Report of Staff:

No report.

Action Items:

—FY2020 Allocations—

M. Ross-Russell said that as part of the discussion, she sent out an overview of where they are in the process. The City of Philadelphia EMA received a \$4,046,386 decrease in funds, or a 2.145% decrease. Because of this decrease, M. Ross-Russell drafted the allocations sheet as represented by HIPC's 5% decrease plan.

She explained that the MAI increase of 1.265% would be voted on separately with the EMA-Wide award. M. Ross-Russell noted that Finance meeting packet included HIPC's decisions for the level funding budget, 5% increase budget, and 5% decrease budget for New Jersey, Pennsylvania, and Philadelphia.

Beginning the PA counties decisions, M. Ross-Russell said that the PA counties chose to offset the 5% decrease with funding from EFA-Pharma. A 5% decrease would be \$108,000, but PA counties only had a reduction of \$54,560 (2.145%). Therefore, the whole reduction of \$54,560 came out of EFA-Pharma and all other services categories remained at the level funding budget.

A. Edelstein asked if the committee wanted to vote on each county budget separately or together. D. Gana suggested voting separately.

Motion: M. Cappuccilli motioned to bring HIPC's proposed 5% decrease budget to represent the PA Counties' 2.145% decrease to the full Planning Body as recommended by the Finance Committee, D. Gana seconded.

Vote:

D. Angelis- yay
M. Cappuccilli- yay
K. Carter- yay
S. Clarke- yay
A. Edelstein- absention
D. Gana- abstention

Motion passed to recommend the PA County 5% decrease budget to the full Planning Body: 4 in favor, 2 abstaining, 0 against

M. Ross-Russell explained that for HIPC's 5% decrease budget for NJ counties, transportation remain at the level funding budget and all other funded service categories would be proportionally decreased. This meant that transportation stayed at \$163,809 and all service categories were proportionately decreased by \$30,369.

Motion: M. Cappuccilli motioned to bring HIPC's proposed 5% decrease budget to represent the NJ Counties' 2.145% decrease to the full Planning Body as recommended by the Finance Committee, D. Gana seconded.

Vote:

D. Angelis- yay
M. Cappuccilli- yay
K. Carter- yay
S. Clarke- yay
A. Edelstein- absention
D. Gana- abstention

Motion passed to recommend the NJ County 5% decrease budget to the full Planning Body: 4 in favor, 2 abstaining, 0 against

M. Ross-Russell explained that as part of HIPC's decision for Philadelphia's 5% decrease, \$228,500 would be taken out of EFA-Pharma and the remaining funded service categories would be proportionately decreased. After reducing EFA-Pharma by \$228,500, all other funded service

categories were proportionately decreased by the remaining \$63,624. This meant EFA-Pharma funding went from \$550,070 to \$321,570.

Motion: M. Cappuccilli motioned to bring HIPC's proposed 5% decrease budget to represent the Philadelphia 2.145% decrease to the full Planning Body as recommended by the Finance Committee, K. Cater seconded.

Motion passed to recommend the Philadelphia 5% decrease budget to the full Planning Body:
4 in favor, 2 abstaining, 0 against

M. Ross-Russell directed the committee's attention to the MAI and System-Wide expenses. A. Edelstein asked if these would be voted on separately or together. M. Ross-Russell explained that they can be voted on together since the spreadsheet is collapsed.

M. Ross-Russell explained that there was a shift to take out \$81,202 out of Information and Referral and move it to Referral for Health Care and Support Services (Systemwide). She explained that the first column represented the Systemwide level funding budget without the 81,202, and the second column represented the level funding budget after the shift. The total change of Referral for Health Care and Support Services was \$544,325 to \$625,527. The Systemwide decrease of 2.145% was a total of \$376,556 in service dollars and an overall shift \$446,387 coming out of Systemwide expenses.

The next Finance Committee vote would consider increase in MAI funding of approximately \$25,000 (\$24,900). A portion of the increase went into service dollars using a proportional increase, and another portion went into Systemwide for Quality Management and Grantee Administration.

A. Edelstein clarified that the committee would need to approve the red column (2.145% decrease) budget for SystemWide and the green column for the MAI (1.265% increase).

Motion: M. Cappuccilli motioned to bring the 2.145% Systemwide decrease budget (as represented by the red column) and the 1.265% MAI increase budget (as represented by the green column) to the full Planning Body as recommended by the Finance Committee, S. Clarke seconded.

Vote:

D. Angelis- yay
M. Cappuccilli- yay
K. Carter- yay
S. Clarke- yay
A. Edelstein- abstention
D. Gana- abstention

Motion passed to recommend the the Systemwide and MAI budget to the Planning Body:
4 in favor, 2 abstaining, 0 against

A. Edelstein said that at the next HIPC meeting, the Finance Committee would bring the budgets to HIPC with a recommendation from the Finance Committee to approve the combined plans.

New Business:

M. Ross-Russell explained that there was new information from the City of Philadelphia regarding COVID-19 funding. She explained that the City of Philadelphia received \$1,000,000 in COVID-19 dollars specifically for HIV services. The \$1,000,000 does not require approval from HIPC, but the City wanted to keep transparency with HIPC and the public.

The City of Philadelphia was planning on distributing the COVID-19 funds in the same way as HIPC does for allocations: 71.179% of funds to Philadelphia, 16.142% of funds to PA counties, and 12.679% of funds to NJ counties.

She noted that the COVID-19 money would directly help with preventing COVID-19 infections, preparing individuals and keeping them safe, and responding to currently infected individuals. The dollars would be used in a similar way to RWHAP dollars in that they are for individuals known to be HIV positive. A. Edelstein asked how it was going to be implemented, and M. Ross-Russell said that the City of Philadelphia had already received the money on April 15th, 2020. They backbilled to January 20th, 2020 and are currently working on a plan to be completed by May 15th, 2020. M. Ross-Russell clarified that the COVID-19 funds are separate from Ryan White funds. She noted that the \$1,000,000 was among the 500 grants given out nationally to all Ryan White Parts.

S. Clarke asked if the funding would only be for individuals receiving funding through Ryan White. M. Ross-Russell said that it would likely go to service providers with Ryan White grants since an RFP would be a difficult process for the short timeframe.

M. Ross-Russell continued to explain that there was a copy of the webinar on HRSA's website regarding the COVID-19 funds. A. Edelstein asked if there would be a city representative to present to HIPC about how the city would implement the process. M. Ross-Russell responded that this was likely. M. Ross-Russell said that she would get more information from HRSA's website about how the funding is to be distributed.

Old Business:

None.

Announcements:

N. Johns reminded everyone that they must register for the Zoom call for the upcoming HIPC meeting. She said anyone could contact the office if they could not access the link. She announced that there would also be a training about social determinants for people at risk for HIV.

Adjournment:

A. Edelstein asked for a motion to adjourn. **Motion:** K. Carter motioned, M. Cappuccilli seconded. **Motion passed:** general consensus. Meeting adjourned at 2:42 PM.

Respectfully submitted:

Sofia M. Moletteri, staff

Materials provided at meeting:

- April 2020 Finance Committee Meeting Agenda
- February 2020 Finance Committee Meeting Minutes
- Budget plans for NJ, PA, and Philadelphia
- PA Counties FY2020-2021 Allocation Examples
- Philadelphia FY2020-2021 Allocation Examples
- NJ Counties FY2020-2021 Allocation Examples
- PA Counties FY2020-2021 Allocation Examples
- Philadelphia EMA FY2020-2021 Allocation Examples
- Systemwide and EMA FY2020-2021 Allocation Examples

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