

**HIV Integrated Planning Council
Meeting Minutes of
Thursday, April 23, 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, Susan Arrighy, Juan Baez, Allison Byrd, Michael Cappuccilli, Keith Carter, Sharona Clarke, Lupe Diaz (Co-Chair), Alan Edelstein, Roberta Gallaway, Dave Gana, Pamela Gorman, Sharee Heaven (Co-Chair), Gerry Keys, Kailah King-Collins, Dena Lewis-Salley, Marilyn Martinez, Loretta Matus, Kenya Moussa, Jeanette Murdock, Nhakia Outland, Erica Rand, Samuel Romero, Clint Steib, C. Terrell, Gail Thomas, Zsofia Szep

Absent: Timothy Benston, Sade Benton, Janielle Bryan, Mark Coleman, Evette Colon-Street, Janice Horan, Richard LaBoy, Brian Langley, Joseph Roderick, Gail Thomas, Steven Zick

Excused: Gus Grannan, Tyrell Mann-Barnes, Sarah Nash, Gloria Taylor

Guests: Ameenah McCann-Woods (AACO), Javontae Williams (AACO)

Staff: Beth Celeste, Debbie Law, Nicole Johns, Mari Ross-Russell, Sofia Moletteri

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

Introduction: N. Johns presented two questions on Zoom for people to answer in the chat to serve as the introductions.

Approval of Agenda:

L. Diaz referred to the April 2020 HIPC agenda S. Moletteri distributed via email. **Motion:** N. Johns asked for approval of the April 2020 Planning Council agenda via a Zoom poll for approval. **Motion passed:** The agenda was approved by general consensus: 88% approved, 12% abstaining.

Approval of Minutes (April 06, 2020)

L. Diaz referred to the April 6, 2020 HIPC minutes S. Moletteri distributed via email. **Motion:** N. Johns presented the April 2020 meeting minutes via a Zoom poll for approval. **Motion passed:** The April 6, 2020 minutes were approved by general consensus: 65% approved, 35% abstaining.

Report of Co-Chairs:

— CARES COVID-19 Funds —

C. Terrell noted that the CARES Act document had been distributed to HIPC. Congress approved funding for the COVID-19 response with some of the funds going to Ryan White programs, including \$1 million for Ryan White Part A within the Philadelphia EMA. The state of Pennsylvania also received funds for Part B. In the EMA, the funds will be used for rent, food insecurity, and support and isolation in quarantine for folks experiencing homelessness. The

funds were especially important for people laid off or furloughed from their jobs due to COVID-19. AACO was also working with HOPWA and other services within the City of Philadelphia to identify where the money is most needed. They would also relax EFA (Emergency Financial Assistance) guidelines for individuals, while keeping open communication with the state to see what type of funding they would receive.

AACO would likely allocate funding based on RWHAP funding allocations throughout the EMA. They would have a year to spend the money, and access would be through medical providers and MCMs as well as the Client Services Unit from AACO.

C. Terrell reminded everyone that if they were experiencing issues with receiving services, they should call the Client Services Unit number (215-985-2437) at AACO. An audience member in the chat feature of Zoom asked if those receiving HOPWA funds would be able to receive the COVID-19 funds as well. C. Terrell explained that the different programs have differing regulations, but the goal was to remain as flexible as possible.

G. Grannan asked if some of the funding was to be used to aid in the process for those released from prison. C. Terrell asked G. Grannan to get in touch with him to discuss possible strategies.

Report of Staff:

N. Johns reported that OHP would be hosting an online training tomorrow, April 24th, on Social Determinants and HIV. If anyone wanted to participate, the information for the training was on Facebook and you can email her for the information as well.

Public Comment:

None.

Action Items:

—FY2020 Allocations—

A. Edelstein introduced himself as the co-chair of the Finance Committee. The subcommittee held a meeting yesterday, April 22nd, after receiving information on the final award amount for the Philadelphia EMA for FY2020 (the current year). They also reviewed budgets of the allocation plans from last year and voted on the proposed plans. The Finance Committee was bringing forth the plans with a recommendation for approval.

A. Edelstein directed everyone to the information within the packets distributed via email about the budgets. A. Edelstein skipped to the third paragraph of the first sheet in the packet regarding allocations. This paragraph explained where they currently were in the allocations process and started with “[t]he last step occurs once the final award has been received...”. A. Edelstein noted that there was a 2.145% decrease from the prior year’s Part A award. The information that the Finance Committee was providing were all part of decisions made in the summer of 2019 for regional allocations plans.

A. Edelstein continued to explain that the Planning Council would also be looking at the MAI award which would be voted on alongside the EMA-Wide award. He would review all three

regions based on the overall decrease of 2.145%. He explained that the current budget decrease was closest to the 5% decrease budget, and they would be using the 5% decrease plan for all three regions.

He asked everyone to review the 5% decrease budget plan for NJ Counties. M. Ross-Russell said that she would now project the spreadsheets for each other the regional allocations on the shared screen for Zoom. A. Edelstein noted that for NJ Counties, the 5% decrease plan called for transportation to be held at the level funding budget plan and the remaining categories be proportionately decreased by the budget decrease of \$30,369. When reviewing the spreadsheet for NJ Counties, he asked the group to look at the third column from left to right titled “2017 PLWH % 12.679% NJ Counties FY 2020/2021 -5% Allocations.” He noted that the column represented the 5% decrease scenario that was explained. He asked if there were any questions.

A. Edelstein reviewed the PA Counties budget. He explained that the 5% decrease budget plan for PA Counties had been that \$108,000 would be removed from EFA-Pharma and all other services would be proportionately reduced for the remaining budget decrease. He directed everyone’s attention to the PA Counties spreadsheet third column. He noted that the entire reduction of \$54,560 was taken from EFA-Pharma, and the remaining categories stayed at 2019/2020 funding levels. A. Edelstein asked if anyone had questions.

A. Edelstein moved onto the Philadelphia 5% decrease budget. The 5% decrease budget would remove \$228,500 from EFA-Pharma, offsetting the overall 5% decrease, and the remaining decrease would have their funding reduced proportionately. On the third column in the spreadsheets, it was shown that EFA-Pharma was reduced by \$228,500 and the remaining categories were proportionally decreased by the remaining \$60,625 of the 2.145% decrease. A. Edelstein asked if there were any questions.

A. Edelstein suggested that the Finance Committee combine all three 5% decrease plans into one motion to avoid complications over Zoom.

Motion: A. Edelstein called for a vote on the three regional 5% decrease budgets to represent the 2.145% decrease as recommended by the Finance Committee.

<u>D. Angelis:</u>	yay
<u>S. Arrighy:</u>	yay
<u>J. Baez:</u>	not present
<u>T. Benston:</u>	not present
<u>S. Benton:</u>	not present
<u>J. Bryan:</u>	not present
<u>A. Byrd:</u>	not present
<u>M. Cappuccilli:</u>	yay
<u>K. Carter:</u>	yay
<u>S. Clarke:</u>	yay
<u>M. Coleman:</u>	not present
<u>E. Colon-Street:</u>	not present
<u>L. Diaz:</u>	abstaining

<u>A. Edelstein:</u>	<u>yay</u>
<u>R. Gallaway:</u>	<u>yay</u>
<u>D. Gana:</u>	<u>yay</u>
<u>P. Gorman:</u>	<u>yay</u>
<u>G. Grannan:</u>	<u>yay</u>
<u>S. Heaven:</u>	<u>abstaining</u>
<u>J. Horan:</u>	<u>not present</u>
<u>G. Keys:</u>	<u>yay</u>
<u>K. King-Collins:</u>	<u>yay</u>
<u>R. LaBoy:</u>	<u>not present</u>
<u>B. Langley:</u>	<u>not present</u>
<u>D. Lewis-Salley:</u>	<u>not present</u>
<u>T. Mann-Barnes:</u>	<u>not present</u>
<u>M. Martinez:</u>	<u>yay</u>
<u>L. Matus:</u>	<u>yay</u>
<u>K. Moussa:</u>	<u>not present</u>
<u>J. Murdock:</u>	<u>not present</u>
<u>S. Nash:</u>	<u>not present</u>
<u>N. Outland:</u>	<u>not present</u>
<u>E. Rand:</u>	<u>yay</u>
<u>J. Roderick:</u>	<u>not present</u>
<u>S. Romero:</u>	<u>not present</u>
<u>C. Steib:</u>	<u>yay</u>
<u>G. Taylor:</u>	<u>not present</u>
<u>C. Terrell:</u>	<u>abstaining</u>
<u>G. Thomas:</u>	<u>not present</u>
<u>S. Zick:</u>	<u>not present</u>
<u>Z. Szep:</u>	<u>yay</u>

Motion passed: The 5% decrease budget for all three counties was passed by majority rules and based on quorum: 17 in favor, 3 abstaining, 0 opposed.

M. Ross-Russell said that for MAI, the Planning Council budget is in the SystemWide budget. MAI allocations are based on a proportional increase or decrease unless it is otherwise requested. For service categories under MAI, there was a \$25,000 increase. After administration funds were taken out, that amount was added to two categories: Case Management and Ambulatory Outpatient Care. Voting on the SystemWide budget would be to approve the HIPC support budget which decreased slightly. Overall, total Part A funding was decreased by \$446,387.

M. Ross-Russell added that when viewing the Philadelphia EMA FY 2020-2021 Allocation Examples spreadsheets, MAI was at the far right column in green and SystemWide was at the bottom. Additionally, the last page in the packet further broke down the SystemWide budget. M. Ross-Russell explained that they would be voting to approve MAI with a slight increase and the Planning Council support budget. A. Edelstein asked if these were reflected in the green column.

M. Ross-Russell said that MAI was reflected in the green column, but HIPC was reflected in the red column, having decreased from \$499,921 to \$489,196.

A. Edelstein reiterated that they were looking at approving the SystemWide decrease reflected in red column and approval of the MAI budget reflected in green column. SystemWide and MAI, he noted, were reviewed yesterday by the Finance Committee with a recommendation to approve both of these.

Motion: A. Edelstein called for a vote to approve the SystemWide budget and MAI budget as recommended by the Finance Committee.

<u>D. Angelis:</u>	<u>yay</u>
<u>S. Arrighy:</u>	<u>not present</u>
<u>J. Baez:</u>	<u>not present</u>
<u>T. Benston:</u>	<u>not present</u>
<u>S. Benton:</u>	<u>not present</u>
<u>J. Bryan:</u>	<u>not present</u>
<u>A. Byrd:</u>	<u>not present</u>
<u>M. Cappuccilli:</u>	<u>yay</u>
<u>K. Carter:</u>	<u>yay</u>
<u>S. Clarke:</u>	<u>yay</u>
<u>M. Coleman:</u>	<u>not present</u>
<u>E. Colon-Street:</u>	<u>not present</u>
<u>L. Diaz:</u>	<u>abstaining</u>
<u>A. Edelstein:</u>	<u>yay</u>
<u>R. Gallaway:</u>	<u>yay</u>
<u>D. Gana:</u>	<u>yay</u>
<u>P. Gorman:</u>	<u>not present</u>
<u>G. Grannan:</u>	<u>yay</u>
<u>S. Heaven:</u>	<u>abstain</u>
<u>J. Horan:</u>	<u>not present</u>
<u>G. Keys:</u>	<u>yay</u>
<u>K. King-Collins:</u>	<u>yay</u>
<u>R. LaBoy:</u>	<u>not present</u>
<u>B. Langley:</u>	<u>not present</u>
<u>D. Lewis-Salley:</u>	<u>not present</u>
<u>T. Mann-Barnes:</u>	<u>not present</u>
<u>M. Martinez:</u>	<u>yay</u>
<u>L. Matus:</u>	<u>yay</u>
<u>K. Moussa:</u>	<u>not present</u>
<u>J. Murdock:</u>	<u>not present</u>
<u>S. Nash:</u>	<u>not present</u>
<u>N. Outland:</u>	<u>not present</u>
<u>E. Rand:</u>	<u>yay</u>
<u>J. Roderick:</u>	<u>not present</u>
<u>S. Romero:</u>	<u>not present</u>

C. Steib: _____ yay
G. Taylor: _____ not present
C. Terrell: _____ abstaining
G. Thomas: _____ not present
S. Zick: _____ not present
Z. Szep: _____ not present

Motion passed: The SystemWide budget and MAI budget were passed by majority rules and based on quorum: 14 in favor, 3 abstaining, 0 against.

A. Edelstein said that concluded the votes.

Committee Reports:

—Executive Committee—

No report.

—Finance Committee—

No report.

—Nominations Committee—

No report.

—Positive Committee—

N. Johns reported that the Positive Committee had not officially met, but they are having informal check-ins. She asked other Positive Committee members to let her know if they wanted more information.

—Comprehensive Planning Committee—

No report.

—Prevention Committee—

No report.

Old Business:

None.

New Business:

None.

Announcements:

N. Johns announced that OHP created a collection of resources about COVID-19 and HIV. It was an active document, and she would distribute it to everyone in the meeting today. She asked that people let OHP know if they have any additional resources.

S. Heaven announced that there were waivers for HOPWA which was allowing virtual inspections to take place. HOPWA was receiving a checklist of different things to look for within units during the virtual inspections. Though HUD already has waivers, HOPWA was ensuring that they would not miss anything. She added that the inspections could also be done by the client taking pictures of the unit as well. Once the stay at home order is lifted, she explained, the providers would do an on-site inspection within 30-60 days of the order being lifted.

S. Heaven added that with the CARES money, Philadelphia also received money for HOPWA. They were still reviewing how they could most effectively allocate the money and would keep their process transparent.

L. Matus announced that anyone who needs ASL translation could have it virtually provided to support clients, MCMs, and others coordinating services. She noted that Congreso was doing this for RW providers in any language, especially ASL.

Adjournment:

L. Diaz called for a motion to adjourn. **Motion: C. Steib motioned, L. Matus seconded to adjourn the April 23, 2020 HIPC meeting. Motion passed: Meeting adjourned at 2:55 PM.**

Respectfully submitted,

Sofia Moletteri, staff

Handouts distributed at the meeting:

- April 23, 2020 HIPC Meeting Agenda
- April 6, 2020 HIPC Meeting Minutes
- Narratives for 3 Counties: Budgets and Directives
- PA Counties FY2020-2021 Allocation Examples
- Philadelphia FY2020-2021 Allocation Examples
- NJ Counties FY2020-2021 Allocation Examples
- Philadelphia EMA FY2020-2021 Allocation Examples
- SystemWide Budget Breakdown