
VIRTUAL: Nominations Committee

Meeting Minutes of

Thursday, April 17th, 2024

12:00 p.m. – 2:00 p.m.

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

Present: Keith Carter, Lupe Diaz, Michael Cappuccilli, Shane Nieves, Clint Steib, Desiree Surplus

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

Call to Order: M. Cappuccilli called the meeting to order at 12:25 p.m.

Introductions: M. Cappuccilli skipped introductions.

Report of Co-chairs:

None.

Report of Staff:

S. Moletteri reported that in the upcoming HIPC meeting, they would be voting on the materials that the Nominations Committee had been working on and reviewing.

Discussion Items:

-Applicant Review-

D. Law said they currently had 41 members in HIPC with 5 members whose terms were expiring. Of the 5 members whose terms were expiring, she only received 3 reapplicants. D. Law said that to move forward with the application review, they would need to express that they wanted to move on without a quorum because they only had 5 members present at the moment instead of the 6 members needed.

Motion: L. Diaz motioned; M. Cappuccilli seconded to move forward with the application review without a quorum. **Motion passed: all in favor.** The review would move forward with the application review without a quorum.

D. Law said there were 8 applications in total that she had received. One application was withdrawn and the review panel was to vote on the remaining 7 applications.

L. Diaz remembered discussing Applicant 108 at the last Nominations Committee meeting. Applicant 108 had said they had not been attending the meetings because they felt they did not have anything to contribute. S. Nieves had reached out to the applicant and convinced them to continue attending meetings. D. Law said applicant 108 has changed their organization and the review panel was concerned that this would exceed the 2 person per organization limit. The review panel discussed who was in the applicant's organization and found there was only one other person in HIPC who worked at the same organization.

M. Cappuccilli asked if there was any reason they wouldn't accept the three returning applicants. The review panel would vote on applicants 106, 109, and 108. They conducted a roll call vote. There were 5 in favor and 1 abstaining. The applicants were to be recommended to the Mayor's Office.

The review panel moved to review applicant 103. Applicant 103 contained a misconduct form with information about their past term with HIPC. M. Ross-Russell said the disruptive behavior had occurred in 2019 to 2021. The applicant had made threats and had documented intimidation of fellow HIPC members, Office of HIV Planning staff, and Division of HIV Health (DHH) staff. Specifically, the applicant had harassed a DHH staff member online. The applicant had also threatened to sue one of the HIPC members and stalked them. The review would vote on the applicant. For roll call, 5 members voted not to recommend this member to the Mayor and 1 member abstained. Applicant 103 was not recommended to the Mayor's Office.

Applicant 107 was the next to be reviewed. This person had not attended a meeting yet, but the review panel thought the application was well thought out. The review panel voted and were all in favor of recommending the applicant.

Applicant 104 had applied previously but was not accepted because they were not a consumer. The review panel felt the applicant looked promising because they demonstrated that they were willing to contribute and attend meetings. The review panel unanimously voted in favor of recommending the applicant.

Applicant 102 was the other individual with a misconduct form. M. Ross-Russell said, in the past, the applicant had a history of harassing OHP staff or HIPC members who they disagreed with. The applicant would often bring up another person's religion, race, or HIV status. M. Ross-Russell said they would often have the police present at the meetings to minimize the disruptive behavior. The review panel voted on the applicant. 6 members of the review panel voted against recommending the applicant to HIPC.

With 5 of the 7 applicants recommended, D. Law said they would have a total of 41 members. S. Nieves inquired about how they were to address the members who were rejected. M. Ross-Russell said the applicants would receive notice that they were not accepted to the HIPC through the Mayor's Office. She reminded the review panel that equal employment rules did not apply since the members were volunteers. C. Steib said rejected applicants could still attend meetings but they would not have the ability to vote. K. Carter agreed but said that Zoom had a code of conduct that allowed them to ban or blacklist people who were disruptive.

D. Law said she would review the membership statistics and would present them at the next meeting in May.

Other Business:

None.

Announcements:

None.

Adjournment:

L. Diaz called for a motion to adjourn. **Motion: K. Carter motioned; C. Steib seconded to adjourn the April 2024 Nominations Committee meeting. Motion passed: Meeting adjourned at 1:30 p.m**

Respectfully submitted,

Kevin Trinh, staff

Handouts distributed at the meeting:

- Open Nominations Scoresheet
- Spring 2024 Demographics
- Redacted Spring 2024 Applications