
**VIRTUAL: Comprehensive Planning Council
Meeting Minutes of
Thursday, January 19th, 2023
2:00 p.m. – 4:00 p.m.**

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

Present: Keith Carter, Adam Williams, Gus Grannan (Chair), Gerry Keys, Pamela Gorman

Guests: Sanzida Anzuman (AACO)

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

Call to Order: G. Grannan called the meeting to order at 2:07 p.m.

Introductions: G. Grannan asked everyone to introduce themselves.

Approval of Agenda:

G. Grannan referred to the January 2023 Comprehensive Planning Council (CPC) agenda and asked for a motion to approve. **Motion:** G. Keys motioned; K. Carter seconded to approve the January CPC agenda. **Motion passed:** 4 in favor, 1 abstaining. The January 2023 CPC agenda was approved.

Approval of Minutes (December 15, 2022):

G. Grannan referred to the December 2022 Nominations minutes. **Motion:** K. Carter motioned; G. Keys seconded to approve the December 2022 meeting minutes via a Zoom poll. **Motion passed:** 3 in favor and 2 abstaining. The December 2022 Minutes were approved.

Report of Co-chairs

None.

Report of Staff:

S. Moletteri reported that in February, the Planning Council would be discussing House Bill 103 (HB 103). The bill was passed by the Pennsylvania House of Representatives which added a penalty for spitting on law enforcement officers. S. Moletteri said that there is nothing that the HIPC (HIV Integrated Planning Council) can do to impede the bill, but they could raise awareness about what was in the new law through a presentation from the AIDS Law Project. S. Moletteri said this presentation would occur during the next HIPC meeting. The meeting would also be an opportunity for the CPC members to meet new HIPC members and to hear about the

roles and responsibilities of HIPC. S. Moletteri reported that there would be an orientation for new HIPC members and this would take place before the HIPC meeting.

S. Moletteri updated the committee on the scheduled transportation presentation from the New Jersey Department of Health. Due to conflicting schedules, the presentation would be postponed to the following month.

Discussion items:

–Review of Final Integrated Plan–

S. Moletteri reviewed the Integrated Plan’s executive summary and explained that the goals of the Integrated Plan were to diagnose, treat, prevent, and respond—which were also the pillars from the EHE (Ending the HIV Epidemic) plan. The Philadelphia Eligible Metropolitan Area (EMA) Integrated Plan is located under the “plan” tab on the OHP website.

S. Moletteri moved to the epidemiological section for Philadelphia and the other PA locations. S. Moletteri noted that information collected in 2020 should be interpreted with caution due to the effect of COVID-19 on the PA Counties’ prevalence numbers. S. Moletteri did not go into further detail because Dr. K. Brady from the AIDs Activities Coordinating Office (AACO) was working with the State of PA on obtaining more information.

S. Moletteri reviewed the Community Survey on page 30 of the Integrated Plan. In the December 15th CPC meeting, the committee went over the preliminary results. S. Moletteri briefly read the key results and moved to the Needs Assessment section. They highlighted the key priorities within the community.

S. Moletteri encouraged the committee to review the Situational Analysis section. This section provided an overview of each strength, challenge, and identified need for HIV prevention in Philadelphia and New Jersey. The Situational Analysis incorporated information gathered from the local EHE plan, and the Pennsylvania and New Jersey Integrated Plans 2022-2026. The Situational Analysis was broken down into 4 parts representing the 4 National HIV/AIDs Strategy (NHAS) goals. Each part provided a narrative for each NHAS goal regarding what the EMA had done well, what challenges the EMA had faced, and what needs were identified. S. Moletteri went onto the Priority Population section on page 44. This section had a table listing each priority population in the Philadelphia EMA along with the challenges and goals each group faces. Under the goals column of the table, S. Moletteri explained that it indicates where the priority population was addressed within the plan.

S. Moletteri turned to the Activities and Key Strategies section on page 49. This section details the goals and activities of the Philadelphia EMA to end the HIV epidemic. S. Moletteri highlighted some activities that CPC/HIPC will be monitoring. S. Moletteri had said HIPC had initially concurred with the plan with some reservations regarding harm reduction and tester training. These reservations were resolved and appeared on pages 54 and 58.

S. Moletteri noted that the last, “extra” goal which appeared on page 58 had to do with expanding the HIV workforce and HIV testing with a focus on training frontline staff on HIV testing, linkage to care, HIV treatment, and HIV prevention including nPEP and PrEP. They mention that some of the activities were underway regarding health equity and health literacy, and they believed E. Thornburg to be behind most of that work. S. Moletteri recalled the Low Health Literacy Guide presentation given by E. Thornburg in a recent HIPC meeting. They added that the guide could be found on the OHP website. S. Moletteri sent a PDF in the meeting chat called AACO HIV Low Health Literacy.

S. Moletteri turned to page 60. They explained that AACO would be sending data to HIPC on a quarterly basis and HIPC would in turn be making updates and recommendations to the plan based on this information. The HIPC and CPC will be monitoring and reviewing the plan on an annual basis. The information received from AACO would comprise program implementation, RW expenditures, underspending outcome data, and Clinical Quality Management (CQM) activities.

S. Moletteri reviewed the Resource Inventory section on page 71. This section lists the organizations such as food banks, healthcare centers, and other agencies. Agencies were broken down by service category and included funding information. K. Carter asked about the agencies that were not listed at the top of the page. S. Moletteri explained that these agencies were listed at the bottom because they are not Ryan White funded. K. Cater asked a question about how the information was gathered. S. Moletteri said she would look into how the information was collected and compiled. S. Moletteri ended the review by sending a link to the Integrated Plan (PDF) to the committee.

Any Other Business:

None.

Announcements:

None.

Adjournment:

G. Grannan called for a motion to adjourn. **Motion:** K. Carter motioned, and P. Gorman seconded to adjourn the January 2023 CPC meeting. Motion passed: Meeting adjourned at 2:36 p.m.

Respectfully submitted,

Kevin Trinh, staff

Handouts distributed at the meeting:

- January 2023 Meeting Agenda
- December 2022 Minutes

DRAFT