

**Comprehensive Planning Committee/Prevention Committee**  
**Meeting Minutes of**  
**Thursday, May 24th, 2023**  
**2:00 p.m. – 4:00 p.m.**

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

**Present:** A.J. Scruggs, Allison Byrd, Clint Steib (Co-chair), David Gana, Debra D'Alessandro Desiree Surplus, DJ Jack, Gus Grannan (Co-chair), Keith Carter, Loretta Matus (Co-chair)

**Excused:** Pamela Gorman, Jeffrey Haskins, Gerry Keys

**Guest:** Emily McNamara (DHH), Daiquiri Robinson, Laura Silverman (DHH)

**Staff:** Beth Celeste, Tiffany Dominique, Sofia Moletteri, Mari Ross-Russell, Kevin Trinh

**Call to Order:** C. Steib called the meeting to order at 2:33 pm.

**Introductions:** C. Steib asked everyone to introduce themselves.

**Approval of Agenda:**

C. Steib referred to the May 2023 CPC/Prevention Committee agenda and asked for a motion to approve. **Motion:** D. Gana motioned; G. Keys seconded to approve the May 2023 Comprehensive Planning/Prevention Committee agenda via a Zoom poll **Motion passed:** All favor. The May 2023 CPC/Prevention Committee agenda was approved.

**Approval of Minutes (March 16, 2023 and April 26, 2023):**

G. Grannan referred to the March 2023 Comprehensive Planning Committee and April 2023 Prevention Committee minutes. G. Grannan said his name was misspelled on page 8 of the CPC minutes. **Motion:** L. Matus motioned; G. Keys seconded to approve the May 2023 amended Comprehensive Planning and Prevention Committee meeting minutes via a Zoom poll. **Motion passed:** 7 in favor, 3 abstaining. The amended May 2023 Comprehensive Planning and Prevention Committee Minutes were approved.

**Report of Co-chairs:**

None.

**Report of Staff:**

None.

**Presentation:**

***–Long Term Housing Presentation–***

D. Robinson provided a brief overview of the housing initiatives. She said she wanted to educate the landlords about the programs such as rental assistance and eviction diversion programs to prevent illegal lockout of tenants. She described illegal lockouts as when a tenant was forced out of their housing until they paid the rent. D. Robinson stated that mediation was an important process between tenant and landlord.

Housing education, D. Robinson emphasized, was more crucial now than ever with the new mayoral administration taking office in the near future. She said the new administration may not have much knowledge about housing and it was their duty to ensure they make well-informed decisions. D. Robinson noted that studies demonstrated people in stable housing situations had better health outcomes. They were able to eat more nutritious meals, adhere to their schedule for taking their daily prescribed medication, and sustain other healthy lifestyle decisions.

G. Grannan asked about the difference between private housing and public housing. He asked if it was a failure of the system if landlords were extorting the city for more money now that COVID housing protection nets were ending. D. Robinson said that the landlords were not getting paid during the pandemic. G. Grannan was skeptical of private housing, explaining that landlords raised the rent now that COVID-19 safety nets were expiring.

D. Robinson explained that the Office of Homeless Services (OHS), needed more landlords to participate. They have other programs for seniors and those going through the homeless system. She said it was difficult to recruit landlords—the fair market rent did increase, but some landlords were not satisfied. She explained that OHS recently had its first informational event for landlord engagement. During this event, they would help landlords apply and walk through the process.

T. Dominique asked D. Robinson about landlord engagement and what she would perceive as a success of the program. D. Robinson said the program was going well and that they newly added a position called the landlord specialist who would oversee the process of landlord engagement.

C. Steib asked if the city was reaching out to developers in order to increase landlord engagement. He said he had been reading much about abandoned office buildings and wondered if they could be repurposed for those who were unhoused. D. Robinson said they had a plan but needed the House and Urban Development's (HUD) approval. D. Robinson offered a brief overview of the activities regarding developers.

S. Moletteri asked if they had gathered any data from the recent landlord even. She asked if landlords were signing up and getting on board with the program. D. Robinson said she would investigate this question further with the landlord specialist. D. Robinson asked S. Moletteri for her email address to follow up with the question.

**Discussion Item:**

***–Generation of Allocation Recommendation Activity–***

S. Moletteri completed a document that would aid in creating the directives for the yearly allocations process and gave an overview of the documents. Typically, the CPC would bring

potential directives to the allocations process so they could include their work throughout the year and help streamline the process. The documents S. Moletteri provided also included last year's directives for reference.

S. Moletteri reviewed the directives. She said they needed to have hard data based on documented needs. These could come from the Consumer Survey from 2022 and other needs assessment data. G. Grannan asked if they would need to vote on the directives as a committee and council before bringing them to the allocations process. M. Ross-Russell said that was not the case but they would still bring this up in the HIPC meeting.

S. Moletteri went through the list of topics and potential concerns that had arisen from CPC's presentations throughout the year. She felt this would help with the creation of directives. Please refer to this document for more information.

K. Carter expressed his concerns about safe injection sites and preventative care. He said the governor was planning on removing safe injection sites such as Prevention Point and he was worried that other preventative services would follow. D. D'Alessandro expressed her concerns that the potential new mayoral administration would be opposed to preventative care. She said the leading mayoral candidate had previously mentioned that they would be opposed to safe injection sites. D. D'Alessandro felt that the candidates had chosen to oppose safe injection sites because they wanted to appear more moderate and willing to make compromises. She added that Prevention Point in Philadelphia would most likely be unaffected by the government removing funds because Prevention Point received their funds through private funding as well.

D. D'Alessandro stated that syringe exchange programs could not be paid for with federal dollars. M. Ross-Russell clarified that syringe exchange programming can be supported with federal dollars; it is the paraphernalia that can not be paid for with federal funds. She added that Ryan White Part A currently funded Substance Use (Outpatient) Services and would contribute to syringe exchange programs except for the actual syringes themselves.

**Action item:**

***–Election of Co-chair–***

G. Grannan had been the sole chair of the Comprehensive Planning Committee (CPC) for many months. D. D'Alessandro had volunteered to run for the co-chair of the CPC. T. Dominique asked what was the process for the nomination of D. D'Alessandro to aid the Prevention Committee should there be someone who wanted to take on a leadership role. D. D'Alessandro stated that she waited almost a year because she wanted to make sure she understood the commitment and information needed to serve in the role. She did not believe it was required but was her choice. S. Moletteri clarified that in order to serve as a co-chair, the person had to be a member for at least a year and be in good standing. S. Moletteri also added that OHP received the nomination through email, and that opening up the nomination process for co-chair to email for 30 days was helpful for gathering more candidates for the position.

D. D'Alessandro said she owed a great deal to the mentorship from her coworker at the Health Federation. She said this person was a previous co-chair of the CPC and had encouraged her to apply to the HIPC. D. D'Alessandro stated she had a deep respect for the Ryan White system and supporting people living with HIV. The committee paused for questions and comments. As per procedure, D. D'Alessandro was moved into another room while the CPC performed a roll call vote to elect D. D'Alessandro for a two-year term.

K. Carter: In favor  
G. Grannan: In Favor  
C. Steib: In Favor  
D. Gana: In Favor  
D. Jack: In Favor  
E. Rand: In Favor

**Motion Passed:** All in favor. The motion to elect D. D'Alessandro as the co-chair of the Comprehensive Planning Committee was passed.

**Other Business:**

None.

**Announcements:**

D. D'Alessandro announced that the Health Federation had substance abuse trainings. The trainings were free for all. She then sent the committee members a link to the website.

**Adjournment:**

L. Matus called for a motion to adjourn. **Motion: K. Carter motioned, and D. D'Alessandro seconded to adjourn the Comprehensive Planning Committee/Prevention Committee meeting.**

**Motion passed:** Meeting adjourned at 4:30 pm.

Respectfully submitted,

Kevin Trinh, staff

Handouts distributed at the meeting:

- May 2023 Meeting Agenda
- April 2023 Prevention Committee Meeting Minutes
- March 2023 Comprehensive Planning Committee
- Recommended Directive Documents