



Meeting of the PHPDA Governing Council
September 8, 2015 5:30-7:00 p.m.
 Quarters 2 Building, Beacon Hill
 1200 12th Ave South Seattle, WA 98144

MEMBERS PRESENT			NOT PRESENT	ALSO PRESENT	
Mike Heinisch	Nancy Sugg (at 5:52)	Judy Tobin	Rich Nafziger	Jeff Natter	Ellie Chopp
Ellie Menzies (at 5:37)	Nate Dreon	Rhonda Berry		Christina Bernard	Denise Stiffarm
Doris Koo	Tony McLean			Rikka Dayao	

Mike Heinisch called the meeting to order at 5:35 p.m. A quorum was present. There was no public comment.

The Governing Council approved the August 11, 2015 Governing Council minutes (Moved/2^{nded} by Tobin/Berry, 7 of 7 in favor).

The Governing Council accepted as information the Finance & Audit Committee minutes August 11, 2015 and the Program Committee minutes from August 5, 2015.

Executive Director and Staff Report

The Executive Director discussed the last month’s activities performed by staff with one revision: He was unable to attend the SEIU Apprentice Graduation event. Staff has been working with Cedar River Group on the preparation of the 4Culture grant and the Executive Director has continued with meetings for Communities of Opportunities, accompanied by board members Judy Tobin and Ellie Menzies to the Rainier Valley site. The PHPDA has been accepted by the UW Evans School to contract with Public Service Clinic for evaluation of PHPDA grantmaking processes.

Financial Stewardship

Resolution on CD investments (Res. 10-2015)

The Finance & Grants Manager discussed with the Council the annual authorization needed per Res. 10-2015 to reinvest some or all of those CDs that mature prior to September 2016 at current or other banking institutions. It is a renewal of the Resolution presented in 2014 and prior years.

The Governing Council adopted Resolution 10-2015, authorizing CD investments for October 2015 through September 2016 (Moved/2^{nded} by Tobin/Dreon, 8 of 8 in favor).

Property Management

MOU with Department of Commerce re: 4Culture Grant

The Executive Director discussed with the Council the Interlocal Agreement for the 4Culture Grant Funds between the Department of Commerce and the PHPDA. While the PHPDA has to be the initial applicant due to being the owner of the Pacific Tower property, 4Culture must agree to the transferring of the grant to Commerce, if approved and accepted in order for the PHPDA to accept the funds. Legal counsel, Denise Stiffarm, advised that the Interlocal provides structure to how the grant will be handled between Commerce and the PHPDA. If the Governing Council authorizes the signing of the Interlocal, the agreement must be signed by both parties before the 4Culture grant can be submitted by September 9.

The Governing Council authorized the Executive Director to sign the Interlocal Agreement for the 4Culture Grant Funds between Commerce and the PHPDA (Moved/2^{nded} by Tobin/Menzies, 8 of 8 in



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favor).

Update on Strategic Thinking/Planning Process

The Executive Director presented the draft of the Strategic Thinking structure that staff has put together using a Results Based Accountability framework. He reviewed each domain (i.e. Grantmaking, Advocacy and Policymaking, etc.) and the related strategies (i.e. Major Grants, Advocacy Grantmaking, etc.) that are tied to activities with short- and long-term outcomes that are measured by evaluation mechanisms (i.e. grantee reports, feedback, etc.) The Strategic Plan is still in draft form so staff highly encourages board members and strategic advisors to offer their advice, comments, and concerns for improvement. With further focus on the new Strategic Plan and future feedback, the Council will do a full review of the entire plan at next month's meeting.

Governance

Planning for Governing Council Self-Assessment

The Chair discussed that it is time for the Governing Council to participate in a self-assessment, including individual assessment of each member's own performance in the Council and of the Council's performance as a whole. The online survey (which can be submitted anonymously or not) will have different areas and questions with scaling of 1-5.

Grantmaking

2016 Nimble Fund Guidance and Application Questions

The Executive Director presented to the Council the updated 2016 Nimble Fund Guidance and Application Questions. The granting allowance has been lowered from \$50,000 to \$30,000 maximum per Nimble grant to provide a gap between Nimble and Major Grants. The total funding availability for Nimble Grants will be lowered from \$300,000 to \$225,000. PHPDA will allow funding of advocacy work as appropriate in the grantee's project and there will not be a Cycle 3 of Nimble Grants.

The Governing Council accepted the updated 2016 Nimble Fund Guidance and Application Questions (Moved/2nded by Tobin/McLean, 8 of 8 in favor).

Grant Management

2014 Major Grant final reports

The Executive Director and the Grants Coordinator presented to the Council the final 2014 Major Grant reports. The main focus was on the service outputs, program outcomes, and demographics of the grantees' data and what questions and feedback to provide as follow-up. Overall, the PHPDA and Council had positive reactions to the comprehensive data received from the grantees and look forward to hearing more of their learnings from the projects. Aggregate report data and demographics will be presented at the November All Grantees Meeting.

Adjournment

The meeting was adjourned at 7:00 p.m.

Minutes approved _____ (Date)