Meeting of the Planning Committee
Wednesday May 6, 2015
7:30-9:00 a.m.
Quarters 2 Building, Beacon Hill Campus
1200 12th Ave South, Seattle, WA

MEMBERS PRESENT			ALSO PRESENT
Nancy Sugg	Judy Tobin	Sharyne Shiu Thornton (from 7:45)	Jeff Natter
Doug Jackson	Rich Nafziger (phone)	Michael Leong	Christina Bernard
Mike Heinisch	Ellie Menzies		Rikka Dayao

Nancy Sugg called the meeting to order at 7:30 a.m. A quorum was present. There was no public comment.

Minutes
The Committee voted to approve the April 1, 2015, meeting minutes (Moved/2nd, Tobin/Heinisch, 7 of 7 in favor).

Grantmaking
Renewal and New Major Grant Update
The Finance & Grants Manager and Executive Director updated the Committee on Renewal and New Major Grants. The Renewal Grant panel met in April and recommended renewing funding for all ten 2014 Major Grants. Award amounts ranged from level funding to a 16% increase. The Governing Council approved the panel's recommendation at their April meeting and staff are working with agencies on their 2015-2016 contracts.

The ten applications for New Major Grants are currently being reviewed by the appointed panel. The panel will meet to make recommendations on Friday May 8. The Governing Council will act on these recommendations at their meeting the following week.

Nimble Fund Quarter 3 Funding Availability
The Finance & Grants Manager updated the Committee on the availability of funding for the 3rd Quarter of Nimble Fund grants. While the first two quarters awarded approximately $270,000 in grants and there is only $300,000 in the 2015 budget, staff recommends awarding grants of up to $75,000-$100,000 in the next round. Even if the PHPDA goes overbudget for Nimble Fund grants in 2015, staff currently expects to be underbudget in some other grant and program expense lines by enough to offset this higher expense. Additionally, depending on the accounting and timing of grant completion, some portion of those grants already awarded and those awarded in the third round may be considered as 2016 grant expense. The PHPDA has already announced that there will not be a fourth round of Nimble Fund grants awarded in 2015.

Pooled Funding – Further discussion of Communities of Opportunity
Before discussing Communities of Opportunity, the Executive Director updated the Committee on the work of staff to meet with local schools to explore options for evaluation services and partnerships. Specifically, staff will look at the Evans School at the University of Washington and the Institute for Public Service at Seattle University.

The Executive Director updated the Committee on the work of Communities of Opportunity (CoO). The three selected sites now all have representatives on the CoO governance structure, with the

coalitions from each area driving the projects. PHPDA staff met with other CoO funders and discussed the idea of PHPDA joining as an aligned funder. In this model, the PHPDA would designate a certain amount of funds available to the CoO coalitions for use on health-related aspects of their programs. The PHPDA would have oversight of the funding and would receive reporting on the work. The PHPDA would also be able to offer insights on health-related programs and health dimensions to programs focused on other areas. The Committee discussed whether this model would leverage funds in the same way pooled funding would. This may not be completely clear until it is put into action. Committee members suggested some areas of learning the Committee and Governing Council may want to explore that could be relevant to the type of projects and coalitions working through CoO. Staff will continue to develop the model and plan and will bring a proposal for review and action, likely in June.

Request from Department of Commerce
The Executive Director presented an abbreviated version of a presentation given by PHPDA legal counsel Denise Stiffarm to the Finance Committee and Governing Council in April regarding the PHPDA's ability to provide different types of funding or assistance to the Department of Commerce specifically, and to other entities more generally.

The key points applying to PHPDA funding and investments were:
- The PHPDA is subject to the authority granted by the City of Seattle in the PHPDA's Charter. Additionally, the PHPDA has no powers or authorities greater than the City of Seattle.
- The PHPDA must follow all laws for local governments and is prohibited from providing gifts of public funds or lending of credit.
- All PHPDA activity is subject to review by the Washington State Auditor.
- The PHPDA's Charter-defined purpose is to provide funding for healthcare for medically underserved populations in the Puget Sound region. All powers of the PHPDA are only granted as necessary to affect this purpose.
- In addition, the PHPDA's federal deed restricts the spending of lease revenue from the Tower solely to projects in support of this chartered purpose.
- Any giving of PHPDA's public funds requires consideration or independent value from the receiving party. This includes payment for services and goods provided to the PHPDA, but also, in the case of grants, the services grantees provide in pursuit of the PHPDA's mission.
- In transfers to other governments, the PHPDA must get full value for any financial transfers.

The primary implications of these guidelines with regard to the Commerce request are:
- The request to pay for portions of Commerce's tenant improvements is not allowable. Commerce's completion of the improvements and the transfer of them to the PHPDA at the end of the lease do not provide value for the financial transfer, as Commerce is already obligated to do both of these things, per the lease.
- A few of the subtenants in the Tower have missions and activities aligned with the PHPDA's chartered purpose. Funding provided to Commerce with a connection to services provided by these subtenants could be a potential option.
- A similar funding avenue to the Seattle College Foundation likely would not work, as the Foundation has no authority over the subtenants to ensure that the charter-related purposes

are met. Additionally, the request to guarantee a loan for the College Foundation would not be allowable.

One of the next likely steps is for staff to meet with the City of Seattle Finance Department to discuss investment and funding options, both as they relate to Commerce's request and to PHPDA's finances generally. As the PHPDA cannot take any actions beyond the scope of the City's work, they can provide an overview of options and limitations. The Committee also discussed the fact that they should consider both whether funding the Department of Commerce is something the PHPDA wishes to do, in addition to the logistics, many of which would take significant work to put in place.

Grant Management
Major Grants Quarterly Reports
The Committee reviewed the third quarterly reports from the 2014 Major Grants. Staff noted that some are stillbehind on their metrics, but they are all providing valuable services and learning things that will help with their continued projects in the upcoming year. Committee members also suggested working more to provide connections between grantees, particularly where their work is complementary.

2015 All Grantees Meeting
The Executive Director reported that staff had begun the very early stages of thinking about the next all grantee meeting. It will include both the current/renewal Major Grantees and the New Major Grantees, and will likely be held in November.

Committee Governance
Renaming Committee
The Executive Director suggested that the Planning Committee may more appropriately be named the Program Committee, based on the work they do and the fact that the Finance Committee also does significant planning. All members present supported the idea. Staff will determine what documents need to be amended and will bring them for action in June.

Adjournment
The meeting adjourned at 8:59 a.m.

Minutes approved: _____ _____

(date)