



**Meeting of the PHPDA Governing Council**  
 Tuesday, March 10, 2020 5:30 - 7:00 PM  
 Quarters 2, Beacon Hill Campus  
 1200 12<sup>th</sup> Ave South, Seattle, WA 98144

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Sue Taoka	Ellie Menzies		John Kim	Christina Bernard
Nancy Sugg	Bob Cook		Denise Stiffarm	Gene Yoon
Mike Heinisch (phone)	Doris Koo (phone)		Mallory Fitzgerald (phone at 6:02 PM)	
Susan Crane (phone, left 6:45 PM)	Gloria Burton (phone at 5:35)			

Sue Taoka called the meeting to order at 5:31 PM. A quorum was present. There was no public comment.

**Consent Calendar Minutes**

The Governing Council approved the minutes for the February 5, 2020 and February 12, 2020 Special Governing Council meetings (Moved/2<sup>nd</sup>ed by Bob Cook/Nancy Sugg, 7 of 7 in favor)

The Governing Council accepted as information:

- The Finance & Audit Committee minutes from January 8, 2020
- The Program Committee minutes from February 5, 2020

**Executive Director and Staff Report**

The Executive Director reviewed the Executive Director and Staff Report for March.

- The Council discussed PDA activities such as efforts in funding PHPDA’s development plan through the final 2020 Legislative Capital Budget.

**Financial Stewardship**

*2019 Year End Financial Statements*

The Associate Director discussed the 2019 Year End Financial Statements.

- The non-refundable deposit from SCIDpda in December was in escrow and will be in the books as “deposit in transit.”
- The Finance Committee reviewed the 2019 Year End Financial Statements at their meeting and forwarded their recommendation to the Governing Council to accept.

The Governing Council voted to accept the 2019 Year End Financial Statements (Moved/2<sup>nd</sup>ed by Doris Koo/Susan Crane, 8 of 8 in favor).

**Grantmaking**

*2020 Nimble Grant Cycle 2 Awards (Res 01-2020)*



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The Associate Director discussed the 2020 Nimble Grant Cycle 2 Awards (Resolution 01-2020).

- Governing Council Members Gloria Burton, Ellie Menzies, and Doris Koo signed up to participate on the Review Panel along with PDA Staff Christina Bernard and Gene Yoon. Four out of five reviewers participated at the review meeting to evaluate the 10 applications received.
- 2020 Nimble Grant Cycle 1 had remaining funds to be allocated, which was recommended for use in the current Nimble Grant Cycle 2, totaling \$100,000 available for each of the remaining 2020 cycles.
- The 2020 Nimble Grant Cycle 2 Review Panel recommended fully funding South Seattle Women's Health Foundation, GenPride, and Pike Market Senior Center & Food Bank, and partially fund the University of Washington. The Review Panel recommended awarding \$99,643 for this Nimble Grant Cycle.

The Governing Council voted to approve Resolution 01-2020, authorizing the Executive Director to negotiate and execute 2020 Nimble Grant Cycle 2 contracts (Moved/2<sup>nd</sup> by Ellie Menzies/Doris Koo, 7 of 8 in favor with 1 abstention (Sugg))

### *Update on 2020 Health Equity Scholars*

The Associate Director updated the Governing Council on the activities of 2020 Health Equity Scholars

- Received 10 applications, some from the University of Washington's undergraduate program.
- The PHPDA is planning to fund three Health Equity Scholars in 2020. PHPDA Staff will decide the three projects to fund and will notify the Governing Council of their decision.

## **Real Estate**

### *Low Income Housing Covenant to secure SCIDpda Financing (Resolution 02-2020)*

Doris Koo and PDA Legal Counsel Denise Stiffarm led discussions on the Second Amendment to the Affordable Housing Covenant Agreement, which is proposed to assist SCIDpda's short term financing needs.

- SCIDpda used its own funds to pay the non-refundable deposit due under the North Lot Purchase and Sale Agreement at the end of 2019. SCIDpda is seeking short term financing from the WA State Housing Finance Commission to cover this expense and reimburse SCIDpda funds. The WA State Housing Finance Commission must demonstrate that the loan is for affordable housing purposes. Originally, the Commission sought a standalone covenant. However, at the PHPDA's request, the Commission agreed to be named as a beneficiary under the existing affordable housing covenant required under the King County loan. King County has agreed to this added beneficiary. The proposed Second Amendment for consideration makes clear that:
  - The loan is personal to SCIDpda and is not secured by the North Lot property.
  - The Housing Finance Commission has only the right to enforce the terms in the existing covenant and no right to seek repayment from the PHPDA or any other owner simply based on the beneficiary right.



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- The Housing Finance Commission's beneficiary rights will terminate upon closing of the North Lot sale if the Commission loan is repaid at that time, which SCIDpda anticipates will occur. If for any reason the loan is not paid off at that time, there will be a two year window where the beneficiary right will remain in place in order to allow the Commission the opportunity to exercise its enforcement rights under the separate contract with SCIDpda to recover those funds.
- SCIDpda anticipates that the Commission loan will close this Thursday, March 12.

The Governing Council voted to approve Resolution 02-2020, authorizing the Executive Director to negotiate and execute on behalf of the PHPDA the Second Amendment to the Affordable Housing Covenant Agreement to secure SCIDpda financing (Moved/2<sup>nd</sup>ed by Nancy Sugg/Doris Koo, 7 of 8 in favor with 1 abstention (Cook))

### Governance

#### *Annual Report to the City of Seattle*

The Associate Director summarized the 2019 Annual Report to the City of Seattle.

- The Report is a city-chartered PDA requirement, consisting of all PHPDA activities such as grantmaking, North Lot updates, partnerships with local health groups, financial information, property and liability insurance, and the PHPDA's Governing Council roster.

The Governing Council voted to approve the 2019 Annual Report to the City of Seattle (Moved/2<sup>nd</sup>ed by Bob Cook/Ellie Menzies, 8 of 8 in favor)

### Generative Conversation on Social Equity Impact

Nancy Sugg led a generative conversation around the PHPDA's Social Equity Impact. She shared her hopes and set objectives on how the PHPDA can assess local health impacts from PHPDA's grant making. Some of the questions raised were: How do we know if we were successful? How do we define success? What difference are we making and how can we make more of a difference with HEF funds?

The Council discussed and agreed to some common themes:

- A visual representation with condensed information to help understand the PDA's impact, especially when introducing the PDA to local leaders and community representatives.
  - Potentially useful in aligned funding opportunities with other funders.
- A need for data collection and analysis.
  - Possible solutions included increasing staff capacity, work-study internship opportunities, or professional contractual services with a data team and/or data consultant.
- A look into the PDA funding systematic/policy changes vs immediate service delivery.
  - Continued discussions on adopting an Advocacy Policy
- The continued look at fostering and maintaining working relationships with grantees to preserve what is unique to the PHPDA's grantmaking approach, enabling open and honest conversations.



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- Grantees as data points as well as data contributors. The Council considered interviewing past grantees. Although data and numbers can provide a picture of the PDA's success, grantee narratives and qualitative benchmarks can provide an alternative angle to local health impacts.
- Evaluate when pilot Nimble Grant projects are funded Major Grants after the PDA's initial funding, and evaluate sustained projects that continue after PDA funding is complete.
- Review how other funders describe success.
- Possible activities in Public Relations: the PHPDA can request City and County Councilmembers to present and report on the PHPDA's impact and findings.

### Adjournment

The meeting was adjourned at 6:57 PM.

Minutes approved \_\_\_\_\_

A handwritten signature in black ink, appearing to be "S. Smith", written over a horizontal line.

4/16/2020

(Date)