



Meeting of the PHPDA Governing Council

Tuesday, June 9, 2020 5:30 - 7:00 PM

Meeting: <https://zoom.us> Meeting ID 879 2198 5614

<https://us02web.zoom.us/j/87921985614?pwd=dUJGQVpLRnFpWXI5Z3FkQ3NUQnBWUT09>

Phone Option: 1-253-215-8782

Password: ORANGE (Numeric Password for Phone: 582072)

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Sue Taoka	Ellie Menzies		John Kim	Christina Bernard
Bob Cook	Mike Heinisch		Mallory Fitzgerald	Gene Yoon
Doris Koo	Nancy Sugg		Denise Stiffarm	
Gloria Burton (until 5:50 PM)	Susan Crane (until 6:15 PM)			

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 May 12, 2020 Governing Council meeting (Moved/2nded by Nancy Sugg/Ellie Menzies, 8 of 8 in favor)

The Governing Council accepted as information:

- The Finance & Audit Committee minutes from May 6, 2020 and
- The Program Committee minutes from May 6, 2020.

Executive Director and Staff Report

The PHPDA Staff reviewed the Executive Director and Staff Report with the Council.

- The Executive Director discussed the Health Equity Scholars' evaluation process for PHPDA's past completed grants. Marc Provence will be serving as a co-advisor for Gift Nwanne.

Financial Stewardship

2019 Independent Audit

Council Treasurer Doris Koo discussed the 2019 Independent Audit conducted by Clark Nuber.

- During the Finance Committee meeting, Clark Nuber presented on their summary report. The audit focused on the North Lot sale, rent/operating, grants, and potential financial impact from COVID-19 issues. The Audit resulted in no adjustments or reportable internal control issues.
- The Executive Director and the Council thanked PDA Staff for their exemplary financial control and performance.
- The Council discussed strategies around PHPDA Reserve funds.

The Governing Council voted to accept the 2019 Independent Audit (Moved/2nded by Doris Koo/Susan Crane, 8 of 8 in favor)

Property and Real Estate

Update on N Lot, PacMed, and Master Plan



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North Lot: The Executive Director updated the Council.

- SCIDpda is on track and the North Lot project continues. The Executive Director is working with SCIDpda on North Lot access road logistics.
- Seattle Police Department will conduct a crime analysis for the entire campus at no cost. PDA Executive Director asked them to include adjacent parks for a more comprehensive review.
- The Executive Director is working with local PDAs with cash-flow issues due to COVID-19. PDAs have reported on loss of revenue from small businesses and tenants. He cautioned the City of Seattle about the impact of local PDAs spending their reserves.

PacMed: Michael Finch reported on continued negotiations with PacMed.

Master Plan: The Executive Director discussed continued activities.

- Dept. of Commerce is administering the \$50k grant. Administrative steps for direct wire transfers were processed.
- RFQ is now in its final stages. The Council with support from Michael Finch will develop a distribution list of RFQ recipients. The Council recommended looking for a diverse pool of candidates and some members emphasized searching for minority owned or local small businesses.

Governance

Committee Strategic Advisors

The Executive Director continued conversations on Paul Feldman's placement in PHPDA's subcommittees:

- Paul Feldman is passionate and familiar with PHPDA's grant processes. He is a proven expert on program expansion work including advocacy and strategic communications. The Council recognized his work over the years as a successful Strategic Advisor to the Finance Committee.
- The Executive Director informed both PDA subcommittees on Paul's placement into the Program Committee. The Finance Committee Chair suggested his placement into both Committees. The Executive Director and both Committees unanimously agreed.

The Governing Council voted to approve Paul Feldman as Strategic Advisor to both the Program Committee and Finance Committee (Moved/2nded by Mike Heinisch/Doris Koo, 7 of 7 in favor)

Resolution 06-2020 – Suspending Charter Requirements Related to Telephone Meetings

PDA Legal Counsel Denise Stiffarm discussed Resolution 06-2020 on suspending charter requirements related telephone meetings due to COVID pandemic.

- The Governing Council adopted Resolution 04-2020 at the April 14, 2020 Governing Council meeting to suspend PDA related requirements such as in-person meeting conditions and "wet" signature requirements.
- Resolution 06-2020 will essentially extend Resolution 04-2020 for three months.



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The Governing Council voted to approve Resolution 06-2020 on Suspending Charter Requirements Related to Telephone Meetings, to remain in place for the next three months (Moved/2nded by Nancy Sugg/Bob Cook, 6 of 6 in favor)

Strategic Planning

Looking forward to system change and preparing PHPDA to be ready to participate

The Executive Director summarized the Cambia Grove Roundtable discussions. He discussed different systems coming together to collaborate and reviewed the Summary handout. The Governing Council discussed the results of the Roundtable as it relates to the PDA and King County's local landscape:

- King County will begin producing covid-19 data disaggregated by race.
- Many county public health agencies do not have epidemiologists.
- Changes in policy were quickly made and should be kept even after the pandemic eases. Processes were centralized yet flexible.
- Communications have improved. Many direct service programs have drastically changed.
- Grantees are pitching innovative proposals, continuing to address their underserved communities, and some are addressing root causes.
- Authenticity and credibility as grantor. Community voices should be making decisions about policies and systems. The Council discussed how PDA grantees can tell their stories and advocate for their communities.
 - The Council considered consultation with PDA strategic communications, potentially using workshops or webinars to help grantees get stronger.
 - Communications is best used to bring awareness. What is our goal? (systemic/policy change, county or statewide impact, priority resource distribution, etc.)
- Everyone deserves health. Everyone in every community needs better health care access yet public health is severely underfunded.
- Short-term goal: better attention to local programs that are being cut.

The Governing Council unanimously agreed to develop a Solidarity Statement, positioning the PHPDA with the Black Lives Matter movement. Select Council Members and PDA Staff will collaborate to draft a statement to be launched via Constant Contact.

The Governing Council requested a covid-19 update from Nancy Sugg.

Adjournment

The meeting was adjourned at 7:04 PM.

Minutes approved

7/16/2020
(Date)