



Special Meeting of the PHPDA Governing Council
 Friday, November 1, 2019 12:30 p.m. – 1:00 p.m.
 Quarters 2, Beacon Hill Campus
 1200 12th Ave South, Seattle, WA 98144

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Bob Cook	Sue Taoka	Susan Crane	Christina Bernard	Denise Stiffarm (phone)
Ellie Menzies	Mike Heinisch	Gloria Burton	Gene Yoon	
Doris Koo	Tony McLean (phone)			
Nancy Sugg (phone)				

Tony McLean called the meeting to order at 12:34 PM. A quorum was present. There was no public comment.

Executive Director Succession

Resolution 18-2019 Retention of Executive Director

Governing Council Chair Tony McLean and ad-hoc Search Committee Chair Bob Cook discussed Resolution 18-2019 regarding the retention of John Kim as PHPDA’s Executive Director, subject to execution of an employment contract.

- Bob Cook reported that he ordered a background check for John Kim and there were no concerns.
- The Executive Director’s start date has been agreed upon for November 11 and a salary has been confirmed.
 - A draft employment contract will be provided to John sometime later next week.
 - With the help of the Council Chair, Search Committee Chair, Search Firm, and Communications Consultant, a press release will be distributed out after a contract has been signed. Key stakeholders who were identified by the Governing Council will also be notified.
- Tony McLean and Bob Cook will meet with the new Executive Director and Jan Glick from Third Sector Company as a part of their onboarding process within the first few days of employment.
 - Tony McLean asked the Council to send feedback to Bob Cook on any potential topics they would like to bring up during this meeting.
- Mike Heinisch and John Kim are on a Board for an organization that is currently a subtenant in the Tower and were concerned with any possible conflict of interest. PHPDA Legal Counsel Denise Stiffarm verified that there are no conflict of interest concerns.
- PHPDA Staff and Council agreed that it would be appropriate for the new Executive Director to join the ADA Compliance walkthrough to give him an adequate view of our Tower campus.
- The Council Chair acknowledged the Search Committee and the Council thanked the Search Committee for their work. Search Committee Chair Bob Cook thanked the Governing Council, Third Sector Company, and PHPDA Staff for their patience and work. The Search Committee members thanked Bob Cook for taking the lead on the search process during the past months.



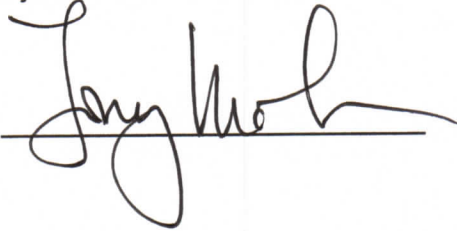
Special Meeting of the PHPDA Governing Council
Friday, November 1, 2019 12:30 p.m. – 1:00 p.m.
Quarters 2, Beacon Hill Campus
1200 12th Ave South, Seattle, WA 98144

The Governing Council voted to approve Resolution 18-2019, authorizing the Chair of the Governing Council to complete and negotiate an employment contract with John Kim as PHPDA Executive Director (Moved/2nded by Bob Cook/Sue Taoka, 7 of 7 in favor)

Adjournment

The meeting was adjourned at 12:47 PM.

Minutes approved



11/12/2019
(Date)