



**Meeting of the PHPDA Governing Council  
November 13, 2012 5:30-7:00 p.m.**  
Quarters 2 Building, Beacon Hill  
1200 12<sup>th</sup> Ave South Seattle, WA 98144

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT
Linda Ruiz	Judy Tobin	Dan Lessler	Rosemary Aragon
Mike Heinisch	Kevin Fox	Theresa Rambosek	Christina Bernard
Marite Butners	Marc Provence (from 5:45)	Nate Dreon	Denise Stiffarm
			Sallie Neillie, PANW (5:50-6:28)

Kevin Fox called the meeting to order at 5:36 p.m. A quorum was present. There was no public comment.

**Consent Calendar**

The Governing Council approved the October 9, 2012 Governing Council minutes (Moved/2<sup>nded</sup> by Tobin/Butners. 5 of 5 in favor).

The Governing Council accepted as information the Finance & Audit Committee minutes from October 9, 2012 and the Planning Committee Minutes October 3, 2012.

**Governance**

*Meeting of the Member (Resolution 14-2012) and topics for discussion*

The Council discussed topics they would like to cover with PMC representatives following the Meeting of the Member in December. The Council voted to adopt Resolution 14-2012, setting the annual Meeting of the Member for December 11, 2012 at 5p.m. (Moved/2<sup>nded</sup> by Tobin/Butners. 5 of 5 in favor).

*Report of Nominating Committee*

Chair Kevin Fox noted that the likely officers for 2013 had been determined. They are Terri Rambosek (Chair), Kevin Fox (Vice Chair), Marite Butners (Treasurer), and Judy Tobin (Secretary) . The Executive Director reminded the Governing Council of the Special Governing Council meeting scheduled for November 30, 2012 at 9:00 a.m., to revise the PHPDA Rules and Regulations.

The Chair reported that the Nominating Committee continues to work on finding a replacement for Linda Ruiz, who is term-limited at the end of 2012.

**Financial Stewardship**

*Approve Quarter 3 2012 Financials*

The Council reviewed and approved the Quarter 3 2012 Financials (Moved/2<sup>nded</sup> by Butners/Tobin. 6 of 6 in favor).

**Access to Health Services**

*Sallie Neillie, Project Access Northwest*

Project Access Northwest Executive Director Sallie Neillie joined the meeting at 5:50 to discuss her perspective on the current and future state of the health care field in the area. She discussed challenges facing PANW and others in the field. She also discussed trends and themes that emerged from recent interviews she conducted as part of PANW's strategic planning process. These included thoughts about current and upcoming changes in insurance, the implementation of health care reform, and getting patients sufficient primary, as well as secondary, care. Sallie Neillie left the meeting at 6:28.



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**PHPDA Property Stewardship**

*Continuation of vendor contracts for Tower (Res 15-2012)*

The Council reviewed a resolution regarding vendor contracts for property management associated with the Tower. When the PHPDA took over property management on October 1, existing property management vendors were retained in order to have a smooth transition and provide stability by retaining contractors familiar with the property. There was discussion about the reality that it takes time for a new PDA Property Manager (JSH Properties, Inc) and their Engineer to come up to speed in understanding all aspects of the building and adjacent property. Changing elevator inspectors, security and other services during this process would be an additional risk. Further, PMC's clinic in the Tower needs the security of a smooth transition, so as not to impact their operations and patient care. In response to questions from Council members, legal counsel reported that although the City of Seattle has a policy that these services require a public bid process, there is an exception for emergencies, in the PHPDA's case the early termination of a lease. If the PHPDA continues to manage the property after a Tower tenant(s) is found, the services will likely be put out to bid.

The Governing Council voted to adopt Resolution 15-2012 (Moved/2<sup>nd</sup>ed by Butners/Ruiz. 6 of 6 in favor).

*Update*

The Executive Director updated the Council on the work of the PHPDA's real estate broker to market the Tower.

**Executive Director Annual Review**

The Council went into Executive Session at 6:47 p.m. for the Executive Director's annual performance review. Staff left the meeting at this time. The Executive Session ended at 7:05 p.m.

**Adjournment**

The meeting was adjourned at 7:05 p.m.

Minutes approved \_\_\_\_\_ (Date)