Meeting of the Program Committee  
Wednesday, February 5, 2020, 7:30-9:30 AM  
Quarters 2, Beacon Hill Campus  
1200 12th Ave South, Seattle, WA

<table>
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<tr>
<th>MEMBERS PRESENT</th>
<th>NOT PRESENT</th>
<th>ALSO PRESENT</th>
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<tbody>
<tr>
<td>Mike Heinisch</td>
<td>Nancy Sugg</td>
<td>Michael Leong</td>
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<tr>
<td>Doug Jackson</td>
<td>Ellie Menzies</td>
<td>Mallory Fitzgerald</td>
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<td>Susan Crane</td>
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<td>Gene Yoon</td>
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(arrived 8:55 AM)

Nancy Sugg called the meeting to order at 7:36 a.m. A quorum was present. There was no public comment.

Consent Calendar Minutes

The Program Committee voted to approve the Program Committee minutes from January 8, 2020 (Moved/2nded by Ellie Menzies/Mike Heinisch, 4 of 4 in favor).

North Lot Updates

The Executive Director provided an update on the North Lot project. He discussed potential funding from the WA State Housing Finance Commission.

Grantmaking

Review of Letters of Intent (LOI)

The Program Committee reviewed and discussed 50 Major Grant Letters of Intent. The total amount requested by applicant organizations was $7,504,533. Strong consideration was given to projects that address the PDA's focus areas. Decisions were based on reviewer scores and discussions during this review meeting.

The Program Committee and Executive and Associate Directors (Nancy Sugg, Mike Heinisch, Ellie Menzies, Susan Crane, Michael Leong, Doug Jackson, John Kim, and Christina Bernard) are assigned to the LOI review panel. Six out of eight reviewers participated at the review meeting. Some Committee members recused themselves from reviewing specific LOIs due to potential appearance of conflict of interest. (Heinisch from Navos; Leong from Public Health – Seattle & King County and Community Health Network of Washington; and Sugg from Childhaven and Northwest Center for Public Health Practices.)

The following 14 organizations were invited to submit full applications:

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<tr>
<th>Byrd Barr Place</th>
<th>Chief Seattle Club</th>
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<td>Chinese Information and Services Center</td>
<td>Congregations for the Homeless</td>
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<td>Entre Hermanos</td>
<td>Ethiopian Community in Seattle</td>
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<td>Hepatitis Education Project</td>
<td>International Rescue Committee – Seattle</td>
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<td>Odessa Brown Children’s Clinic</td>
<td>Project Access Northwest</td>
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<tr>
<td>Recovery Café</td>
<td>Refugee Women’s Alliance</td>
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<td>Seattle Indian Health Board</td>
<td>Villa Comunitaria</td>
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The Committee voted to invite the agencies above to submit full proposals for the 2020 New Major Grants. (Moved/2nded by Mike Heinisch/Ellie Menzies, 4 of 4 in favor)

The PHPDA Grant Staff will notify all agencies that submitted LOIs of the Committee's decisions and will offer to provide feedback for applicants whose LOIs were not selected for full proposal.

Adjournment

The meeting adjourned at 9:35 a.m.

Minutes approved: [Signature] 6/15/20
(Date)