



Meeting of the Program Committee
 Wednesday, February 6, 2019, 7:30-10:00 AM
 Quarters 2, Beacon Hill Campus
 1200 12th Ave South, Seattle, WA

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Mike Heinisch	Nancy Sugg		Jeff Natter	Christina Bernard
Michael Leong	Doug Jackson		Mallory Fitzgerald	Gene Yoon
Ellie Menzies (arrived 8:00 AM)				

Nancy Sugg called the meeting to order at 7:45 a.m. A quorum was present. There was no public comment.

Consent Calendar Minutes

The Program Committee voted to approve the January 2, 2019 minutes (Moved/2nded by Mike Heinisch/Michael Leong, 4 of 4 in favor)

North Lot Updates

The Executive Director provided an update on the North Lot project. PHPDA’s legal counsel Denise Stiffarm is drafting a lease with SCIDpda’s legal counsel.

Grantmaking

Review Letters of Intent (LOI)

The Program Committee reviewed and discussed 34 Major Grant Letters of Intent. The total amount requested by applicant organizations was \$4,991,868. Strong consideration was given to projects that address focus areas of Homelessness and Housing Instability, South and Rural King County, African American Health, Advocacy, and/or the newly added focus of Immigrant and Refugees. Decisions were based on reviewer scores as well as discussions during this meeting on services outlined by the application and appropriateness to PHPDA’s funding goals.

Nancy Sugg, Mike Heinisch, Ellie Menzies, Michael Leong, Doug Jackson, Jeff Natter, Christina Bernard, and Mallory Fitzgerald participated in scoring and discussion. Some Committee members recused themselves from reviewing specific LOIs due to potential appearance of conflict of interest. (Sugg from Harborview Medical Center, Aurora Commons, Downtown Emergency Service Center, and Public Health – Seattle & King County healthcare for the Homeless; and Heinisch from Navos.)

The following 13 organizations were invited to submit full applications:

Aurora Commons	Full Life Care
Boyer Children’s Clinic	Harborview Medical Center
Catholic Community Services of King County	International Rescue Committee- Seattle
Congregations for the Homeless	Mary’s Place
Community Health Board Coalition	Northwest Health Law Advocates
Country Doctor Community Health Centers	Seattle Counseling Service
Downtown Emergency Service Center	



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The Committee voted to forward their recommendation to invite the agencies above to submit full proposals for the 2019 New Major Grants. (Moved/2nded by Mike Heinisch/Ellie Menzies, 5 of 5 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 10:12 a.m.

Minutes approved:

 5/1/2019
(Date)