



Meeting of the Program Committee
 Wednesday, March 4, 2020, 7:30-9:30 AM
 Quarters 2, Beacon Hill Campus
 1200 12th Ave South, Seattle, WA

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Mike Heinisch (phone until 7:45)	Michael Leong	Susan Crane	John Kim	Christina Bernard
Doug Jackson (phone until 8:25)		Nancy Sugg	Mallory Fitzgerald (phone)	
		Ellie Menzies		

The meeting started 7:30 a.m. A quorum was not present. There was no public comment.

Consent Calendar Minutes

The members present reviewed the February minutes and made one change. Action will be taken in April.

Committee Governance

Additional Strategic Advisors

The group discussed potential additional strategic advisors. The Executive Director outlined discussions he has had with a previous Governing Council member interested in re-joining the PHPDA in this role. He is especially interested in the future work with regard to evaluation of PHPDA’s grantmaking. A current Finance Committee advisor is also interested in shifting his role to the Program Committee.

The Committee members discussed other potential members. They discussed benefit of updating the skills and background matrix of current Governing Council and Committee members to determine in what areas the PHPDA could additional skills. The Executive Director will send the document to all GC members and advisors.

Topics of Interest for Future Learning/Speakers

The Committee discussed possible topics for future PHPDA learning sessions and guest speakers for meetings.

A few possibilities were discussed:

- Impact of public charge rules on immigrant populations
- Presentations from Health Equity Scholars – the Associate Director noted that 10 applications were received and would be reviewed by staff in the next few weeks
- Diversity, Equity, and Inclusion
- Continued review of any hidden or known bias in our grantmaking as a follow up on previous Health Equity Scholar work
- A book or journal club to provide a shared background knowledge for reviewing future work

The Committee also discussed potentially completing a larger review of all policies through an equity lens. This could involve background work to facilitate the group toward common set of definitions against which to review procedures and policies.

Grant Management

2019 New and Renewal Major Grant Q2 Reports



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The Associate Director updated the Committee on reports from 2019 Major grantees. The Committee and staff discussed the successes and challenges of several of the grantees and the PHPDA’s focus on learning and honesty from all grantees.

Nimble Grant Quarterly and Final Reports

The Associate Director updated the Committee on reports from Nimble grantees. For the most part, grantees have been successful in accomplishing their goals and project activities. The Associate Director also reported that there was one previous grantee that determined they could not sign our grant contract. That money will be returned to the Nimble Grant funding pool.

Update on Site Visits

The Associate Director updated the Committee on site visits for 2019 new Major Grants. Four of the seven visits have occurred with no concerns raised during any meetings. The other three had to be postponed for various reasons and will be rescheduled.

Grantmaking

Update on 2020 New and Renewal Major Grant Processes

The Associate Director updated the Committee on ongoing grantmaking processes. Renewal applications were due Friday February 28 and all eligible grantees submitted proposals. Staff are currently working on tech reviews before sending them to evaluators. Major grant applications are due Thursday March 19.

Finance Committee and Property Updates

The Executive Director provided an update several property-related items:

- SCIDpda is working to secure funding for N Lot. The PHPDA continues close work with them as needed. They are on track to secure funding and close.
- PacMed lease negotiations are ongoing.
- There is some interest and discussion in uses for campus with other outside entities.
- The ADA compliance assessment will be built into planning for Quarters buildings.
- The Executive Director has submitted a proposal to the legislature for funding to begin a comprehensive master plan of the property.

Adjournment

The meeting adjourned at 8:29 a.m.

Minutes approved:  5/6/20
(Date)