Meeting of the Program Committee
Wednesday April 4, 2018
7:30-9:00 a.m.
Quarters 2 Building, Beacon Hill Campus
1200 12th Ave South, Seattle, WA

| MEMBERS PRESENT       | NOT PRESENT        | ALSO PRESENT
|-----------------------|--------------------|----------------------
| Mike Heinisch         | Lydia Assefa-Dawson| Nancy Sugg           |
| Judy Tobin            | Doug Jackson       | Michael Leong        |
| Ellie Menzies         |                    | Jeff Natter          |
|                       |                    | Christina Bernard    |
|                       |                    | Mallory Fitzgerald   |
|                       |                    | Gene Yoon            |

Mike Heinisch called the meeting to order at 7:32 a.m. A quorum was present. There was no public comment.

The Executive Director informed the Committee that Lydia Assefa-Dawson and Gloria Burton had their City Council confirmation hearings. The PHPDA is actively scheduling informational meetings with City and County Councilmembers to introduce them to the PHPDA's mission, grantmaking, and the North Lot project. Meetings will highlight the PHPDA's work in the respective council districts.

The Program Committee decided to cancel July's meeting due to it falling on July 4th, but the Committee may discuss alternative dates.

Consent Calendar Minutes

The Program Committee voted to approve the March 7, 2018 minutes (Moved/2nded, Judy Tobin/Douglass Jackson, 5 of 5 in favor).

Update on North Lot and Finance Committee

Finance Committee

The Executive Director discussed the finalized Risk Management Plan and noted that there are no severe or significantly probable risks. The Associate Director reviewed the Major & Renewal Grant Financial Reports and noted that nine grantees submit their budget revisions. The Committee reviewed the loss in parking revenue.

North Lot

The Executive Director and SCIDpda met with Speaker Frank Chopp. SCIDpda presented fiscal calculations for expected differences between market rate, work force, and a combination of the two housing options. Their figures are comparable to those presented by PHPDA. Subsidies will mostly be capital and will include ongoing maintenance. The Speaker examined nine possible funding streams to support the project.

The County loan of $3 million may fully be converted to a grant by 2021. PHPDA is working to finalize the $1.7 million grant with HSDPDA.
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Grantmaking

Update on Coalition Planning Grants

The Executive Director updated the Committee on the South King County Coalition planning grant. The PHPDA will contract with Living Well Kent for $15k to develop an ongoing coalition of healthcare providers and stakeholders in South King County. The Coalition has chosen the name “South King County Health Coalition.” The Homeless Healthcare Coalition and its efforts are on hold.

Major & Renewal Grant process updates

The Associate Director reminded the Committee that the Renewal Grant Review Panel Meeting will be held on Friday, April 6th. She will be present at the meeting to inform the reviewers of any financial concerns. There are three evaluators on the panel. The Review Panel will forward their funding recommendations to the Governing Council. The 2018 Major Grants Review Panel Meeting is scheduled for May 4th. The PHPDA invited thirteen grantees to apply based on their LOIs and eleven submitted full applications. Seven members made up of Governing Council Members, Strategic Advisors, and PHPDA Staff were assigned to the 2018 New Major Grant Review Panel.

Report/Follow-up from PEAK Grantmaking Annual Conference

The Associate Director and Grants Manager attended the PEAK Grantmaking Conference and it mainly focused on assessing grantmaking through an equity lens with topics including an equity toolkit, which will be released later this month, and how to address risks inherent in funded grants. The PHPDA registered on GrantAdvisor.org to assist in providing anonymous feedback from previous and current grantees. The Committee discussed asking more transparent questions in PHPDA grant applications to eliminate possible information omission and tailoring due to perceived motives and intentions. These topics may be added to the Governing Council’s CLAS standards discussions.

Continued Discussion on Branding of Grantmaking Program

The Committee discussed rebranding the PHPDA grantmaking program as the “Health Equity Fund.” So far, the name has received positive feedback from grantees and other stakeholders. The Committee discussed geographic specific wording and possibly creating a separate logo. Further discussion with the Committee and the PHPDA legal counsel will follow.

Adjournment

The meeting adjourned at 8:37 a.m.

Minutes approved: 6/12/2018 (Date)