Meeting of the Program Committee
Wednesday, June 5, 2019, 4:30-6:00 PM
Quarters 2, Beacon Hill Campus
1200 12th Ave South, Seattle, WA

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>NOT PRESENT</th>
<th>ALSO PRESENT</th>
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<tbody>
<tr>
<td>Nancy Sugg</td>
<td>Ellie Menzies</td>
<td>Jeff Natter</td>
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<td>Doug Jackson</td>
<td>Mike Heinisch</td>
<td>Mallory Fitzgerald</td>
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<tr>
<td>Michael Leong</td>
<td>Susan Crane (arrived 5:03 PM)</td>
<td>Dr. Carey Jackson (left 6:00 PM)</td>
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<td>Gene Yoon</td>
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Nancy Sugg called the meeting to order at 4:33 p.m. A quorum was present. There was no public comment.

The Program Committee confirmed their availability to meet on July 3rd.

Consent Calendar Minutes

The Program Committee voted to approve the May 1, 2019 minutes (Moved/2nded by Doug Jackson/Ellie Menzies, 3 of 5 in favor (Leong and Heinisch abstained))

Update on North Lot and Finance Committee

The Executive Director provided an update on North Lot and Finance Committee activities.

- North Lot:
  - PHPDA Real Estate Consultant Michael Finch created a draft term sheet for a property sales offer instead of a ground lease. The PHPDA received a response email from SCIDpda. They suggested a 20-year payment plan of $500 k paid in two-year installments.
    - PHPDA will respond with a counterproposal and plan to work with SCIDpda to address the County and HSDPDA covenants.
  - The Executive Directors of PHPDA and AIPACE signed a memorandum of agreement siting AIPACE on the North Lot.

- Finance Committee:
  - Doris Koo offered to take the lead on the Executive Director Salary Survey. She will present the study results at the next meeting.
  - The 2018 Independent Audit resulted in no journal entries or reportable internal control issues. The Auditor will be presenting at the next Finance Committee meeting.

Grantmaking

Update on PHPDA UW Intern Projects

The Executive Director updated the Program Committee on the PHPDA/UWSPH Health Equity Scholars internship activities. The PHPDA received twelve applications and selected three applicants:

- Gracious Gamiao evaluated invisible biases and presented her findings to the PHPDA Staff.
  - She found that bias was in favor of funding focus areas, which was as expected. Also, the PHPDA tended to make awards to agencies that have been established for longer.
- Matthew Dekker will be studying the effects of gentrification in the Central Area and African American health outcomes resulting from gentrification.
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- Hitomi Kariya will research breast cancer and cervical cancer screening rates of Asian & Pacific Islander populations.
- The Committee discussed other potential internship topics for next year.

Future Review Panel Composition

The Executive Director led discussions on the composition of future Review Panels.
- The Program Committee recently expanded membership and hopes to expand the roster for future Review Panels.
  - The Committee considered having emeritus Program Committee members and Strategic Advisors who are familiar with PHPDA grantmaking to serve as reviewers.
  - The Governing Council would need to appoint external members to the panel.
  - Every Review Panel will still have a minimum of two Program Committee members.
  - The Committee will continue to explore these options

Grant Management

Nimble Final Report Summaries

The Associate Director summarized 2018 Nimble Grant Cycle 2 Final Reports.
- The Committee discussed four grantees: Aurora Commons, FEEST, Gay City, and Parent Trust for Washington Children.

Update on New and Renewal Major Grants

The Grants Manager updated the Program Committee on New and Renewal Major Grants.
- New Major 2019 Grants are submitting exhibit revisions for their contracts.
- Six contract meetings are scheduled and are on-track to have them signed by July 1st. Country Doctor’s contract meeting was optional and they chose not to meet.

Immigrant and Refugee Health

The Committee warmly welcomed Dr. Carey Jackson, Medical Director of Harborview. He provided a presentation on immigrant and refugee health within the King County region. He emphasized possibly funding access/transportation issues related to health. The Committee discussed possibly funding gun violence, elderly, or mental health focus areas related to these populations.

Adjournment

The meeting adjourned at 6:07 p.m.

Minutes approved: [Signature]
(Date)