



Meeting of the Program Committee
 Wednesday, July 3, 2019, 4:30-6:00 PM
 Quarters 2, Beacon Hill Campus
 1200 12th Ave South, Seattle, WA

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Nancy Sugg (phone until 4:55 PM, arrived 5:10 PM)	Ellie Menzies (arrived 4:40 PM)	Susan Crane	Jeff Natter	Christina Bernard
Doug Jackson	Mike Heinisch		Mallory Fitzgerald	Gene Yoon
Michael Leong			Gracious Gamiao	

Mike Heinisch called the meeting to order at 4:35 p.m. A quorum was present. There was no public comment.

Consent Calendar Minutes

The Program Committee voted to approve the June 5, 2019 minutes (Moved/2nded by Mike Leong/Doug Jackson, 4 of 4 in favor)

Update on North Lot and Finance Committee

- The Executive Director provided an update on North Lot and Finance Committee activities.
- North Lot: SCIDpda agreed to the nonrefundable \$1.5 million closing fee and continues to plan for phasing.
 - PHPDA and SCIDpda are negotiating a purchase and sale agreement.
 - The Executive Director discussed the HSDPDA and County loan covenants.
 - Finance Committee: At their last meeting, the PHPDA Auditor provided a presentation on the 2017-2018 Audit.

Grantmaking

Preliminary discussion of grantmaking processes and focus areas for 2020

The Associate Director and Grants Manager reviewed the grantmaking processes and focus areas for 2020. The Program Committee made various comments and suggestions to improve the grant guidance and application process.

- The PHPDA Staff scheduled a retreat in July and staff will work on next year's grants calendar and guidance for the New and Renewal Major Grants as well as the Nimble Grant application process. Staff will review focus areas and may possibly remove the focus area for people experiencing homelessness and/or housing stability.
- The PHPDA Staff asked the Program Committee for feedback. The Committee discussed removing one of the three Nimble Grant cycles in a calendar year and continued inclusion of CLAS Standards.
- The Program Committee commented on the number of grant applications that struggled with "outcomes" and "outputs" and discussed solutions to help distinguish and clarify these terms. Possible solutions included: improving the webinar session; including a logic model in grant guidance; asking grantees for feedback to see what resources or materials would help understand terms and process; a video webinar; FAQs page.



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- The Executive Director has applied to volunteer with the national organization The Unfunded List and will potentially review grant applications from across the country to provide feedback for organizations who have unsuccessfully sought grants.

Learnings from recent conferences and collaborative meetings attended by staff

The PHPDA Executive Director, Associate Director, and Grants Manager reviewed their learnings from recent conferences and collaborative meetings they have attended such as the Grantmakers for Effective Organizations (GEO) Learning Conference, Grantmakers in Health, and the 2019 PEAK Pacific NW Regional Meeting.

Presentation of UW Health Equity Scholar Report

Gracious Gamiao provided a presentation on potential hidden biases in the PHPDA's grant decision-making process. She evaluated PHPDA's Major Grant funding decisions from 2015 to 2018 and compared characteristics at the agency and program-level.

- Identified social determinants of health categories addressed through the Major Grant program
- Provided recommendations: continue further ongoing evaluations, share her findings publicly as well as encouraging other funders to conduct similar evaluations, and improve the Major Grant decision-making process by reaching out to new agencies.

Adjournment

The meeting adjourned at 6:09 p.m.

Minutes approved:

 8/13/19
(Date)