



Meeting of the Planning Committee
 Wednesday February 2, 2011
7:30 a.m.-9:00 a.m.
 Quarters 2 Building, Beacon Hill Campus
 1200 12th Ave South Seattle, WA

MEMBERS PRESENT	ON PHONE	ALSO PRESENT
Wendy Watanabe	Dan Lessler	Rosemary Aragon, Executive Director
Marc Provence		Christina Bernard, Program Analyst
Linda Ruiz		
Tom Wood (until 8:50)		

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

Minutes

The Committee voted to approve the January 11, 2011, meeting minutes. (Moved/2nd by Ruiz/Provence, 4 of 4 in favor).

Strategic Planning

Additional Interpreter Services Contracting

Chair Wendy Watanabe led discussion on options for PHPDA's future Interpreter Services contracting. The Committee reviewed the data they would like to see to better inform decision-making. PHPDA staff is working on collecting the relevant information from safety net organizations. They also reviewed the requirements any additional subcontractors would need to fulfill to be accepted under PHPDA's contract with DSHS. The Program Analyst was asked to prepare a simple check list on contract requirements for the potential contractors. The committee discussed reviewing the data and defining a process for solicitation of additional subcontractors by May for the Interpreter Services contract held by the PHPDA this year.

Discussion of Short-term Priorities

The Committee reviewed priorities for 2011. They discussed ways they might sharpen the focus of each priority, through focused questions and milestones. Staff and Committee members will follow-up on these tasks and review the priorities again in March, in addition to discussing them as a part of PHPDA's broader priorities with the full Governing Council.

Increase Access to Care

2010 KCPA Final Grant Report (Grant 2010-01)

Linda Ruiz led discussion on the final report for the King County Project Access 2010 grant. She noted that KCPA continues to grow and meet their goals.

Q4 2010 Charity Care Report

The Committee reviewed the Quarter 4 2010 Charity Care Report and voted to accept it and forward it to the Governing Council for approval (Moved/2nd by Ruiz/Provence, 4 of 4 in favor).



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Foster System Change

Children’s Navigator Q4 2010 Report (Grant 2010-02)

Marc Provence presented the Quarter 4 2010 report from Children’s on the Navigator project. He discussed successes, challenges, and an update on the data being collected and prepared for Clegg & Associates’ evaluation of the project.

Children’s Navigator Project – Year 1 Final Financial Report (Grant 2009-02)

The Committee reviewed the final financial report from the Year 1 Navigator grant (July 2009-June 2010). The report summarizes how PHPDA’s funds were used in comparison with the original budget from the grant proposal. The Finance & Audit Committee will also review the report.

Adjournment

The meeting adjourned at 8:55a.m.

Minutes approved: _____ (date)