Chair Marc Provence called the meeting to order at 7:34 a.m. A quorum was present. There was no public comment.

Minutes
The Committee voted to approve the March 5, 2013, meeting minutes (Moved/2\textsuperscript{nd}, Tobin/Heinisch, 6 of 6 in favor).

Staff explained the tech review process they completed for the 20 grant proposals and provided an overview of the funding panel’s review period (ending with the funding panel meeting May 2). The Committee thanked staff for their hard work in completing the tech reviews and compiling the binders for funding panel members.

Grant Management


\textit{Participation in Health Philanthropy Partnership}

The Executive Director discussed the Health Philanthropy Partnership, of which the PHPDA has been a member since it was founded several years ago. He stated that while the intent of convening a group of health care funders from across the State was good, in practice they found many differences between the member organizations and have no defined activities. While he left the door open to re-joining in the future, he asked for approval for the PHPDA to withdraw from participation in the Health Philanthropy Partnership, as he believes it is not a good use of PHPDA funds. The Committee voted to authorize the action (Moved/2\textsuperscript{nd}, Thornton/Tobin, 7 of 7 in favor).

\textit{Project Access NW 2013 Medical Case Management Final Report}

Committee member Judy Tobin discussed the final Project Access NW 2013 Medical Case Management Grant report. She stated that she appreciated the honesty from the grantee about both their successes and struggles throughout the year. While they failed to reach some of their annual goals, she believes that is it clear from the report that their work is in line with PHPDA’s goals and that there is still significant value provided for PHPDA’s grant dollars. The Committee voted to forward the report to the Governing Council for approval (Moved/2\textsuperscript{nd}, Tobin/Leong, 7 of 7 in favor).

\textit{Project Access NW 2013-2014 Dental Case Management Quarterly Report}

Committee member Mike Heinisch discussed the Oct-Dec 2013 quarterly report for the Project Access NW Dental Case Management grant. The report summarizes outcomes for the first eight months of the fourteen month grant. The outputs for the grant are at acceptable levels at this point in the funding period, with strong participation from volunteer dentists. The Committee voted to accept the report (Moved/2\textsuperscript{nd}, Tobin/Leong, 7 of 7 in favor).
Grantmaking

*Evaluation partnership with UW*

Marc Provence, Nancy Sugg, and Sharyne Shiu Thornton recused themselves from discussion of this topic in order to avoid the appearance of a potential conflict of interest. Mike Heinisch chaired the meeting during this discussion.

The Committee discussed the proposed evaluation partnership with the University of Washington School of Public Health. The Executive Director provided background on discussions with the school and the proposed plan to have two master’s degree students provide evaluation assistance to some of PHPDA’s grantees. While the Committee acknowledged some benefits of the proposed arrangement, such as relatively inexpensive cost for these services, they also expressed some concerns and additional questions. They particularly had questions about the amount of time required of PHPDA and grantee staff to work with the students, the experience and skill level of the students, and the ability to choose students with relevant experience. Particularly in light of PHPDA’s new area of work doing larger grantmaking, Committee members believed it was too rushed to begin this additional work at the same time. They voted to thank the School for the proposed partnership, but to tell them that there are too many outstanding questions to move forward this year (Moved/2nd, Tobin/Leong, 4 of 4 in favor). The Executive Director will continue to communicate with the School about future collaboration.

*Presentation on Nimble Funding at the Seattle Foundation*

Ceil Erickson of the Seattle Foundation joined the meeting to discuss smaller, nimble grant funding. She discussed her organization’s processes and gave advice to the PHPDA in setting up this new funding stream. She stated that it is important to be clear and focused on the purpose of the funding, and to outline defined roles for the staff, Planning Committee, and Governing Council. She suggested finding a balance between the complete flexibility of accepting proposals at any time, which can be confusing and overwhelming, while still making decisions often enough to respond to grantee needs. She also suggested matching the application size and requirements with the size of the grant. She and the Planning Committee discussed how to allocate funding through the year, the level of authority given to staff or a possibly new sub-committee to recommend or make decisions, and the possibility of emergency funding.

*Adjournment*

The meeting adjourned at 9:06 a.m.

Minutes approved: __________________________     __________

(date)