Meeting of the Program Committee  
Wednesday June 7, 2017  
7:30-9:00 a.m.  
Quarters 2 Building, 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>Michael Leong</td>
<td>Judy Tobin</td>
<td>Rikka Dayao</td>
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<tr>
<td>Mike Heinisch</td>
<td>Teresa Mosqueda phone, in person @ 8:30</td>
<td>Christina Bernard</td>
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<td>Sharyne Shiu Thornton phone</td>
<td>Nancy Sugg</td>
<td>Doug Jackson</td>
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<td>Ellie Menzies</td>
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<td>Elaine Albertson</td>
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Nancy Sugg called the meeting to order at 7:30 a.m. A quorum was present. There was no public comment.

Minutes
The Committee voted to approve the March 1, 2017 meeting minutes (Moved/2nd, Judy Tobin/Ellie Menzies, 7 of 7 in favor).

Update on North Lot and Finance Committee
The Executive Director showed the Program Committee a diagram of the most recent two building design for the North Lot. He advised that in the original compact, half of the total housing units were required to be affordable units in order to receive the $4.7 million from the County. Many of these affordable units will mostly be two or three family units, which will take up considerable space in the building. The County has been approached about allowing a change in the original compact so that half of the total square footage or half of the total bedrooms on the site are affordable instead of overall units. Barrientos LLC continues to meet with potential investors, and always focuses on the cost of the project, and the mission of the PHPDA.

The Executive Director noted that it is nearly time to determine the development role of the PHPDA. With the Grants program so well managed by the PHPDA staff, the Executive Director is comfortable with the PHPDA becoming the Master Developer. Multiple learning sessions will be held for the Governing Council and the Finance and Program Committees to discuss the role of the PHPDA. The Governing Council will most likely come to a decision in September or October.

The Finance Committee was advised by the Grants & Finance Manager that Barrientos LLC is forwarding all the entitlement related bills to the PHPDA. All North Lot related expenses are being tracked. The North Lot development project has now been added to the Risk Management plan.

Grant Management
Update on plans for Summer Evaluation Intern

The Executive Director introduced Elaine Albertson, the PHPDA Summer Evaluation Intern. Elaine Albertson is pursuing a Health Policy degree at the School of Public Health, University of Washington. She will do a cost/benefit analysis of select Major Grants, and will evaluate the sustained impact of select Nimble Fund Grants. Elaine presented her Evaluation Plan to the Committee, and discussed
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her focus, strategy, and methods of evaluation. She will present her findings to the Committee and Governing Council in a future meeting, potentially in September.

Strategic Planning  
*Update on South King County and Homeless Health Learning Sessions*

The Executive Director advised that in partnership with Kent Youth and Family Services, the PHPDA will hold a learning session with key healthcare providers to discuss the healthcare challenges facing South King County residents. The session will be held on Friday, July 21st, at KYFS in Kent. Additionally, a second learning session focused on Homelessness will be held on August 25th at the Pacific Tower.

*Use of CLAS Standards*

The Program Committee continued discussion on how to implement the CLAS standards internally and into grantmaking. Some suggestions included making the CLAS Standards a table topic during the annual All Grantees Meeting, making it the focus for a PHPDA Governing Council/Strategic Advisors retreat, and somehow including them in the Grants Applications. The Committee would like future grantees to address which standards they are currently adhering to, and which ones they would like to improve on. Agencies should also focus on how they communicate with their communities and how the feedback was or will be implemented into their proposed program. PHPDA staff will draft the Grants Application and have it ready by October.

Adjournment  
The meeting adjourned at 9:01 a.m.

Minutes approved: "K. S."  
9/10/2017  
(Date)