Nancy Sugg 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 November 2, 2016 meeting minutes (Moved/2nded, Ellie Menzies/Nancy Sugg, 6 of 6 in favor).

Update on North Lot and Finance Committee
The Executive Director advised that a special meeting of the Governing Council was held on November 28th to approve Resolution 14-2016 (Consideration of King County TOD funds for North Lot lease purchase). The County does not have the appropriate mechanism to pass the funds from the HSDPDA directly to the PHPDA. Instead of a grant, the county will give the PHPDA the full lump sum of $4.7 million in the form of a loan. Interest will only be applied to the $3 million initially identified as County funds. The PHPDA can pay off early to avoid paying interest. The $3 million obligates the PHPDA to assure that at least 50% of all housing units developed on the North Lot are affordable for low income/affordable housing. The $1.7 million from the HSDPDA will obligate the PHPDA to site the ICHS/Kin On AiPACE program on the property. The land acquisition loan has a term of five years (through December 31, 2021), convertible to a permanent loan upon project financing. If project financing is not obtained within the five year term, King County will recapture the loaned funds from the PHPDA. The permanent loan period would be through 2070 (approximately 50 years from receipt of permanent financing). Members of the Governing Council expressed concern over the length of the permanent loan period.

Grant Management
Report on Grantee Meeting
The Executive Director discussed the PHPDA 2016 All Grantees Meeting. There were several Governing Council and Program Committee members in attendance. The event highlighted the ongoing work and collaborative efforts of the grantees. Each organization gave a presentation about the program(s) funded by the PHPDA. There were two sessions of table topics. Members of the Governing Council and Program Committee stated that it was a great idea to forgo a guest speaker, and that having the PHPDA Executive Director do a presentation allowed the grantees to get to know him. Committee member Sharyne Shiu Thornton expressed concern over the lack of diversity in the grantee representatives who presented to the fuller group. The Committee discussed the possibility of
compiling a map of the grantees to demonstrate current collaborations, and highlight opportunities for more.

**Strategic Planning**
*Planning for Cultural Competency consultant*

The Executive Director advised that the 2017 budget includes funding for a Cultural Competency Consultant, and inquired if it would be beneficial to the PHPDA. The Committee agreed that it is important for the PHPDA to actively and consistently practice cultural competency. The Committee should evaluate the structure, purpose and scope of work for a possible consultant. In order to determine a shared understanding of what cultural competency is, the Executive Director asked that each Committee member submit a statement explaining what cultural competency means to them. The Executive Director also requested that Committee members be prepared to explore and present concrete ideas of how to start implementing an internal culture of sensitivity and competency.

**Committee Governance**
*Review of 2016 and 2017 Work Plans*

The Program Committee reviewed the 2016 and 2017 Work Plan materials. The Executive Director advised that the PHPDA has achieved almost everything in the 2016 Work Plan. The Committee discussed ways to implement more advocacy work in 2017. It was suggested that the North Lot also be included in the 2017 Work Plan. Advocacy and Cultural Competency will be addressed later in the year. The 2017 Work Plan will be finalized during the January Program Committee Meeting.

The Executive Director asked that each Committee member summarize Program’s achievements and accomplishments in 2016, and their hopes for 2017. The answers included pride in the good work the grantees are achieving, the increase in visibility for both the PHPDA and the grantees, the success of increasing sustainability in grant funding, adhering to the PHPDA mission and values, and addressing structural racism. Although the state of Health Care in 2017 is uncertain, the Committee will remain devoted to the mission of the PHPDA.

**Adjournment**
The meeting adjourned at 9:02 a.m.

Minutes approved: [Signature]

(Date)