



## Meeting of the Program Committee

Wednesday, January 6, 2021, 7:30 - 9:00 AM

**Meeting:** <https://zoom.us> | Meeting ID: 865 2300 3923

<https://us02web.zoom.us/j/86523003923?pwd=eW9aZnRFODhtVXJGcWNmSDFpTW5HZz09>

**Phone Option:** +1 253 215 8782

**Password:** NEWYEAR (Numeric Password for Phone: 4610649)

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Nancy Sugg	Ellie Menzies		John Kim	Christina Bernard
Virgil Wade	Paul Feldman		Mallory Fitzgerald	Gene Yoon
Doug Jackson (until 8:40 AM)	Michael Leong (arrived 8:01 AM)		Amy Jan	Maggie Delaney
Susan Crane (arrived 7:39 AM)			Mike Heinisch (arrived 8:11 AM)	Sue Taoka (arrived 8:16 AM)

Nancy Sugg called the meeting to order at 7:31 a.m. A quorum was present. There was no public comment. Welcome Virgil Wade!

### Consent Calendar Minutes

The Program Committee voted to approve the minutes from December 2, 2020 (Moved/2<sup>nd</sup>ed by Doug Jackson/Ellie Menzies, 4 of 5 in favor) (Paul Feldman Abstained)

### Update on Finance Committee and Property

The Executive Director updated the Program Committee on Finance Committee and property activities:

- PHPDA is working with PacMed on lease negotiations and with Makers on campus planning.
- State Accountability Audit for 2018-2019 ended successfully, with an Exit Conference over Zoom, resulting in a clean audit.

### Grant Management

#### *All Grantees Meeting Survey Results*

The Office Coordinator discussed the All Grantees Meeting Survey Results.

- First time conducting the meeting virtually and split to two half-days rather than one full day.
- Twenty-one (21) grantee organizations attended. There were about seventeen (17) other attendees representing PHPDA Staff, Committee members, and consultants. Former Executive Director was also invited and attended, totaling about 53 attendees.
- Facilitated Table Topics and a Mindfulness Session through Zoom's breakout rooms.
- Generally positive responses/feedback from attendees.
- Grantees had expressed shared difficulties in 2020 due to Covid.

### Committee Governance

#### *Review of 2020 Program Committee Workplan*

The Program Committee Chair led the Review of 2020 Program Committee Workplan.

- The Committee discussed Cultural Competency and how the PHPDA can be more intentional bringing this up with the Program Committee (and Governing Council) for internal work on Cultural Competency and anti-racism.
- Committee Members asked to be notified about upcoming Major Grant Site Visits and discussed additional outreach to grantees who were not awarded.



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- The Committee discussed aligned funding and considered developing a "clearing house," a pre-vetted list of declined grantees for other philanthropies to consider.
- The Committee suggested having a mid-year check-in to review the 2021 Workplan.
- The Program Committee recommended discussing the Workplan with the Governing Council and have a final vote for adoption in March.

### Presentations by PHPDA Health Equity Scholar

Amy Jan and Maggie Delaney, PHPDA Health Equity Scholars for 2020, provided their presentations to the Program Committee.

- Amy Jan presented on "Investigating Health Inequality in Primary Care Spatial Accessibility Among Races/Ethnicities in King County"
- Maggie Delaney presented on "Refugee Access to Reproductive Healthcare"

The Committee thanked the final two PHPDA 2020 Scholars for their work. They will be providing a final report that will be uploaded to the PDA website.

### Adjournment

The meeting adjourned at 9:04 a.m.

Minutes approved:

Maggie Delaney 2/16/21  
(Date)  
by John Kim

## Gene Yoon

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**From:** Nancy Sugg <sugg@uw.edu>  
**Sent:** Thursday, February 4, 2021 1:33 PM  
**To:** Gene Yoon  
**Cc:** John Kim  
**Subject:** Re: PHPDA Program Chair Signatures Requested

Hi Gene, I reviewed the minutes. Can you please ask John to sign?

Thanks,  
Nancy

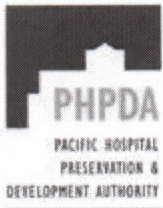
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**From:** Gene Yoon <g.yoon@phpda.org>  
**Sent:** Thursday, February 4, 2021 11:59 AM  
**To:** Nancy Sugg <sugg@uw.edu>  
**Cc:** John Kim <j.kim@phpda.org>  
**Subject:** PHPDA Program Chair Signatures Requested

Hi Nancy,

Please see attached and sign/date or let us know if you approve John signing the minutes from the Program Committee meeting for December 2020 and January 2021. (The December 2020 minutes were voted to be approved on 1/6/2021 and the January 2021 minutes were voted on at yesterday's meeting 2/3/2021.)

Thanks!



**Gene Yoon | Office Coordinator**

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Pacific Hospital Preservation & Development Authority

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Please take a look at our 2019 Annual Report