Meeting of the Program Committee
Wednesday, November 3, 2021, 7:30 - 9:00 AM

Meeting: https://zoom.us | Meeting ID: 864 6723 2182
https://us02web.zoom.us/j/86467232182?pwd=NkcvDkxVHVJbmn90Q0lyRElRdFZZz09
Phone Option: +1 253 215 8782
Password: 730788

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>NOT PRESENT</th>
<th>ALSO PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Sugg</td>
<td>Paul Feldman</td>
<td>John Kim</td>
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<td>Virgil Wade</td>
<td>Michael Leong</td>
<td>Mallory Fitzgerald</td>
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<tr>
<td>Ellie Menzies</td>
<td>Doug Jackson</td>
<td>Whitney Gerlach</td>
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<td>Christina Bernard</td>
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Nancy Sugg called the meeting to order at 7:31 a.m. A quorum was present. There was no public comment.

Consent Calendar Minutes

The Program Committee voted to approve the Program minutes from October 6, 2021 (Moved/2nded by Paul Feldman/Virgil Wade, 5 of 6 in favor, Doug Jackson Abstained)

Update on Finance Committee and Property

The Executive Director updated the Program Committee on Finance Committee and Property activities:
- He updated the Committee on the PacMed Clinic Lease and Quarters Lease.
- The Governing Council and Strategic Advisors will receive Makers’ final report and tool from the comprehensive Master Plan.
- SCIDpda is on track to close on the North Lot at the end of Q1 2022.

Financial Stewardship/Grantmaking

Draft 2022 PHPDA Budget

The Associate Director discussed the Draft 2022 PHPDA Budget.
- New and Renewal Grants, Nimble Grants, and Health Equity Scholars budgets were discussed.
- Budgeted $30,000 for next year to cover a portion of the Adjunct Professor’s salary with PHPDA’s potential partnership with Seattle University School of Law.
- The budget includes the current PacMed lease renewal negotiations.
- JLL will take over management of the Quarters buildings and East Garage.
- There is a small operating deficit, but the anticipated closing of the North Lot will cover the deficit.
- More budgeted for Communications expenses, includes new PHPDA website. Some of the Communications costs may be capitalized.
- Brokerage fees will apply to Real Estate Expenses when they are paid upon executed leases and sales.
- Possible increase for Grant Software and most likely within the current software, Foundant. PHPDA may acquire some add-ons.
- Added a new line for Quarters 3-10 operating budget. Quarters 1 is rolled into the Tower because it is a property management space.
- Operating costs for the East Garage now incorporated into the Tower operating budget because the East Garage is part of PacMed’s Clinic lease.

The Program Committee voted to endorse the Draft 2022 PHPDA Program Budget (Moved/2nded by Michael Leong/Doug Jackson, 6 of 6 in favor)
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Grant Management

2021 All Grantees Meeting Plans

The Communications Manager reported on the 2021 All Grantees Meeting plans.
- This 8th Annual Meeting will be held on two remote half-days over Zoom. December 2nd and 3rd, in the morning.
- Sent out roughly sixty invitations so far and sponsorships have been secured.
- Event packages will include general information, office supplies, and snacks.
- Staff is exploring new participatory activities.
- He reminded Committee members to RSVP with the Office Coordinator so that Staff can prepare for quorum if needed.

Nimble, New and Renewal Major Quarterly Report Summaries

The Grants Manager reviewed the Nimble, New and Renewal Major Quarterly Report Summaries.
- She discussed 2021 Nimble Cycle 1 and Cycle 2 report summaries which were reviewed by Grant Staff.
- Q1 2021 New Major Grant report summaries were reviewed. All New Major Grantees are meeting their goals according to their Q1 2021 New Major Grant report summaries. Some are working through organizational challenges such as staffing delays.
- The Committee reviewed Q1 2021 2nd Year and 3rd Year Major Grant report summaries.

Grantmaking

Discussion of 2022 New Major Grants

The Associate Director discussed the Guidance document, Focus Areas, application questions, and LOI application questions for 2022 New Major Grants.
- The Committee discussed three new possible Focus Areas for 2022 and how each relates to the current disparities community members face:
  - Mental and Behavioral Health for Immigrants and Refugees
  - Access to Telehealth
  - Community-based Pilot Projects with mental health first responders for de-escalation using alternative emergency call centers
- The Committee considered moving some Focus Areas into principles and changing Telehealth to addressing the digital access divide.
- The Associate Director and Grants Manager will make changes to the Focus Areas and send the changes to the Committee for individual feedback.
- The Associate Director discussed application questions, particularly around Organization and Project Funding. The Committee considered the value of asking questions around funding and how scoring may be impacted.
  - Under Question 6, the Committee suggested adding Tribal to the list of governments.
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Adjournment

The meeting adjourned at 9:05 a.m.

Minutes approved: [Signature]
[Date] 12/8/21 (Date)
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Thanks Whitney. Both minutes are reviewed and approved. can you please ask John to sign on my behalf?
-Nancy

Good Morning Nancy,

Apologies for my delay getting the meeting minutes to you. Please see attached for the Program Committee’s 11/3 minutes which were approved at our 12/1 meeting last week.

John is cc’ed to this email. Let us know if you would like him to sign the minutes on your behalf.

Thank you!