



Meeting of the Program Committee
 Wednesday, February 2, 2022, 7:30 - 10:30 AM

Meeting: <https://zoom.us> | Meeting ID: 841 5767 6926
<https://us02web.zoom.us/j/84157676926?pwd=M2dBY25BTE9STIZwR3RBVHlpbEpKQT09>
Phone Option: +1 253 215 8782
Password: HEALTH (Numeric Password for Phone: 456552)

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Nancy Sugg	Ellie Menzies	Susan Crane	John Kim	Christina Bernard
Virgil Wade (until 9:01am)	Paul Feldman		Mallory Fitzgerald	Gene Yoon
Michael Leong	Doug Jackson		Whitney Gerlach	

Nancy Sugg called the meeting to order at 7:31am. A quorum was present. There was no public comment.

Consent Calendar Minutes

The Program Committee voted to approve the minutes from January 5, 2022 (Moved/2nded by Mike Leong/Paul Feldman, 6 of 6 in favor)

Update on Finance Committee and Property

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

- SCIDpda went through a review with the Washington Department of Archaeology and Historic Preservation (DAHP) and DAHP discovered the North Lot project has adverse impacts to the view of the Pacific Tower. They do not have the authority to stop the project and force a redesign, but they can disrupt state funding.
 - DAHP requires mitigation activities that are not necessarily tied to the site, but additional forms of outreach to preserve the connection between the community and historic site. SCIDpda and PHPDA are working on a list of mitigation activities that will include PHPDA's 40th Anniversary celebrations and SCIDpda's groundbreaking.
- Seattle JazzEd, an after school and weekend music program for BIPOC children, reached out to PHPDA regarding a short-term interim lease in Quarters 10 while their new space in Beacon Hill is under construction.
 - Our Real Estate Consultant and Executive Director gave JazzEd employees a tour of the space at the end of January.

Grantmaking

Potential Grant to Afghan Health Initiative

The Executive Director and Associate Director discussed a potential Afghan Health Initiative grant.

- We continued conversations with Afghan Health Initiative (AHI) regarding an emergency grant to assist Afghan refugees and evacuees arriving King County.
 - Afghans are leaving U.S. military bases early because of the extensive enrollment process for assistance.
- AHI sent PHPDA a grant proposal, financial statements, and proposed budget.
- Existing Afghan community providers, such as SeaMar, HealthPoint, and community-based organizations, will assist refugees through medical referrals and wellness checks. AHI will host workshops and information sessions with a particular focus on behavioral health.



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- PHPDA has been looking into other funding resources for AHI. The PHPDA grant will help increase future funding opportunities, but AHI needs longer term funding for a sustainable program.
 - The Associate Director met with Sheng Yen Lu Foundation to discuss long term funding opportunities for AHI.
- Program Committee and Finance Committee will continue discussions on whether an emergency grant funds policy is necessary.

The Program Committee voted to recommend and forward the Afghan Health Initiative Grant to the Governing Council (Moved/2nded by Ellie Menzies/Doug Jackson, 5 of 6 in favor) (Mike Leong Abstained)

Review Letters of Intent (LOI)

The Associate Director discussed the review of the Governing Council's ability to consider the Tubman Center for Freedom and Health's LOI proposal because the CEO, AyeNay Abye, is on PHPDA's Governing Council (and AyeNay's partner is the Tubman Center COO). Municipal Officers are subject to ethical rules that generally prohibit personal interest in a contract of the agency. There are exceptions for "remote interests" as defined in applicable law. If a remote interest is absent, the contract may not be considered by the agency as long as the affected municipal officer is a member of the governing board. After conversations with AyeNay and consideration of the specific circumstances in this matter, PHPDA administration and our Legal Counsel determined AyeNay has only a remote interest in the potentially funded project. Both AyeNay and their partner have fixed salaries, are not eligible for performance bonuses, would not be compensated with PHPDA funds, and would not be directly involved in the potentially funded project. Tubman Center's Program Director is managing the program and none of the funds will go towards overhead costs. AyeNay disclosed their connection to the grant proposal on the record during the reporting of the LOI review and, if Tubman Center is selected as a finalist, AyeNay will again make appropriate disclosures and recusal related to consideration of the final awards, and will refrain from any input and discussion related to the grant review process.

The Program Committee reviewed and discussed 55 Major Grant Letters of Intent. The total amount requested by applicant organizations was \$8,311,854. Decisions were based on reviewer scores and discussions during this review meeting, including the desire to address a range of health inequities and target populations.

- The Committee discussed revising some LOI proposal questions for future years.

The Program Committee (Nancy Sugg, Ellie Menzies, Virgil Wade, Susan Crane, Doug Jackson, Michael Leong, Paul Feldman) and PHPDA Staff (Christina Bernard, Mallory Fitzgerald, and Gene Yoon) were assigned to the 2022 LOI Review Panel. Eight out of ten reviewers completed reviews. Some reviewers recused themselves from reviewing specific LOIs due to potential appearance of conflict of interest.

The following 12 organizations were invited to submit full applications:

Childhaven	Evergreen Treatment Services
Global Perinatal Services	Lutheran Community Service Northwest
Muslim Community Network Association (MCNA)	People's Harm Reduction Alliance
Public Defender Association	Seneca Family of Agencies
The Maternal Coalition	Tubman Center for Health and Freedom
Voices of Tomorrow	Wakulima USA

Whitney Regan

From: Nancy Sugg <sugg@uw.edu>
Sent: Wednesday, March 2, 2022 2:56 PM
To: Whitney Regan
Cc: John Kim
Subject: Re: PHPDA PC Chair Signature Requested

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated outside the organization. Please don't click links, open attachments, or reply with confidential details unless you are certain you know the sender and are expecting the content. NEVER PROVIDE CREDENTIALS via email!

I reviewed the minutes. Can you please ask John to sign.
thank you,
Nancy

From: Whitney Regan <w.regan@phpda.org>
Sent: Wednesday, March 2, 2022 2:48 PM
To: Nancy Sugg <sugg@uw.edu>
Cc: John Kim <j.kim@phpda.org>
Subject: PHPDA PC Chair Signature Requested

Hi Nancy,

Please see attached for the Program Committee's 2/2 minutes which were approved at the meeting today 3/2.

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

Thank you!



www.phpda.org

Whitney Regan (she/her) | Office Coordinator

206.432.3027 | w.regan@phpda.org | [2020 Annual Report](#)



Pacific Hospital Preservation & Development Authority
[1200 12th Ave S](#) Quarters 2 Seattle, WA 98144

For all grant related matters, please email grants@phpda.org.