



**Meeting of the Program Committee**  
 Wednesday, April 6, 2022, 7:30 - 9:00 AM

**Meeting:** <https://zoom.us> | Meeting ID: 858 1206 6388  
<https://us02web.zoom.us/j/85812066388?pwd=dWlzelJMKzYyTU1SajZGTHFycUwdz09>  
**Phone Option:** +1 253 215 8782  
**Password:** HAPPY40 (Numeric Password for Phone: 5685521)

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Nancy Sugg	Virgil Wade	Susan Crane	John Kim	Christina Bernard
Doug Jackson	Paul Feldman		Mallory Fitzgerald	Gene Yoon
Ellie Menzies	Michael Leong (arrived 7:33am)		Whitney Regan	

Nancy Sugg called the meeting to order at 7:32 a.m. A quorum was present. There was no public comment.

**Consent Calendar Minutes**

The Program Committee voted to approve the minutes from March 2, 2022 (Moved/2<sup>nd</sup>ed by Doug Jackson/Virgil Wade, 5 of 5 in favor)

**Update on Finance Committee and Property**

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

- SCIDpda is facing barriers, such as parking issues and the concrete strike.
- A Washington state budget proviso included funds for a possible short-term Quarters lease with Commerce and funds for a work group focusing on possible Quarters programming. The Executive Director discussed Quarters as a set, or each individual building to allow for more flexibility and potential uses.
  - The Executive Director is considering the Department of Commerce as master lessee, for only one tenant in the Tower and Quarters.
- The redevelopment of the East Garage will be an important discussion in the future.

**Grantmaking**

*Major Grant Applicant Survey*

The Communications Manager and Grants Manager reported on the 2022 Major Grant Applicant Survey.

- The Grants Manager sent the survey to eleven (11) New Major applicants and received three (3) anonymous responses.
- The survey included questions about the grant process, former Health Equity Scholar Gift Nwanne's grant guidance, the grant application, webinar, and individual applicant meetings with PHPDA grants staff.
- Learnings from Survey:
  - Application process can take longer compared to other funder applications. The Committee discussed spending time this summer to review how long it takes to fill out an application and see if we should do something differently.
  - Word count is different between Microsoft Word and Foundant, our grants software.
- Going forward, the Committee discussed looking at PHPDA's charter restrictions more closely to see if we can make any changes to the application.
- PHPDA is reluctant to focus on these survey learnings due to the low response rate. A lack of trust could be one of the reasons we received only a few responses.
  - When asking a current grantee or potential grantee questions, PHPDA wants to be clear there is value and we can give that value back to grantees.



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- The Grants Staff discussed learnings from this year's New Major Grant application process.

### *Update on 2022 Health Equity Scholars*

The Associate Director updated the Program Committee on Health Equity Scholar activities:

- Reviewed ten applications and selected three students pursuing Masters in Public Health. The three selected proposals: 1) Defining disparities that exist due to differential access to technology in the form of homelessness services databases, 2) Conduct an environmental scan and assessment of community health worker (CHW) use at community-based organizations, critical access hospitals (CAHs), and all other healthcare facilities in rural King County, and 3) Understand how and why elderly Asian Americans wait longer before seeking mental health treatment and how to break down generational barriers and acceptance of diagnosis.

### *Update on Renewal and New Major Grant Processes*

The Grants Manager reported on the 2022 Renewal and New Major Grant processes:

- **Renewal:** Staff conducted Tech Reviews. Grant Reviewers were John Kim, Mallory Fitzgerald, Bob Cook, AyeNay Abye, and Sue Taoka. An additional Grant Reviewer was unable to complete their evaluations.
  - Evaluated 14 applications. About \$2 million available.
  - The Renewal Panel will meet tomorrow, April 7<sup>th</sup>.
- **New Major:** Staff conducted Tech Reviews. John Kim, Christina Bernard, Gene Yoon, Nancy Sugg, Sue Taoka, Mike Leong, and Virgil Wade are on the Review Panel. \$1 million available for the New Major Grants. Panel meeting will be in early May.
  - Associate Director and Grants Manager met with all applicants individually to review the application process and answer any questions. All potential grantees were grateful to speak with Staff about their programs.
  - One invited applicant did not submit a full application.

### *Workforce Development / Pay Equity Discussion*

The Associate Director facilitated a discussion about Workforce Development and Pay Equity.

- 501 Commons released a new study in conjunction with King County about nonprofit wages and benefits. It includes a free salary summary.
  - The Associate Director attended a presentation about the report.
- There is a call to funders regarding non-profit wages, paying overhead costs to help organizations run at full capacity, and paying/covering living wages.
- PHPDA could have conversations with grant applicants and grantees about wages.
  - By having these conversations, it could force organizations to pay more than they can afford and lead to less equity within an organization.
  - The Committee discussed whether they should include wage conversations with grantees or explore other ways to get involved on wage disparities.
- If the PDA enforces a minimum wage, it could lead to fewer services. We need to keep in mind the effects on services and be considerate if an organization cannot raise wages.
- The Committee discussed whether there was demographic information in the report data. Demographics would be helpful when addressing Diversity, Equity, and Inclusion (DEI) issues.
- There is an extreme shortage of workers and organizations are competing for workforce.





## Meeting of the Program Committee

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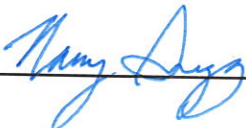

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- People are leaving healthcare work for reasons besides wages, such as burnout and lifestyle changes. Many employees are leaving nonprofit jobs for private practice
- Nonprofit workers in larger cities exist due to a concentration of the most vulnerable populations, but some workers cannot afford to live in those cities. Employees commute to work which takes more time and energy out of their day.
- High turnover at organizations is not always bad because entry level jobs can launch other careers. Also, entry level jobs give people with disabilities more opportunities.
  - However, high turnover can affect patients in a negative way.
- PHPDA has the advantage to work with organizations that are currently making wage and benefit changes, such as CHOOSE 180. PHPDA should consider:
  - Researching workforce development;
  - Funding grantees that are targeting staff retention;
  - Sustainability. When funding ends, incentives could end.
- This is an impossible problem for PHPDA that we cannot solve on our own, but we could try to focus on something we can change and work on bringing others on board to align funding:
  - Find ways to increase the number of medical workers
  - Build partnerships that look at employees differently
- PHPDA could look into and learn more about job training programs.
  - The Sheri and Les Biller Family Foundation has Career Work\$, which connects young adults from under-served communities to stable careers through training and partnerships.
  - Year Up has industry sponsorships and offers equitable access to jobs with strong career paths.
  - We should consider where the influx of new talent is coming from.
  - The barriers people experience in order to receive healthcare can occur when accessing job training.
- Next Steps for Program Committee could include:
  - Meeting with Seattle Colleges could be a jumping off point for job training
  - In the next grant cycle, evaluators could consider proposals that focus on health workforce development, specifically workforces that serve underserved communities
  - Get the Washington State Board for Community and Technical Colleges involved
  - Set up meetings with key workforce development stakeholders
  - Continue this discussion at future Program meetings
  - Add our development advocacy role to mid-level practitioners when acceptable
  - Create a focus group with people that want to move further along in their careers and learn what would benefit them the most
  - Connect with the Biller Family Foundation

### Adjournment

The meeting adjourned at 9:01 a.m.

Minutes approved:

  
by   
5/16/22  
(Date)

## Whitney Regan

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**From:** Nancy Sugg <sugg@uw.edu>  
**Sent:** Wednesday, May 11, 2022 11:23 AM  
**To:** Whitney Regan  
**Cc:** John Kim  
**Subject:** Re: PHPDA PC Chair Signature Requested

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!

Hi Whitney, please ask John to sign. I will work on the digital signature piece hopefully for next time.  
thanks,  
Nancy

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**From:** Whitney Regan <w.regan@phpda.org>  
**Sent:** Wednesday, May 11, 2022 11:18 AM  
**To:** Nancy Sugg <sugg@uw.edu>  
**Cc:** John Kim <j.kim@phpda.org>  
**Subject:** FW: PHPDA PC Chair Signature Requested

Hi Nancy,

I want to follow up with you regarding Program Committee minutes. Please see attached for the Committee's 4/6 minutes which were approved at the 5/4 meeting.

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

Also, if you feel comfortable providing a digital copy of your signature, please sign a blank white piece of paper (3) to (5) times in various sizes in black or blue ink. You can email me a scanned copy or mail me the physical copy to 1200 12th AVE S, Quarters 2, Seattle, WA 98144. With your permission, I can add your digital signature to the minutes.

Thank you!



[www.phpda.org](http://www.phpda.org)

**Whitney Regan (she/her) | Office Coordinator**

206.432.3027 | [w.regan@phpda.org](mailto: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](mailto:grants@phpda.org).*

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**From:** Whitney Regan  
**Sent:** Wednesday, May 04, 2022 11:37 AM  
**To:** Nancy Sugg <sugg@uw.edu>  
**Cc:** John Kim <j.kim@phpda.org>  
**Subject:** PHPDA PC Chair Signature Requested