



Meeting of the Program Committee

Wednesday, April 7, 2021, 7:30 - 9:00 AM

Meeting: <https://zoom.us> | Meeting ID: 841 4911 3639

<https://us02web.zoom.us/j/84149113639?pwd=MXdkM1ExRUplMU11aWpTNkZON3JZUT09>

Phone Option: +1 253 215 8782

Password: GRANTS (Numeric Password for Phone: 416051)

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Nancy Sugg	Virgil Wade	Susan Crane	Christina Bernard	Mallory Fitzgerald
Doug Jackson	Paul Feldman	John Kim	Gene Yoon	
Ellie Menzies	Michael Leong (arrived 7:57 AM)			

Nancy Sugg called the meeting to order at 7:34 a.m. A quorum was present. There was no public comment.

Consent Calendar Minutes

The Program Committee voted to approve the minutes from March 3, 2021 (Moved/2nded by Paul Feldman/Virgil Wade, 4 of 5 in favor) (Doug Abstained)

Update on Finance Committee and Property

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

- 2020 Audit: Clark Nuber is currently auditing the PDA and going smoothly.
- Master Plan: Makers Architecture conducting interviews with focus groups for the Master Plan studies. The Executive Director formed an Advisory Committee with community ambassadors.
- Conducted a Tour with Department of Commerce and others.
- Preparing to potentially market the Quarters/Clinics spaces with the help of Century Pacific and Pyramid, while also continuing conversations with current tenant.

Grantmaking

Update on Renewal and New Major Grant Processes

The Grants Manager reported on the 2021 Renewal and New Major Grant processes:

- Renewal: Staff conducted Tech Reviews. Grant Reviewers were John Kim, Mallory Fitzgerald, Bob Cook, Mike Leong, and Nancy Sugg. An additional Grant Reviewer had to drop out.
 - Evaluated 14 applications. About \$2 million available.
 - The Renewal Panel will meet tomorrow, April 8th.
- New Major: John Kim, Christina Bernard, Gene Yoon, Doug Jackson, Ellie Menzies, Paul Feldman, and Virgil Wade are on the Review Panel. Staff conducted Tech Reviews. \$1 million available for the New Major Grant process. Panel meeting will be in early May.

Update on 2021 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) Disparities in community maternal mobility and mortality, 2) Screening for HEP B for immigrant populations, and 3) Community organizations and overlaps and gaps in local services.



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Continued Discussion on Incorporating Equity Into Grantmaking

The Associate Director and Committee Chair facilitated discussions on Incorporating Equity into the Health Equity Fund grantmaking:

- Potential actionables and small steps.
 - Representation matters. Different perspectives of people who sit at different communities in PHPDA decision-making.
 - Provide Technical Assistance to applicants and grantees for more guidance.
 - Facilitate Grantee Coalitions of peer grantees. Consider inviting former grantees.
 - Use their coordinated voice to approach government and advocate for the community, providing more power to the community over funders and government.
- Who are our grantees, their leaders, board, and staff? Where are their services and ideas coming from? Who measures what they're doing is successful or not?
- What do other grantmakers do? They engage with their grantees in formulating what the projects are and this can be a very interactive process.
 - PDA generally looks for consistency and fairness. Perhaps more engagement is needed.
 - Pushing potential applicants with paternalism can be an issue but also a balance of appropriately nudging organizations toward increased equity focus. Equity is a priority to the PHPDA to provide more access to vulnerable populations.
- Grant Focus. Compile data from county and review previous and existing grants. Is there a way to discuss priorities/needs seen by grantees?
- Tendency to hone in on problems. Take a step back to dream and create, looking at what *should* be rather than just problems that currently exist.
- Currently timely and situated to re-evaluate grantmaking before the next year.
- Equity vs. Justice.
 - The PDA needs to know our audience and find out what is safe for us support.
 - Invite applicants and/or grantees with perspectives on "decolonizing"
 - Organizations usually focus on equity and not progressive justice.
- Need for humility.
 - Undoing the system that provided wealth to funders with the ability to park money with donor driven pools.

The Program Committee will prepare for the May Program Committee meeting with 1) Short-term equity steps for this year 2) Long-term equity goals 3) Forward other potential resources to review.

Advocacy

Draft Preliminary Advocacy Policy

The Associate Director reviewed the Draft Preliminary Advocacy Policy.

- Different levels of advocacy.
 - Uncontroversial service delivery vs controversial political advocacy
 - The PDA Advocacy Policy should separate smaller and larger issues.
 - Low risk vs high risk consequences and urgency
- Define the guardrails and legal barriers of Advocacy.
 - The PDA will avoid lobbying.
 - The same guardrails should be applied to guide the entire Governing Council.
- Signing and ratification of endorsement letters.



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- The PDA should not ask grantees to sign onto letters due to implicit power dynamics of funder and grantee.
- Ratification process vs Review with Governing Council and receive direct confirmation from legal counsel.
- Is there a way to authorize the Executive Director to take some action without need for action or ratification by Governing Council?

The Committee discussed an appropriate timeline in drafting an advocacy policy and requested inviting legal counsel Denise Stiffarm to the next Program Committee meeting.

Adjournment

The meeting adjourned at 9:03 a.m.

Minutes approved:

Nancy Dugg 5/17/21
by John Kim (Date)

Gene Yoon

From: Nancy Sugg <sugg@uw.edu>
Sent: Wednesday, May 12, 2021 9:36 AM
To: Gene Yoon
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 Gene, I reviewed it. Can you ask John to sign.

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From: Gene Yoon <g.yoon@phpda.org>
Sent: Wednesday, May 12, 2021 9:07:05 AM
To: Nancy Sugg <sugg@uw.edu>
Cc: John Kim <j.kim@phpda.org>
Subject: PHPDA PC Chair Signature Requested

Good Morning Nancy,

Please see attached and sign/date for the Program Committee meeting minutes from April. Apologies for the one week delay.

If you'd like instead, please reply all (cc'ed John) and let us know if you authorize him to sign on your behalf.

Thanks!



Gene Yoon, Office Coordinator

206.432.3027 | g.yoon@phpda.org | www.phpda.org

[Please take a look at our 2020 Annual Report](#)

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