



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

Physical Location: Quarters 2 Building, Pacific Tower, 1200 12th Ave S., Seattle, WA 98144

Virtual Location: <https://zoom.us> | Meeting ID: 817 0556 5426
<https://us02web.zoom.us/j/81705565426?pwd=CGRDO3A-Xq1sD1rZsHKv8EqQivLFZF.1>
Phone Option: +1 253 215 8782
Password: LIBERTY (Numeric Password for Phone: 4481687)

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Nancy Sugg	Paul Feldman	Susan Crane	John Kim	Christina Bernard
Ellie Menzies (arrived 7:46am)	Michael Leong	Virgil Wade	Mallory Fitzgerald	Gene Yoon
	Doug Jackson		Whitney Regan	Amanda Shi (arrived 8:18am)
			Mike Heinisch	

Nancy Sugg called the meeting to order at 7:32 a.m. A quorum was not present. There was no public comment. Former Governing Council Chair Mike Heinisch was present as a member of the public.

Update on Finance Committee and Property

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

- There is a proposed third amendment to the Tower lease that will provide the Department of Commerce use of the Quarters buildings through June 2023. This includes a temporary expansion of the premises to include Quarters 3-10, for an additional \$375k to account for the increase in space and rent. No Triple Net will be applied to the amendment. The amendment also provides a model for a fourth amendment if another extension is needed.
- The Department of Commerce has provided a draft pre-development assessment for Quarters 3-10. Preliminary costs for programmatic and residential expenses are estimated at \$37 - \$39 Million. This estimate does not include escalation.
- The process to close on the sale of the North Lot to SCIDpda is on track to be finalized by July 15th.

Consent Calendar Minutes

A quorum was established with the arrival of an additional Governing Council member. The Program Committee voted to approve the minutes from May 4, 2022. (Moved/2nded by Ellie Menzies/Doug Jackson, 3 of 4 in favor) (Paul Feldman Abstained)

The Program Committee voted to approve the special minutes from June 1, 2022. (Moved/2nded by Ellie Menzies/Doug Jackson, 2 of 4 in favor) (Nancy Sugg and Paul Feldman Abstained)

Grant Management

Update on Contracting for 2022 New & Renewal Major Grants

The Grants Manager updated the Committee on contracting for 2022 New and Renewal Major Grants.

- The PHPDA anticipates contracting with twenty (20) New and Renewal Grants for 2022.
- PDA Staff conducted Contract Meetings for all six (6) of the 2022 New Major Grants.

Grantmaking

Preliminary Discussion of 2023 Grantmaking



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The Associate Director began a preliminary discussion of 2023 Grantmaking.

- The primary focus of the conversation was about 2023 Nimble Grants. The Nimble Grant process for 2023 will be finalized and announced in September 2022.

Discuss 2023 Nimble Grant Guidance, Application Questions & Evaluation

The Associate Director and Grants Manager discussed 2023 Nimble Grant Guidance, Application Questions, and Evaluation.

- The Committee reviewed the timeline for the 2023 Nimble Grant funding cycles, and discussed potential changes to the application questions and ideas to streamline the application process.
- The Committee will review the Grant Guidance, Application Questions and Evaluation Questions, and give feedback to PHPDA grants staff.

Presentation by PHPDA Health Equity Scholar

Amanda Shi, PHPDA Health Equity Scholar for 2022, provided her presentation on “Disparities in Homelessness Services Databases”.

- Prior to the meeting, Amanda provided a question for the Program Committee to think about and consider: “In the era of big data and in a state focused on evidence-based decision-making, how do our data systems for homelessness services perform and what are the consequences?”

The Committee thanked the PHPDA 2022 Scholar for her work.

Adjournment

The meeting adjourned at 9:00 a.m.

Minutes approved:

Murray Dugg 8/18/22
By JOHN KIM (Date)

Whitney Regan

From: Nancy Sugg <sugg@uw.edu>
Sent: Wednesday, August 17, 2022 9:02 AM
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!

Hi Whitney, sorry to be late in responding, please ask John to sign.
-Nancy

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From: Whitney Regan <w.regan@phpda.org>
Sent: Wednesday, August 17, 2022 8:41:32 AM
To: Nancy Sugg <sugg@uw.edu>
Cc: John Kim <j.kim@phpda.org>
Subject: FW: PHPDA PC Chair Signature Requested

Hi Nancy,

Following up with you regarding the July Program Committee meeting minutes. Please see attached for the 7/6 minutes which were approved at the 8/3 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!



[2021 Annual Report](#)

Whitney Regan (she/her) | Office Coordinator
206.432.3027 | w.regan@phpda.org | www.phpda.org

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



For grant related matters, please email grants@phpda.org.
[Join our email list](#) for newsletters, grant announcements, and reports.