



**Meeting of the PHPDA Governing Council  
 Tuesday, August 13, 2024  
 5:30 p.m. – 7:00 p.m.**

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

**Virtual Location:** <https://zoom.us> | Meeting ID: 869 1122 9175  
<https://us02web.zoom.us/j/86911229175?pwd=NTUSFPMw8OvaJRcYgKTapmZKqfOTul.1>

**Phone Option:** +1 253 215 8782

**Password:** 136885

**AGENDA**

<u><b>Time*</b></u>	<u><b>Topic</b></u>	<u><b>Discussion Lead</b></u>	<u><b>Attachment</b></u>	<u><b>Action</b></u>
5:30 p.m.	<b>Call to Order</b> Announcements. Public Comment.	Doris Koo		
5:32-5:35	<b>Consent Calendar Minutes</b> May 14, 2024 Governing Council Minutes June 7, 2024 Governing Council Retreat Minutes April 3, 2024 Finance Committee Minutes June 5, 2024 Finance Committee Minutes February 7, 2024 Amended Program Committee Minutes April 3, 2024 Amended Program Committee Minutes June 5, 2024 Program Committee Minutes	Doris Koo	Att. A	Action
5:35-5:40	<b>Program &amp; Grantmaking</b> Appointment of Updated Nimble Grant Cycle 2 Review Panel	Virgil Wade	Att. B	Action
5:40-6:15	<b>Finance &amp; Operations</b> Updates to Employee Handbook  Payment for Employee Outside Benefits  2023 Independent Audit  Q1 & Q2 2024 Financial Statements  Operating Policies <ul style="list-style-type: none"> <li>• 01-2024 Confidential Information</li> <li>• 02-2024 Environmental Review Policy</li> </ul> Commerce Services Agreement  Update on Quarters RFQ Process	Doris Koo  Doris Koo  Bob Cook  Bob Cook  Virgil Wade  Virgil Wade	To Be Emailed   Att. C Att. D Att. E Att. F	Action  Action Action Action  Action  Information
6:15-7:00	<b>Governance</b> Meeting Schedule for Remainder of 2024  Retreat Update  Professional Services Contract Extension - Albina Strategic Consulting	Doris Koo  Doris Koo  Virgil Wade		Discussion  Information  Action
7:00 p.m.	<b>Adjourn</b>	Doris Koo		

*\*Times are approximate*