



PHPDA Governing Council Meeting Minutes

Tuesday, September 10, 2024

5:30 PM – 6:30 PM

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

Virtual Location: Meeting ID: 869 5512 1868 |

<https://us02web.zoom.us/j/86955121868?pwd=vX7pPI2yZtBSIaStpfsnie1FICtHru.1>

Phone Option: +1 253 215 8782

Password: 825573

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Douglass Jackson	Doris Koo	Sue Taoka	Virgil Wade	Christina Bernard
Bob Cook	Paul Feldman	AyeNay AyeBye	Denise Stiffarm	Brenda Hernandez
Nick Ramirez		Martine Pierre-Louis	Michael Finch	

Doris Koo called the meeting to order at 5:31 p.m. There were no public comments.

Consent Calendar Minutes

Doris Koo asked for a motion to approve the August 13, 2024 Meeting minutes. Paul moved. Douglass seconded. All in favor. The Governing Council approved the August 13, 2024 Governing Council Meeting Minutes.

Program and Grantmaking

2024 Nimble Grant Cycle 2 Awards (Resolution 07-2024)

The Nimble Grant Sub-Committee convened on September 6, 2024. A total of 49 proposals were submitted and reviewed. The review panel was comprised of 7 members, which included 2 volunteers from outside the organization. Following a thorough review, the committee recommended 10 proposals totaling \$259,774.71. Additionally, the panel recommended that \$59,000 be drawn from the reserves fund.

A Governing Council member expressed their gratitude to the volunteers for their contributions. She noted that the quality of the applications received was low, which prompted a reflective discussion regarding the original intent of the PHPDA nimble grant program.

A Governing Council member shared that a PHPDA strategic advisor previously suggested the utilization of reserve funds. The Sub-Committee shared that they came to an agreement regarding the use of additional funds from the reserves for the 10 selected proposals. A governing council member thanked the panel for their input, but also expressed the shared disappointment regarding the misalignment of applications and their intended purpose. The Governing Council engaged in a discussion exploring potential reasons for the observed decline in application quality in comparison to previous years.

Resolution 07-2024 outlines the review panels’ cycle 2 recommendation. Doris Koo asked for a motion to approve. Bob moved. Douglass seconded. All in favor.



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The Governing Council approved Resolution 07-2024 Nimble Grant 2024 Cycle 2 Awards.

Finance and Operations

Health Insurance Benefits Reimbursement

The Governing Council Chair provided a background on our current limited insurance plan and the interest of a staff member to switch to an outside provider. They shared that the PHPDA benefits consultant recommended not changing the employee handbook. Rather, the consultant suggested that modifications should be made on a case-by-case basis.

The Governing Council Chair provided an explanation that this vote would allow this staff member to get reimbursed for insurance expenses through a separate provider. They shared we do not need a motion. We just need a unanimous vote. This shift would result in savings for PHPDA compared to their current enrollment in the organization’s insurance plan. The reimbursement also has to be taxable.

The Governing Council will further evaluate this request at the next council meeting after collecting additional information.

RFQ – Process update

The Executive Director provided an update to the Governing Council regarding the current status of the RFQ process. PHPDA received two applications from two organizations based in Seattle. The deadline to submit was Friday, September 6, 2024. The next step is to coordinate an RFQ committee meeting to determine if those organizations meet the qualifications requested.

The Executive Director reminded the Governing Council about the upcoming retreat on Monday, September 16, 2024.

Adjournment

The meeting adjourned at 5:59 p.m.

Minutes Approved: DocuSigned by:
Paul Feldman
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(Date)