



## PHPDA Program Committee Meeting Minutes

Wednesday, June 5, 2025

7:30 AM – 9:00 AM

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

**Virtual Location:** Meeting ID: 826 4157 2544 |

<https://us02web.zoom.us/j/82641572544?pwd=ctaErAawQfdPoLYgVE2oMkOX59ayop.1>

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

**Password:** 029221

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Douglass Jackson	Doris Koo		Mallory Fitzgerald	Christina Bernard
Nancy Sugg	Martine Pierre-Louis			

Nancy Sugg called the meeting to order at 7:36 a.m. A quorum was present. There were no public comments. There were no members of the public present.

### Consent Calendar Minutes

Nancy Sugg introduced the March 5, 2025, Program Committee Meeting Minutes. Martine Pierre-Loise moved to approve the March 5, 2025, Program Committee Meeting Minutes. Douglass Jackson seconded. All were in favor.

### Program & Grantmaking

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

Finance and Program Director Christina Bernard updated the committee on the 2025 grant contracting process. There are 25 grants in total, including 7 New Major and 18 Renewals. Award notices were sent on May 16, and grantees are currently reviewing and updating their contract exhibits. New Major grantees are required to meet with PHPDA staff before signing, either in person or virtually, with about half choosing each option. Renewal grantees do not need a meeting and can sign their contracts directly. All New Major contract meetings will be completed by the end of June to ensure contracts are signed and grant checks are sent by July 1.

#### *Nimble Grant Quarterly and Final Reports*

Grants & Program Specialist Mallory Fitzgerald provided a summary of the Nimble Grant quarterly and final reports, highlighting both the challenges and successes reported by grantees. The Program Committee discussed report highlights, including one organization that may need to modify its program due to the loss of a key partnership. The organization is currently exploring options to continue service delivery and fully expend the remaining grant funds.



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### *2024 New and Renewal Major Grant Quarterly Reports*

The Grants & Program Specialist provided an overview of the New and Renewal Major Grant quarterly reports. All New Major Grantees were required to submit a Q3 report, while Renewal Grantees reported on a case-by-case basis depending on project progress; approximately half were not required to submit a report. Common successes and challenges were highlighted, with recurring themes including staffing shortages and a shift to virtual gatherings due to safety and privacy concerns among immigrant, refugee, and undocumented communities in the current political climate. The committee discussed sharing guidelines and best practices for safely holding in-person gatherings, using resources provided by the City of Seattle, Port of Seattle, and others. The Finance & Program Director noted she already planned to speak with a grantee about demographic reporting and will incorporate a discussion about safety protocols for in-person events into that conversation.

### *Preliminary Discussion of 2026 Grantmaking Plans*

The Program Committee discussed the importance of continuing grantmaking throughout the transformation process to support the survival and sustainability of community organizations. This includes both previously funded grantees and new applicants that play a critical role in advancing health in the Puget Sound region. Future grantmaking may encompass service, advocacy, or proof-of-concept initiatives. The Committee identified the following key questions and considerations for the Governing Council to address as part of its transformation planning:

#### **Key Questions for the Governing Council to Consider:**

1. What is the overall transformational goal?
2. What is the anticipated timeline for the transformation process?
3. Are we aiming to improve health equity, health outcomes, or both?

#### **Considerations for Future Grantmaking:**

1. Many organizations are at risk due to the current political climate. Staff could review the last 5–7 years of grants to assess which organizations and efforts had the greatest impact on equity and health outcomes. Identifying common success factors may help guide funding decisions.
2. The committee raised the possibility of encouraging—or requiring—partnerships to reduce competition and broaden impact.
3. Should a limit be placed on the number of grants an organization can receive at one time?



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4. Should reserve funds be used to stabilize critical organizations?
5. Should grantmaking be narrowed to a few strategic focus areas?
6. Should advocacy be prioritized over service delivery as a path to improving equity or health metrics?
7. Should major grant investments be gradually reduced as the organization shifts toward its transformation goals?

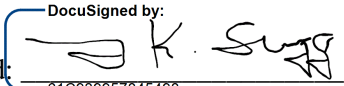
### Community Engagement and Communication:

Staff noted they are already receiving inquiries from community organizations about upcoming funding opportunities. While formal messaging will be developed with professional support as the transformation process progresses, the Committee recommended the following interim messages be communicated:

- PHPDA is not going away.
- We recognize the threats to community health and remain committed to partnership.
- Any changes will be incremental and communicated transparently.

### Adjournment

The meeting adjourned at 9:00 a.m.

Minutes Approved:  8/13/2025  
61C939957845498... (Date)