



PHPDA Governing Council Meeting Minutes

Tuesday, September 9, 2025

5:30 PM – 7:00 PM

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

Virtual Location: Meeting ID - 878 4201 1777

<https://us02web.zoom.us/j/87842011777?pwd=V9DUYMDqMaZbevamLuM2pXXZH8qGrq.1>

Phone Option: +1 253 215 8782

Password: 918007

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Douglass Jackson	Doris Koo (arrived at 5:33pm)	Paul Feldman	Christina Bernard	Nicole Porcello
Martine Pierre-Louis	Nancy Sugg	Bob Cook	Denise Stiffarm	Michael Finch (arrived at 6:29pm)
Nick Ramirez		Sue Taoka	Diane Pietrowski	

Call to Order

Douglass Jackson called the meeting to order at 5:32pm. At the time he called the meeting to order, there was not a quorum present. One additional Governing Council member arrived at 5:33pm, making a quorum. There were no public comments.

Governance

Governing Council Membership

- The Governing Council Chair brought to attention the fact that there has been an open spot on the Governing Council for some time. Additionally, he noted that another Governing Council member is set to term out soon, which will leave two seats available.
- The Governing Council Chair prompted the group to review a document completed by Governing Council members outlining their attributes, skills and experience. This document was included in the materials sent out before the meeting.
 - He indicated that there are opportunities to bring in council members who have some attributes, skills, and experience that are currently under-represented on the GC.
 - The Governing Council Chair opened the discussion to the group to talk about potential people to bring forward.
 - The Finance Committee Chair mentioned that the board is also lacking representation of someone early in their career (compared to those mid-career, late career, and retired).
 - She also noted that the board is well served in terms of legal and real estate expertise with our current consultants. She believes they could use the board position to help strengthen what might be required as the organization goes into Transformation work.
 - The Acting Executive Director highlighted that the Program Committee is currently smaller than Finance Committee, and there are no current Strategic Advisors for the Program Committee.
- Council members discussed some potential candidates and additional attributes and expertise they would like to consider. They also discussed potentially reaching out to former grantees and other community organizations.
- The Chair requested that names of potential candidates be sent to the Acting Executive Director.



PHPDA Governing Council Meeting Minutes

Tuesday, September 9, 2025

5:30 PM – 7:00 PM

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

Virtual Location: Meeting ID - 878 4201 1777

<https://us02web.zoom.us/j/87842011777?pwd=V9DUYMDqMaZbevamLuM2pXXZH8qGrq.1>

Phone Option: +1 253 215 8782

Password: 918007

Approval of Meeting Minutes

Douglass Jackson asked for a motion to approve the following meeting minutes:

- Governing Council Meeting Minutes – August 12, 2025
- Governing Council Special Meeting Minutes – September 3, 2025

Nancy Sugg moved. Martine Pierre-Louis seconded. 5 of 5 were in favor.

Financial Management

PHPDA Check Signers

- The Governing Council Chair explained the current situation with PHPDA's Acting Executive Director also being the Finance & Program Director and therefore unable to sign checks.
- Two Governing Council Officers are currently signers on the accounts. As a "housekeeping issue" he asked if they could add another Council Officer as a check signer to be available for backup purposes.

Douglass Jackson asked for a motion to approve Nancy Sugg as a signer for PHPDA accounts. Nick Ramirez moved, Doris Koo seconded. 5 of 5 were in favor.

- The Governing Council Chair reminded the group that the Acting Executive Director position has gone on longer than expected. As such, the Finance Committee Chair/Governing Council Treasurer is also going to receive additional training in some other finance tasks for backup purposes.

Grantmaking and Program

Continuing Discussion of 2026 Grantmaking and Future Planning Process

The Governing Council Chair referred to the last Governing Council meeting's discussion regarding the 2026 Grantmaking and Future Planning Process, namely what they learned from the Public Health representatives' presentation. He asked for overall thoughts from the Council.

- The Finance Committee Chair reiterated that there is no right or wrong answer, but that the GC faces the same dilemma: gap funding, immediate need, versus impactful, longer-term solutions.
- The Governing Council Chair said that there seems to be an agreement that, given that current landscape, gap funding is not a sustainable option based on our resources, and that consideration will likely be given to narrowing the focus areas being considered for funding, and that the



PHPDA Governing Council Meeting Minutes

Tuesday, September 9, 2025

5:30 PM – 7:00 PM

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

Virtual Location: Meeting ID - 878 4201 1777

<https://us02web.zoom.us/j/87842011777?pwd=V9DUYMDqMaZbevamLuM2pXXZH8qGrq.1>

Phone Option: +1 253 215 8782

Password: 918007

discussion with Public Health brought additional topics forward that he had not previously considered.

- The Finance Committee Chair reminded the Council that budget discussions are also beginning in October and will provide more context to the amount of funding available and how that can align with Program Committee recommendations.
 - She stressed that once they make decisions, they would want to make a clear message for the community about why they are doing what they are doing.
- The Acting Executive Director said that, from a staff perspective, she believes they need to decide what to do for the normal grants cycle very soon. However, she believes they do not need to decide everything for 2026 yet. There will be the ability to plan for additional work later in 2026 after continued discussions and decisions with the consultant that will be hired.
- The Governing Council Chair asked the group: what rose to the top of everyone’s mind after seeing the Public Health presentation? A few items noted were:
 - How much COVID impacted specific minority groups, which are the same groups facing challenges in other health areas.
 - Other factors like homelessness and food insecurity have a significant impact on health.
 - The overwhelming nature of the data and the wisdom shared at the end—there are many opportunities, and whatever they choose to focus on, they can make some progress on.
 - Having seen the comprehensive and breadth of the needs assessment information presented by Public Health, PHPDA does not need to choose an entirely new area that it has never worked in before, but rather it might be wise to find something that we have done well and intensify it.
- The Program Committee Chair brought up an initial discussion that she and Acting Director had with a representative from the Institute for Health Metrics and Evaluation.
 - They hope to connect with someone in their organization to get them to a data analyst, and they can bring this information back to the GC.
 - The IHME representative discussed some big areas where he sees need, but like others, he noted that there is so much need that there is no right or wrong answer. And even though IHME is a data-focused organization, he did reiterate that PHPDA needs to look at the community and incorporate their voice.
- The Governing Council Chair brought the conversation back to the question: what are they doing well?
 - They discussed potentially looking back at the areas PHPDA has funded most often and most successfully, looking at both focus areas and trusted partners.



PHPDA Governing Council Meeting Minutes

Tuesday, September 9, 2025

5:30 PM – 7:00 PM

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

Virtual Location: Meeting ID - 878 4201 1777

<https://us02web.zoom.us/j/87842011777?pwd=V9DUYMDqMaZbevamLuM2pXXZH8qGrq.1>

Phone Option: +1 253 215 8782

Password: 918007

- If PHPDA moves into these larger issues rather than gap-funding, they would have to tackle big-ticket items (i.e., gun violence, healthy nutrition, etc.). System change would be difficult to do with the amount of funding available. Partnership and collaboration would be important.
- The idea of combining resources in some way with other funders was also suggested.
- In looking at what PHPDA has done well in the past, one member noted that she believes they have done well understanding their partners and the communities they work in. It will be important to remain committed to community-led, community-owned vision and efforts.
- The Governing Council Chair pivoted the conversation to give updates to the Council about the current hiring process for a consultant to lead the continued Transformation discussions.
- He discussed the proposals that the Executive Committee received, and the upcoming meeting planned to review them and choose the best candidate for the PHPDA's needs and goals. Four proposals were received, and the Executive Committee will be discussing them based on a rubric they agreed to ahead of time.
- The Governing Council Chair reminded the group that the Executive Committee will bring a recommendation to the Council when they have reached a conclusion.

Property Management & Real Estate

Quarters Update

The Governing Council Chair brought the discussion to updates about the Quarters buildings and the potential lease agreement with SCIDpda (Seattle Chinatown International District PDA).

- He noted that they will not need the Executive Session that was originally planned on the agenda, as there have not been many updates.
- The Acting Executive Director informed the group that the timeline for a potential agreement with SCIDpda has been pushed back slightly as it relates to funding deadlines and other requirements. This gives the opportunity for Governing Council to ask more questions in preparation for making a decision about the MOA and the pre-planning work that will follow.
- The Finance Committee Chair said that the overall schedule will not really change, since this other work must happen before construction anyway. It is just that the potential agreement with SCIDpda will be a little later in the overall process. Things are still moving forward with planning and the overall timeline for the final project will change very little. The Acting Executive Director said they still need the MOA soon to keep everything moving.



PHPDA Governing Council Meeting Minutes

Tuesday, September 9, 2025

5:30 PM – 7:00 PM

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

Virtual Location: Meeting ID - 878 4201 1777

<https://us02web.zoom.us/j/87842011777?pwd=V9DUYMDqMaZbevamLuM2pXXZH8qGrq.1>

Phone Option: +1 253 215 8782

Password: 918007

- The real estate consultant is still awaiting the final appraisal of the Quarters buildings. He anticipated that they would have the final report very soon.
- PHPDA is expecting more information from SCIDpda soon to move forward with continued discussions. The Acting Executive Director and other PHPDA representatives will be meeting with SCIDpda representatives for a check-in every week, so things are expected to continue moving along.
- The Governing Council Chair reminded the group that this is the time for them to ask any questions that they have, since there is a little more time. Council members may submit questions to the legal consultant outside of Council meetings and they will bring answers to future Executive Sessions to for everyone to hear.

Adjournment

The meeting adjourned at 6:48pm.

Minutes Approved:
Signed by:
Douglas Jackson
029AF0B61B324C4...

10/17/2025
 (Date)