



PHPDA Governing Council Meeting Minutes

Tuesday, March 10, 2026

5:30 PM – 7:00 PM

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

Virtual Location: <https://us02web.zoom.us/j/87010373058?pwd=XGmL8Y0AYbOxBHRk3lFvHTGLDqCext.1>

Phone Option: +1 253-205-0468

Password: 376083

Meeting ID: 870 1037 3058

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Douglass Jackson	Martine Pierre-Louis	Blishda Lacet	Nicole Porcello	Christina Bernard
Nancy Sugg	Nicholas Ramirez	Doris Koo	Denise Stiffarm (left at 5:50pm)	Michael Finch (left at 5:50pm)
Diane Pietrowski	Bob Cook		Whitney Regan	Mallory Fitzgerald
			Christina Hulet	Najma Osman
			Derrick Belgarde	Wayne Harvey

Call to Order

Douglass Jackson called the meeting to order at 5:33pm. A quorum was present. There were no public comments.

Meeting Minutes

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

- Special Governing Council Meeting – February 25, 2026
- Finance Committee Meeting – November 5, 2025

Diane Pietrowski moved. Martine Pierre-Louis seconded. 6 of 6 were in favor.

Finance & Operations

2025 Year-End Financial Statements

The Acting Executive Director presented the 2025 Year-End Financial Statements that were reviewed by the Finance Committee at their meeting on March 4th. There were two sets of Year-End Financial statements that she briefly explained: the pre-lease accounting and the post-lease accounting.

- She noted that there was not too much out of the ordinary for the year or for the month, with normal receivables and payables.
- The Tower operating costs came in under budget, with credit having been applied for tenants after reconciliation of the operating reimbursement.
- The entries regarding long-term leases change several balance sheet accounts and the income for the year.
- These year-end financial statements are finalized, and PHPDA staff have already started providing documents to the auditors.



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Douglass Jackson asked for a motion to approve the financial statements. Nancy Sugg moved. Diane Pietrowski seconded. 6 of 6 were in favor.

Annual Insurance Renewal

The Acting Executive Director discussed the Annual Insurance Renewal and the general timeline for how the work will progress. She explained that the work on this will be done in collaboration with the Treasurer/Finance Committee Chair. The Acting Executive Director has already started the initial paperwork on the insurance renewal. With authorization from the GC, she can continue the work to complete it.

Douglass Jackson moved to authorize the Acting Executive Director, with the advice and approval of the Treasurer, to renew PHPDA's insurance policies. Nick Ramirez seconded. 6 of 6 were in favor.

2025 Report to the City of Seattle

The Acting Executive Director and the Governing Council Chair presented the 2025 Report to the City of Seattle.

- The Acting Executive Director explained that PHPDA must submit this report to the city every year at the end of March.
- This report includes a variety of standard sections, including information about who was on the Governing Council over the year, the budget, and other information about the goals of the organization.
- The Governing Council Chair has already reviewed the report and made some changes. The goals for the upcoming year are mostly in line with the previous year's goals.

Douglass Jackson asked for a motion to approve the 2025 Report to the City. Martine Pierre-Louis moved. Nick Ramirez seconded. 6 of 6 were in favor.

Quarters Feasibility Study

The Acting Executive Director and Michael Finch shared plans to conduct a Quarters Feasibility Study.

- The Acting Executive Director explained the intent to conduct a Quarters Feasibility Study, which was discussed at both the last GC and Finance Committee meetings. Michael Finch is looking for the GC to authorize spending up to \$15,000 on this project. The study would include several items related to potential use of the Quarters buildings and the impacts for PHPDA. With authorization, Michael will reach out to several organizations to solicit proposals and then recommend someone to the GC to contract with to complete the study. This will not require a public bidding process.



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- Since the work is expected to cost over \$10,000, if authorized, the GC will also have to vote on a Resolution regarding this at the next GC meeting.
- Michael Finch provided some additional information and context regarding the study and what he hopes PHPDA can gain from it. The study might take a couple of weeks to put together after approval. He believes this is a great next step and noted that we already have some level of information that we can provide in the context of the feasibility study. Because of this, we are not starting from ground zero, but there is still a fair amount of work they need to do.

Bob Cook moved to authorize Michael Finch, working with the Acting Executive Director, to move forward with seeking proposals for the project for up to \$15,000. Diane Pietrowski seconded. 6 of 6 were in favor.

Strategic Transformation

Community Panel Discussion

The Strategic Transformation Consultant, Christina Hulet, led a Community Panel Discussion as the next step in the Transformation process. Three community members were in attendance, along with the PHPDA staff and GC members.

- The Governing Council Chair explained to the community members that over the last couple of years, the GC has started the initial stages of transformation and planning work. They are eager to get community input to learn more about what is needed in the community, and how it might shape PHPDA's transformation.
- Christina Hulet facilitated the conversation, starting by mentioning that each of the community members' organizations—Somali Health Board, Chief Seattle Club, and Seattle Indian Health Board—have come up multiple times by different people connected to PHPDA as organizations doing transformational work in their communities.
- The conversation focused around a few key questions raised by the Strategic Transformation Consultant and Governing Council members.
 - Discussion of each organization's community-centered health work and approach, and the overall landscape of health equity.
 - How PHPDA could increase its impact with limited resources, including how funding could potentially be more targeted.
- Several themes emerged from the conversation.
 - The importance of rooting their work in communities and cultures. They all noted that the focus of their work comes from what their community says they need.
 - Challenges with infrastructure and staffing, particularly in the current funding climate. Needs include staff training and development, staff wellness, and retention. They noted



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that funding often focuses on direct services, even though organizational capacity is necessary to carry out these programs.

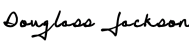
- Focusing on their areas of expertise and working with other entities that provide complimentary services, rather than always competing with other organizations.
- Broadening health to incorporate services beyond healthcare, particularly things that can be preventive in nature.

Both PHPDA staff and the Governing Council thanked the community members for attending and sharing, aiding in this transformation work.

Adjournment

The Governing Council Chair asked the GC to start thinking about scheduling times for GC retreat in the next few months. They will discuss the retreat further at the upcoming meetings.

The meeting adjourned at 7:03pm.

Minutes Approved:
Signed by:

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4/15/2026
 (Date)