

HSD Board Meeting
July 27, 2021

Attendees:

Board - Julie Fonseca de Borges, Diane Le, Karen True, Ken Takahashi, Dana Phelan, Tuyen Than, Shava Lawson, Jessica Rubenacker, Maria Batayola, Stephanie Pure

Staff - Kathleen Johnson, Mary Kate Ryan

Community Members: Betty Lau (Friends of Japan Town), Laura Ratner (Path with Art)

Agenda & Minutes

Call to Order at 5:02 pm by Dana Phelan.

Welcome Guests/Public Comment

No comments.

Consent Agenda

Motion to amend the agenda to show that we are approving June Meeting Minutes and Financials.

No discussion.

Move to approve by Karen, Seconded by Shava. No objections. Motion Passes.

Motion to approve June Meeting Minutes and Financials.

No discussion.

Move to approve by Ken, Seconded by Jessica. No objections. Motion Passes.

Grant Program Updates

- Round IV
 - Last round of King County funding (~\$6m)
 - All funding must be expended and closed out by Jan 2023
 - ~\$800K remaining for this round of funding, 1 yr funding period for this last round
 - 50/50 split: \$115K to C-ID, rest to be allocated to PS grants
 - PS outreach plan will be developed to solicit PS applications, to be implemented late Sept-early Oct
 - Board members are asked to help share the news of this round of funding throughout PS (more info to come)
- Equity Discussion
 - Equity committee is meeting to try to answer what equity looks like for this organization in these neighborhoods.
 - Round IV can continue while Equity work is ongoing (expected to be completed early next year)
- CMS Plan
 - How to best accrue/track allocations? This software should help.
 - Should be in place for the full cycle of Round IV funding.
 - Will help with reporting and evaluation of grant making program.

Communications consultant

- Madrona Bureau will help with updating the website and developing communication messages
- Goal is to better/more efficiently discuss who we are and what we do to the public and other key audiences
- Kathleen and a couple of board members will be spearheading the effort
- Work to be completed by Jan 2023, in time for the new state legislative session

Updates from neighborhoods

- Kathleen: had been going to the office every day, observing more and more people in the C-ID
- Karen: Successful “Welcome Back” event the city sponsored over this past weekend
- Diane: C-ID happened previous weekend, Food Festival happening this week!
- Tuyen: The Internationalist is supporting small business in both neighbors (and beyond)
- Who’s back in the office? A handful.
 - Jessica: Wing is asking staff to work two days a week.
 - Dana: returning in Oct: two days remote, three days in the office
 - Ken: working at home until sept,
 - Stephanie: Most of metro not returning until Jan. King County Council returning to work after Labor Day.

Update on Strategic Plan

- Maria presented.
- Big Picture: Discussion at the retreat informed this scheduled update of the Strategic Plan for the next five years.
 - First step done: analysis of existing plan combined with retreat discussion, recommendation of needed updates
 - Next step to involve the whole committee in further discussion before coming back to the board
- Maria walked through the proposed changes to vision, mission and added benchmarks to the benchmarks.
- Walk through of proposed 2021-2024 goals (to inform HSD operational workplan)
 - Marketing: to make our work more visible
 - Equity: organize and express of intentions
- Dana: I like what I see so far in this first pass. Would like to dig in further.
- Stephanie: is the intent to market directly HSD as a collaborator rather than our grantees? Yes, to highlight the circular/reciprocal nature of HSD work.
- Shava: Do the goals include making our materials accessible? Not yet, good idea

AUDIT APPROVAL*

HSD is an instrumentality of the state. As such, HSD goes through a yearly, independent audit. Guests: Steven and Jenny from Finney Neill Audits (have been auditing HSD for the last three years). Presentation of the audit packet and MDNA.

Exec Session Zoom Breakout Room

Confidential discussion with HSD Board.

Motion to accept the findings of the audit as presented is made by Maria, seconded by Stephanie. Question: what’s the schedule to response and fix the highlighted issue? Tomorrow for the audit completion, but final work to be done by next month’s meeting. No opposition. Motion passes.

For the Good of the Order

None.

Adjourned at 6:34 pm by Dana Phelan.