




# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Judith Tobin</i>		
<b>Board/Commission Name:</b> <i>Governing Council, Pacific Hospital Preservation and Development Authority (PHPDA)</i>		<b>Position Title:</b> <i>Governing Council Member</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		<b>Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input type="checkbox"/> Council <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Other: <i>PHPDA Governing Council</i>		<b>Term of Office:</b> <i>3-Year Term</i> <i>01/01/2016 12/31/2018</i>
<b>Residential Neighborhood:</b> <i>Broadway</i>	<b>Zip Code:</b> <i>98102</i>	<b>Contact Phone No.:</b> <i>(206)-328-2606</i>
<b>Legislated Authority:</b> <i>Seattle Municipal Code (SMC) 3.110</i>		
<b>Background:</b> <i>Judith Tobin is the Co-founder of the Community Marketing and Media Center, an organization that used a skill building approach to help non-profits develop marketing strategies for programs, fund raising, and publicity. She has served as a Public Member on the Washington State Medical Quality Assurance Commission, as the Chair of the Development Committee at the Wing Luke Asian Museum, as Chair of the Pike Market Medical Clinic Board, and as the Chair of The Seattle Center Advisory Commission, among many other board positions.</i>  <i>Ms. Tobin graduated from the University of California at Berkeley and went on to get her Secondary Teaching Credential from San Francisco State College.</i>  <i>Judith has served on the board since 2012. She is a Governing Council appointee starting her third term.</i>		
<b>Date of Appointment:</b> <i>04/25/2012</i>	<b>Authorizing Signature (original signature):</b> 	<b>Appointing Signatory:</b> <i>Mike Heinisch</i> <i>Council Chair</i>

FILED  
 CITY OF SEATTLE  
 2015 OCT 21 PM 12:59  
 CITY CLERK

Judith M. Tobin  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

#### Summary of Volunteer and Professional Activities

Pacific Hospital PDA. Currently serving as Strategic Advisor to the Planning Committee and lead for Grantmaking.

Washington State Medical Quality Assurance Commission, public member. Appointed by Gary Locke March, 2004. Reappointed by Christine Gregoire in 2008. Term completed 2011. Served as Panel Chair and 3<sup>rd</sup> Vice President.

Wing Luke Asian Museum. Board of Directors and Chair of the Development Committee. 2002 to present.

Seattle Center Advisory Commission. Chair of the Commission and Chair of the Cultural Festivals Committee. Appointed by the Mayor in 1999. Term ended Sept, 2005.

Social Justice Fund NW, (formerly A Territory Resource), a progressive foundation promoting social justice in the Northwest and Northern Rockies. Have served on, and chaired several committees, including the Board of Directors in 1998-99. Actively involved since 1986.

Solid Ground (formerly Fremont Public Association). Member of the Capital Campaign Action Group that helped complete funding for the new Community Resource Center in Wallingford, 1998-99. Member of the Solid Ground Campaign Task Force from 2008-2011 to build 106 low income housing units at Sand Point.

Pike Place Market PDA Council. Member of the Executive Committee and Chair of the Marketing Committee. 1990-97.

Bailey Boushay House for people living with HIV/AIDS. Volunteer with the Adult Day Health Program. 1994-1996.

Pike Market Medical Clinic. Served on the Board of Directors from 1984-94. Served as President of the Board from 1990 to 1994.

Community Marketing and Media Center, Co-founder, 1984-85. An organization that used a skill-building approach to help non-profits develop marketing strategies for programs, fund raising and publicity.

Neighborhood News Review, Producer and Reporter, 1979-81. A community news program that aired daily on ten Seattle radio stations. This award winning series was funded by a City of Seattle Block Grant, Safeco, Chevron, Pacific Northwest Bell, and the Mott Foundation. NNR was selected for Honorable Mention by WOMEN IN COMMUNICATIONS in their 1980 Clarion Awards Presentation and received Honorable Mention in the 16<sup>th</sup> annual Major Armstrong Awards.

#### Education

B.A., English Literature, University of California at Berkeley, 1962  
Secondary Teaching Credential, San Francisco State College, 1966.



**Meeting of the PHPDA Governing Council**  
**October 13, 2015 5:30-7:00 p.m.**  
 Quarters 2 Building, Beacon Hill  
 1200 12<sup>th</sup> Ave South Seattle, WA 98144

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT
Mike Heinisch	Nancy Sugg	Tony McLean	Christina Bernard
Ellie Menzies	Nate Dreon	Rich Nafziger	Rikka Dayao
Doris Koo	Rhonda Berry		Ellie Chopp
Judy Tobin			Jeff Natter (on phone until 6:20)

Mike Heinisch called the meeting to order at 5:33 p.m. A quorum was present. There was no public comment.

The Governing Council approved the September 8, 2015 Governing Council minutes (Moved/2<sup>nd</sup>ed by Tobin/Berry, 7 of 7 in favor).

The Governing Council accepted as information the Finance & Audit Committee minutes September 8, 2015 and the Program Committee minutes from September 2, 2015.

**Executive Director and Staff Report**

The Finance & Grants Manager discussed last month's activities performed by staff which mainly consisted of working on the draft operating budget, Communities of Opportunities grant application process, further planning for the All Grantees Meeting, the draft Strategic Plan, and paperwork for Governing Council's upcoming member reappointments.

**Update on Strategic Thinking/Planning Process**

The Grants Coordinator reorganized the list of feedback from board members and strategic advisors in order to focus the points for each area of the draft Strategic Plan. The Executive Director commented that while some of the comments are appropriate for the Strategic Plan others are geared more towards committee work plans. He also sent the draft to external parties for feedback and received positive comments overall regarding the new direction PHPDA is going with the strategic plan. Staff will continue to work through the feedback and implement the appropriate changes. An updated version will be brought to board members and strategic advisors for further discussion.

**Governance**

*Governing Council Self-Assessment Process and Timeline*

The Chair proposed to the Council completing a self-assessment by the end of the year. He advised that it would be a helpful tool for the Council to review the performance of the Board as a whole and also how each individual member performs on the board. Each question will include a scoring scale and comments to be compiled by staff and forwarded to the Chair for review.

*2016-2018 Governing Council Appointments (Res. 11-2015, 12-2015, 13-2015)*

The Finance & Grants Manager advised that there will be three Governing Council members up for reappointment for another three-year term: County Executive appointee, Nate Dreon, PHPDA Council appointee, Judy Tobin, and Mayor appointee, Ellie Menzies.



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The PHPDA Council recommends that the County Executive reappoint Nate Dreon as a member of the PHPDA Council (Moved/2<sup>nd</sup>ed by Tobin/Sugg, 7 of 7 in favor).

The PHPDA Council confirms the appointment of Judy Tobin to serve a three-year term beginning in January 2016 as a member of the PHPDA Council (Moved/2<sup>nd</sup>ed by Sugg/Dreon, 7 of 7 in favor).

The PHPDA Council recommends that the Mayor reappoint Eleanor Menzies as a member of the PHPDA Council (Moved/2<sup>nd</sup>ed by Tobin/Sugg, 7 of 7 in favor).

Staff will complete and submit the appropriate paperwork for the Governing Council reappointments.

**Grantmaking**

*Appointment of Nimble Fund Cycle 1 2016 review panel*

The Grants Coordinator advised the Council that the first cycle of Nimble Fund Grants for 2016 are coming up. Applications are due to the PHPDA November 20, with the review process taking place over the following 10 days. The Governing Council will review the panel's funding recommendations at the December meeting. The Governing Council appointed Mike Heinisch, Ellie Menzies, Nate Dreon, Christina Bernard, and Jeff Natter to serve as the Nimble Fund Quarter 1 review panel (Moved/2<sup>nd</sup>ed by Tobin/Dreon, 7 of 7 in favor).

**Grant Management**

*Update on grantee audits*

The Finance & Grants Manager reported that two out of four of the grantee audits have been completed. Overall, the program and financial audits have gone well and that the remaining two will be completed by the end of October.

*Update on Grantee meeting*

The Grants Coordinator updated the Council on the All Grantees Meeting for November 13. The Office Coordinator has sent out invitations to the grantees with RSVPs due by next week. Staff received positive feedback regarding last year's grantees meeting and will send out the round table discussions decided by the Program Committee to the grantees soon and seek first and second choices from all participants. All Board and Strategic Advisors are invited to the event.

**Personnel**

*Planning for Annual Executive Director performance review*

The Chair informed the Council of the upcoming annual performance review of the PHPDA Executive Director. The Chair will send staff, Council, Strategic Advisors, and external parties a survey regarding the Executive Director's annual performance with the feedback only going back to the Chair. The Executive Director will also write a general self-assessment to go along with his review. There was discussion on which external parties should be a part of the Executive Director's annual review and the Chair will discuss further options with the Executive Director. The plan is to discuss all the feedback on the Executive Director's performance in an Executive Session of the Governing Council during the November 10 meeting from which the Chair will prepare a final annual performance document to share with the Governing Council at its December 8 meeting. The Chair will discuss the compiled participants' feedback and final document with the Executive Director at the end of the year.



**Meeting of the PHPDA Governing Council**  
**October 13, 2015 5:30-7:00 p.m.**  
Quarters 2 Building, Beacon Hill  
1200 12<sup>th</sup> Ave South Seattle, WA 98144

**Adjournment**

The meeting was adjourned at 6:50 p.m.

Minutes approved \_\_\_\_\_

\_\_\_\_\_  
(Date)

# Pacific Hospital Preservation and Development Authority (PHPDA)

October 2015

9 members: Per RCW 35.21.730 and Seattle Municipal Code 3.110, all subject to City Council confirmation, 3-year terms:

- 4 Mayor-appointed
- 4 Other Appointing Authority-appointed (specify): PHPDA Governing Council
- 1 King County Executive-appointed

**Roster:**

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
1	F	1.	Member	Doris Koo	12/31/14	12/31/17	1	Mayor
6	M	2.	Chair	Mike Heinisch	12/31/14	12/31/17	2	Governing Council
6	M	3.	Treasurer	Nate Dreon	12/31/12	12/31/15	1	KC Executive
6	F	4.	Secretary	Judy Tobin	1/01/16	12/31/18	3	Governing Council
6	M	5.	Member	Rich Nafziger	12/31/14	12/31/17	1	Mayor
2	M	6.	Member	Tony Mclean	12/21/13	12/21/16	1	Governing Council
2	F	7.	Member	Rhonda Berry	12/21/13	12/21/16	1	Mayor
3	F	8.	Member	Eleanor Menzies	1/15/15	12/31/15	1	Mayor
6	F	9.	Vice Chair	Nancy Sugg	12/31/13	12/31/16	1	Governing Council

**Diversity Chart:**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)				
	Men	Women	Vacant	Minority	Asian-American	Black/African American	Hispanic / Latino	American Indian/Alaska Native	*** Other	Caucasian / Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	1	3		3	1	1	1			1			
Governing Council	2	2		1		1				3			
Other	1									1			
<b>Total</b>	<b>4</b>	<b>5</b>		<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>			<b>5</b>			

**Key:**

- \*D List the corresponding *Diversity Chart* number (1 through 9)
- \*\*G List *gender*, M or F
- \*\*\*Other Includes diversity in any of the following: *race, gender and/or ability*