**AGENDA**

**GOVERNANCE GROUP**  
June 15, 2018 2:30 – 4:00 pm  
Chinook Building  
401 Fifth Avenue, Room 126  
Call-in: 206-263-8114 #6923351

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
<th>Action &amp; Materials</th>
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<tbody>
<tr>
<td>2:30</td>
<td>Welcome &amp; Introductions</td>
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<tr>
<td>2:45</td>
<td>Consent Agenda</td>
<td>Accept and Approve</td>
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<td><em>Agenda, Minutes, Staff Report</em></td>
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<td>2:50</td>
<td>2019-2020 Budget</td>
<td>Update</td>
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<td><em>Budget Update/Options</em></td>
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<td>3:20</td>
<td>Learning Community</td>
<td>Update/Briefing</td>
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<td>3:35</td>
<td>Announcements &amp; Appreciation</td>
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<td>3:45</td>
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<td>3:45</td>
<td>Governance Group Executive Session</td>
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**Next meeting:** July 20th  
2:00 to 4:00 p.m.  
Seattle Foundation

**Governance Group Members**

Lydia Assefa-Dawson  
Michael Brown  
Deanna Dawson  
Andrea Estes  
Ubx Gardheere  

Matelita Jackson  
Paola Maranan  
Gordon McHenry, Jr.  
Alison Mendiola  
Jenn Ramirez Robson  

Marguerite Ro  
Sili Savusa  
Nathan Smith  
Adam Taylor  
Tony To
COO Partner Gathering: June 26, 2018

On Tuesday, June 26th from 4:30 to 7:30 p.m. we are hosting a gathering for all COO grant-funded partners, Governance Group members, and staff at the Renton Community Center. Our theme is Power in Partnership and the event will provide an opportunity for us to welcome grantees, network. It will be an informal evening with a short program and activities designed to encourage people to get to know each other and learn more about COO. The Food Innovation Network partners are catering the event and will help showcase a taste of COO.

We would love your help in welcoming our partners, answering questions, sharing your experience working on the Governance Group, and your hopes for COO. Watch for email invitations, with more details provided at the Governance Group meeting.

Learning Community Update

The staff team will provide an update and highlight progress on components of Learning Community framework approved last December.

COO will release a request for proposal to select leads for an initial set of Learning Group topics and themes, including Community Ownership, Real Estate/Built Environment, Resiliency & Climate/Environmental Justice, and Determinants of Health. The RFP is being drafted for release in at the end of this month.

Program/Operation Update.

The award letters for all of the original Place-Based Partnerships and for Systems & Policy Change grantees (listed in the link here) have been signed. Four of the new Place-Based and Cultural Community Partnership contracts have been signed; the other two awardees have been working out fiscal agent agreements or other administrative details which have slowed down their contracting process. We are confident that all contracts will be completed by the end of June.

We received mid-term report from partners receiving place-based partnership implementation funds this week (Global to Local, Partner in Employment, HomeSight, Puget Sound Sage, RBAC, White Center CDA, Southwest Youth and Family Services, White Center Food Bank and the YWCA). We will provide updates next month and share some of the successes and challenges for these partners.

Grantmakers in Health Terrance Keenan Leadership Award to Michael Brown

Michael is being recognized for his “outstanding vision, insight into the challenges of tomorrow, and leadership in creating long-term solutions for communities” by Grantmakers in Health on June 21st. The Terrance Keenan Leadership Award honors outstanding individuals in the field of health philanthropy whose work is distinguished by leadership, innovation, and achievement. The award recognizes creativity, risk-taking, and boldness toward forging permanent improvements in health. Award recipients demonstrate responsiveness to the people in their communities, and particular responsiveness to those in the greatest need. Congratulations!
3 – Communities of Opportunity - Governance Group Minutes
Friday, May 18, 2018 2:00 pm – 4:00 pm
Location: Seattle Foundation, 1601 5th Avenue, 19th Floor

Members Present: Michael Brown, Gordon McHenry Jr, Sili Savusa, Adam Taylor, Tony To, Lydia Assefa-Dawson, Ubax Gardeere, Jenn Ramirez Robson, Marguerite Ro
Phone: Nate Smith, Deanna Dawson, Alison Mendiola

COO Staff: Andrea Akita, Kim Tippens, Sharon Bogan, Cheryl Markham, Cristiana Gonzalez, Kai Domingo, Aaron Robertson, Alice Ito, Amanda Kay, Dan Bernard On Phone: Blishda Lacet

Also Present: Valerie Tran, Ross Marzolf, Rebecca

Consent Agenda: Governance Group (GG) approved the May 18, 2018 consent agenda which included meeting minutes from April 20, 2018.

What’s Ahead? Next 5 Years – 2019-2020 Budget: Michael introduced the discussion topic, noting that many the COO strategies are ramping up, we’re early in implementation. We have an opportunity to look at our plans for the next five years, and revisit investment strategies through the budget process.

- Should we continue on course that we’ve set? Change the course?
- Are there operational and infrastructure -foundational components for COO-- that should be strengthened as we look to the next biennium?

Andrea reviewed the Budget Discussion process and strategies from section four (4) of the May packet and Budget Discussion handouts, which included a summary of funding commitments made to date in the three investment strategy areas, and examples of how funding allocations could be assigned to the COO strategies.

The budget for Communities of Opportunity is tied to the King County and Seattle Foundation budget processes.

- COO funding from the Best Starts for Kids Levy requires King County Executive and Council authority for spending; expenditure approval is granted to COO through the King County biennial budget process. Approval of the budget by the KC Council. The Governance Group takes on their role as the COO BSK Advisory Board for this process, reviewing and analyzing funding and making recommendations to the Executive and Council.
- Staff is currently drafting options for BSK-COO investments for the next biennium period, calendar 2019 and 2020. Budget drafts are due June to King County department sponsors (Public Health and DCHS). The Executive’s budget will be submitted to Council in September.
- Seattle Foundation has provided funding to COO through a multi-year commitment. The Seattle Foundation Board will consider a renewal of its COO investments in early 2019.

The COO investments are guided by the BSK Implementation Plan, approved by Ordinance. The budget provides opportunity to revisit our funding for the three strategies. The implementation plan does not include a precise investment amount or percentile per investment category in order to retain flexibility to: be more responsive to emerging needs;
be nimble and opportunistic when possible to focus COO work that can have the greatest impact; and leverage other investments.

Staff is seeking input from GG/Advisory Board members on 2019-2020 funding. Staff is prioritizing these points as they prepare the budget draft:

- An increase in BSK levy revenue is anticipated in 2019-2020.
- There is a priority on ensuring accountability for public/private funding; improving and increasing the technical assistance and support provided to grantees by COO staff; providing on-going assessment, analysis, and reporting and communicating the success and challenges.
  - Ideally staff would add a program manager position to work closely with the increase in grant-funded partners.
  - We recommend that the public funds (BSK-COO) should cover the evaluation costs so that the SF money could be used for systems/policy change investments.
- We seek to have maximum flexibility of private/philanthropic funds that have fewer restrictions than public funds.

Discussion and feedback:

- It’s important to see a plan for more of an investment/funding arc and not necessarily assuming a steady increase from year to year. Concern was voiced about finding ourselves on a funding cliff. If the model we have developed is successful, we could see funding from COO decrease as other public/private funding increases.
- Look at ways we can meet the needs as they emerge.
- In preparing grants and getting technical assistance, a GG member is hearing about tension in the community about how assistance with grant writing is available and who has received funding.

**Member questions and feedback on Community Partnerships in Place-Based & Cultural Communities:**

- Staff confirmed that original placed based partnership funding could extend beyond 2020.
- Rather than separating investments by “Backbone” and “Implementation,” it may make sense to approach funding awards similar to how the recent round of place-based and cultural community awards where some members within the partnership have built capacity.

**Member questions and feedback around Institutional Policy and Systems Change:**

- Will there be technical assistance for the County? Can there be a partnership between the partners and the county see system and policy change within the County?
- Hearing great things about how the BSK grant making process is going. But the contracting process is a problem -- how do we change it?
- Increasing Systems & Policy change funding would be good; it is in keeping with our overarching goals for change.

**Member questions and feedback around Learning Communities:**

- Using taxpayer dollars to support Learning Community activities for a broader, county-wide audience is good direction; it makes sense that public dollars are used these activities and can help increase access to groups that aren’t traditionally invested in.
• What is the LC plan right now? There was a vision to scale it, and the community is asking... When and What?

**Evaluation Update:** Valerie Tran, BDS Planning & Urban Design evaluation team project manager, provided and update (Governance Group Update May 18, 2018 slide deck)

Evaluation discussion draws questions:
• There is an interest in seeing how COO is leveraging resources.
• GG members wanted to know if there are ways to see how COO has influenced changes in thought and processes. They want to see how systems are better supporting community as a result of action/investment.
• Is the evaluation about how evaluation as a way to change Community? Or a way to change the County?
• The way the questions are framed feel like we are assessing the success/failure of community groups on their work. There needs to be ways to ask how systems are contributing to success.
• The scope of this work (BDS Team evaluation) is limited and we will need to complement and build on BDS’s research/data with other tools and methods.

**COO Website Update:** Sharon Bogan (Sharon.bogan@kingcounty.gov) briefed the group on the website layout, and stressed the idea that this site will live outside the KC and SF current framework. She wants the GG to help guide the website work through an equity lens and wants the ability to connect the stories to the data. She is looking for volunteers to help with content and Members Brown and To asked for a follow up.

General meeting adjourned. 3:59 pm
4 - 2019-2020 Communities of Opportunity Budget Discussion

At the May 18 meeting, the Governance Group received an update on the current funding commitments and learned about the context for the King County budget process. Governance Group members, act as the Advisory Board for COO-BSK Levy funds. Budget handout materials from the May discussion can be found in the link here.

Governance Group members are asked to (A) Review recommendation for King County Budget (BSK-COO Portion); and (B) Provide guidance for further development of COO budget options for 2019-2020.

A. Recommendation for Preparation of King County Budget
The King County Budget includes one line item for all COO contract activities and separate budget authority for staff positions. The budget does not include specific strategy area funding level details.

COO Staff are recommending to increase the BSK-COO levy funding staff by 1.0 FTE. Currently, there are 4.0 FTE supported by BSK COO: the Director, two Program Managers, and one Administrative Specialist. An increase in core staff is proposed to support the growing number of partners/partnerships, managing the relationships and technical assistance needs across all investment areas.

B. Communities of Opportunity 2019-2020 Budget Preparation
The feedback that we received at the May 18 meeting is helping guide the development of the COO Initiative budget for 2019-2020 and for projections for 2021-2022 – for combined public and philanthropic funds.

Governance Group members identified the following for staff to consider in developing the initiative budget:
- What does the arc for investments look like?
- Meet needs as they emerge
- Continue investment to place-based partnerships.
- Increase to Institutional, Systems & Policy Change

The options on the following page have been identified through the initial discussion. We will provide an update to the Governance Group at the June 18, 2018 meeting. Budget discussions will continue in the fall; additional updates will be provided at that time.
Options, Based on Initial Feedback

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<tr>
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<th><strong>Option A</strong></th>
<th><strong>Option B</strong></th>
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<tr>
<td><strong>Place-Based Partnerships &amp; Cultural Communities</strong></td>
<td>Focus on existing 9 place-based &amp; cultural community partnerships in 2019-2020.</td>
<td>Add new partnerships in the next biennium. Establish maximum number of partnerships.</td>
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<td><strong>Increase funding in 2019-2020.</strong></td>
<td><strong>Increase funding in 2019-2020.</strong></td>
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<td><strong>Option A:</strong> Recognizes that the partnerships are accelerating implementation activities and adding new partners to existing tables. Recognizes that COO BSK COO levy funding will taper and end.</td>
<td>Option B: Limits investment in some partnerships. Adds new partnerships to table. Recognizes that BSK COO levy funding will taper and ends in 2022.</td>
<td><strong>Institution, Systems &amp; Policy</strong> Increase funding in 2019-2020. Increase in 2021-2022.</td>
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<td><strong>Learning Community</strong></td>
<td><strong>Include evaluation, learning and continuous improvement</strong> as a component of the learning community.</td>
<td>Adjust level of funding in Learning Community 2019-2020 to reflect carry-over in 2017-2018 contract and launch of Learning Community activities.</td>
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<td><strong>Operations/Staffing</strong></td>
<td><strong>Add 1.0 FTE program manager</strong></td>
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