



**DHHSC BOARD MEETING MINUTES  
November 14, 2012**

**Dedicated to Brittany Davis**

- I. Call to Order – **6:39** Amanda Sortwell (AS), president  
Board Members Present: Jonathan Silva, Vice-president (JS), Sue Stone, Secretary (SS), Shane Frazel (SF), Jill Nolen (JN)  
Board Members Absent:  
DHHSC Staff Members Present: Michelle Bronson (MB), Executive Director; Susan Coulter, educational services director;  
Honorary Board members: Martha Coletti  
Visitors: Alex Sanborn, Mary Krebs, Mike Hernandez, Beatriz Prieto, Stefani Santos, Christian Catron;  
Interpreters: Pam Warkintin, Erin Uribe
- II. Public Comments (3 minutes per visitor) – Devin talked about how much she enjoyed VDF.
- III. Approval of Agenda Items – approved by consent with the addition of 3 items: item A to unfinished business, and items D & E to new business.
- IV. Approval of **October** Board Minutes –
- V. President’s Report – AS Ronald Reagan has resigned. We are interviewing new Board members. I grew up with VDF and have had different VDF experiences over the years. Staff and volunteers were very efficient.
- VI. Vice-President’s Report – JS If interested in joining please let me know. Next week we have 3 scheduled interviews: 2 Deaf and one hearing. We need a treasurer.
- VII. Secretary’s Report – SS
- VIII. Treasurer’s Report – JS  
**October** Financial Report distributed but not reviewed.

Checking/savings Balance	\$357,834
Account Receivable	\$315,922
AR interpreting	\$178,624
AR grants	\$137,297
Accounts payable	(\$6,859)
Mortgage payable	\$118,514
Board private fund balance	\$974
Profit/loss overall	(\$11,554)

Grant awarded for 12-13	\$650,564
Spent	\$223,829
Unspent	\$426,734

IX. Executive Director's Report – MB

- A.** It has been a busy month, with two presentations for Fresno County and one for a rehabilitation counseling class at FSU. The Fresno County trainings were 3.5 hours, but we covered Deaf Culture, ADA, and auxiliary aids for the D/HH. It was a good opportunity to promote DHHSC and our interpreting services.
- B.** We are pleased to announce that we received the ROCK grant, Reaching Out to Communicate with our Kids, which is funded by Bank of the Sierra in Visalia. This grant will provide materials and activities to parents of D/HH children. We'd like to thank Bank of the Sierra for funding this important grant.
- C.** Speaking of grants, we submitted our BOLD, Building Opportunities with Language for the Deaf, grant with Fresno Regional Foundation. We requested more than \$136,000, which will create two new positions for the Fresno and Visalia offices, full-time in Fresno and part-time in Visalia. The service providers for these two positions will teach ASL classes to families with D/HH children, conduct ASL storytelling sessions, and provide early intervention services as needed. This program is an expansion of the LEAD grant we currently have in the Merced office. We only had a week to complete this grant because we had to first pass the phone interview and then complete the organizational profile, which was approved on Monday of last week. A big thank you to Jesse for working so quickly on this amazing opportunity!
- D.** We reapplied for the LEAD grant with First Five of Merced County, and it is up for discussion among the commissioners on the December agenda. We are hopeful they will approve this funding! For another 3 years.
- E.** The DSS RFP is now out and due on Jan. 3<sup>rd</sup>. Jesse and I have already begun work on the RFP as we'd like to finish it before Christmas. It is due every 3 years.
- F.** The Premier Design jewelry fundraiser raised about \$100 in cash and \$125 in free jewelry, which we will auction off during the Holiday Luncheon on December 19<sup>th</sup> and our Deaf Women's Conference in the spring. Every dollar helps, and thank you for your support! Thanks also to Marlene Cato.
- G.** Our Visalia office had an Adventure Park fundraiser last Friday evening, which raised \$450. We will use the funds for services for both youth and senior citizens for both Fresno and Visalia offices. A big thank you to Jesse, Shelley, and Lisa Painter for working this event and promoting the fundraiser among ASL students and families. Also, I'd like to thank Adventure Park for this fundraising opportunity which will be used to serve youth.
- H.** Speaking of opportunities, we are pleased to share that we received a request from CUSD to provide an ASL training session to 125 bus drivers who transport D/HH children! First time that I know of such a request, and it is

important to us to build stronger connections with local school districts and improve communication access for our youth.

- I.** I am also on the FUSD D/HH committee to develop improved community and school partnership and to discuss how we can improve education and services for our D/HH children and their families. We met last Friday to meet the new SELPA (Special Education Local Planning Area) director. I appreciate the opportunity to represent DHHSC as we often get these students after they graduate from high school. We'd like to become more involved with the students at a much younger age in order to provide early intervention services.
- J.** We are pleased to announce that we hired Monica Davis as our temporary Visalia Client Services Specialist. Welcome, Monica! She brings positive energy to our DHHSC team.
- K.** Twice this year during Board meetings, we have had car break-in's. We have since had new and bright outside lights installed and even had our stage lights fixed! Now we can host events and performances on the stage and use the lights more effectively.
- L.** Last, but not least, our 24<sup>th</sup> Annual Valley Deaf Festival was a huge success! Thank you to everyone who attended, and a big thank you to Susan Coulter and all the staff who put on the huge event. We had 800 people in attendance, and we raised more than \$7,500 that day! We are saving those funds for next year. Next year's theme is "A Special Event." A big thank you to Sorenson Communications for sponsoring our most important and biggest event of the year!

X. Committee Reports –

- a. Bylaws Committee – SS no report
- b. Fundraising Committee – JS Fliers have been distributed for Wonders of the Animal Kingdom. Now a single admission and you may stay all day. Saturday 10-8 with presenters on the hour. There will be art for children.
- c. Grant Monitoring Committee – JN no report

XI. General Board Comments – movies

XII. Unfinished Business –

A. Community Room lighting (MB): We have obtained 2 bids, almost the same at around \$7000, to replace all the lights in this room with LED lights. We are waiting for the 3<sup>rd</sup> bid which is required. DSS will not allow DHHSC funds to be spent on this, so it will need to be a Board project.

XIII. New Business –

A. DHHCS mortgage (MB): The administrative team would like to pay off the building because of the new position, which is not funded by DSS. Our CPA also believes it is in the best interest of the agency to do this. The money we saved by reducing the mortgage payment back to the original amount was not enough to fund the new position. Remaining interest will exceed the penalty of \$11,000. We feel this is a good use of our savings. JS asked about the remaining funds going into an interest-bearing account. JS asked who will be responsible for building maintenance. MB: we continue to be responsible. [Break for closed session to discuss mortgage.] M/S/P to pay off our mortgage.

B. Visalia office (MB): is not ADA compliant, so we have been looking for a new location. It has been difficult to find one as there are many variables, but we finally found one. We require DOR, DHHSC Board, and DSS approval. The rent is \$60 more; there is a 5-yr lease. It has more space (needed for workshops especially) and 2 doors, so

safer in an emergency. Current lease is month to month. M/S/P to approve the new office location.

C. Booster club funds (MB): This money was in the cancer program. The cancer educator resigned. There is \$3,160 left in that account. We request that the remaining CARE funds be used to pay for ASL classes. Classes do not pay for themselves. M/S/P

D. Cancel December meeting. M/S/P

E. Change in meeting date/time (AS): due to AS school schedule. Possibly Wednesday at 7. We will continue this discussion via email, but first wait and see if there are new Board members so we can have their input on the schedule. Tabled.

XIV. Public Comments (specific to agenda – 3 minutes per visitor) –Martha Coletti thanked Michelle for new parking for disabled. Devin: what about Spanish speaking families with D/HH children. Are we providing services? MB: Lisa Huffman knows MSL and is working with some of these families. Resources and material are available. We are also working on a brochure in Spanish. Children and parents come together for family ASL classes.

XV. Announcements –

A. December 1 World AIDS Day workshop.

B. December 8 Wonders of the Animal Kingdom here at DHHSC from 10-8.

C. Xmas lunch Wednesday December 19 FROM 12-3 @ DHHSC Free!

XVI. Closed Session – mortgage payment

XVII. Adjournment – **8:13**

**Date of Next Local Board Meeting: Wednesday, January 9 7-9pm @ DHHSC – Fresno**

Submitted by Sue Stone, DHHSC Secretary