



**DHHSC BOARD MEETING MINUTES**  
**January 10, 2012**

I. Call to Order – **6:30 pm** RWD presiding

Board Members Present: Rosemary W. Diaz, President (RWD), Ronald Reagan, Vice-President (RR), Jonathan Silva, Treasurer (JS), Sue Stone, Secretary (SS), John Eberwein (JE), Beatrice Bejar (BB)

Board Members Absent: Laura Casuga (LC), excused

DHHSC Staff Members Present: Michelle Bronson (MB), Executive Director; Jesse Lewis (JL), Operations Director; Amanda Soto; Susan Coulter;

Visitors: Catherine Ingram, Dee Nelson, Mindy Blancett, Jovette McCallon, Marilyn Mccallon, James McGuire, Penny Harlan, Robyn Kifer, Jill Nolen

Interpreters: the always amazing Pam Warkentin and Nikki Wolfe

II. Public Comments (3 minutes per visitor) Marilyn wants discussion about what everyone wants to see happen with DHHSC. The holiday meal was well attended and everyone did a great job. Regarding the play, 2 disappointments: Lisa, the director, was not introduced, and it was hard to see due to the location of the performers. It would be better to have it on stage. Where are the plans for the tiles that were on the wall? Robin Kifer noted that there were complaints about not enough tables for seating at the holiday luncheon.

III. Approval of Agenda Items – approved by consent. The year was amended from 2011 to 2012.

IV. Approval of **December** Board Minutes – M/S/P

V. President’s Report – RWD

I am working on the goal of recruiting additional board members. In Merced there is a Deaf woman who is a possibility. If interested please complete an application. My last month is in August and we will need 6 additional Board members. I recently sent out an email to the community encouraging everyone to attend Board meetings. Next month’s meeting is on Wednesday not Tuesday and will focus on employment in the Deaf community. Next month is the 3 year anniversary of MB and JL in their respective jobs. LC and RWD will evaluate them. An ad hoc committee was set up.

VI. Vice-President’s Report – RR no report

VII. Secretary’s Report – SS –no report

VIII. Treasurer’s Report – JS

**December** Financial Report distributed. Please note that the profit and loss statement is now in the black.

Checking/savings balance	\$427,035
Accounts receivable total	\$303,671

AR grants	\$166,765
AR interpreting	\$136,906
Accounts payable	\$3,612
Board private fund balance	\$3,196
Per profit & loss statement overall	\$28,495
Grant awarded for 11-12	\$650,564
Grant spent	\$334,030
Grant unspent	\$316,533

IX. Executive Director's Report – Michelle Bronson

A. Our recent Holiday Luncheon on Dec. 22<sup>nd</sup> was a huge success. We had approximately 200 people in attendance, and we received many positive comments about the event. I would like to thank Susan G. Komen for the Cure, Sorenson Communications, Fresno Deaf Events, and Valley Deaf Seniors for sponsoring this special event for our community. I would also like to thank Jesse and our CARE Educators for modifying a story to be used as a skit for the luncheon. I am proud of our staff that hosted the luncheon and want to be sure we introduce them at all events, and a big thank you to all who came and were involved. It was a lot of work, yet a lot of fun.

B. I would like to share that our recent Premier Designs Jewelry fundraiser brought in approximately \$140 and more than \$200 worth of free jewelry, most of which we will use as silent auction items for the Deaf Women's Conference. We used two of the six free items at our recent Holiday Luncheon, which generated an additional \$35. Every penny counts!

C. Last Friday I was in Sacramento for a Parent Resources Guide Committee meeting, and we are now finalizing our articles and research compilations. Jan. 27<sup>th</sup> will be our last meeting because the guidebook has to enter the editing phase by the beginning of February. We are pleased with the progress we've been making as it incorporates all language opportunities according to each philosophy. We are doing lots of research. I will ask the Board to review the draft.

D. We are pleased to share that we just received an application packet from CVRC, specifically for Independent Living Skills services, which I hope is the next and last phase in developing our contract. We need a table and chairs donated.

E. Regarding Marilyn's question about the art tiles (the ones people had dedicated to loved ones, favorite memories, quotes, businesses, etc. that they wanted commemorated on DHHSC's wall): we took them down when we had the building painted, but because they were originally put on one wall, it became confusing as tiles for businesses and memorials were placed side by side. I want them separated into categories, and Jesse and I were going to work together, but with time being scarce, I'm going to go ahead and figure out the layout. I will ask Valley Deaf Seniors and others for feedback before the tiles are "glued" to the wall.

X. Operations Director's Report – JL

A. Short report tonight, considering I was out for a week in December and we had the holidays. I hope all of you enjoyed your holidays as well. We finished 2011 feeling that DHHSC is doing well as an agency and our grant programs are progressing excellently. We expect 2012 to be a great year.

B. We have been working on revising our approach to events in Visalia, trying to do more hands-on activities and discussions rather than workshops with presenters, hoping we will draw more participation. We can test out this approach and see if it succeeds, then try the approach in other offices if it does. We are continuing to provide free ASL

classes to families with D/HH members, usually with the deaf person attending with them, so they can improve communication while in our office. We are seeing great progress.

C. I have been working on revising our employee performance review forms, a project that I had started a few months ago but had to put aside. My goal is to develop a new review that will benefit the employees as much as it does the supervisors and the agency. Our old review forms do not achieve that purpose.

D. We have also been revising our plans for the United Way Merced grant. For 3 years, we have had the DASH program that focuses on Safety and Health education. Now due to a change in UW's goals, we are changing our focus to wellness, both physical and mental, and increased independence.

E. It looks like it will be a busy few months ahead of us with grants and reports.

F. Last, on a sad note, we are losing one of our newer staff members. Amanda Sortwell, our current Coordinator of Client Services in Merced, will have her last day at DHHSC on January 20th. We wish her all the success possible as she pursues her Master's degree through Gallaudet University. We have posted a job announcement for the position, so please encourage qualified people to check out the job announcement.

G. Revised PSA for parents of deaf children presented. It will be made into a video and include children signing as well as captions. Motion to move ahead with production but bring to board for final approval. M/S/P

XI. Committee Reports –

a. Bylaws Committee – SS No report

b. Fundraising Committee – JS for the first time we have a fully operating committee: Dee Nelson, Amanda Soto, Katharine Ingram, Penny Highland, Jill Noland, and Jeremy Thomas. Most were present and introduced. They will offer support. Two days have been suggested for the golf tournament: 3/10 and 3/24. If anyone has any conflicts please email me. The Hometown Buffet @ Shaw and Brawley fundraiser is still in the works, possibly for the end of February: 50% of the take goes to DHHSC. The goal is 50 people and it requires a minimum of 30 paying people. Prices are approximately \$18 for adults and \$12 for children. We will be networking and discussing goals during the fundraiser.

RWD said a word of thanks to all the new fundraising committee members.

c. Grant Monitoring Committee – RWD looked though all the grants. No money spent yet in some grants e.g. DASH so please look at that. It is preferable to pay the staff extra. MB re DASH we usually spend at the end of the year. RWD one grant has \$4000 unspent—seems like a lot.

XII. General Board Comments – BB Amanda leaving Jan 20; what will happen to Merced? JL impossible to replace her before she leaves so people from Fresno office will probably go there part-time to assist her and try to limit the time that the office is closed. Interpreter position has been open but no applicants. This is a chronic problem as it has been difficult to attract an interpreter to that position. BB doesn't see a lot there either. RWD recommend sending out email to Merced community re these concerns.

XIII. Unfinished Business –

A. Change of board meeting day and time—will remain the same per email discussion of board members.

XIV. New Business –

A. Approval of United Way grant for new program. JL to send out letter of intent re this grant, which will focus on promoting individual and family health, wellness and independence. This is a one year program called D-well and consists of general

educational activities and training, and focuses on D/HH needs in the areas of mental health, goal development, and information about local resources. There are 12 different activities or discussions focusing on health. It is different from DASH in that it is not workshops. Interpreters will be provided.

- XIV. Public Comments (specific to agenda – 3 minutes per visitor) –Robin Kifer suggested a zoo night for children. JS has tried to do this and it is difficult, because they don't have fundraising events per se, but he is making an ongoing effort. Marilyn McCollum asked if there is paperwork required for the ASL class. MB: no. Marilyn wants to help with solution to job issues. RWD leaving open agenda for next Board meeting; there will be minimal structure. BB asked if the ASL class is open to all ages, if children need to pay. MB: this has not come up but thinks children ok and not have to pay if with an adult. Fresno ASL: \$35 with book, \$25 without book. Visalia free if D/HH or family member is.
- XV. Announcements
- A. Fliers for Martha's Vineyard and the Deaf Women's Conference will be going out soon.
- B. Shane announced 3 dates for auditions for a play he is staging in April. It is about D/HH & hearing roommates and their living issues and struggles. It is funny and educational.
- XVII. Adjournment – **7:53 pm**

**Date of Next Local Board Meeting: Wednesday, February 15 @ DHHSC – Fresno @ 6:30 pm**

Submitted by Sue Stone, DHHSC Secretary