



## DHHSC BOARD MEETING MINUTES

6pm, Tuesday, November 14, 2017

- I. Call to Order - 6:13pm  
Individuals Present:  
Board Members Present: Janice Smith-Warshaw, President, Joshua Blanco - Vice-President (JB), Peter Crume, Secretary (PC), Jill Nolen- (JN), Justin Gaines (JG), Lynn Toschi (LT), Tim Spires (TS), Serena Johnson (SJ)  
Board Members Absent: None  
DHHSC Staff Members Present: Michelle Bronson, Executive Director (MB), Susan Coulter  
Interpreters: Pam Warkentin, Nicole Chance  
Other community members present: Eddie Reyes, Rosemary Wanis, Beth Lipston, Chris Anaya, Robyn Kifer, Jesse Rios
- II. Community Comments—limited to 3 minutes (no comments)
- III. Approval of Agenda Items -
- IV. Approval of September Board Minutes - Tim Spires: Motion to approve minutes as amended as indicated by Lynn in the e-mail,
- V. President's Report - Janice Smith-Warshaw
  - a. Fresno State recognized Michelle Bronson as a Community Hero
  - b. I want to apologize again that I will not be able to attend VDF as I will be in TN for a conference
  - c. I want to thank Rosemary Wanis for providing a wonderful training to the Board about the roles and responsibilities of the board
- VI. Vice President's Report - Joshua Blanco
  - a. I am excited about VDF, and I am looking forward to VDF and want to let Serena and Lynn know that we have a few things to finalize and move forward with those items
  - b. I want to inform the board that I may resign from the board and as the VP because I am applying for the LEAD position offered here at the DHHSC so it would be a conflict of interest. I still will continue to be involved until the end of November.
- VII. Secretary's Report - Peter Crume - Nothing to report
- VIII. Treasurer's report - Tim Spires

	Through 9/30/17
Checking/savings balance	54,062.43
Accounts receivable grants	306,032.65
Accounts receivable interpreting	79,965.10
AR Receivable total	385,997.75
Accounts payable (Outstanding bills not yet paid)	-2,912.12
Board private fund balance (Year to date balance)	-288.53
Profit/loss Statement Overall (for 3 months)	(84,708.94)
DSS Grant for 16-17	650,564.00
Grant Spent up to 5/31/17	212,281.24
Unspent (10 month remaining) - ending June 30 <sup>th</sup> , 2018	438,282.76

IX. Executive Director's report- Michelle Bronson

**Financial Updates:**

We are still waiting for our cash advance check from CDSS, which normally arrives in August or September. This is the latest we have ever had to wait on the cash advancement. We also have yet to be paid for our June invoice, and this means we are also waiting on our invoice payments for July, August, September, and now October. Our contract was just executed yesterday, which was supposed to be effective July 1<sup>st</sup>. Of course, the Deaf Coalition is very upset and we are very low on cash flow due to not having the cash advance or the invoice payments.

We are very pleased to have received the Whitney Foundation grant and we will be meeting with DOR on Nov. 29<sup>th</sup> to become recertified to provide the revised CLSAT program, which has been renamed LEAD (Language, Employment, Assessment and Development). We are advertising the part-time position, which will only be grant-funded for one year. This is to test DOR's ability to sustain the program, depending on the number of their referrals. If this program does not pay for itself at the end of the grant cycle, we will then close it. We do not want to use any of DHHSC's budget to support DOR's services.

We are finishing up our agency's annual audit, and instead of our projected deficit of approximately \$119,000, we are relieved that our 2016-2017 fiscal year is closing out at a much lower deficit than feared, \$33,000. The deficit was reduced after our budget amendment was finally approved by CDSS and after all the June interpreting invoices were billed and paid. We must keep June interpreting services in the fiscal year, so once everything was processed, our deficit was greatly reduced, much to our relief. We are hopeful that this year will be a better year!

Our Deaf Access, a systems advocacy grant for our Salinas office, was just submitted to Harden Foundation's Board of Directors for review and consideration. I am hopeful we will be approved for the second year. This grant is where Wayne, our Salinas Coordinator of Client Services, train staff from hospitals, law enforcement, fire departments, etc. about providing communication access for the Deaf and Hard of Hearing.

We are still promoting our different fundraisers, including #GivingTuesday and See's Candies. Please continue spreading the word about those two fundraisers and our "Raise the Roof" fundraiser and Amazon Smile. We have several fundraisers going on, depending on each person's interest(s). As you may have read from your email earlier today, we had to remove the first Champ Girl design because we learned that it was derived from Warner Brothers' Wonder Woman. Hence, we had to take down all flyers, our email signatures, cafepress website links, etc. that have logos with that Champ Girl design and we will replace it with the second logo that Jesse had developed for us, of Champ Girl signing the word "champ." We loved both designs but have to follow copyright laws.

### **Agency Updates:**

Jesse would like to share with you that he has updated our DHHSC website to make it less cluttered and more accessible. Please review and provide him with any feedback you may have.

This morning I had a great meeting with audiologists at Valley Children's Hospital and I was able to share about DHHSC's services and programs. They are eager to refer patient families to us, especially after I explained our ROCK program, literacy services, and support and resources for the families. I also invited them to come to VDF to experience our Deaf culture and community.

### **Agency Events:**

We are busily preparing for our 28<sup>th</sup> annual Valley Deaf Festival that is taking place this Saturday. We have many wonderful things planned, and we are hoping for a big turnout. Last year we had approximately 1,000 people, including staff, board, and volunteers, but let's make this an even better year yet! With the wonderful Deaf entertainers we have this year, I am hoping to have a bigger draw. We also have some great donations for our raffle prizes and silent auction, including Raiders vs. Broncos

football game tickets, two tickets to Magic Mountains, Marvel items, Wild Water Adventure passes, etc. We are very appreciative of our generous donors.

Our 9<sup>th</sup> annual Holiday Luncheon is scheduled for Dec. 20<sup>th</sup> from 12-3:00 p.m. This event is free for our community to thank them for their continued support of DHHSC.

As you may know, CSDF recently came to Fresno for a football game, and DHHSC hosted a pizza social prior to the game. It was great seeing many old and new faces, and at the game itself, it was amazing seeing such a great Deaf turnout! We saw more than 150 D/HH individuals, many whom we had not seen in a long time. I would love to see these same people at VDF. The football game fee was \$5, same as with VDF, so I am curious as to why that event had a larger turnout. Perhaps it was due to it being a CSDF event and sports-related? Something new? VDF is an annual event but we change the theme and entertainers each year. I would appreciate any feedback you might have so we can engage our community.

I want to thank the Valley Deaf Seniors for the hardware for the bathroom door. It works great now and opens easily.

Tim Spires - Can you give us an update on the computer server that we agreed upon last month.

MB - We've gotten everything, but we're waiting for money for a license. We're very limited because we're still waiting for our funds from CDSS

JSW - Maybe we can deep into the Board funds if you need the money.

MB - If we're to believe CDSS, we should get our check on Thursday so we should be okay.

- X. Fundraising Chair report - Jill Nolen
  - a. Our next event is March 11<sup>th</sup> Lularoe fundraising event that will be here at DHHSC.
  - b. (Serena) In terms of VDF food, we're planning to buy all the food tomorrow. Lynn will buy it and we will put the food in refrigerator.
- XI. General Board comments
  - a. I want to talk about Deaf Blind group at VDF. We will selling milkshakes for \$2.50.
  - b. We will have training for SSP
- XII. Old Business
  - a. Deafhood workshop - We will have Butch Zine and his fee is \$1,800.
    - i. Tim spires - I nominate that we use the board fund to pay for Butch Zine. Seconded by Joshua.
  - b. VDF Food
  - c. Communication issues with Kaiser - We noticed when the case manager is on vacation that there are not interpreters requested and there were new

staff members who did not know about the scheduling process. We need to self-advocate

- d. Improving facilitation of the Community Comments Town Hall meeting
  - i. I agree that we should look into it, but it's a low concern of mine right now.
- e. "Raise the roof" campaign
  - i. We received the letter from Pam and have sent it out to our donors. We need every little bit to help.
  - ii. TS - Is there a deadline for contract for the Top Roof. I am concerned about the financial situation.
  - iii. MB - I have the bid right now. Right now, we're waiting for CDSS to provide us with the cash advance for this month and then also for the cash advances from July, so it's well in excess of hundreds of thousands of the dollars.
- f. Vote on bids for new roof at DHHSC
  - i. LT - I move that we select On the Top roofing. Seconded by JB. Voted unanimously by the board.
  - ii. MB - I will let others
- XIII. New Business -
  - a. Re-arranging Board Roles
- XIV. Public comments: 3 minutes *specific to the agenda*
- XV. Announcements
  - a. VDF
  - b. Holiday Lunch on December 20<sup>th</sup>
  - c. December 1<sup>st</sup> - CCRID Dessert Auction - Begins at 6:30pm
- XVI. Closed session
- XVII. Adjournment - 7:05pm