



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

**Dedicated to Charles Pruit**

- I. Call to Order – 6:35 Amanda Sortwell (AS), president. This meeting is dedicated to Charles Pruit, who was involved with DHHSC for many years. The memorial service will be October 27 with lunch to follow, @ the Church at River Park.

Board Members Present: AS, Jonathan Silva, Vice-president (JS), Sue Stone, Secretary (SS), Shane Frazel (SF), Jill Nolen (JN)

Board Members Absent: RR plans to resign.

DHHSC Staff Members Present: Michelle Bronson (MB), Executive Director; Susan Coulter (SC)

Visitors: 13 visitors were present. The list is filed with the Board minutes.

Interpreters: Erin Uribe, Pam Warkintin

- II. Public Comments (3 minutes per visitor) – Marilyn McCollum is pleased with handicap parking. Requesting DHHSC to sponsor a voting workshop. Susan Coulter has done some of this for example on Prop 37. Lighting in the community room is still an issue.

- III. Approvals of Agenda Items – approved by consent with postponement of item XIIa and move the auditor’s report up.

- IV. Approval of **September** Board Minutes – approved by consent.

- V. President’s Report –AS

RR plans to resign. There are 4-5 people interested in joining the Board. AS is a Masters student in MFT at FSU working on a thesis project regarding deaf infants, toddlers and their families. In part of the project she will be trying to generate a list of goals for DHHSC re early intervention, hospital issues, etc....

- VI. Vice-President’s Report – JS

We recently had 10 Board members and now we are down to 5. Please become involved! According to our by-laws 51% of the Board must be D/HH, so our next member must be D/HH, after which we can accept another hearing member.

- VII. Secretary’s Report – SS no report

- VIII. Treasurer’s Report –

**July, August and September** Financial Reports distributed and reviewed. Please see the August and September minutes for the first 2 months reports. September report:

Checking/savings balance	\$406,284
Accounts Receivable	\$294,749
AR grants	\$165,586
AR interpreting	\$129,162
Accounts payable	\$-8,524
Mortgage payable	\$121,056
Board private fund balance	\$665

Profit/loss	\$24,764
DSS Grant awarded 12-13	\$650,564
Spent	\$165,902
Unspent	\$484,661

IX. Executive Director's Report – MB

A. On Sept. 25<sup>th</sup> and 27<sup>th</sup>, Cheryl and I provided training on how to include the D/HH in disaster planning to Madera Emergency Preparedness Committee. We developed our own prezi PowerPoint and had four videos made to illustrate the importance of working with an interpreter when doing emergency broadcasting. A big thank you to Becky Eden and Amy McLaughlin for making the videos! I also really appreciated Cheryl co-presenting with me, which were 4-hour trainings both days, and Stacy for preparing all the info packets. DHHSC earned \$4K for this wonderful opportunity, and they want to contract with us for the next five years, which will be \$4000/year. I am thrilled to continue this project.

B. Speaking of Becky Eden, congratulations on becoming a RID certified interpreter! We are very proud of her.

C. As you may know, we've been involved with promoting DHHSC during Combined Federal Campaigns since the 9/19 kick-off., explaining how DHHSC benefits from the donations. Stacy, Diana, and Shelley have been going to various events to provide booths and mini-presentations, and I also did one yesterday at Institute of Technology in Clovis.

D. Kathy and I were invited to provide Deaf-Sensitivity training to VCH's social workers yesterday. There were approximately 45 social workers there, and we will be doing another training there next Monday.

E. While I was doing the presentations yesterday, Susan had a workshop on Genetically Modified Organic (GMO) foods and provided a wonderful Oktoberfest luncheon made by Robyn Greko. The food was delicious, and the workshop yesterday is an example of the variety of interesting workshops that Susan is hosting for the community. Thank you, Susan, for meeting the needs and interests of the community.

F. The 1<sup>st</sup> Annual Community Picnic that DHHSC, FDE, and CADCV co-hosted on 9/22 was a huge success. We had more than 200 people at the fun event, and we provided games and a free lunch. We also had raffle prizes, which generated more than \$300. After all expenses were paid, we have slightly more than \$150, which we will use for next year's picnic. A big thank you to Sorenson Communications and CTAP for sponsoring the event. CCID had a great signing event with good attendance and great local talent.

G. We are now doing a fundraiser through Premier Designs Jewelry with Marlena Cano. We have a show next Tuesday, the 16<sup>th</sup>, at 6:30 p.m. after Susan's breast cancer workshop at 5:30 p.m., and we'd love to have you all attend both the workshop and the jewelry show. The money raised from this fundraiser will benefit DHHSC. Please support DHHSC by ordering jewelry for your friends and family for holidays or special occasion. We will close the fundraiser on 10/23.

H. Jesse and I would like to let you know that we submitted our bid for First Five of Merced County grant on 9/26 and I greatly appreciated Jesse completing the grant and Shelley and Cheryl assisting with copying and preparing the packets. Thank you.

I. Jesse and I also submitted our DSS' End of Year report on 9/28 and we met our seven service categories goals. We need to pull up the number on our advocacy services, though, which means we need to promote this service more. The challenge is that we do quite a bit of system advocacy, which is counted under community education, but we'd like to see more individual advocacy cases. Please keep DHHSC in mind anytime you need advocacy!

J. Re lighting, there are two different issues. Fixtures can be replaced for \$8000 for LED, non-florescent lighting. Other option would be to use a completely different system. PG&E has a

special program and will provide a bid. Stage lights are the incorrect light bulbs and will be replaced.

K. A big thank you to Omar Ruiz and Ryan Scottt for developing PowerPoint of Deaf-related questions for the Sign-to-Sign game as part of Deaf Awareness Week in September, on 9/19. They based the game on Apple-to-Apple, and devised a list of Deaf-related questions to apply to that game. They did a fantastic job on developing and leading the game, and we will continue and improve upon that game for next year's Deaf Awareness Week. We had a good crowd.

X. Committee Reports –

a. Bylaws Committee – SS no report

b. Fundraising Committee – JS

December 8 is Wonders of the Animal Kingdom. On October 28 fliers will go out.

We need volunteer interpreters--please contact Jon. It is possible that tickets will sell out, but will be available at DHHSC one month before they go on sale for the general public. It is mostly exotic animals: lizard, reptiles and spiders. The community is asking for a low-impact sports team like volleyball, tennis or golf. The fundraising committee will begin working on that.

c. Grant Monitoring Committee – JN has met with RWD to learn about this committee function. Will meet with Jesse Lewis as well.

XI. General Board Comments –none

XII. Unfinished Business – none

XIII. New Business –

A. Auditor's report: Brian Jolly is our new auditor. The records of the agency are in accordance with best accepted accounting principles. Profit and loss is similar to prior years. Net assets end of year \$999,369. Recommendations: bills are being received late from interpreters--staff is currently addressing that problem. Also suggests paying off mortgage if possible as money in the bank is earning very little interest. Also a line of credit is needed.

B. VDF is November 3 and it is the responsibility of the Board to organize the food. Once I get info from the staff AS will share that with the Board via email and we will get that organized. Suggestions: fruit cup, sandwiches. Food will be carnival-related. There is a \$500 donation from PG&E which can be used wherever needed. MB has also requested 20 volunteers from PG&E as well.

XIV. Public Comments (specific to agenda – 3 minutes per visitor) –Marilyn McCallum: re PG&E wants to be sure they understand the importance of lighting for Deaf people. Is it possible to get a grant for this? JS: Yes, we will be looking for a grant. MB: PG&E program is low-cost for NPO.

XV. Announcements –

A. SC: GMO workshop to explain what is on the ballot. Next week discuss other props on the ballot. Tuesday 10-12. October is breast CA awareness month. 5:30 Tuesday presentation of breast Ca survivors. Susan G. Kommen Race for the Cure. JN participating and helped make T-shirts.

B. VDF November 3: old-fashioned carnival theme. There will be great entertainment. It is at the American Legion at 1<sup>st</sup> and Dakota. There is ample, gated parking.

XVII. Adjournment – 7:50

**Date of Next Local Board Meeting: November 14 6:30-8:30 @ DHHSC – Fresno**