



**DHHSC BOARD MEETING MINUTES  
January 8, 2014**

- I. Call to Order – **7:06** Amanda Sortwell (AS), president  
Board Members Present: Sue Stone, Secretary (SS), Jill Nolen (JN), Chad Catron (CC), Brianna Berg (BB).  
Board Members Absent: Jonathan Silva, Vice-president (JS), Melissa Sortwell (MS), Tess Contreras (TC) all excused.  
DHHSC Staff Members Present: Michelle Bronson (MB), Executive Director; Susan Coulter (SC), educational services; Kathy Yoshida, director of interpreting services  
Visitors: Marilyn McCallon (MM), Peter Crume, Beatriz Prieto, Martha Coletti  
Interpreters: Pam Warkentin & Nicole Wolfe
- II. Public Comments (3 minutes per visitor) – MM: Xmas party beautiful and packed. Would like to discuss building goals, would like to see some kind of goal so community can support DHHSC.
- III. Approval of Agenda Items – approved by consent
- IV. Approval of **November** Board Minutes – approved by consent
- V. President’s Report – AS  
 Looking forward to new energy in the New Year, seeking collaboration. Met two new staff members in Salinas and Visalia who are young and energetic. Introduced new Board member Brianna Berg who told a little about herself: She is an FSU interpreting major, her goal is to graduate in 2015, and she is HH from Yuba City. AS going to conference in Hawaii, will be presenting to D/HH consumers and will bring back information to share.
- VI. Vice-President’s Report – JS absent
- VII. Secretary’s Report – SS no report
- VIII. Treasurer’s Report –  
**November and December** Financial Report distributed.

	November	December
Checking/savings balance	\$257,477	\$292,054
Accounts receivable total	\$340,409	\$358,355
AR grants	\$179,844	\$195,764
AR interpreting	\$160,565	\$162,590
Accounts payable	\$-10,186	\$-476
Board private fund balance	\$2,207	\$2,076
Profit/loss	\$45,745	\$47,117

Grant awarded 2013/14	\$650,564	\$650,564
Spent	\$273,709	\$329,963
Unspent	\$376,854	\$320,600

#### X. Executive Director's Report – MB

##### Grant Updates:

We submitted our Breast cancer Education and Support Team grant to Komen on Nov. 25<sup>th</sup>, and we are waiting for word on if it has been approved or not.

We are sad to share Land O' Lakes declined our request for funding for the YES! program. We will keep looking for different funding sources.

##### Donations:

I am excited and honored to share that the Fresno Sorenson interpreters made a sizable donation to DHHSC. We here at DHHSC very much appreciate the sacrifices they made in order to make this surprise and very generous donation, and we are earmarking this donation for our 30<sup>th</sup> Gala. Thank you to all the involved interpreters! Your touching generosity blew me away. You have reminded us that what we do here is indeed noticed and appreciated. We appreciate each of you, too!

##### Staff Trainings:

On November 19<sup>th</sup>, Harvey and I attended "Train the Trainer" workshop provided by our Sierra Partners HR firm. The workshop focused on the "how-tos" and importance of providing constructive feedback to employees so they can attain their full potential.

For December SDD, we had our Employee Assistance Program (EAP) and Dr. Jackie Ryle provide training to our staff on Conflict Resolution and Developing a Positive Work Environment. She said we have one of the most involved staff teams she has ever worked with, and I was so proud to hear that about our DHHSC Team.

For January SDD, we again had our EAP and Dr. Ryle provide workshops to our staff, and this month's topics included Team-Building and Leadership Training. We discussed how we all function as leaders and positive followers in different settings and the importance of working together as a team to make things happen. We discussed VDF, communication skills, and conflict resolution.

##### Staff Updates:

Two temporary employees: Our Facilities Maintenance Assistant, Francisco Carrasco, is on leave, and we now have Phillip Ray as our temporary assistant until Francisco returns. Alana Sedano is currently serving as temp CLSAT instructor during Lisa Painter's medical leave. Lisa's expected return date is Jan. 16<sup>th</sup>.

##### Event Updates:

Because of Sorenson Communications' generous sponsorship of our holiday events, each of our four offices was able to host such an event. Thank you, Sorenson! The parties at the three Outreach Offices were very nice and had a great turnout. A big thank you to all involved staff and volunteers. Our 5<sup>th</sup> Annual Holiday Luncheon here at the HQ was successful and we had over 150 people in attendance. I would also like to thank Valley Deaf Seniors for their very generous donation, which covered the cost of providing enough turkey for everyone at the luncheon. Thank you to Shelley for coordinating the luncheon and to Susan for coordinating all the crafts made available for sale to benefit DHHSC. We are also grateful for all our volunteers because they assisted in making everything run smoothly. We also appreciate all the restaurants that made food donations for our event. The purpose of these holiday functions is to show appreciation to our D/HH community and to thank them for their support of DHHSC.

##### Additional:

Right after Thanksgiving there was a break in through the glass door in Shirley and Diana's office. No alarm went off. They took the TV. It was an old alarm system, which will be replaced so that when the glass is smashed the alarm will sound. We will replace the TV. We have put up curtains so things are less visible.

AS: thanks for Sorenson's generous donation, we do have allies in the community.

Committee Reports –

a. Bylaws Committee – SS no report

b. Fundraising Committee – JN

Starting to plan for the 5K run again which will be September 21 in conjunction with the Deaf picnic at the end of Deaf Awareness week. We are hoping to increase the numbers. I have been in contact with a few restaurants re fundraising events.

c. Grant Monitoring Committee – JN no report

XI. General Board Comments – none

XII. Unfinished Business –

A. VRI

We started this project some time ago. BB: 2 workshops, dates not confirmed.

{Note: subsequent to meeting workshop date set for February 1 10:30 to 12:30}

XIII. New Business –

A. The GALA will be in the same place as VDF was this year. It's a beautiful building; we want to encourage board members to pick a place to help. Pick a committee that matches your skill set. M/S/P

MB re awards committee: to recognize community individual and businesses for their contribution, need titles for the awards. People have been designated to receive these; we have 7 awards and need titles.

B. Agreed to host rummage sale in May

XIV. Public Comments (specific to agenda – 3 minutes per visitor) MM: also important to have DHHSC going out and doing public relations work. Relayed negative experience with VRI when her husband was in the hospital; could not see it very well. Thinks education would be better than complaining about it. Staff did not know how to use well. Rummage sale is a wonderful idea. Maybe May is not the best month. MB: some deaf patients want to use VRI to maintain privacy, others want it only for superficial discussions, and others want live interpreters for everything, so we are trying to come up with a variety of plans. Other conflicts with Rummage Sale (see below)

XV. Announcements –

A. Martha's Vineyard in March

B. Deaf Women's Conference May 3

C. First men's conference June 7

D. January 25, Deaf Community Cultural Wealth, Director of Deaf Studies 9-4:30.

CCRID.org to register, \$50 for members \$70 for non-members.

XVI. Adjournment – 8:05

**Date of Next Local Board Meeting: Wednesday, February 12 7-9 PM @ DHHSC – Fresno**