



DHHSC BOARD MEETING AGENDA

6pm, Tuesday, May 9th, 2017

- I. **Call to Order** – Meeting called to order at 6:10pm
Individuals Present:
Board Members Present: Janice Smith-Warshaw, President (Absent - Excused), Joshua Blanco, Vice-President (JB), Peter Crume, Secretary (PC), Jill Nolen - (JN), Justin Gaines (JG), Lynn Toschi (LT), Tim Spires (TS), Serena Johnson (SJ)
DHHSC Staff Members Present: Michelle Bronson, Executive Director (MB), Susan Coulter, Harvey Bradley
Interpreters: Pam Warkentin, Michelle ?, Stephanie Santos
Other community members present: Sean Foley, Skippy Sumners, Nathan Kliewer, Beth Lipston

- II. **Community Comments**—limited to 3 minutes – None
 - a. **Skippy Sumners** – I have a comment related to funding issues. I saw that Executive Directors made \$55,000 cut from budget. It was also mentioned during March board meeting that you made cuts to Human Resources and ASL instruction. As a result of budget cuts, I also saw that they had to find a cheaper lease in the Merced office. I’m wondering about HR management position and why that was cut? It also bothers me that ASL instructor position was cut.
 - b. **Michelle Bronson**– Those two positions closed last year. We combined the front desk person with the HR. With the DSS budget cuts we made four changes. We cut client services in Merced and closed Erin’s position as staff interpreter. We also needed to downsize the Merced and Visalia office, and looking we are looking for new office space in both places. We’re still searching for a smaller and cheaper and office in Merced. It is Executive Director’s responsibility to make the day to day decisions.
 - c. **Skippy** – Michelle’s description makes it very clear what was happening, but the minutes were very vague on the details.

- III. **Approval of Agenda Items** - Approved
- IV. **Approval of April Board Minutes**
- V. **President's Report** –
 - a. I would like to thank Joshua for running the board meeting in my absence

- b. I am elated to announce Dr. Serena Johnson as a newest board member.
- c. I would also like to announce that one of our board members has agreed to become treasurer – Tim Spires.
- d. I would also like to announce that we had a great celebration of 200th anniversary of Deaf education. We had about 500 people attend the event. I was also very fortunate to be on the news and I didn't realize that Fresno State Media communications had also posted it in on Facebook and it went viral. Gallaudet's President Roberta Cordano was also very impressed with our event and was pleased that we provided her an opportunity for her to meet with President Castro. People who attended also commented that they were very impressed with CSD-Riverside performance.
- e. We also had fundraisers with ASL Club and with DHHSC at Habit restaurant.

VI. Vice President's Report - Joshua Blanco

- a. Thank you to Tim Spires and Serena Johnson for your contributions to our board.
- b. I also wanted to comment that I was involved in the Deaf Expressions at Fresno State. There was a small group of about 25 students. I lead the Deaf Interpreter segment to explain about the role of CDI.
 - i. **Janice** – I was wondering if you would like to lead a presentation on Deaf Interpreters during Deaf Awareness week.
 - ii. **Joshua** – I think they would be a great idea. I would love to be involved in something like that.

VII. Secretary's Report – Peter Crume – None to report

VIII. Treasurer's report – Tim Spires

	Through 3/31/17
Checking/savings balance (Through 4/30/17)	\$250,426.43
Accounts receivable total (Outstanding invoices not yet collected)	\$287,155.71
AR grants (Outstanding invoices not yet collected)	\$201,955.84
AR interpreting (Outstanding invoices not yet collected)	\$81,199.87
Accounts payable (Outstanding bills not yet paid)	-\$5,707.61
Mortgage payable (Building Loan)	\$0.00
Board private fund balance (Year to date balance)	\$1,417.57
Profit/loss Statement Overall (for 3 months)	(\$120,249.31)
DSS Grant for 16-17	\$650,564.00
Grant Spent up to 4/30/17	\$500,067.93
Unspent (2 months remaining)	\$150,496.07

MB - I know that -\$120,249.31 seems concerning, but we haven't yet received the interpreting revenue of around \$35,000 that we received on May 5th and another \$42,000 from the DSS budget amendment that takes a while to process, so right now our deficit should be around \$43,000 not the \$120,249.31. We also continue to receive money from other groups through the end of June so our deficit should much better. We're still pursuing debt owed to us as far back as 2010.

IX. Executive Director's report– Michelle Bronson

Funding Updates:

We are now working on our grant application for First Five of Merced, which is due this month.

We are also watching for the EDD RFP as it is currently being revamped and will be released soon. However, it will have a short turnaround so we want to make sure we get and complete the grant application in time.

Agency Events:

April was a very busy month for us, especially with Family Day on April 8th, 200th Anniversary of Deaf Education in America on April 28th, and Signing Full Throttle motorcycle event the next day, the 29th. All events were a success, and we really appreciated everyone's support of and involvement with all the events. For Signing Full Throttle, we raised about \$375.91, from registration, community lunch, and dessert sampling. A big thank you to Diana Davis for cooking the community luncheon, which was delicious, and to all the dessert-makers who made fabulous desserts.

On May 3rd, we hosted our 5th Annual Youth Employment Services (YES!) Job Awareness Fair, and we had 21 students in attendance. We were expecting more students but later learned that some parents did not sign the permission form and some students had recently received D's and F's. For those who have failing grades, they are not allowed to go on field trips because they are viewed as a privilege. For the parents who did not sign the permission form, one concern was that many are here in the country illegally, thereby feeling the event would not be of benefit for their D/HH child. We will continue working on dispelling that misconception because their D/HH child would still benefit from learning job-searching skills.

Staff Training:

Exceptional Parents Unlimited provided IEP Advocacy training to our staff last Friday as part of our Staff Development Day. While some information was beneficial, we wanted more specifics on how we can best advocate for the D/HH in terms of fighting for interpreters and signing aides, accommodations often resisted by the schools due to costs.

X. Fundraising Chair report – Jill Nolen

a. Fundraising –

- i. We will have an event at the Habit restaurant on May 16th that will occur between 4-9pm. The Habit will give 20% for people who have the DHHSC flyer. It's new Habit located at Fryant and Fresno Street, close to Woodward Park.
- ii. On September 23rd we will have POW! Knockerball again.
- iii. In terms of the budget for 200th year anniversary, we collected \$8,025 and earned total profit of \$4,019.60. Much of \$8,025 came from donations around \$4,000 from various companies, Desiree Castro, CAD, Convo, and Sorenson,
- iv. We also had fun at Signing Full Throttle and earned a profit \$297.09 which is close to what we earned last year.

XI. General Board comments –

- a. SJ – I am happy to say I'm happy that I've joined the board.

XII. Unfinished Business – None

XIII. New Business

- a. JSW - I would like to make a motion to transfer funds from the 200th anniversary fund to the board fund of \$4,019.60 and that will pay off the \$1,300 loan that the Board loaned to the 200th anniversary event. (Motion seconded by Tim Spires. Board voted to approve the motion).
- b. I would like to make a motion a hold a Deafhood workshop. The maximum number of participants that the Deafhood organizers prefer is 12 participants because they want full participation.
 - i. TS – How many hours of training. I've heard it's a \$175 for the training
 - ii. JSW – Yes, it's 20 hours of training. It deals with oppression and understanding Deaf culture. They have two different for Deaf individuals and another one for allies of the deaf community.
 - iii. SJ – I've attended the ally training and it would be great experience for interpreters.
 - iv. JSW – I would like to use some of the board fund to pay for the training cost and to maybe reduce it from \$175 to under \$50.
 - v. MB – I also like for the board to consider ways we can fix the sidewalk in front of DHHSC.
 - vi. TS – I would like to make a motion to discuss ways we can fix the sidewalk (motion seconded by Justin).
- c. JS – I propose that you get three bids to get an estimate for the sidewalk repair
- d. TS – I would like to make a motion on ways to sell the extra t-shirts (motion seconded by Justin).
 - i. I would like use to consider the use of credit card reader that we could attach to our smart phones. This will help make a quick sale for people who want to use a credit card. I also think we should explore the cost to ship shirts based a flat rate. I also believe we should consider ways that we could sell them in the Merced or Visalia office.

- ii. JSW – We could see what the cost is for shipping. We could also see how we can ship them to the different branch offices.
 - iii. MB – Yes, we can coordinate with the different offices. For example, today we had an open house and I delivered some of the shirts.
 - iv. JB – Regarding the card, Paul Barnett has given us training on using the credit card reader and maybe he can train you.
 - v. TS – I’ve already resolved the issue and got my own credit card reader that can process credit card chip so it will minimize fraud.
 - vi. JSW – It’s our goal to make sure we sell all the t-shirts by December.
 - e. TS - I would like to make a motion to discuss a restroom door (motion seconded by JB). Some of our seniors have indicated that it’s hard open the restroom door.
 - f. JSW – Michelle can you please get three bids for the cost of both restrooms.
- XIV. **Public comments:** 3 minutes *specific to the agenda* –
- a. Susan Coulter – I have access to all the central valley events, and we can tag all of events.
 - b. Beth – I would also like to agree that the tree root is causing a problem under the sidewalk. I would also request that we consider changing out the restroom door because it’s very heavy.
 - i. JSW – I wonder do we have any male senior citizens that say the male restroom door is heavy.
 - ii. Harvey – Yes, it I’ve heard.
 - c. Beth Lipston– I am a member of the ACC- I was wondering about the ramp.
 - d. MB – We did take care of the ramp. The restroom door is new for me. We are also focused on the side walk.
- XV. **Announcements** –
- a. (Susan Coulter) –
 - i. DHHSC fundraising event at The Habit occur on Wednesday, 5/17/17
 - ii. Deaf Men’s conference – Theme of “Man Up” will occur on Saturday, June 20th
- XVI. **Closed session - Adjournment – 7:12pm**

Next Meeting: 6pm, Tuesday, June 13th, 2017