



DHHSC BOARD MEETING MINUTES

(March 17, 2017)

I. Call to order - Meeting called to Order at 6:12pm

Board Members Present: Dr. Janice Smith Warshaw, President (JSW), Joshua Blanco, Vice President (JB), Jill Nolen, Fundraising Committee (JN), Justin Gaines (JG), Lynn Toschi (LT), Tim Spires (TS); _

Board Members Absent: Peter Crume (PC) - excused; Board Members Tardy: N/A

DHHSC Staff Members Present: Michelle Bronson, Executive Director (MB), Harvey Bradley (HB)

Visitors: Beth Lipston, Serena Johnson and Lenny Espinosa

Interpreters: Pam Warkentin, Kristen Del Rosario and Christy West and Sean

Foley

II. Public Comments- N/A

II. Approval of Agenda Items - All approved

III. Approval of January Board Minutes - Needs revision and will be done so via email. (TS motions & JB seconds)

IV. Presidents Report:

a. During our closed session, we had taken the time to discuss the T-Shirt order for the 200th anniversary. As a board, we have agreed to donate \$500 of the profits with the understanding that the Board fund will be completely refunded for the initial order of the shirt.

b. We also discussed that we need to appoint a treasurer. Tonight! I will be glad to announce who will be filling that position.

c. New board members:

i. Potential new board members include Serena Johnson and Patti Parker. Patti is a teacher who will be retiring in June. She expressed her interest to Lynn Toschi while working Martha's Vineyard.

d. I would like to propose that we have a board training. We are hoping for this to happen in August. I am looking into finding specialists to train us in various aspects of being on a Board Panel. We will be waiting to have this in August because of new board members that will be invited to join us, up here, between now and then.

- e. 200th Year Anniversary of Deaf Education
 - i. A generous company has done a \$200 grant in matching our 200 being our theme.
 - ii. A Journey through Deaf Timeline are willing to be a part of our entertainment for the 200th Year anniversary event/party. The CSD Fremont, I met with Adelle, will be coming down as well.
 - iii. Jeremiah Cornish... he is a district manager for Sorenson, got word of our anniversary, \$2000 sponsorship! However, they are still more than willing to lend their equipment to live stream the presentations for FREE!
 - iv. We will also have a Deaf Saturday Night Live Show for entertainment with Joshua and Lenny.
- V. VP Report
- a. I have a brief update in regards to the DB camping event. We were working with a coordinator up in Washington, however that has fallen through; so now Justin and I have assumed the role as the coordinator.
 - b. Justin and I are training SSPs for the camping event this September 10th-15th in Twin Rocks, Oregon on the coast. We have a lot of activities lined up for us, we're really excited!
 - c. We will have potential future board members: Dr. Serena Johnson, and Patti Parker, Saul Garcia. I am hoping to be meeting with him this week. Fingers crossed!
 - d. I am currently working on a Vlog. I am done with the videoing portion itself and currently working through the captioning which happens to be more troublesome than I realized.
 - e. May 6th Deaf Expressions, I will be one of the performers. I believe it starts at 5pm or 6pm at the SSU (Satellite Student Union) of Fresno State.
 - i. JSW: Suggesting to do follow up a couple of community members to see if they are still interested in joining the Board one being Saul and the other being Sean (*towards Justin*). Since then, have they expressed any further interest?
 - ii. JG: I'm not sure but I would be happy to follow up on that for you.
 - iii. TS: I would like to request clarification on the process for expressing interest in joining the board.
 - iv. JSW: I have recently reviewed the bylaws and they do not specifically say that you have to attend a number of meetings; in the past, it was a previous practice.
 - v. JSW: I do remembering talking about one individual that could represent the Senior Citizen group, Beth Lipston, are you still interested?
 - vi. BL: I would love to consider joining and continue my involvement with the Senior Citizen group, however I'm not entirely sure of the requirements/rules of becoming a board member because I am an officer for the Advisory Committee (AC). (*clarification was made that she would need to resign from the AC in order to be considered to be invited onto the Board.*)

vii.JSW: I am aware of your current health situation and believe we can make the accommodations as needed for you. Your participation in our community is vital and even more so for that group (SC) is represented. We can discuss more after this meeting.

VI. Secretary's Report: N/A

VII. Treasurer's Report – Read by JSW

	Through 3/31/17
Checking/savings balance (Through 3/31/17)	\$269,995.26
Accounts receivable total (Outstanding invoices not yet collected)	\$332,075.69
AR grants (Outstanding invoices not yet collected)	\$194,163.92
AR interpreting (Outstanding invoices not yet collected)	\$37,911.77
Accounts payable (Outstanding bills not yet paid)	-\$ 5,910.86
Mortgage payable (Building Loan)	\$0.00
Board private fund balance (Year to date balance)	-\$ 764.33 (\$1,800 was used to purchase t-shirts)
Profit/loss Statement Overall (for 8 months)	(\$96,291.46)
DSS Grant for 16-17	\$650,564.00
Grant Spent up to 9/30/16	\$406,057.87
Unspent (4 months remaining)	\$244,506.13

VIII. Executive Director's report- Michelle Bronson (MB)

Before I started my report, I would like to add that our deficit has already been reduced. We have removed both the HR and ASL instructor position so the deficit will show up again until March.

Funding Updates:

We were invited to apply for Students4Giving mini-grant, with emphasis on Board leadership and fundraising. That grant is \$6,000, including an intern to work with us as a liaison for Students4Giving. We believe this grant, if approved, will be of benefit to DHHSC, especially with the need to fundraise for the agency.

Due to our recent budget cut, we have to make internal changes, such as closing 1-2 positions and downsizing both Merced and Visalia offices. Harvey and I have spent much of the past three weeks working on the budget issue, looking at different offices in both the Merced and Visalia areas, and negotiating with the two current landlords regarding our two current leases. One is due to expire this November but we will have to pay a penalty to exit the lease, and the other lease continues to the year 2020. However, the Merced landlord has said she will work with us in finding a smaller space and without penalty. We are grateful for her assistance.

We are watching for the release of the EDD RFP, which is due out sometime this month or April. We will, of course, reapply, and we have been receiving positive feedback regarding our current grant cycle in terms of meeting our goals. We want to ensure we maintain our EDD program and staff.

Agency Events:

On March 4th, we held our annual Martha's Vineyard, which was a success. A big thank you to all the staff, board members, and volunteers who participated in this event, and particularly to Susan who coordinated the event.

On March 11th, we hosted our Employment Forum, and approximately 25 community members came. Most filed a complaint against DOR and shared that many other community members, who were not present at the event, also shared the same frustrations. While some attendees said they benefited from the two workshops, particularly one about DOR, they appreciated the opportunity to share their frustrations about DOR and knowing that Disability Rights California/Client Assistance Program representatives will follow up with legal action. We can still collect complaints and connect clients to Disability Rights California/Client Assistance Program as they want to build their case and show the injustice that our community has faced over the past 15 years.

Staffing Update:

Due to the recent budget cut, we closed the Merced Client Services Specialist position. Jaime Clay's last day with us was February 28th.

Staff Training:

For our recent Staff Development Day, Rory Osbrink, from CSDF presented on how to interpret/translate poetry/storytelling/rhymes/idioms into ASL. He did a fantastic job sharing information and strategies on how to teach those skills, many of which we also want to incorporate into our ROCK program curriculum. He emphasized the importance of teaching D/HH children how to recognize patterns, which assist with memory recall and prediction, and this is a crucial skill in children's literacy development. For this reason, we want to incorporate some of his information and resources into our ROCK curriculum.

IX. Committee Reports

- Bylaws Committee: No report
- Fundraising Committee

JN: My report is short tonight; I am currently communicating with two restaurants that are willing to host a fundraiser for us. One being The Habit and the other Blaze Pizza. Blaze is on Herndon and Clovis, I believe, and it is recent development for the Clovis area. It will most likely be hosted on a Tuesday evening in June. The Habit will be set up for the upcoming month, April, the week following Diana's event "Signing Full Throttle." After all the paperwork has been filled and confirmations have been made, more information will be shared with you.

Going back to the "Soak Me PAH!" (SMP) event, this has been put on hold for the past couple of years due to the unforgiving drought we have experienced. However, how that that has been significantly improved people are now asking me when we are going to be hosting it again! Last year, we introduced a new concept called knockerball in September. It was a lot of fun for the people that came, and because of that people are asking for that event too. It's been difficult to decide if we will ever host SMP again, however I know that we will be hosting "POW!" knockerball event, once again during Deaf Awareness week. Will it be at the beginning? Or the end? We have yet to find out, however when we know, you will know.

Grant Monitoring Committee - No report

X. General Board Comments- None

XI. Unfinished Business -

a. Community Comments:

- A date was discussed amongst Michelle and Dr. Janice Warshaw and decided for August 12th. However, we are unsure if CAD-CV are interested at all to partner once again that day. Originally CAD-CV has their event reserved for August 18th, so if we are unable to partner with them then we will host the Community Comments event on August 12th.
- JSW: I would like to know who is leading this event, I know that DBSG will be providing breakfast and lunch and VLOG has been made for both, but who will be the "go to" person for this event? Who will be working to coordinate donations and set-up alongside

Susan? Last year it was Jill, but we need a different one for this year.

- MB: The event is scheduled for Friday, March 31st (for community members only) and Saturday, April 1st (for the public).
- TS: I'm not sure if I will be able to make that commitment, it is possible that I will be getting surgery. I'd hate to commit and then end up upsetting the plans because of it.
- JSW: Justin, since you are working to coordinate some of the food and you will make contact with Susan. I will handle the funds. Lynn if you could help coordinate donations and work closely with Susan.
- MB: If I remember correctly, Susan has already emailed a list of what needs to be done for this event to the board members.
- JB: That has not been done. I have yet to see this email.
- MB: I will be happy to follow up with her and ask her to resend.
- JSW: Yes, that will be helpful, thank you.
- LT: I do have a copy will forward it to you Joshua and from there you and I can work together for this event.
- JSW: I am more than happy to help with the money and be the "banker."

XII. New Business -

a. Vision and Strategic

- i. JSW: We need a motion to add a *Vision and Strategic Plan* and I believe that Jessie was need this to fulfill a grant requirement...? Or is this already taken care of...?
- ii. MB: United Way Tulare came and did a visit, they require that we have one in place so we can either keep what we have established or we can make revisions to it. It can be found on the website.
- iii. JSW: It is our responsibility as a board to check what is posted online and decide whether we would like to keep it as is or make some changes. Okay, I will make a motion to table this discussion till our next meeting; giving us enough time to review what is online and then be ready to discuss it here. Do I have a second?
- iv. JG: Second
- v. JSW: The reason behind my motion table this discussion to provide us an ample amount of time to review the Vison and Strategic Plan and then gather again next month, have that discussion to determine whether or not we will leave it as is. So all in favor? It carries. We will revisit this discussion in April.
- vi. TS: So there is no deadline for United Way? Reason I ask is, what if they need it prior to next months meeting?
- vii. JSW: Jesse had actually sent us an email in regards to this, when we looked over it we had agreed that it looked great, however what we are now wanting to do is to have a more thorough review and make adjustments as needed.

viii.**MB**: We also want to have this done soon so we can be ready for next year when we reapply for the grant, so it doesn't look like something we decided on last minute.

ix.**JSW**: I understand.

XIII. Public Comments: None

XIV. Announcements: MB

a. See's Candies

i. Fundraiser due this Friday!

b. 200 Year Anniversary for Deaf Education

i. April 28th and 29th

c. Signing Full Throttle (SFT)

i. April 29th

ii. \$25 for being rider & \$10 for passenger

1. Includes an enchilada lunch!

iii. Includes Signing Scrabble again.

iv. Baking Competition (has a separate flyer)

1. If you are interested in competing as a baker, please let us know!

2. SFT and the baking competition will overlap, so the day starts with sending off riders and in the meantime we (staff and volunteers) are here getting ready for lunch and the bakers are setting up their tables of goodies.

3. Anybody can purchase taster tickets for \$0.25 and vote!

d. JSW: 200th T-Shirts

i. The deadline for pre-orders is this coming Friday!

ii. We do have a limited amount of sizes for these shirts, so if you are interested it would be a good idea to reserve your shirt now to guarantee your shirt.

iii. Prices

1. \$15 for Adult sizes XS - XL

2. \$20 for XXL

iv. The orders should be arriving here at DHHSC between March 20th and 22nd!

e. JSW: DCARA 55th Anniversary

i. April 29th..wow!

XV. Meeting adjourned: 7:20pm