



DHHSC BOARD MEETING MINUTES

6pm, Tuesday, February 13th, 2018

- I. **Call to Order** – 6:08 pm
Individuals Present:
Board Members Present: Peter Crume, Secretary (PC), Justin Gaines (JG), Lynn Toschi (LT), Tim Spires (TS), Serena Johnson (SJ); Jill Nolen- (JN)
Board Members Absent: Janice Smith-Warshaw, President (excused),
DHHSC Staff Members Present: Michelle Bronson, Executive Director (MB), Susan Coulter
Interpreters: Pam Warkentin, Nicole Chance
Other community members present: Skippy Sumner, Patty Parker, Sujey Dupree, Chelsea Burch, Eddie Reyes
- II. **Community Comments**—limited to 3 minutes
 - a. Skippy Sumner – There was an e-mail from Jesse Lewis that talked about A Valley Community Group, but I thought the Deaf Advisory Council was the one that served in Visalia. Is the Valley Community group another organization?
 - i. MB – The Valley Community group is an informal name of the DAC, but it does the same thing.
 - ii. TS – Who serves on the council?
 - iii. MB - In Fresno we have two, Tracy and Julie, so we need to recruit more people
 - iv. TS – I thought Julie’s daughter works at DHHSC
 - v. MB – Yes, but the advisory council doesn’t have voting power
 - vi. LT – How many people do you want.
 - vii. MB – We would like to have 8, but we have challenges, such as time commitment, and energy. We can have up to 8 members
- III. **Approval of Agenda Items** – LT motions to approve and Jill seconds the motion.
- IV. **Approval of January Board Minutes** – SJ makes the motion to approve and Lynn seconds the motion.
- V. **President's Report** – Janice Smith-Warshaw (absent) – Presented by TS
 - a. MB – I received a text from Dr. Smith-Warshaw saying that she would not be able to make it because she’s not feeling well.
- VI. **Vice President's Report** – Vacant – Nothing to report

VII. **Secretary’s Report** – Peter Crume – Nothing to report

VIII. **Treasurer’s report** – Tim Spires

	Through 1/31/18
Checking/savings balance	229,281.59
Accounts receivable grants	205,437.85
Accounts receivable interpreting	134,762.73
AR Receivable total	340,200.58
Accounts payable (Outstanding bills not yet paid)	-5,246.35
Board private fiscal year balance (Year to date balance)	-1,429.82
Board Private Cumulative Fund Balance	12,753.57
Profit/loss Statement Overall (for 3 months)	(25,835.89)
DSS Grant for 16-17	650,564.00
Grant spent up through 12/31/17	371,756.08
Unspent (6 months remaining) – ending June 30 th , 2018	278,807.92

IX. **Executive Director’s report**– Michelle Bronson

X. **Budget Updates:**

We are applying for a grant through California State Council on Developmental Disabilities (SCDD), and we will be asking for \$10,000 to help fund our ROCK, YES, and literacy services and programs. If funded, this will be for our Fresno, Merced, and Visalia offices. This grant requires a 15% matching fund, and if awarded SCDD funding, we will use CDSS’ funds as matching funds. I will be asking Board for your approval for this particular grant as this is a great opportunity for us, and we will try to use “language delays” as part of their focus on developmental disabilities.

A big thank you to Paul Barnett, our Communication Specialist/Accountant, for finding a grant opportunity through Smart & Final. We will apply for our D-WELL program, health and safety workshops for all four of our offices.

We are in the process of applying for a grant through Community Foundation of Merced, a capacity building grant with a focus on fundraising skills development for both Board and management team.

I just completed DHHSC's application for Our Promise, which is similar to Combined Federal Campaign but on state level. We apply for this every year but want to share that we have completed both the federal and state applications for 2018.

As I shared with the Board and management team last December during our Board/Management Team meeting, the eight sister agencies, including DHHSC, are working with Assemblymember Mullins on increasing our funding. He sponsored our AB 322 bill, and while we had hoped to get AB 322 bill passed last year with increased funding for Deaf Access Program (DAP), the budget was dropped from the bill at the last minute and the bill was passed with no funds attached. Because of our upcoming CDSS budget cut effective July 1st due to CDSS no longer covering federal sequestration, we upped our requesting amount from \$3 million as requested in AB 322 bill to \$4.1 million. We will pursue a budget item augmentation rather than trying again with another bill. We spent two full days last week in Sacramento meeting with legislative staff, explaining our services and our need for additional funds. The needs for DAP services continue to grow and we cannot meet the demands with a shrinking budget. While the legislative staff was very optimistic about our requesting amount (they said our request is a drop in the budget), we have to wait until April when Assembly and Senate hold their hearings. The budget item augmentation will offset the budget cut and also provide for the need for trilingual interpreters and outreach staff for Deaf and Hard of Hearing individuals ages 14 and up in "linguistically isolated households." We are waiting for meetings with the Governor's office and the Fiscal Department, so as soon as appointments with them are confirmed, we will return to Sacramento to pursue our funding request.

TS – Will it be the same that you have now – the \$650K

MB – If it's passed as it now, it would be around \$570k, but if we get the \$4.1 million, it would be more than \$650k

As I shared with the Board during our Board/Management Team meeting in December, we will look for a smaller and cheaper office for our Salinas outreach office in preparation of our upcoming budget cut. I would rather we downsize offices to protect as many staff positions as possible. I am pleased to announce that we have found a new office for Salinas, and it is only \$645 a month, including utilities, with use of two meeting rooms across the hall. The new office is 300 square feet, enough room for our two staff, and we are saving a lot of money by downsizing our Salinas office. As you know, the Salinas area is expensive, so we have found an office that meets our staff's needs while saving our agency money.

Staffing Update:

We are pleased to share that we have hired a new person for the Client Services Specialist position for the Fresno HQ. Her name is Candice Goodie, and her first day will be this Friday. She will be a wonderful addition to the team.

Agency Events:

Shelley Stout and I are working with Leslie Cox from Fresno County Office of Education on hosting a Deaf Prom for D/HH high school students in the Central Valley. We plan to host the prom here at DHHSC on May 12th. We met last week to begin discussions, and we are excited about this new event for local D/HH students.

As you may know, Martha's Vineyard in the Valley is coming up on Saturday, March 3rd. I encourage you, the community, to come to the event and learn about our Deaf history, and for the Board to participate in running the event. We need more people to assist with facilitating different stations. This event is one of our most successful fundraisers because it is popular for ASL and interpreting students.

TS – I have to admit I think that's wonderful. I've seen DHH individuals so separated from the deaf community. I think it's a great way to get them together.

MB – Some of the girls, might want to meet other boys, so it will be a great experience.

XI. Fundraising Chair report – Jill Nolen

- a. Our next event is March 10th with LuLaRoe and Dutch Brothers fundraiser that will be here at DHHSC. Here is our new flyer for the event. It's a matching funding event. We will have four ladies selling items. If there are more than \$100 in sales, then we can get part of the funding.
- b. TS – Do they have flyer?
- c. JN – Yes, they have a website. I need to ask the vendors for permission. Their products range from \$25-\$65. Dutch Brothers will provide 25% of the sales. The coffee will be \$3-\$6. We do need volunteers. I will make a template and then we can make posters for the event. Lynn will lead the event. The goal is to have two large posters. If you know anyone who can assist please let Colleen know at the front desk. We also need people on the day of the event. We need people to set up about noon and then the wrap up around 5pm. The event is from 1-5pm.

XII. General Board comments - None

XIII. Old Business - None

XIV. New Business –

- a. Applying to grant from California State Council on Developmental Disabilities
 - i. SJ – I move that we approve our Executive Director's motion to apply for the CA state Council grant. LT seconds the motion. No discussion. Board members voted to approve.
- b. Date for community comments? Partner with CADCV again?
 - i. August 18th is the date.
 - ii. LT – I move that we partner with CADCV again for community comments. Second by JN. Board members all vote in favor.
- c. Establish date for Rummage sale

- i. LT – we had decided in July to have it, but I don't think it's a good idea since it's a vacation period.
 - ii. MB – Tentatively put it down for October 13th
 - d. Deciding for lead person for each event the board runs
 - i. LT - We need to decide who will be the lead for different events. We have the Rummage Sale and I will be the lead for that one.

XV. Public comments: 3 minutes *specific to the agenda*

Skippy Sumner (SS) – I am wondering about the community growth and fluctuation in the budget. How will a budget cut impact the staff and individuals in the community? What's your strategic plan and vision of the budget.

MB – We downsized our space in the Salinas office because it was expensive, but we preserved the staff. Our interpreting revenue is getting smaller, so maybe we can eliminate one interpreting position and make another part time. I did ask Sherry, if it was a one-time increase, or annual. We haven't received a COLA (Cost of Living Adjustment). We are a one stop shop for everything.

SS – If that happens on July 1st, will you continue to apply for grants.

MB – That's all we do it seems. We are currently working on 17 grants.

Interpreting revenue is getting smaller, but grant funds are increasing. The city of Fresno in general is having grant funding burnout across different agencies.

SS – Just to add to LT, I am wondering if the other members of the board can step up and help out, such as with VDF.

XVI. Announcements

- a. Martha's Vineyard. – Saturday, March 3rd.

XVII. Closed session – N/A

XVIII. Adjournment – 7:17pm.