



DHHSC BOARD MEETING AGENDA

6pm, Tuesday, March 13th, 2018

- I. Call to Order – 6:10pm
Individuals Present:
Board Members Present: Janice Smith-Warshaw (JSW), President, Peter Crume, Secretary (PC), Lynn Toschi (LT), Tim Spires (TS), Serena Johnson (SJ); Jill Nolen- (JN)
Board Members Absent: Justin Gaines (JG),
DHHSC Staff Members Present: Michelle Bronson, Executive Director (MB), Susan Coulter
Interpreters: Pam Warkentin, Nicole Chance
Other community members present: Patty Parker
- II. **Community Comments**—limited to 3 minutes
- III. Approval of Agenda Items – Motion to approve by TS, seconded by LT, board approves, motion carries.
- IV. Approval of February board minutes - Motion to approve by SJ, seconded by TS, board approves, motion carries.
- V. President's Report – Janice Smith-Warshaw
 - a. I am grateful to TS for taking over for two consecutive meetings. In January, I attended the ASLTA national conference in Tennessee, and then in February I was at Association of College Educators of the Deaf and Hard Hearing Conference in Arizona.
 - b. I would like to recognize the individuals who attended the Deafhood workshop back in February and I would like Tim to discuss his experiences because he attended. TS – I felt that it was good information. I grew up in the 1980s and didn't know a lot of the things I learned in the workshop. JSW – the workshop is designed for deaf people to better understand their own experience and become better advocates. I would like to host another workshop in the fall.
 - c. I also want to recognize people who volunteered for Martha's Vineyard on March 3rd and the LulaRoe and Dutch Brothers fundraiser on March 10th. I will Jill discuss it in more detail during her report.
 - d. Advisory committee group has asked if we could modify the DHHSC bylaws to change the frequency of meetings their meetings. It's my hope we can take care of

that tonight and make a motion to accept and approve their request. I will bring that up under new business.

- e. This afternoon we had a wonderful training for the board provided by Robert Sidansky of GLAD. He the president of the GLAD board and lead us in how to provide evaluation for the Executive Director (or Chief Executive Officer as he called it).
- VI. Vice President's Report – (provided by JSW) Patty Parker is very interested in running on the board. She had attended three meetings and has also attended the interview with board members, so she is eligible to join the board.
- VII. Secretary's Report – Peter Crume – nothing to report.
- VIII. Treasurer's report – Tim Spires

	Through 2/28/18
Checking/savings balance	187,366.94
Accounts receivable grants	243,406.34
Accounts receivable interpreting	95,103.25
AR Receivable total	338,511.59
Accounts payable (Outstanding bills not yet paid)	-9,355.87
Board private fiscal year balance (Year to date balance)	560.20
Board Private Cumulative Fund Balance	14,328.57
Profit/loss Statement Overall (for 3 months)	(19,304.74)
DSS Grant for 17-18	650,564.00
Grant spent up through 2/28/18	422,666.32
Unspent (6 months remaining) – ending June 30th, 2018	227,897.68

- IX. Executive Director's report– Michelle Bronson

Budget Updates:

We are pleased to share that we received \$3,000 from the Yellow Brick Road as part of our matching funds for our Whitney Foundation grant. We are grateful for their support and generous donation. We will use that money specifically for our Salinas office as all donated funds from Yellow Brick Road must be used in the Salinas/Monterey area. We now have \$14,740 in matching funds, and the remainder of the required \$25,000 will come from DOR fee-for-services. A big thank you to the Yellow Brick Road!

We are pleased to also share that we were approved for \$6,000 from Harden Foundation for our second year of Deaf Access Program. This grant is for Wayne, our Salinas Coordinator of Client Services, to continue providing system advocacy to surrounding hospitals, medical clinics, businesses, and any public places providing services to Deaf and Hard of Hearing individuals. It

is our goal to educate these places on the importance (and mandated) requirement of providing communication access.

Fig Garden Rotary Club is donating \$1,500 towards our Raise the Roof campaign, and they will give us the check at their luncheon this Friday. We are grateful for their support. I am reaching out to different Rotary Clubs to see if they can donate towards our roof, and I am hoping this Rotary Club is just the beginning! There are many chapters, and it is my goal to contact each one of them to share about our roof fundraiser.

We are applying for the \$2,500 grant through United Way of Merced, due on April 9th, and this will focus on our Merced Coordinator of Client Services, Cheryl, making videos on health and safety issues. We will then use those videos for educational purposes and post on our website. The maximum we can apply for is \$2,500, which is a huge difference from the previous funding of \$25,000 per year. However, we would still appreciate and benefit from this mini-grant, and if approved, the videos created for this grant can be used for those unable to come to the office due to transportation or financial issues, or for any purpose. The videos will become DHHSC's property.

Jesse and I submitted our Fansler Foundation grant application last week, and we hope to hear back in May or June, if approved. This is the grant that covers our family/early intervention services, Family Day, and YES! Career Awareness Fair. We particularly love this grant, and we hope to be approved again.

We will apply for a new grant through Comerica Charitable Foundation, which is due in June. Jesse and I will discuss what we can apply for, but I wanted to share that we found a new funding opportunity and will do our best!

Agency Updates:

Central Valley Regional Foundation (CVRF) contacted us to sign up for a slot with CMAC (Community Media Center) to do a Public Service Announcement (PSA). It was on a first come, first serve basis, and of course, we immediately signed up! I did the 30-second PSA last Tuesday, and just today, we received a copy. It is now uploaded to our website and will be shared on our FB page, etc. It was free, and we are very appreciative to have this opportunity because we have wanted to do a PSA about DHHSC and our services for years. The focus of the PSA was on ASL instruction and IEP advocacy and working with families. We are grateful to CVRF for letting us know of this opportunity and to CMAC for making the PSA.

Agency Events:

On March 3rd, we hosted our annual Martha's Vineyard, which was a big success. We had 289 paid guests, which totaled to \$1,445.00 in admission tickets alone. We also sold seventeen (17) 200 Years of Deaf Education in America shirts, garnering \$85.00. The bookstore also did great, generating \$414.50 in sales. This is also starting to rival VDF bookstore sales, so we will

continue having a bookstore booth at M.V. For the Sign & Sew Guild butterfly quilt raffle, we collected \$47.00 in ticket sales. The Deaf Blind Bale Sale raised \$108.00, and with Kathy Yoshida's generous \$50 donation, they raised a total of \$158.00. Overall, the event was successful, and we really appreciated everyone's involvement as we were short of volunteers. Those who participated made a difference for us in enabling us to host a fun and smooth event for everyone. Thank you for being either a volunteer or participant in this year's M.V.!

Right now, many of our DHHSC staff are planning the annual Family Day and YES! Career Awareness Fair, which are not open to the public, only to Deaf and Hard of Hearing students and their families or school personnel. Family Day will be on April 14th and the YES! Career Awareness Fair will be on May 2nd.

TS – In regards to the prom, who are you working with. MB – We have Leslie Cox but we also would like all schools involved.

JSW – How much did we raise for the MV and what account will it go to. MB – We raised \$1,450 and those funds will go the matching fund for the Fansler foundation.

X. Fundraising Chair report – Jill Nolen

- a. We had the LulaRoe and Dutch Brothers. It was so MUCH FUN! The first 2-3 hours this place was packed. I had a vision of the clothing sellers on one wall. We had six tables for coffee and interactions. We had an agreement to set up the fundraiser for DB. We needed to raise \$500. We had a line and I'm not sure if we reached \$500 and I will wait to find out from them. For LulaRoe, we would earn money on anything over \$100. I thought it would be easier and we set up the schedule with sizes and products. We sold a lot of items and I asked her and she said that there were 3-4 more outfits that needed to be sold. As of Sunday evening, we told eight more clothing items. In total \$119 dollars so we're waiting for them to do the match. I have a lot of mixed feelings and I'm not as excited based on the final numbers so I was disappointed. We also sold more of the Deaf Ed t-shirts and some snacks. In total I think we generated about \$25 from snacks, \$25 from the shirts, and in all about \$300. My goal is to reserve Dutch Brothers again in the summer time in Clovis.
- b. MB – One idea is to ask for Dutch Brothers to come during VDF. JN – We need to think about the money idea again. In the first three hours, you have to sell \$500 and then sell more past that then you would raise money. MB – or plan for a shorter period such as 11am-3pm.
- c. JN – The next event is a Pizza event or an event like the Habit. TS – We've had fundraising for Chipotle. JN – I have heard of Chipotle. That was the one with the meat scare a little while ago. Maybe it's better now. MB – I get it, it happened three times so I didn't want to go. Also, thanks to Lynn and Patty for their help on Saturday. LT – there was so many people and they stayed. It was hard to believe that there was so many people and so little profit.

- XI. General Board comments
- a. Peter Crume – As most of you know by now, I will begin new position at Georgia State in Atlanta in August. I am officially announcing that I will resign as a member of the board at the May meeting. JSW – We the board accept your resignation.
 - b. JSW – I would also like to announce that we will have Serena Johnson take over as the Secretary. She will start in April so that there will be a little overlap, so that Peter can train Serena for a short period.
 - c. LT – I would also like to announce that we would like to invite Patty Parker to join the board. JSW – Do the board member accept? Board members accept unanimously. LT – Patty, welcome and please join us now as a member of the board.

- XII. Old Business
- a. Establish date for Rummage sale – October 13, 2018 and October 2nd will be the board meeting.
 - b. Deciding the lead board person for each event the board runs
 - i. **Rummage Sale** – LT- I will be the lead. JSW – I will be the banker.
 - ii. **Community Comments / Dessert option** – JSW – I will lead off the event. TS – I think we had decided that we would partner with CADCV. MB – CADCV has their meeting in the morning and then have the lunch in the afternoon. JSW – SJ would you like to the handle the desserts. It is August the 18th. SJ – Yes, I can be in charge of the desserts. TS – Do we have list of people that gave items. MB – I gave Joshua the list so I will be happy to give it to you again. LT – Maybe you can share the list with them. MB – Patty and Serena are also excellent at baking. Patty Parker – I can make a few things.
 - iii. **VDF** – We need a person to lead the food. SJ – I went to mention about the food and I think we sold 200 hamburgers, but we bought 400-500. SJ - I think we should reduce the food we purchase or ask for a food truck. It's a lot of work. JSW – My suspicion is that the food truck is expensive compared to buying 150-200 hamburgers. TS – I was thinking if we do a food truck. They can come and sell and maybe give us a percentage of the amount. MB – Our challenge is that for VDF last fall, we had two waves of people – one in the morning and the other later in the afternoon, but no one stayed over lunch. SJ – I would support the food truck as long as we don't have to put money out. JSW – Patty said that she would investigate if food trucks would come at no cost to us.

- XIII. New business
- Process on recruiting a Vice-President:** JSW – we need a brave soul on the board who would serve at the Vice-President. LT – I would be willing to serve as the VP. TS – I move to nominate Lynn Toschi as Vice-President. SJ – I second the nomination. Motion carries. Board votes unanimously to accept Lynn as the Vice-President.

Advisory committee – JSW – The advisory committee would like to meet quarterly, or every three months. According to the by-laws they have to meet once a month. They said that it's difficult to meet that frequently and usually have about 50% attendance,

and they would like to change their meetings to a quarterly basis. We need a motion to allow in the by-laws to allow the advisory council to meet quarterly instead of the monthly. TS – My hope is that if they have something that’s more pressing than waiting three months that they could contact Jesse or something. TS – I move that they by-laws reflect that they advisory council meets quarterly. LT – Seconds the motion. Board members approve and motion carries.

XIV. Public comments: 3 minutes *specific to the agenda* - None

XV. Announcements

- a. JSW - Next month we will have a board training on Parliamentary procedure. TS has a video that we will watch that describes the Parliamentary process in ASL and we will learn the procedure together.
- b. MB – On June 2nd we will have a Deaf Women’s conference. The theme will be something related to the forest or something outdoorsy.
- c. JSW – Next month, we need to set a date for another Deafhood workshop, Michelle, I’ve heard that you might now be here. MB – Correct, I will not be here next month. I will be in Sacramento with the other sister service agencies to try and pass legislation that will provide us with better funding for our agencies. We will have testimony at 2:30 on Tuesday trying to convince our representatives to support us. The vote will happen on Wednesday.
- d. JSW – Could we look at dates for another Deafhood 101 date and will add that to the New Business.

XVI. Closed session – N/A

XVII. Adjournment – 7:13pm.