



## DHHSC BOARD MEETING AGENDA

6pm, Tuesday, November 13th, 2018

- I. Call to Order – 6:07pm  
Board members Present: Patty Parker, Serena Johnson, Lynn Toschi, Janice Smith-Warshaw, Tim Spires, Justin Gaines
- II. Approval of Agenda Items
- III. Auditor's report
  - a. Overall, the audit reveals that there are no issues or problems with our internal handling of funds. This year the profit was \$42,000, a bit higher than previous years.
- IV. Approval of September board minutes
  - a. Lynn Moves to approve Board minutes as revised. 2<sup>nd</sup> by Patty Parker.
- V. President's Report – Janice Smith-Warshaw
  - a. Auditors report will be submitted to Michael Michtner, our CPA. Once his report has been completed, we will make a 990 report and make that report available online. President and VP will meet with Executive Director for her evaluation in January. December's meeting will be Board and Staff Management Meeting, so there will be no general board meeting for the month of December.
- VI. Vice President's Report – Lynn Toschi
  - a. Nothing to report
- VII. Secretary's Report – Serena Johnson
  - a. Nothing to report
- VIII. Treasurer's report – Tim Spires
  - a. We have received the budget augmentation from the state of California, totaling approximately 1 million dollars. This is the budget projected for the next 5 years. We are pleased that our lobbying efforts have been successful.
- IX. Executive Director's report– Michelle Bronson

### **Budget Updates:**

The Request for Proposal (RFP) for Deaf Access Program is now out and due on Dec. 11<sup>th</sup>. Jesse and I are working hard on the RFP as we want to finish it one week before the due date to allow for sufficient time for overnight delivery and for our proposal to be in their hands by the Dec. 11<sup>th</sup> 2 p.m. deadline. Our RFP cannot be postmarked or on the way to the office, it must be in their hands by the deadline. This RFP is now for five years instead of three, and with no yearly renewals as in the past.

While it came out earlier than anticipated, we will ascertain we get it done in time as everyone's jobs are dependent on the approval of our RFP.

We are disappointed we were turned down by Comerica and Nancy Buck Ransom Foundation. They were to support our ROCK and YES! programs and we will continue to reapply. The letter from Nancy Buck Ransom Foundation was very positive and they said for us to contact them for additional feedback before our next submission, which we will most certainly do. We are aware that sometimes it takes multiple submissions before we are finally accepted, as with United Way Tulare.

We are happy to share that we did receive a \$2,500 grant from City of Visalia's Citizens for Gang Prevention. Our Visalia staff will include gang prevention information with our YES! sessions at local schools and community workshops.

We are thrilled to share that Educational Employees Credit Union (EECU) and sComm are also sponsoring our VDF. EECU has been a wonderful sponsor the past few years and sComm is new to us. We are very appreciative of their support and sponsorship. As part of the sponsorship agreement, sComm will do a short presentation on UbiDuo updates on the stage.

We are disappointed Disability Communications Fund (DCF) did not approve our grant application for VDF, but they did say they would be interested in covering a conference if we host one in the near future. They are interested in sponsoring conferences that focus on telecommunication resources for people with disabilities. We thought VDF would be a good fit but they want educational conferences, which we will keep in mind for the future.

#### **Agency Updates:**

As you may know, Alexander Sanborn is our new PR/Community Outreach Specialist, and he is actively posting events and updates on our Facebook, Twitter, and Instagram. However, not many people yet know DHHSC's social media platforms are active, so please encourage people to follow DHHSC. This is a great way to keep people informed of what is happening with DHHSC.

We would like to thank Martha Coletti and Valley Deaf Seniors for their generous donations towards our new white blinds. Don't they look great?! They were installed last Friday. We are now working on getting donations for the tint on doors as the fabric drapes are starting to fall off more frequently now and we want to boost the professional look in our lobby.

#### **Staff Trainings:**

We recently renewed our CPR/First Aid certificates, which are good for two years. We had the training done during our November Staff Development Day.

I went to a great workshop last Thursday hosted by Association of Professional Fundraisers on "The Artful Asker," which shared pointers on how to solicit donations in 17 words or less customized to each potential donor. The speaker Marcy Heim was amazing and very clear and concise. I also purchased her book and would love to share this information with the board and staff in another meeting. People are often uncomfortable with the idea of fundraising, but the way she taught the techniques were so simple and straightforward that I feel we can learn how to comfortably use those techniques with the people

we are in contact with. Out of all the fundraising webinars and workshops I've attended, this one was the most practical and best one yet!

I also attended CAD Deaf Education Symposium: EHDI Stakeholders last Saturday at the GLAD headquarters in Glendale. Approximately 120 people were there and it was good to see familiar faces and meet new professionals. I went as a member of the Newborn Hearing Screening Program Learning Committee, and all of my travel expenses were paid by California Department of Education.

I was also invited to attend SB 210 Stakeholders' Meeting in Sacramento on Nov. 29<sup>th</sup> and 30<sup>th</sup>, which will also be reimbursed by California Department of Education, but my being able to go is contingent on if Jesse and I can get the RFP done before then. The DAP RFP is my first priority.

### **Agency Events:**

We are very busy getting ready for VDF this Saturday. Please spread the word and encourage everyone to come. It will be a fun one, especially with the Star Wars theme!

We are also involved with Silent Sleigh, which will be on Dec. 12<sup>th</sup>. While it is closed to the public, our staff work closely with the schools and the D/HH programs, and we will again be responsible for providing ASL interpreters and running the game booths.

Our three outreach offices will be hosting Holiday Parties during the month of December, and our 10<sup>th</sup> Annual Holiday Luncheon here in the Fresno Headquarters will be on Dec. 19<sup>th</sup> from 12-3 p.m. We hope you all can join us! Sorenson Communications is graciously sponsoring our holiday events once again, and we are appreciative of their ongoing support.

- X. Fundraising report –
- XI. General Board comments
  - a. Suggestion that we use board funds to pay of the remaining balance for the DHHSC roof
- XII. Unfinished Business
  - a. VDF Food
    - i. We will order 25 Costco Pizzas and 30 salads for the VDF food.
  - b. Approval of gift for Marty Pigott
    - i. Gift is personalized from deafroot.com. Cost is \$72 for custom gift to Marty Pigott with her favorite quote
- XIII. New business
  - a. Use of Board funds to pay off roof
    - i. Serena motions that board funds be used to pay off DHHSC roof. Lynn 2nds. Motion passes and carries
  - b. Lynn proposes we use board funds to pay for gift for Marty Pigott. Patty 2nds. Motion carries
  - c. Justin Gaines inquired about installing benches for outside of DHHSC. DHHSC director indicates that the building association does not suggest installing benches due to possible abuse by the homeless population
  - d. 3 audience members indicate that they are interested in joining the board. Board president indicates that we can induct new board members and overrule the bylaws

by a 2/3 vote. Board members added are Trisha Houston, Steve Longo, Lavina Espinosa

- e. Tim Indicates that he must resign from the board due to a conflict of interest as his spouse has been hired by DHHSC. Trisha Houston moves that we accept Tim's resignation, Steve Longo 2nds. Tim indicates he will be meeting with Paul once again to complete the responsibility in his term.

XIV. Public comments: 3 minutes

- a. Chris indicates that Justin's motion was unclear. Board president indicates that there was confusion regarding the sign for "motion" and "suggestion."
- b. Steve Longo suggests that we have folding chairs outside to be able to move in and out. Trisha indicates that we consider our liability as folding chairs are not designed for outside use.
- c. Joanne Bolock's presented concerns regarding financial management of DHHSC. Steve Longo replied that agencies all have areas of improvement, and we will do what we can to improve in needed areas.

XV. Announcements

- a. Board member Lavina wants to thank the board and the community for their support of the Lavina show during Deaf awareness week. She will be involved with the Transgender to Remember 6pm event at Fresno State speaking about her experience. There are 2 Deaf transgender individuals in Fresno, 1 male and 1 female

XVI. Closed session (if needed)

XVII. Adjournment-7:20pm

XVIII. [Leggie75@gmail.com](mailto:Leggie75@gmail.com)

XIX. [Steve.longo@gmail.com](mailto:Steve.longo@gmail.com)

XX.