



## DHHSC BOARD MEETING AGENDA

6pm January 12, 2021

- I. Call to Order – 6:01pm  
Board members Present: Jaime Johnson-Clay, Nicole Hurt, Salvador Garcia, Steve Longo, Serena Johnson, Trisha Houston, Jessica Rivera
- II. Approval of Agenda Items
- III. Approval of December board minutes
- IV. President's Report – Trisha Houston  
Welcome to the new year, 2021. It has been a crazy start already – such as the U.S. Capitol situation. As the board, we worked on the new strategic plan for the next five years, along with the mission and values statement for DHHSC. We will discuss more this later in the meeting. It was tough to receive news of Paul Barnett and I would like to propose that we discuss having an honorary plaque made for him set at DHHSC by the board of directors for his time served with DHHSC.  
A new year means new things and finishing the old things. Here's to a hopeful year full of completed goals.
- V. Vice President's Report – Salvador Garcia
  - a. I have recently started serving in the capacity and am grateful for this opportunity. Please be patient with me as I learn this system. I want to reiterate that we are working closely to try to complete the outlined tasks and goals. I want to clarify that I am here to support you all as board members. I am looking forward to the new business item, and looking forward to wrapping up the old business we have.
- VI. Secretary's Report – Serena Johnson—Nothing to report; just Happy New Year
- VII. Treasurer's report – Steve Longo. The CDDS report was sent back to us, and we lost our accountant, so the new accountant has a bit of a learning curve. Covid has also had an effect on our funds. We are seeing the funds slowly come in. Board president requests the director to tell us if/how we can help in ensuring these funds are paid to us in as timely a manner as possible.
- VIII. Executive Director's report – Michelle Bronson  
My January ED Report

As you all are aware, our beloved Accountant/employee of 30 years, Paul Barnett, passed away on Christmas Day 2020. With his passing, we are making some internal adjustments, including

working with a CPA, Jaribu Nelson, who is familiar with us. We are working to figure out grant and CDSS invoices, in addition to DHHSC's other accounting needs. Please be patient with us as we develop a new system. Thank you.

### **Budget Updates:**

Right now I am reapplying for Combined Federal Campaign (CFC), which is due on Jan. 31<sup>st</sup>. I am consulting with our CPA and our auditor since Paul used to assist with some of the financial-related questions. Once that is done, I will reapply for Our Promise, which is a state campaign. CFC is federal while Our Promise is statewide. Every dollar helps, especially now during the COVID pandemic.

With us adjusting to work life without Paul and Jaribu learning our system, we will focus on current grants and reapply for grants that support our ongoing services and programs. Once everything is stabilized and Jaribu thoroughly knows our system, then we will apply for new grants. In the meantime, we want to do each grant well.

Our CERV grant was supposed to end in December but it has been extended to either February or March. This grant focuses on emergency preparedness for all four offices, but primarily the Salinas service area.

Our COVID grant has changed in that starting this month, we will provide outreach, interpreting, and Latent Interpreting Media services as needed. Our community is not interested in COVID services as we had two staff provide outreach and education for several months last fall and very few people responded to our contacts. Hence, we will provide services only upon request.

We finished Central California Women's Conference grant in December and there is no opportunity to reapply this year as they are not offering funds in 2021, perhaps due to COVID. We are disappointed as we really enjoy providing art workshops for women and children, and Susan has done a wonderful job planning and hosting these workshops. Thank you, Susan!

As you know, we are reapplying for funding from United Way of Tulare County for health-related workshops for our Visalia outreach office. Thank you all for your work on updating/revising our Mission & Vision Statements and Strategic Goals so we can reapply. The grant is due on the 15<sup>th</sup>, but once the Board approves all the required items, then we are ready to submit our application.

Since September, we have been undergoing recertification process with Department of Rehabilitation, but because DOR wants our Salinas outreach office to continue providing employment services, we are still working out some paperwork details for that office. Salinas is too far for our EDD staff to do regular travel, so we have agreed it would be best to continue with DOR services in that area.

I was just in touch with our auditor and our agency's audit should be completed next week. It's taken a bit longer than usual because of COVID and the auditor doing work remotely. Normally, the auditor would come in our Fresno HQ and check through our paperwork and files, but due to

remote services, we are having to do everything virtually. Once the agency's audit is complete, I will schedule for our auditor to present at the next board meeting.

### **Agency Updates:**

We will soon start planning a virtual Martha's Vineyard. Once the details have been finalized, we will make a flyer and vlog to explain the new format. Keep an eye out for the flyer.

We also hope to have a new fundraiser in April or May, and once the details have been finalized, then I will pull staff, board, and community in for support.

In the meantime, as we grieve the loss of Paul, thank you all for your ongoing support. Craig Barnett, Paul's brother, wants to host an in-person memorial service and has asked us to assist with the planning. Once it is safe to gather again and the date for the memorial service has been set, I will most certainly let you know.

- IX. Fundraising report – N/A
- X. General Board comments
- XI. Unfinished Business
  - a. Strategic Plan for the next 5 years
    - i. Strategic plan is a lengthy document and needs to be discussed thoroughly. We can approve the strategic plan as written and if we need to make minor tweaks later that is possible. Our goal is to train Emergency personnel.
    - ii. Increase awareness of DHH individuals via PR (media, online etc)
    - iii. Provide more activity-oriented events Deaf Special interest groups (CODAs, DeafBlind, LGBTQ+, DHH youth and families, Deaf Plus, etc)
    - iv. Provide services for CODAs
    - v. Engage in active mentoring and education for IHEs and provide necessary services.
    - vi. Improve network infrastructure and upgrade virtual services for current century
    - vii. Improve fundraising efforts with focus on specific programs with higher need of service and agency stability.
    - viii. Discussion of need for specific email accounts for board members so community stakeholders can communicate more easily with board.
  - b. Approve – Mission Statement of DHHSC
    - i. The mission statement has been worked on by the president and vice president of the board. VP suggests that we add a video in ASL to make it as accessible as possible (English and ASL). We know we might face unforeseen circumstances but we will be able to adapt and adjust as needed.
  - c. Approve – Vision Statement of DHHSC--We want to provide more accessibility.

- d. Moved by Serena Johnson to approve mission and vision statements. President suggested we changing the phrase “Central Valley” to Central California” and board members agreed with this edit. Motion passed unanimously
  - e. Revised Bylaws
    - i. President suggested we have a separate meeting in order to discuss the bylaws. We will have a meeting within 2 weeks to discuss the needed changes to the bylaws. We will determine a specific date via GroupMe
  - f. Board member Jessica mentioned a desire to raise awareness via media (social media and television) Move to close discussion by Sal Garcia. Second by Steve Longo. Steve Longo moved to accept strategic plan as written with the potential for minor future edits as needed. 2<sup>nd</sup> by Sal Garcia. Passed unanimously.
- XII. New business –
- a. Memorial Plaque for Paul Barnett at DHHSC by the Board - Trisha
- XIII. Public comments: 3 minutes
- XIV. Announcements
- XV. Closed session (if needed)
- XVI. Adjournment-7:02pm