



DHHSC BOARD MEETING MINUTES

May 10.2022

7:00 PM

- I. Call to Order –
 - A. Starting time: 7:04 PM
 - B. Board members present: Steve Longo, Nicole Hurt, Jessica Lozano-Delgado, Anna Virnig, and Jaime Johnson-Clay
- II. Approval of Agenda Items
 - A. Motion to approve the agenda: Carried
- III. Approval of February Board minutes
 - A. Motion to approve the February Board minutes: Carried
- IV. Auditor's Report- Luis Perez
 - A. See the attachment.
- V. President's Report – Steve Longo
 - A. President's Report: "Hello everyone! Is it summer yet? Not too fast! I like the cool air! Since the last meeting held last February, we had to hold off the Bylaws revision process because of changes with Robert's Rules of Order 12th edition (2020) that do affect sections of Bylaws so I went out and bought myself a copy (870 pages). Now that it's been done with thanks to Nicole and Jesse for inputs. It's ready for approval to be official then be sent to an attorney for legitimacy.

Next step is to update the Board Policies and Procedures and develop a Board orientation package that's sorely needed for new Board members.

The Board's email is Board@dhhsc.org, which has been tested to be working since so feel free to send suggestions/concerns.

The Board, with the Executive Director present, interviewed Board candidates and recommended two to serve on the Board so we will make it official at the Board meeting. Looking forward to new additions to the ever growing team! If you are interested in serving, let us know!

Nicole Hurt, Jesse Lewis, and I, along with Jessica Lozano-Delgado on video call, were interviewed by representatives for United Way of Tulare County to discuss funding for educating families of deaf child(ren) where it's needed the most in Visalia and surrounding counties. At the end of the meeting, they were so impressed with us that they wanted to fund us on the spot; DHHSC came highly recommended to the committee, and a month or so later, we got the news that we were selected for the funding. Handwave!

Some had asked if we will meet face to face at the next Board meeting, but I honestly don't have an answer because COVID-19 keeps changing over time. I do hope the pandemic ends before long!"

VI. Vice President's Report – Nicole Hurt

- A. Vice President's Report: "We are thrilled to inform you all that we worked hard on editing the Bylaws and got them done! We also made some changes to how the Advisory Council works at DHHSC with help from Jesse Lewis who has the most experience working with advisory councils (ACs). Steve Longo and I have cleaned up the Bylaws very well and they are now updated and ready to go. We shared the Bylaws with the rest of the board members last week for them to read and review before we vote on them tonight. We will see how it goes after we vote on the Bylaws. If they are good to go, then we will pass them on to the agency's attorney for review before making them official. I would like to say a BIG thanks to Steve and Jesse for working with me on the Bylaws. We would not have gotten the Bylaws done without the teamwork that we have here.

Speaking of teamwork, it makes me feel very proud to see every single person on the board willing to participate in our group conversations, read emails, provide feedback and ideas when discussing things, pay their monthly dues, show up to interviews for new possible board candidates, and the list goes on. Michelle Bronson, the Executive Director, even participated and engaged in most of the things that we do and I am impressed! Especially with all of her other duties she has at DHHSC and taking on some additional load to fill in some positions that have been vacant or closed. Michelle has been staying in close contact with all of

us on a weekly basis. She has been really wonderful and does deserve some credit also, not just the board members.

We are growing in numbers rapidly; we started with only four of us at the end of last year, with Anna Virnig recently joining us, and she has been really great. Now we have two other new board members joining us tonight, which means we will have seven members. I am looking forward to working with each one of them and welcoming them to our team.

Last of all, we have been discussing our need for training for our board members on a few things, such as using Google Drive, and to have Steve provide the board with a proper orientation. We have some other ideas but they are a "work in progress." We will set a date after this board meeting is done, and my goal is to schedule an all day training for the board if possible, before the next board meeting this fall. Thank you."

VII. Interim Secretary's Report – Nicole Hurt

- A. Interim Secretary's Report: "Hello again! My report is pretty much the same as the Vice President's report. As mentioned earlier, we are discussing a need for training for all the board members on how to use Google Drive sometime soon. I am hoping that with this training, it will help our board to be better prepared, and we can then decide who can fill the two vacant positions that Steve Longo and I are currently filling now, with me as interim Secretary and Steve as interim Treasurer. Hopefully, we can do the elections sometime in the fall so we can fill those positions. That's all for the report, thank you."

VIII. Interim Treasurer's report – Steve Longo

- A. See the attachment
- B. Michelle Bronson wanted to comment that with their previous Accountant, Paul Barnett kept everything as hard copies. It took a long time for Gary Pigg to transfer everything to Quickbooks and update everything. Gary and Kyu Kyu, DHHSC's internal Bookkeeper as of February, are figuring out their system and Gary plans to leave at the end of June.

IX. Executive Director's report – Michelle Bronson

- A. Executive Director's Report:

Budget Updates:

Harden Foundation approved our Tech Time grant for our Salinas office. One staff will provide virtual workshops and the other will provide in-person workshops. They will teach attendees how to use technology in a safe manner and how to utilize different apps and platforms. We are grateful for the Harden Foundation's support.

Monterey Peninsula Foundation approved our D-Well grant and one staff is providing virtual workshops on how to take care of one's health.

We recently submitted First 5 Merced grant "ASL Friends." This grant is for children ages 0-5, and with this grant, we plan to teach ASL and Deaf culture to children so they can develop positive relationships with their Deaf and Hard of Hearing peers. Will keep you posted if it is approved.

We are almost finished with the EDD grant due this Friday.

Our First 5 Fresno grant got approved for a third year and we are grateful for their ongoing support!

Our annual agency audit was just completed, much to our relief, and our auditor shared the findings with you earlier tonight.

Staffing Updates:

Jamie Reichard joined us in March, and she is our part-time Communication Specialist. We are thrilled to have her with us.

With Kimberly Glenn on maternity leave, we would like to thank Sharon Renee McPherson and Joshua Blanco for handling the interpreting requests and invoices. Sharon Renee and Joshua are doing a wonderful job, and they have provided me with a lot of support and information needed for the HealthNet and Anthem audits, which have been ongoing since March. I am hoping we can wrap up HealthNet within the next week or two. Anthem will start going through our paperwork sometime this month so I want HealthNet audit done and out of the way before then, if possible. Those two audits are time-consuming and definitely a learning

curve for me. We have to complete those audits because of our interpreting contracts.

Agency Updates:

We hosted Martha's Vineyard on May 7th, and approximately 50 people attended. While it was a smaller turnout than years past, it was a good opportunity for us to test the new format in person and make some needed modifications before hosting next year. The plan is to host on the first Saturday of April because of the Love & Literacy event being hosted the first Saturday of March. By hosting in April and with more time for advertising next year, we can let teachers and ASL instructors know in advance so they can either require their students to attend or give extra credit. Because we did not know if we would host the event in person or on Zoom until later this spring, our event is later than usual, but due to the nice weather and wanting to test the new format, it worked out well for us. On Saturday, we raised about \$316.62 from selling tickets, donated cookies, Mother Day's cards, candles, and Everyone Here Spoke Sign Language books. We are grateful to Amy Potter of The Vintage Bakery for donating 200 delicious cookies to support our fundraiser. We did have some expenses but they included making informational history posters we can use again next year.

We are also planning our Deaf Women's Conference planned for Saturday, June 4th. The theme is "How to Rekindle Passion for Life," and we will use campfire décor, same as from our Love & Literacy event. Our keynote presenter is Alexandra Leyva, who is also a dance instructor, and she will share tips on how to rediscover joy in life and some dance moves. Be sure to come and join our special event! Tickets are \$15 to cover cost for speaker, materials, and lunch.

X. Fundraising report – none

XI. General Board comments

A. Alexander Sanborn checked for community comments on Youtube and there were none.

XII. Old Business

A. Nicole Hurt commented that the Board needs to discuss what food we will be selling at Valley Deaf Festival and decide soon because DHHSC has to fill out paperwork for the Fresno Fairgrounds on what kind of foods we will be selling on site. Steve Longo responded that we will review old Board ideas on what types of food they have sold in the past and decide via email.

XII. New Business

- A. Elections for the new board members, Patricia Killough and Christian Gentile.
- B. Both Patricia Killough and Christian Gentile briefly introduced themselves to the Board and the public via Zoom and YouTube live.
- C. Motion to elect Christian Gentile as a board member, approved by the board unanimously.
- D. Motion to elect Patricia Killough as a board member, approved by the board unanimously.
- E. Asking the board to vote for approval on the Bylaws (3rd revision).
- F. Motion to approve the Bylaws: Carried
 - a. It will be sent to the agency's attorney for review.

XIV. Announcements

- A. Nicole Hurt wanted to thank the interpreters, Alexander Sandborn, Michelle Bronson, and the board members for their time.
- B. Michelle reminded the audience to register for our upcoming Deaf Women's Conference on June 4th.

XV. Adjournment - Adjourned at 8:14 p.m.