

BOARD OF DIRECTORS MEETING
MINUTES

Monday, March 25, 2019
1545 Hotel Circle South, Suite 300, San Diego, CA 92108

ATTENDANCE

Board of Directors:

Chair:	Doug Sampson
Vice-Chairman:	Matt Ellis
Secretary:	Matt Ellis (Interim)
Treasurer:	Bill Mather (Absent)
Members:	Alex Zernovoj
	Glynda Davis
	Marina Lavelle

Staff Members:

Executive Director:	Patricia Sieglen-Perry
Deputy Director:	Allie Rice
Accounting Manager:	Michelle Chambless

Guests:

Interpreters:	Suzanne Lightbourn, Joanne Sullivan
Interpreting Interns:	Coty and Morgan

MEETING

I. Call To Order

Sampson called the meeting to order at 06:04 PM.

II. Review of the Minutes

3 months of meeting minutes to approve.

MOTION MOVED/SECONDED to approve all 3 months of meeting minutes.

MOTION CARRIED (5-0).

III. Chairperson's Report (Sampson)

Board Calendar for 2nd Half of 2019

TownHall	March 23 rd 9:30-11:30am
Board Retreat	April 6 th 9am-3pm POSTPONED to June 1 st 9am-3pm
Bowl-A-Thon FUNdraiser	April 27 th 2-5pm
Commence Executive Director Evaluation	early May
Wrap up ED evaluation	mid-June

TownHall

It was held last Saturday here in the Community Room. I'll allow Matt Ellis the opportunity to share highlights of it. Matt?

Doug asks Matt how many attended TownHall? Matt replies that there were about 20-25 people in attendance, with 10-12 being community members. Went the full 2 hours, reviewed the goals established previously and updated with progress. Overall a good townhall meeting. An online survey will be sent out for the community to provide feedback on as well. Also there is discussion of having townhalls in other areas (South Bay, East County, North County, etc). Doug adds that there has also been input provided about having the BOD meeting in different locations once in awhile to help bring the BOD to the Deaf Community instead of having the Deaf Community come to the BOD.

As a result of feedback received during the TownHall, I would like us to consider hosting our board meetings at different locations so that some of our community members can join us. For example, we could host our meetings in the North County, East County and Sou Board Calendar for 2nd Half of 2019

Board Retreat

Board retreat originally scheduled for April 6th was postponed. A Doodle poll was sent out to the board in order to identify the best date during May and June. Just over the past weekend, all of the board turned in their votes. June 1st is the new date. I will let you know of the location of the retreat. I also am searching along with Patricia for a facilitator to run the meeting in order so that all of us can fully participate!

Professional Lecture Series

Am considering asking MJ Bienvenu to present a topic to be determined over the weekend of June 28th. This is prior to the ASLTA convention the following week.

Generally she is an expert presenter on a variety of topics affecting Deaf culture. One example of her presentations involves Deaf identity within Deaf culture. With your permission, I will pursue further and report back to the Bay area once a year.

IV. Executive Director's Report (Sieglen-Perry)

Departments:

Administration:

Department of Social Services: North County office will host an open house on Thursday, March 28th. The address is 410 South Melrose Dr. Vista, CA 92081. Services will begin there on a limited basis as the client base grows.

County Contract: We are still waiting on the release of the RFP for BHS, SOL and the clubhouse for the next five years. Currently, we are undergoing two fiscal audits and two program audits.

Website: We have contracted with Eyeth Studios to develop the website. The media department along with the rest of the staff is diligently working on providing content for the website. We have been advised that web sites are developed from the back to the front so the front page will have all of the subpages referenced and the links in place. We are shooting for May 1st to be totally complete however; I would add a two week cushion to that date to be certain.

DRC: The update to this item is in a separate email.

DRC – Met with them and their attorneys recently; there is a possibility that DCS cannot join the class action as a plaintiff. There are some regulations and requirements that we do not meet. Still up in the air about whether or not we will participate in the case

Behavior Health Services:

SOC house: currently has 0 vacancies and 3 people on the waiting list

SOH house: Currently, there are 0 vacancies and we have added an 8th bed for a resident who will arrive the first week in March. There are 3 women on the wait list.

SOL: There are currently 20 participants in the SOL program with a wait list of 3 people. There were 4 new clients in February.

More and more clients are coming to join the program, from all over the US. We will have 22 clients total in the next couple weeks with all the new clients.

BHS: There were 34 active cases and 1 child case under the County contract for the month of February and an additional 10 under DSS.

When County was onsite for audit, asked about RFP release? No update provided. They did mention that they would extend the current contract if necessary.

Clubhouse: The Manager position is still open. Two new clients participated in February for an unduplicated total of 112 YTD with 1866 contacts to date.

Interpreting:

The department had a total of 935 requests for the month of February; 379 were education requests and 556 were community. 128 were unfilled. Of the 128 unfilled 59 requests were education.

We are in need of more interpreters. EIPA certified for educational work and NIC for community work.

Marina asks about LinguaBee being a new player in town? They have a software with their services, will DCS have something like that? Patricia replies that yes, DCS' new software uSked has a great interface for the deaf client, requestor and interpreters. Also, Patricia mentions that Sorenson has started up a Community Interpreting segment of their business. Some of these newer competitors have been/will be subcontracting under other agencies. DCS is the largest provider in San Diego, not too worried. LinguaBee requested to meet with Jen Pelloni, DCS' Interpreting Director. They told us that their intention is not to grow their business in San Diego, but focus on other markets in Southern California (LA/Riverside).

Employment Services: There were 3 placements in February for a total of 25 placements to date. Joe Gallagher began employment at DCS on March 18th.

Joe Gallagher started last week as EDD Director. He moved to San Diego from Washington DC.

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Literacy Program: For the month of February, there were 7 PVSA participants and 7 LEAD trainees.

Youth and Family Services:

Deaf Mentor Training: As of February 28th, there are eight families in the program and 7 on the waiting list. DCS has hired 4 new mentors who will participate in the training on March 30th at DCS.

DYLC: Planning continues for the summer camp to be held on July 7-12. Fund raising efforts continue as well.

E5: Through February, 369 students (duplicated) have attended e5. 21 unduplicated clients have participated in the program since October.

E5 – looking to expand and add the program at Lafayette in the Fall.

Family ASL: Ando has been teaching the class while we search for a new instructor. Patricia Brantz will teach the class in the Fall but we are still looking for someone for the remainder of the semester with families participating in the class.

We received a beautifully written thank you letter from a parent in the class, very complimentary of Ando Ferguson who has been leading the class and the class concept/content.

BBBS: We are holding at this time with 3 matches to date however there are several appointments set for BIG interviews in the next week.

Client Support Services Department: Client Support Services is operating and have seen 90 unduplicated clients through February with 575 contacts. There is still one vacant position in the North County office and interviews have been held and are ongoing. There were 407 referrals at the front desk in February.

Media:

Statistics as of January 31st:

Statistics as of February 28th

FB Likes: 4481

4650

FB Followers: 4584

4643

Twitter: 3789

3812

Instagram: 1076

1166

You Tube: 405

413

Subscriber: 1578

2078

Website Sessions/month: 1

(# of times user was active on site. Session resets after 30 minutes of inactivity or end of calendar day)

Website Users/month: 1

(# of people who have come to the site. Even if they have visited multiple times, it will only count as 1 user)

Events: Board Retreat?, Bowl-a-Thon – April 27th, Summer BBQ – August 24th,

V. Financial Report (Mather)

No Report, Bill was not present.

VI. Fundraising Committee Report (Lavelle)

DCS Bowl-A-Thon 2019

2 Sponsors (\$1500 total)

Strike Sponsor – SVRS

Spare Sponsor – Linguabee

Tickets sold

28 confirmed Teams

3 Tentative Teams

9 Lanes Still Available (23%)

Total raised as of Sunday March 24, 2019

\$1746.32 from 9 donors online (23% of the sales)

\$1500.00 from our sponsors (19% of the sales)

\$4514.59 from attendees (58% of the sales)

\$7760.00 total after fees online

Next steps

Continue to sell tickets

Sell 50/50 drawing tickets

Program/Schedule

Trophies

Prizes

Posters printed

Recruit volunteers

DCS Gala 20XX

Search for Gala Chair underway

VII. Personnel Committee (Zernovoj)

Evaluation survey will be sent out in the next 2 weeks, same questions/content as last year. Committee will consolidate the responses and put it together to use for the ED evaluation. Will do a timeline and get that sent out.

Employee Handbook – just received the draft with requested changes. Will review and have the changes identified for the next meeting.

VIII. Board Governance Committee (Davis)

No Report.

IX. Old Business

None

X. New Business

None

XI. Announcements

Next board meeting will be April 29. Bowling Fundraiser is April 27. 50/50

Drawing Tickets are being sold (You don't have to be present to participate/win!)

XII. Adjournment / Closed Session

Sampson adjourned the meeting at 6:39 PM.