

BOARD OF DIRECTORS MEETING
MINUTES

Monday, May 20th, 2019
1545 Hotel Circle South, Suite 300, San Diego, CA 92108

ATTENDANCE

Board of Directors:

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

Staff Members:

Executive Director: Patricia Sieglen-Perry

Guests:

Interpreter: JoJo Sullivan
Interpreter: Marc Jaramillo
Mesa ITP Student: Maria Pamela
Community Member: William Barrett

MEETING

I. Call To Order

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

II. Review of the Minutes

Zernovoj moved to approve the March 25th and April 29th meeting minutes as is.
Mather seconded. PASSED- Unanimously

III. Chairperson's Report (Sampson narrated by Ellis)

- **Absence**

- My apologies for missing this meeting. Please accept this report in lieu of my absence.

- **Bowl-A-Thon**

- Sent out letter to the community thanking for their support. They have been tremendous! When we restarted it four years ago, we raised about \$1K. Next year saw us raise about double that. Last year we were around \$7K and this year we have more than doubled that! Marina has done a tremendous job of coordinating and executing the event. Thank you, Marina!

- **Board Calendar for 2nd Half of 2019**

- This is the board calendar for the rest of the current fiscal year:

Commence Executive Director Evaluation	early May
Wrap up ED evaluation	mid-June
(Ellis note: Wrap Up Evaluation will take place after the retreat, in late July)	
Board Retreat	June 29st 9am-4pm

- **Preparations for Board Retreat**

- Patricia and I met last week with Lenore Lowe, our retreat planner, to discuss agenda items. She is Executive Director of Nonprofit Management Solutions. Their mission is to “help people in nonprofit organizations to achieve their missions”. We will focus on Board governance in the morning and review strategic goals in the afternoon. Check <https://npsolutions.org> for more information. I'm looking forward to it!

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

Departments:

Administration:

- **Department of Social Services:** The signed contract for the next five years was sent for processing to the DSS. There will be a meeting in Sacramento on May 31, 2019 with DSS and the other sister agencies. The coalition will meet the day before.

- **County Contract:** There has been no award notification on the two proposals submitted in April. The County's two audits are still on going.
- **EDD:** The EDD Proposal for FY 19-20 was sent on Tuesday, May 14th and arrived on Thursday, May 16th
- **Website:** The website development is progressing well. The goal is to have the site up and running sometime in June.
- **SDDF:** Planning for the San Diego DeaFestival is happening ongoing. Jennifer (JAC) Cook is confirmed as the emcee with a couple 10 minute performances. We are looking at Sammy the magician, a duo headliner act: Justin Perez and Jeremy Lee Stone. Our original headliner, Doug Ridloff (from ASL Slam) withdrew the headliner as he has an opportunity to perform in Europe. The venue is secured at the Jacobs Center.

Behavior Health Services:

- **SOC house:** currently have 2 vacancies; however 2 men are scheduled to arrive in the next two weeks. There is 1 person on the waiting list
- **SOH house:** Currently, there are 0 vacancies with 1 on a waiting list
- **SOL:** There are currently 22 participants in the SOL program for a YTD total of 38. There were 4 new clients in April.
- **BHS:** There were 40 active cases and 2 children cases under the County contract for the month of April and an additional 10 under DSS.
- **Clubhouse:** The Manager position is still open. Four new clients participated in April for an unduplicated total of 120 YTD with 2390 contacts to date.

Interpreting:

- The department had a total of 510 requests for the month of April; 211 were education requests and 396 were community; 97 were unfilled. Of the 97 unfilled, 35 requests were education.

Notes: DCS needs to hire some more interpreters. There will be a workshop hosted by Corey Axelrod, providing training for DCS staff in the morning then for the public in the evening. Usked vlog has been sent out.

Bethany Getham is to provide training for the staff at the end of June. Topic: Sexuality and Intersectionality.

Employment Services:

- There were 10 placements in April for a total of 40 placements to date.

Literacy Program:

- For the month of April, there were 7 individual PVSA participants and 4 in a group and 7 LEAD trainees. 6 referrals for PVSA and LEAD trainings in May.

Youth and Family Services:

Deaf Mentor Training:

- As of April, there are 9 families in the program. Five mentors are currently active in the program. 10 families currently in Deaf Mentor training program for May.

DYLC:

- Registration for 60 campers for DYLC in July is complete! New applications are being placed on a wait list going forward.

E5:

- Through April, 499 students (duplicated) have attended e5 to date with 86 attending in April; 26 unduplicated clients have participated in the program since October.

Family ASL:

- 136 individuals attended during April with 25 unduplicated families.

BBBS:

- We are holding at this time with 3 matches to date. There are 5 bigs on the wait list and 14 littles.

Client Support Services Department:

- Client Support Services have seen 90 unduplicated clients through March with 167 contacts in the month of April. The two advocacy positions have been filled and both will start on June 3rd. Julie Fisher will be coming from Arizona and Idy Fass. There were 371 referrals at the front desk in April.

Media:

• Statistics as of	March:	Statistics as of April
FB Likes:	4807	4933
FB Followers:	4952	5077
Twitter:	3834	3854
Instagram:	1239	1289

You Tube:	414	420
Subscriber:	2318	2411

Events:

- Board Retreat – June 29th
- Summer BBQ – August 24th
- DeaFestival - October 12th

V. Financial Report (Mather)

- No report.

VI. Fundraising Committee Report (Lavelle)

- DCS Bowl-A-Thon 2019
 - Proceedings
 - Donations continue to roll in, adding to our profit of \$14,787.00 Will need to return \$6,008 from the revenue to the fundraisers who have met their fundraising goals of \$1,000.
 - Still awaiting for the donations from Common Theory fundraiser dinner.
 - Profit & Loss Statement will be generated after all information have been submitted to our accountant.
 - Survey
 - Survey have been sent out.
 - Awaiting results. Will resend reminder in a week.
 - Community Letter was well received.
 - Photo Gallery via Flickr was also well received, special thanks to Mojahedi Photography.
 - Fundraising Research
 - DCS Sip, Savor, Sign Happy Hour.
 - Still awaiting for more information about utilizing DCS property during off hours for this function. Heard nothing from the property manager regarding hosting event at DCS.
 - The NAT is hosting a “Meet Your Vendors” function which I plan to invite our potential chairs to attend with me for our future fundraisers.

VII. Personnel Committee (Zernovoj)

- DCS Executive Director Evaluation
 - Staff evaluations has been completed on time. There will be a working meeting after this meeting to review the summaries to ensure that everyone is on the same page regarding the evaluations.

VIII. Board Governance Committee (Davis)

No Report.

IX. Old Business

None

X. New Business

None

XI. Announcements

Next board meeting will be June 24th.

XII. Adjournment / Closed Session

Ellis adjourned the meeting at 6:33 PM.

- Closed session took place after the meeting to discuss the ins and outs of the evaluation summaries

~~Jan 28~~ ~~Feb 25~~ ~~Mar 25~~ ~~Apr 29~~ ~~May 20~~ Jun 24 Jul 29
Aug 26 Sep 23 Oct 28 Nov 25 Dec (no meeting)