DCARA Regular Board Meeting  
Tuesday, February 7, 2006  
Deaf Community Center, San Leandro, CA

MEETING CALLED TO ORDER: 6:35 PM


ASBENT: Pam Snedigar, Cat Cassidy

STAFF PRESENT: iCEO Brune and EA Carlson.

VISITORS: Ron Rhodes, Ervin Bentz

---

**MO020706-1** Yates (Brooke) moved to approve the January 2006 minutes as corrected. MSPassed.

**MO020706-2** Brading (Prinz) moved to approve the July 2004-June 2005 Audit Report. MSPassed.

**MO020706-3** Pedersen (Zein) moved to ensure that DCARA use ASL as the first and primary contact for everything including website, phone contacts, walk-in services at the DCARA offices. MSPassed.

**MO020706-4** Zein (Prinz) moved the Board allocate $10,000 from the $20,000 SFO settlement to the New DCC Fund and another $10,000 to the DCC Facilities Fund. Pedersen (Gough) amended the $10,000 for the DCC Facilities Fund shall be monitored by the Board and the monetary leftover will go to the New DCC Fund. Amendment passed. MSPassed.

**MO020706-5** Ellis (Yates) moved to authorize Emily Hoyer and Martha Ordaz to sign checks from the DCARA bank account as needed. MSPassed.

---

CORRECTIONS TO THE JANUARY 2006 MINUTES:

Page 1, Line 36: Should now read: **MO011006-5** Yates (Pedersen) moved to choose someone to do the research on food establishment at the board meeting. Gough amended to implement the food fund. Amendment failed. Farr (Pedersen) amended, selecting Prinz and Leighton as coordinators for providing food. Amendment passed. MSPassed.

DCARA Regular Board Meeting  
February 7, 2006  
Deaf Community Center, San Leandro  
Page 1 of 8
Page 1, Line 9: Corrected spelling: Michael Mac Aulay
Page 1, Line 23: Motion is removed. Now it should be read:
Cantrell moved to vote Don Baer as the Secretary by acclamation. Passed.
Page 2, Line 33: “Interim” should be included in front of CEO’s title: iCEO.
Page 3, Line 5: Corrected word: CRAB FEED
Page 3, Line 38: Should now read: She suggested that the Board would send a thank you card to City Beach for their donation.
Page 3, Line 6: Should now read: We would try to encourage a representative from San Francisco Club of the Deaf to donate 100% of the proceeds to the new DCC Fund.
Page 3, line 21: Should now read: She would deliver updated reports at the next Board meeting.
Page 5, Line 3: Should now read: MO011006-5 Yates (Pedersen) moved to choose someone to do the research on food establishment at the board meeting. Gough amended to implement the food fund. Amendment failed. Farr (Pedersen) amended, selecting Prinz and Leighton as coordinators for providing food. Amendment passed. MSPassed.

MO020706-1 Yates (Brooke) moved to approve the January 2006 minutes as corrected. MSPassed.

OFFICERS' REPORTS:

President Report: Ken Mikos.
Exhibit “A” attached.

Vice President Report: Nora Yates.
Exhibit “B” attached.

Secretary Report: Don Baer.
Exhibit “C” attached.

Treasurer Report: Dodi Ellis.
Exhibit “D” attached.

STANDING COMMITTEE REPORTS:

Finance Committee: Chair Ellis.
It was conducted under Treasurer’s Report.

New DCC Fund: Chair Farr.
Exhibit “E” attached.

Deaf Culture/Education Committee: Chair Zein.
Exhibit “F” attached.
Fundraising Committee: Chair Ellis.
Exhibit “G” attached.

DCC Facilities: Co-Chair Pedersen & Cassidy.
Exhibit “H”

AD HOC COMMITTEES:

CEO Search Committee: Chair Liz Brading.
Exhibit “I” attached.

INTERIM CHIEF EXECUTIVE OFFICER’S REPORT: Jim Brune.
Exhibit “J” attached.

OLD BUSINESS:
None.

NEW BUSINESS:

MO020706-2 Brading (Prinz) moved to approve the July 2004-June 2005 Audit Report.
MSPassed.

MO020706-3 Pedersen (Zein) moved to ensure that DCARA use ASL as the first and
primary contact for everything that including website, phone contacts, walk-in services at the
DCARA offices. MSPassed.

MO020706-4 Zein (Prinz) moved the Board to allocate $10,000 from the $20,000 SFO
settlement for the New DCC Fund and another $10,000 goes to the DCC Facilities Fund.
Pedersen (Gough) amended the $10,000 that uses for the DCC Facilities Fund shall be
monitored by the Board and the monetary leftover will go to the New DCC Fund.
Amendment passed. MSPassed.

MO020706-5 Ellis (Yates) moved to approve those signers (Emily Hoyer and Martha Ordaz)
for the bank account. MSPassed.

MEETING ADJOURNED: 8:43 PM

Respectfully submitted,

[Signature]

Don C. Baer
Secretary

[Initials] Accepted as read [Initials] Approved as corrected

DCARA Regular Board Meeting
February 7, 2006
Deaf Community Center, San Leandro
Page 3 of 8
President Report: Ken Mikos.
Exhibit “A”

Thanks to Jim and DCARA staff for Jan. 24 reception

1. Special thanks to Betty Ann Prinz for providing quiches and salads tonight

2. Making motions...please write motions on forms before making motions. (saves time and makes it easier for Board secretary to keep track of what’s going on)

3. CEO Search Update – Liz Brading and her committee have posted the latest job announcement for the new CEO. The deadline for applications is March 24th. Please spread the word to other people about the job opening.

4. Committee to Bring Deaf Professionals to the Bay Area formed with members Dr. Tom Holcomb, Dr. Marlon Kuntze, Buddy Singleton, myself and CEO Jim Brune to promote Deaf leadership and serve as resources for Deaf people seeking employment

5. Reminder: explain relationship of CEO and Board President – for any matters concerning the agency, Board members should speak with the President who will then relay messages to the CEO

6. Go over policy re: DCARA’s relationship with DH

7. ASL as primary language for access to DCARA’s services – for all first point of contact with DCARA, ASL should be the primary language for users/clients (in the office, by telephone (VP), or through the Internet (website) Would like to see motion made tonight

Deaf Community Night – Saturday, Feb. 11 – request all Board members to be present – I would like to introduce the new members of the Board to the community that night. Also want Board members on stage to present the Hal Ramger Distinguished Award

Vice President Report: Nora Yates.
Exhibit “B”

Since there are not enough committees for Board Development, we will put that on a hold for a short time. Also, I understand that there was just a 3-week period before our last board meeting and today’s meeting, I would like to encourage that all chairs schedule their committee meetings before today meeting so that you all would be more productive. Also, there are board members who are on several committees as well so we need to be mindful of that.
Also, all chairs need to let me know when they will have their meetings and what will be discussed. I need to be kept in the loop at all times. To those who have already kept me in the loop, I appreciate that very much. Thank you.

Secretary Report: Don Baer.
Exhibit “C”

I appreciate if all officers and committees submit their reports to me by via email and I will attach them to meeting minutes. It will save a lot of time. There is an error statement in December 13th minutes “CORRECTIONS TO THE OCTOBER MINUTES:” which it should be corrected, “CORRECTIONS TO THE NOVEMBER MINUTES.”

Treasurer Report: Dodi Ellis.
Exhibit “D”

- Revenue = 17% under budget versus Expenses = 24% under budget which is good
- CaptionsOnLine appears to be picking up, currently 82% higher than budgeted
- Expenses appear to be under control which is great.
- Reports look good and appear to be stable, suggest the Board to accept July-November 2005 Financial Reports (which includes prior month, no need to accept two sets of reports)

STANDING COMMITTEES REPORTS:

New DCC Fund: Chair Farr.
Exhibit “E”

We had a meeting right before the Board meeting with Brune, Mac Aulay, Brooke, and David Eberwein. There is Deaf Center in Utah which usually booked three months in advance. We received the Executive Summary of the Strategic Plan Report. One idea was that FRC can designate some events for the New DCC Fund. We will invite Marilyn Smith of ADWAS to discuss her fundraising plan. Monetary interest on New DCC is very low and it is accumulatin very slow.

Deaf Culture/Education Committee: Chair Zein.
Exhibit “F”

I am currently working with Cheryl Boyd for the upcoming Deaf Culture Series with Genie Gertz. She will give a lecture on dysconscious audism. We have come up with a new idea of hosting a pre-lecture cocktail party at 5:00 pm - 6:30 pm as part of fundraising effort to continue the Deaf Culture Series. If it was successful then it can become a permanent

DCARA Regular Board Meeting
February 7, 2006
Deaf Community Center, San Leandro
Page 5 of 8
fundraiser event prior to lectures. The first one may take place at FOG. Details are being worked out as we speak and once confirmed, you all will be informed. We are looking at the range of $10 - $20 per person. Brune thinks $20 would be better. Zein agrees but expressed that Chery thinks it was a bit steep. He will speak with Cheryl and come up with compromise of raising it to $15 per person. Pedersen suggests setting a limit. First-come, first-serve and we all agreed.

**Fundraising Committee: Chair Ellis.**

Exhibit “G”

**New Year Eve Party Report:**

- Correct April meeting minutes (4/12/05) “Stacey K Hughes provided the FRC with the $525 from NYE party for the new DCC Fund” reported by Barbara Morrison, FRC Chair is incorrect. According to the City Beach flyer for March, the proceedings were to go to Deaf Hope and DGLC.

- Correct June meeting minute (6/14/05) “Phillip and Raine helped Stacey at the City Beach this month. A total of $611 was raised” reported by Barbara Morrison, FRC Chair, is incorrect. $611 included petty cash used for change money, a total of $451 was raised, not $611.

**Crab Feed Update:**

March 11th here at DCC
Need help sell tickets.

**DCC Facilities: Co-Chair Pedersen & Cassidy**

Exhibit “H”

Our committee just had discussion on renovation for the DCC. We figured who would be in charge for some specific duties. We will do a survey on what kind renovation we need. Plates and wine glasses that used at the Donor’s Night reception were stored in the basement of SL office house. Ellis reports that DCC Remodel Fund has $2,700 in its account.

**AD HOC COMMITTEES REPORT:**

**CEO Search Committee: Chair Liz Brading.**

Exhibit “I”

Mikos already stole her news. Revised the job description, posted it on DCARA website, sent out to various listservs as well as Deaf organizations around the country. New deadline of March 31st has been set. First posting had a set deadline; got many applicants but screened out most. Second posting had no set deadline; got a few applicants. Trying a third time with DCARA Regular Board Meeting

February 7, 2006
Deaf Community Center, San Leandro
a deadline in the hopes that that will spur more applicants. Removed video requirement
some kind of personal message. Zein cautions Boardies to be careful in who they give out the job posting to. DCARA staff will develop a list of other Deaf agencies, will do this next week. Motion to approve audit will be done under new business.

INTERIM CHIEF EXECUTIVE OFFICER’S REPORT: Jim Brune.
Exhibit “J”

Coalition:

- The Coalition met with the DAP people on Thursday February 2nd.
- We met with Cliff Allenby, the new Director of Department of Social Services.
- We discussed the COLA issue. We didn’t make any “headway” so we are pushing for the formation of a sub-committee.
- As a Coalition we discussed ACCI issues.

Meetings/Presentations by the iCEO in January:

- SF MOD project – presentation at NCADB meeting
- SFCADA meeting
- City of San Leandro site visit
- DHHSC in Fresno for IEP advocacy training
- CAD meeting
- City of Fremont site visit
- Meeting with a committee of people to promote the employment of Deaf people in the Bay Area

Personnel:

- We currently have 5 positions open:
  * CEO
  * EDD-San Francisco Job Developer/Interpreter
  * EDD – Campbell Job Developer/Interpreter
  * Staff Interpreter (part-time)
  * Client Support Specialist – San Leandro (which includes coordinating the DGLC program).

DCARA Presentations/Workshops/Events for January:

- Driver’s Education class (San Leandro)
- Presentation to Oakland SHHH about their ADA rights.
- Continuing ILS class (San Jose)

DCARA Regular Board Meeting
February 7, 2006
Deaf Community Center, San Leandro
• Driver's Education class (San Jose)

**Miscellaneous:**

• EDD – 5 placements for the month of January
• We have hired someone to work temporarily as an Employment Specialist at the SF office while our staff (Margie Rose) is on medical leave.
• So far, we have received more than $12,000 in donations from the direct mail campaign.
• The first CEPIN pilot workshop is scheduled for Tuesday February 28\textsuperscript{th} in San Francisco.
• There will be a retirement party for Cherry Hess in Eureka on February 12\textsuperscript{th}.
• The Donor Reception was a huge success! Big thanks to all who were involved in making it a very classy, elegant evening !!! 😊