

# April 10, 2012

## DCARA Board Meeting Minutes

**Meeting Called to Order:** 6:18 PM

**Present:** Chris Held, Patty Lessard, Steve Longo, Katie Murch, Jane Newkirk, Sharif Rashedi, Lonnie Tanenberg

**Excused:** none

**Unexcused:** none

**Staff Present:** Executive Assistant, Rebecca Chow; IT, Donny Jacobs; San Jose Client Services Specialist, Andy Mitchell

**Visitors:** none

**Interpreters:** none

### **Action Items:**

1. By-Laws Ad Hoc Committee will work on updating ByLaws.
2. Recruitment Committee will contact prospective Board candidates and set up interviews.
3. Hardware, software, logistical and financial details for purchasing web conference solutions will be brought to the Board no later than the May 8<sup>th</sup> meeting.

**MO041012-1** Lessard (Held) moved to approve the March Minutes as corrected. MSPassed.

**MO041012-2** Lessard (Held) moved that the Board requests ED Brune to direct staff to explore the hardware, software, logistical and financial details for purchasing web conference solutions and bring the results to the Board no later than the May 8<sup>th</sup> meeting. MSPassed.

**MO041012-3** Murch (Longo) moved that DCARA proceeds with a trial of web conference solutions with existing webcams before making a final purchase. MSPassed.

### **DCARA Staff Highlight:**

This month, Andy Mitchell from San Jose Client Support Services shared some of his experiences at the San Jose office. Some examples included problems at the DMV for a client to take the video test, and then questioned whether the test and the answer sheet were the same. The typical client is foreign born who is still learning ASL and English. He was asked what services he felt were greatly needed, such as more ADA education to the public or more inservice to DMV employees. Mitchell stated that he misses the law center as it was very beneficial to the community.

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### Officers' Reports

**President:** Sharif Rashedi

President Rashedi reported there is not much interest in serving on the Oktoberfest committee. He is still working on finding a date for the event and would like the Board to be more involved in this event.

**Vice President:** Katie Murch –

Vice President Murch and DCARA staff Donny Jacob presented information on setting up web conference solutions at DCC for the primary purpose of making Board Meetings more accessible to the public and permit absent Board Members to participate virtually. There are several price ranges which will be put on a spreadsheet for the Board to examine. Two companies were named, Adobe and Cisco WebX. Both companies have trial periods and useful add-ons. The services can be experimented with by using our own webcams and camera, which are not high quality but would give us an idea of what the service can do and look like. In addition, security and protection from damage is a concern. Another option may be YouTube, which just announced a program this week. Murch will look into it.

**Secretary:** Jane Newkirk – no report

**Treasurer:** Treasurer Patty Lessard –

The Finance Committee will meet on Thursday this week. DCARA is still paying bills related to the 50<sup>th</sup> Gala, so the final report on the Gala will be available later.

We won't know the revised budget until the Governor announces it in May, at which time we can discuss the budget in more detail.

VP Murch was requested to submit an estimate of the range of costs for live video streaming for the Finance Committee to review at their meeting this week.

### Standing Committees

**Development Team (formerly known as Fundraising Committee):** Katie Murch

VP Murch was disappointed at the lack of attendance at the most recent Committee meeting. She will host a pizza party in a few weeks. Please send ideas for fundraising to her.

**Board Development and Recruitment Chair:** President Rashedi

No report

**Finance committee** – Treasurer Lessard

Treasurer Lessard accepted questions from the Board regarding information she sent on "Dollar Cost Averaging." Board comments were that companies should be stable and of variety of industries. The Board was reminded that every month, there is a line item on the Finance Report as to the progress of the investments.

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### Reports from DCARA

**Executive Director:** Jim Brune

#### **Personnel:**

- Director of Employment Services: This position has been internally advertised. An application has been submitted and will be reviewed by ED Brune upon his return from vacation.
- Job Developer/Interpreter (Campbell): This position continues to be vacant.

#### **50<sup>th</sup> Anniversary Gala:**

- Clearly this was the focus during this last month. The gala was a resounding success enjoyed by the 570 guests who attended.
- A video of the Gala by iDeafNews can be viewed here:  
<http://ideafnews.com/2012/04/01/deaf-counseling-advocacy-referral-agency--50th-anniversary-gala/>
- A final, complete report will be provided to the Board at the May 8<sup>th</sup> board meeting.
  - It is hoped that at the May 8<sup>th</sup> meeting, a discussion can be had regarding how the Board would like the net profit to be used/invested.

#### **Family Connections Department:**

- A new department at DCARA has debuted, effective March 26<sup>th</sup>: **Family Connections Department!**
  - It was decided to move Family Connections services away from the Client Support Services department because:
    - The services offered to parents and families are markedly different than that offered to Deaf/Hard of hearing/Deafened/DeafBlind adults within the CSS Department.
    - It was felt that it was important to give our Family Connections services more attention and prominence given the often scarce and inaccurate information that parents/families receive when informed they have a deaf or hard of hearing infant (as was quite apparent during our AB2072 fight).
  - Deborah O'Willow is the new Director of this brand-new department
  - Jolene Mahoney-Beaver, our part-time Family Advocate will continue to report to Deborah.

#### **Advocacy:**

- ED Brune produced two vlogs about potential California Legislature action to significantly cut the budget for non-Proposition 98 funds (facility funds) at the California Schools for the Deaf to encourage community members to attend the two hearings this past month (March 22<sup>nd</sup> – State Senate budget review committee and April 10<sup>th</sup> – Assembly budget review committee) and to write letters to Senate and Assembly budget committee members.

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- ED Brune submitted letters to the Senate budget review committee members as well as the Assembly budget review committee members (who represent the areas that DCARA serves) on behalf of the agency urging the committee members to remove CSD budget cuts from consideration.

### **Important Dates:**

- April 21<sup>st</sup>: Deaf Indian Culture Workshop at DCC
- April 22<sup>nd</sup>: Appreciation Party for Gala Volunteers (Board encouraged to attend)
- April 27<sup>th</sup>: Deafhood Forum at DCC
- Friday May 4<sup>th</sup>: Sign and Dine at DCC
- Friday June 1<sup>st</sup>: Sign and Dine at DCC
- June 16<sup>th</sup>: Bay Area Deaf Amazing Race! **New date!**

### **Old Business**

The By-Laws AdHoc committee will continue to work on updating the By-laws.

### **New Business**

**MO041012-1** Lessard (Held) moved to approve the March Minutes as corrected. MSPassed.

**MO041012-2** Lessard (Held) moved that the Board requests ED Brune to direct staff to explore the hardware, software, logistical and financial details for purchasing web conference solutions and bring the results to the Board no later than the May 8<sup>th</sup> meeting. MSPassed.

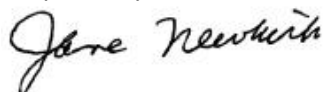
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### **ANNOUNCEMENTS**

Secretary Newkirk and President Rashedi commented that efforts at recruitment need to be redoubled.

### **Meeting Adjourned at 8:32 PM**

Respectfully submitted,



Jane Newkirk  
Secretary

\_\_\_\_\_ Accepted as read

\_\_\_\_\_ Accepted as corrected