

# January 8th, 2013 DCARA Board Meeting Minutes

**Meeting Called to Order:** 6:05 PM

**Present:** Sharif Rashedi, Steve Longo, Lonnie Tanenberg and Chris Held

**Excused:** none

**Unexcused:** none

**Staff Present:** Executive Director Jim Brune, Reese Holland and Assistant to ED Rebecca Chow

**Visitors:** none

**Staff Spotlight: Reese Holland, Director of Client Support Services**

Now have beginner and intermediate levels of ASL classes, possibility for more advanced later

The Deaf Employment Training Center is under the Employment Services dept but will include wrap around support from CSS too – can get more funding from DSS? Not expecting it but searching for funds elsewhere

Do we have a grant writer? Yes, her focus is on renewal grants right now, then compliance, then researching new possibilities

What if a client needs long term assistance? We create a program for 6 months and then go from there

## **Officers' Reports**

**President:** Welcome back, hope you all had a good holiday break. I expect tonight's meeting to be brief. Let's all keep our minds on recruitment, we are now down to four board members, the departure of Jane Newkirk and Patty Lessard have been huge. Let's step up recruitment. We will discuss this topic during Recruitment Committee Report. We are behind on our annual reports – snapshot of agency that year – these are important for recruitment as well as funding (more so than meeting minutes), hope to have these updated soon.

**Vice President:** Lonnie Tanenberg - San Anselmo HS is planning a pancake breakfast fundraiser for DCARA

Kenton Twidt is interested in joining the board

Is there interest in purchasing a board of directors table at Deaf Hope's Glimmer of Hope (Feb 23, 5pm in SF)? – Lonnie Tanenberg to email us about it

# January 8th, 2013

## DCARA Board Meeting Minutes

**Secretary:** Vacant – No Report

**Treasurer:** Interim Treasurer Longo - Finance committee met without Margie Cooper present. Discussion was made about Board's commitment to fundraising effort and I told them that an effort has been made. Also mentioned that large fundraising events should be the priority to increase the revenue. (More money in the piggy bank) They also asked about what's the update with the house next to Deaf Community Center so we should bring it up tonight.

### **Recruitment Committee:**

Clean up information on website, update contract for board to be more formal. Outline the three goals for the Board of Directors. Jan 19<sup>th</sup> San Francisco Deaf Club (SFDC) meeting 11am – Long plans to invite other organizations, and find out from SFDC what's planned for that day. Steve Longo will give a brief talk during the meeting to explain community eats, board commitment, and recruitment process. Invitations for community seats have been sent out, follow up with those who expressed interest, however, there has been no solid interest as of yet.

### **Reports from DCARA**

**Executive Director:** Jim Brune

**Happy New Year!**

**Photos:** We have pictures from the Tea Party event (held in partnership with Bay Area Asian Deaf Association) as well as the Club Saturday event in December.

**Staff Spotlight:** Today, I'm pleased to have Reese, our Director of Client Support Services, speak to the Board about the Client Support Services Department and what is happening in that department.

### **Request for Proposals (RFPs):**

- We are in the middle of RFP season and the following is an update on what I reported in my December 11, 2012 report:
  - California Department of Social Services: was submitted on January 3<sup>rd</sup>.
  - Santa Clara County Adult and Aging Services: due January 24<sup>th</sup>
    - Drafting a response to that RFP is one of our priorities for this week and next week.

## January 8th, 2013 DCARA Board Meeting Minutes

- City of Fremont: due January 24<sup>th</sup>
  - Drafting a response to that RFP is one of our priorities for this week and next week.
- City of San Leandro: due January 4<sup>th</sup>
  - We attended the bidder's conference on December 14<sup>th</sup> and after extensive discussions, decided not to pursue applying for funding given the City's drastic reduction (again) of available funds and the strong likelihood that they would only fund emergency services.

### **Client Support Services Department:**

- Multi-Cultural Program: a tea party event was held in partnership with Bay Area Asian Deaf Association (BAADA).
- Hard of Hearing/Late Deafened Program:
  - Lip reading classes will start in January
  - LD/HOH community is asking for more events and more social opportunities. CART funding is a concern.
- Deaf Services Program:
  - Holiday party was held in San Jose – a huge success
  - Classes will be starting again this month in both Fremont and San Jose

### **Family Connections Department:**

- Parent Education Program: Plans are under way to provide a new series of parent education classes beginning February 5, 2013
- Plans are under way for an ASL class series for parents beginning February 6.
- Two abstracts were accepted for Family Connections to speak at the Early Hearing Detection and Intervention national conference in April in Phoenix.
- Talks are under way with Deaf Youth Arts to partner with them for the Literacy Camp this summer.

### **Employment Services Department:**

- 8 placements during the month of December!
- We are working to prepare a proposal for Department of Rehabilitation (DOR) as part of our project to become a vendor with DOR. Our next meeting with DOR is January 22<sup>nd</sup>.

### **Community Relations Department:**

- Direct Mail: We have received over \$4,000 in direct mail donations thus far.

### **Personnel:**

## January 8th, 2013 DCARA Board Meeting Minutes

- Family Advocate: This position is now filled and we are very pleased to announce that Tracy Husted will be returning to DCARA starting Wednesday January 16<sup>th</sup>. She was previously employed as a Client Support Specialist at FOG.

### **Events attended by ED Brune:**

- Fremont Family Resource Center Executive Council meeting: December 12<sup>th</sup>
- Meeting with Dr. Hank Klopping to discuss DCARA relationship with Purple
- Meeting with Brilliant Echo to close the relationship between DCARA and Brilliant Echo and begin a new one with Bobby Cox as an independent contractor to complete DCARA's client database construction

### **Important Dates:**

- January 12<sup>th</sup>: Personal Wellness Symposium
- January 21<sup>st</sup>: Freedom Train event to commemorate MLK Jr.'s birthday. Includes a train ride from San Jose to San Francisco for the MLK Day parade
- January 26<sup>th</sup>: Family Connections Department's Club Saturday: Dance Festival at DCC
- February 16<sup>th</sup>: Black Deaf History Month event at DCC
- May 11<sup>th</sup>: For a Cause event: Deaf Fashion Show. We will split the proceeds with Deaf Youth Arts.
- June 2<sup>nd</sup>: Tilden 5K event at Golden Gate Park in San Francisco.
- June 8<sup>th</sup>: Tech Day event at DCC

### **Old Business**

Proposal to change Board Dinners was denied. We remain under budget and will address this item at a future date.

Steve Longo will act as interim treasurer – next financial meeting Feb 5<sup>th</sup> at DCARA Headquarters at 6pm

The development committee will meet Thursday, January 10<sup>th</sup>, at 5pm at DCARA Headquarters.

### **New Business**

None

### **ANNOUNCEMENTS**

## January 8th, 2013 DCARA Board Meeting Minutes

How can we diversify the board? (women, minorities, etc) – need to reflect the community we serve – increase media etc.

Dec is the 20<sup>th</sup> anniversary of DCC – start committee soon – related to some board goals for DCC

Sat Jan 26<sup>th</sup> Northern California Registry of Interpreters for the Deaf (Norcrid) hosting panel of agency reps from spoken language agencies

Executive session after meeting

Black Deaf Advocates officially established now – will see more people of color – monthly meetings second sat at Mountain Mikes Pizza in San Leandro

Black ASL – Sharif Rashedi will forward link to Board.

**Meeting Adjourned at 8:34 PM**

Respectfully submitted,



Sharif Rashedi  
President

\_\_\_\_ Accepted as read

\_\_X\_\_ Accepted as corrected