



BOARD OF DIRECTORS MEETING
MINUTES

Monday, February 22nd, 2021
1545 Hotel Circle South, Suite 300, San Diego, CA 92108

ATTENDANCE

Board of Directors:

Interim Chair:	Matt Ellis
Chair:	Doug Sampson
Secretary:	Doug Sampson (Interim)
Treasurer:	Josh Jensen
Members:	William Mather Tony Ronco

Staff Members:

Executive Director:	Allie Rice (interim)
Deputy Director:	Allie Rice
Human Resources Manager:	Lauren Gordon

Guests:

Interpreter:	Jennifer Austin
Interpreter:	Suzanne Lightbourn

MEETING

Call to Order

Ellis called the meeting to order at 06:09 PM.

Public Comments

Due to snafu with connecting Zoom account with Facebook page, public comments are not possible. We apologize for this.

Review of the Minutes

Ronco moved to approve the January 22nd email minutes. Mather seconded; all in favor- motion passed unanimously.

Jensen moved to approve the February 1st meeting minutes. Mather seconded; all in favor- motion passed unanimously.

Chairperson's Report (Ellis)

Short Turnaround Time

Thank you for meeting so quickly again in February! It is a short month, but for some reason, it gets shorter every year! We will be back to our regular monthly board meeting starting in March.

Executive Team and DCS support

The board is continuing our weekly meeting with the acting Executive Director, Allie Rice. We are in constant contact.

Executive Search Process

The board is in discussions with a third-party Deaf executive search service, and we will keep DCS and the community posted as soon we have official news.

Join the Board

We can always use more board members, so please apply on the Board of Directors on the DCS website under 'About' and look for the blue box with "Apply to be a Board Member." Or you can contact me directly.

Executive Director's Report (Rice)

COVID-19 Update: *DCS employees continue to work remotely and direct services are provided through virtual appointments and meetings. The targeted date is to be determined, depending on the guidelines and recommendations from the state and the county. The process of obtaining all the necessary supplies and developing the procedures for a safe work environment are underway.*

The re-entry plans will be re-assessed and modified to comply with the current CDC and CDPH guidelines and it will be shared with the entire organization in March.

Administration:

Project-Based Contracts: DCS applied for a grant through the Center at Sierra Health Foundation, in partnership with the Department of Social Services (DSS) for the California COVID-19 Community Health Project (CCCHP). DCS was awarded \$50,500 for the project and it will start in February until July 2021. DCS is also working on another year-long project with the Energy Upgrade California, starting in January until December 2021. DCS continues to partner with the Teams and Changes program and will evaluate the current contract as it was on hold since April 2020 due to lack of staffing. Additionally, DCS is working on finalizing a community partnership with the Identity Theft Resource Center (ITRC) and we plan to work together in the coming months.

Social Justice/Racial Equity: DCS staff participated in the second of three training series with Najma Johnson. The training focused on Multicultural Organizational Development (MOD), including breakout sessions for discussions and reflections.

Staffing Update: Two leadership positions continue to be vacant: Executive Director and Accounting Manager positions. DCS has increased its recruitment efforts to seek applicants for the Accounting Manager position.

Departments:

Behavioral Health Department:

	Dec.	Jan.	YTD
<i>Behavioral Health Services</i>			
Unduplicated clients (adult/child)	2	1	36
DSS cases	4	2	6
<i>Signs of Life (SOL)</i>			
Unduplicated clients	2	0	13
SOH vacancies	5	0	5
SOC vacancies	0	0	0
<i>Clubhouse</i>			
Unduplicated clients	2	1	25
Client contacts	277	238	2073

Update: Pertaining to the Clubhouse, the Peer Support Specialist position is still vacant.

Interpreting Services:

	Dec.	Jan.	YTD
Total # of Requests	579	586	3832
Total # of Last-Minute Requests	27	37	271
# of Last-Minute Requests Filled	22	6	224
Total # of Community Requests	382	429	2755
# of Community Requests Filled	375	415	2711
Total # of Educational Requests	76	87	477
# of Educational Requests Filled	76	86	476
# of requests canceled (Billable)	91	54	469
# of requests canceled (non-billable)	30	17	156
Total Requests of Pro Bono Services Provided	2	2	27

Employment Services:

	Dec.	Jan.	YTD
Enrollment	0	2	32
Job Placements (Goal: 62 placements)	4	4	24

Update: The Employment Advisor/Interpreter position is still vacant.

Adult Literacy Services:

	Dec.	Jan.	YTD
LEAD			
Unduplicated trainees (combined)	0	0	11
HQ	7	0	7
NCO	4	0	4
PVSA			
Unduplicated participants (combined)	1	0	1
HQ	1	0	1
NCO	0	0	0

Youth and Family Services:

	Dec.	Jan.	YTD
Deaf Mentorship Program			
Unduplicated # of families	24	1	25
Deaf coaches	8	1	9
# of families on the wait list	9	6	15
e5	n/a	12	12
Family ASL			
# of participants	13	n/a	329
# of families in attendance (Merry Mondays)	20	19	107
BBBS			
# of matches	3	3	3
# of Bigs on the wait list	5	5	5
# of Littles on the wait list	21	21	21
Deaf Youth Literacy Camp (DYLC)	n/a	n/a	n/a

Update: The BBBS program is on hold at this time due to COVID-19. DYLC is not in session until the summer of 2021.

Client Support Services:

	Dec.	Jan.	YTD
Advocacy Services			
Unduplicated clients (combined)	4	1	39
Client Contacts (combined)	188	60	1,310
Information and Referrals			
Referrals (combined)	260	120	1,261

Update: One of the Deaf Advocate positions has been modified to reflect the need for staffing support related to project-based contracts and outreach and

community education efforts. The OVV Project Coordinator, Sara Selzer, will serve as the Project Coordinator – funded by DSS – within the CSS department, as well as the entire agency.

Media:

	Dec.	Jan.	YTD
FB Likes	6,167	<i>pending</i>	36,334
FB Followers	6,657	<i>pending</i>	37,830
Twitter	4,200	<i>pending</i>	24,951
Instagram	2,859	<i>pending</i>	16,376
YouTube	651	<i>pending</i>	3,692
Subscriber	2,423	<i>pending</i>	14,388
DCS Website Users*	1,623	<i>pending</i>	14,493

**This represents the number of people who have visited the DCS website, even if they have visited the site multiple times.*

Events: No events in January.

Board Committee Reports

- **Finance Committee (Jensen)**

We have been waiting for financial statements- still have not received them. I have had weekly meetings with the Executive Team in regards with the Finance department. We are currently working on identifying external sources to help speed up processes within our accounting department. We are hoping to find a candidate for the accounting manager position as soon as possible. If you know someone or if you are interested, please feel free to reach out to DCS.

- **Fundraising Committee (Vacant)**

No report.

- **Personnel Committee (Vacant)**

No report.

- **Board Governance Committee (Ronco)**

Glynda termed out so I've assumed her role. The outline of 3 legal duties of 501c3 governance has been included into the board manual along with the elements of a sustainability plan.

Deaf Service Advisory Council: (Rosas)

No report.

Old Business

None.

New Business

None.

Announcements

Next board meeting will be on Monday, March 29th, 2021.

Adjournment / Closed Session

Ellis adjourned the meeting at 6:50 PM.

~~Jan 25~~ ~~Feb 22~~ ~~Mar 29~~ ~~Apr 26~~ ~~May 24~~ ~~Jun 28~~ ~~Jul 26~~
Aug 30 Sep 27 Oct 25 Nov 29 Dec (no meeting)

Respectfully Submitted By,



Doug Sampson