



BOARD OF DIRECTORS MEETING

MINUTES

Monday, November 29th, 2021

(Zoom) 1545 Hotel Circle South, Suite 300, San Diego, CA 92108

ATTENDANCE

Board of Directors:

Chair:	Matt Ellis
Vice Chair:	Amrita Nat-Booter
Secretary:	Jesse Jones III (absent)
Treasurer:	Josh Jensen (absent)
Members:	Doug Sampson
	Ruth Rosas (absent)
	Tony Ronco
	Laura Preston
	Tamana Gundara

Staff Members:

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

Guests:

Interpreter:	Jennifer Austin
Interpreter:	Suzanne Lightbourne

MEETING

Call to Order

Ellis called the meeting to order at 6:02 PM.

Review of the Minutes

The minutes from the August 30th, September 27th, and October 25th meetings were not presented for review and have been tabled to next meeting in January for review and approval.

Chairperson's Report (Ellis)

Board update- We are nearing the end of the year and the board is taking the time to catch up on our "housekeeping" catching up on our board documents and files. We are also planning for the new year, with a lot of new and exciting things happening in the year of 2022!

Executive Director Search- The application deadline has passed. With the assistance of Innivee Strategies, the search committee is currently undergoing the screening and interview phase of the search. We will have more news next month.

Executive Director's Report (Rice)

COVID-19 Update: DCS is open three days a week – Tuesdays, Wednesdays, and Thursdays – from 10 am – 3 pm and will continue to meet in-person with clients/visitors by appointment only.

Administration:

Staffing Update: There are several vacant positions and those are as follows: Executive Director, Clinical Director, Behavioral Health Services (BHS) Program Manager, Behavioral Health Therapist, Deaf Advocate, and Interpreting Services Director. One of the scheduler positions has been filled. Her name is Dakota Bramms and she will start on Monday, November 29th. Also, one of the SOL RADT positions has been filled. Her name is Lesley Farquhar and she will start on Monday, December 6th.

Departments:

Behavioral Health Department:

Behavioral Health Services	Sept.	Oct.	YTD
Unduplicated clients (adult/child)	0	0	7
DSS cases	0	0	2
Signs of Life (SOL)			
Unduplicated clients	0	4	9*
SOC vacancies	1	1	1
SOC2 (SOH) vacancies	2	2	2
Clubhouse			
Unduplicated clients	1	6	35
Client contacts	124	136	523

*12 active cases for SOL.

Interpreting Services:

	Sept.	Oct.	YTD
Total # of Requests	527	562	1,833
Total # of Last Minute Requests	33	39	146
# of Last Minute Requests Filled	27	24	112
Total # of Community Requests	416	458	1,521
# of Community Requests Filled	384	379	1,389
Total # of Educational Requests	110	102	347
# of Educational Requests Filled	93	84	292
# of requests canceled (Billable)	21	18	116
# of requests canceled (non-billable)	114	137	319
# of Trilingual Interpreting Requests Filled	4	1	7
# of Requests for CART Services Filled	3	0	5
# of DeafBlind Interpreting Requests Filled	16	20	66
# of Deaf Interpreter Requests Filled	16	4	40
Total Requests of Pro Bono Services Provided	7	1	14

Employment Services:

	Sept.	Oct.	YTD
Enrollment	8	8	35
Job Placements (Goal: 62 placements)	10	11	26

Adult Literacy Services:

	Sept.	Oct.	YTD
LEAD			
Duplicated trainees (combined)	8	6	25
Unduplicated trainees (combined)	0	0	9
HQ (unduplicated)	1	0	7
NCO (unduplicated)	0	0	2
PVSA			
Duplicated participants (combined)	6	3	13
Unduplicated participants (combined)	1	0	4
HQ (unduplicated)	1	0	4
NCO (unduplicated)	0	0	0

Youth and Family Services:

Deaf Mentorship Program	Sept.	Oct.	YTD
Unduplicated # of families	2	0	2
Deaf coaches	5	5	5
# of families on the wait list	22	15	15
e5	n/a	n/a	n/a
Family ASL			
# of participants	n/a	5	5
# of families in attendance	n/a	3	3
BBBS			

# of matches	0	0	0
# of Bigs on the wait list	5	5	5
# of Littles on the wait list	21	12	12
Deaf Youth Literacy Camp (DYLC)			
# of campers	0	0	14

Client Support Services:

	Sept.	Oct.	YTD
Advocacy Services			
Unduplicated clients (combined)	6	2	26
Client Contacts (combined)	161	208	629
Information and Referrals			
Referrals (combined)	311	369	1,125

Media:

	Sept.	Oct.	YTD
FB Likes	n/a	n/a	n/a
FB Followers	6,257	6,253	25,165
Twitter	4,352	4,376	17,385
Instagram	3,019	3,027	12,006
YouTube	712	728	2,844
Subscriber	n/a	n/a	n/a
DCS Website Users*	n/a	n/a	n/a

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

Events: No events in October. DCS will be hosting its Toy Drive event from Dec.17 – 19. Donations/gifts for the Toy Drive will be distributed during the drive-

through event. For more information, please visit the DCS website. In addition, the Youth and Family Services (YFS) department will be hosting the Love and Literacy event on Saturday, Feb. 5th from 10 am – 3 pm. Please save the date!

Financial Report (Jensen)

(absent, no report)

Fundraising Committee Report (Preston)

Hi there. I'm really excited to share with you the theme for the spring gala, 2022 it's California poppy, so it's awesome and represents our states -- our state, we are going to have the poppy flowers representing spring and new energy. It will be on may 14th, 2022 at Fairbanks ranch country club in Rancho Santa Fe in the north county San Diego area. Get that day booked, and if you're interested in helping out on being on the committee for decorations and set up etcetera please reach out to lpreston@DCSofSD.org. Please share this with your friends, family, co-workers, community, whoever you can, spread the word about the gala. We're really excited. Thank you.

Personnel Committee (Nat-Booter)

Hello. I just want to let you know that we're still working on this job descriptions for different staff roles. If anyone has any questions feel free to let me know, and happy holidays. Happy new year!

Deaf Service Advisory Council (Rosas)

(absent, no report)

Board Governance Committee (Ronco)

Unfortunately, no report since last Thursday was Thanksgiving, so the committee will meet this Thursday instead, so next month we will have a double report.

Old Business

None.

New Business

None.

Announcements

Next board meeting will be on Monday, January 31st, 2022.

Adjournment / Closed Session

Ellis adjourned the meeting at 6:25 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,

A handwritten signature in blue ink that reads "Jesse Jones III". The signature is written in a cursive style with a prominent flourish at the end.

Jesse Jones III