

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS
Special Board of Trustees Meeting
September 30, 2016**

Board Members: Allie Joiner (District #2)
Nancy Sinkovitz (District #3)
Char Parsley (District #5)
Rita Reandeau (District #6)
Sidney Weldele-Wallace (District #8)
Nancy Fitta (District #9)
Larry Swift (District #10)

Absent: Maria Christianson (District #1)
Nita Kamphuis (District # 4)
Ariele Belo (District #7)

Legal Counsel: Sarra Yamin

Executive Director: Rick Hauan

Recorder: Judy Smith

Interpreters: Danni Keller, Catherine Thomas

Guests: Tom Galey, Director of Business Operations
Jessica Sydnor, Director of Human Resources

The special meeting was called to order by Char Parsley, chair, at 9:39 a.m. It was determined a quorum was present. No modifications or adjustments were made to the agenda.

Minutes – June 16, 2016

- Page 2: Board of Trustees meeting
 - Delete October 7, 2016, meeting

Allie Joiner moved to approve the June 16, 2016, meeting minutes with the correction noted above. Nancy Fitta seconded the motion. It was voted on and approved.

Reports

Board Finance Committee

Ended 2015/2016 fiscal year on the plus side. At the end of last fiscal year staff was able to buy equipment and supplies ahead which alleviated the need for a submittal

budget request this year. OFM has instructed agencies to find ways to manage budgets without increased funding.

The 19H fund (monies collect from services provided to school districts) is up substantially. This fund is a useful tool to meet the needs in our outreach program as well as gives us flexibility in our financial management.

Rick Hauan, Executive Director

- AG Bell Conference presentation by Common Ground was well received.
- The Common Ground Project group has been invited to give up to a 3-hour presentation at the 2017 EHDI conference in March.
- Georgia/Washington collaboration meeting held in July.
 - It was amazing to see both the Commissioner of the Georgia Department of Health and the Secretary of Health for the Washington Department of Health in attendance.
 - Representatives from Georgia included: Georgia Pathway to Language & Literacy, Atlanta Speech School, Georgia Department of Education, Atlanta Area School for the Deaf, Georgia Department of Public Health and Georgia Guide By Your Side.
 - Representatives from Washington included: ESD 171/Wenatchee, Spokane Public Schools, Washington Guide By Your Side, Department of Learning, HOPE School/Spokane, Washington Department of Health, Listen & Talk, OSPI, members of CDHL's Board of Trustees and Statewide Outreach Team.
 - The Georgia/Washington meeting as well as the work done by the Common Ground Project are made possible with generous grants from the Oberkotter Foundation.
- Governor's Goal Council: The Executive Director is part of the Governor's Goal Council for Goal 1: World Class Education. This group is working on a goal to strengthen early intervention for DHH children in the state of Washington. The draft goal is that 90% all children will be age appropriate and kindergarten ready when they enter kindergarten.
- The Executive Director and Jane Mulholland have been asked to facilitate Iowa Task Force which is striving to expand and enhance the continuum of services for students who are DHH, B/VI or deafblind.
- Jane Mulholland will be rehired beginning December 5th for 1.5 days a week to assist with special projects including: outreach support; Board policies; and coordinating Common Ground meetings.

Kris Ching, Director of Outreach (Birth to 5 years old)

- Kris Ching and Kerianne Christie will be traveling to Atlanta to learn more about their birth to 3 services system. The trip will include looking at how Georgia has made progress with home visit services and how information is provided to families. They will also gather information on GA's professional development for EI D/HH Specialists.

- Progress has definitely been made in the area of birth to five statewide services but there is still a long way to go.

Note: The Board would like to know what a system of early learning model would look like. Also, how do we build a coalition for commitment to early intervention?

- Kris will report back on this as DEL/ESIT is required to develop recommendations for the “redesign” of the ESIT program per Senate Bill 5879 (passed last session). DeEtte Snyder, Birth-3 Coordinator for WSSB, and Kris are working closely with Adrienne O’Brien, ESIT program consultant, assigned to sensory disabilities services, to stay abreast and involved with ESIT’s planning attached to SB 5979. This “redesign” is an opportunity to develop better systems for young children who are Deaf/HH, Blind/VI, or Deaf-Blind, and their families, as well as FRCs and EI providers.

Tom Galey, Director of Business Operations & Technology

- The 2016/2017 fiscal year is off to a good start.
- A Minor Works request has been submitted and includes:
 - Divine building: Roof replacement as it has been leaking in several areas.
 - Kastel cafeteria: Well is having problems.
 - Security cameras: Need to be replaced around campus.
 - Signage: Many of our first responders have asked that we put lighted signage throughout campus.
- Convo emergency system: All the buildings with ports are now connected to the Convo emergency system. More ports will be added so all areas on campus will be connected. The system has the ability to show messages in sign language. WSD is the first in the country to install and use this new emergency system. E911 will be set up soon which will let first responders know exactly where a call originated from.

Jessica Sydnor, Director of Human Resources

- Hired 14 new staff members this school year.
- Continue recruiting for an additional SLP
- Interim appointments for the 2016/2017 school year:
 - Jason Cox, Interim Secondary Principal
 - Rick Whitney, Interim Director of Residential Services

Two-day fall safety training was held for all staff. Some of the topics included:

- New emergency system
- Vancouver Police department – Run, hide, fight (active shooter)
- CPR
- First Aid
- Crisis Prevention Intervention (CPI)
- Policy review

CDHL – Outreach and contracts (Sarah Decker, Outreach Coordinator and Lorana Meyer, Contracts Specialist)

- Outreach – who: Overview of the Statewide Outreach Team both CDHL staff, outside contractors and language coaches.
- Outreach – how: Processes and roles were discussed
- “Lean Interlude”: Lean is a systematic approach to identifying and eliminating waste, improving quality and improving safety in order to provide value for customers. Waste can include duplication of work, having the resource in the wrong place, etc. There is there constant need for improvement and there is no area that doesn’t need improvement.
- Outreach - what: Discussed contract types and a summary of contracts since the beginning of the school year. We have 143 contracts set up since July.
- Outreach - what’s next: What information would the board like to see each month in their Board packet?
 - Number of students in which districts so they can see where the areas are that services are provided.

Thanks to Sarah and Lorana for an outstanding presentation and the great work they are doing.

CDHL Five Year Business Plan (Rick & Tom)

- Opportunity to expand the use of CART for students throughout the state as well as partnering with universities and colleges. (add to Objective 2, 3, and 4)
- Objective 1: a regional center has been set up in Spokane. A meeting at ESD 114/Bremerton has been set up to discuss regional center opportunities in that area.
- Technology – will be added as Objective 7. The state of Washington is in negotiations to have Zoom conferencing available for all agencies. This will allow video conferencing with up to 9 locations (individuals).
 - Would like to be able to loan out iPads to families in the future.
- Objective 8: Family Resource Coordinators (FRC)
- Objective 5: Refers to WSD but need to add residential portion into this objective.

Challenges:

- Maintaining buy-in from stakeholders.

Likes overall where going with the Five Year Plan

Board’s reporting responsibilities (RCW 72.42.041)

- Even numbered years: Facilities report
 - A copy of the report submitted in June was distributed.
- Odd numbered years: Executive Director’s evaluation
 - The evaluation process for the Executive Director will be discussed at the November 4th meeting.

2016/2017 Board of Trustees Special and Official Board Meetings

Meetings must be posted by January 1st of each year for the calendar year. At the next meeting dates for the following months in 2017 will be set.

- September
- October
- November
- December

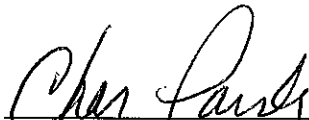
Sidney made a motion to select September – December 2017 meeting dates at the November 4, 2016 meeting. Larry Swift seconded the motion. Voted on and approved.

November 4, 2016 Board meeting topics


- Certified Deaf Interpreters (CDI)
- Process for Executive Director's evaluation
- Set September – December 2017 Board meetings

Adjournment

Hearing no objections, the meeting was adjourned at 2:48 p.m.



Char Parsley, Chair
CDHL Board of Trustees



Rick Hauart, Executive Director
CDHL

11/04/16

Date

4 November, 2016

Date

