

**WASHINGTON STATE CENTER FOR  
CHILDHOOD DEAFNESS & HEARING LOSS  
Special Board of Trustees Meetings  
Fife School District Offices  
July 25 – 26, 2018**

Board Members: Allie Joiner (District #2)  
Char Parsley (District #5)  
Rita Reandeau (District #6)  
Ariele Belo (District #7)  
Sidney Weldele-Wallace (District #8)  
Nancy Fitta (District #9)  
Larry Swift (District #10)

Absent: Maria Christianson (District #1)  
Nancy Sinkovitz (District #3)  
Nita Kamphuis (District #4)

Executive Director: Rick Hauan  
Superintendent: Shauna Bilyeu  
Program Attorney: Tsering Cornell  
Recorder: Judy Smith  
Interpreters: Paul Bert, Molly McGuire, Mary Thornton (July 25, 2018)  
Laurie Reinhart, Paul Bert, Sarah Rasmussen (July 26, 2018)

Guests: Jessica Sydnor, Director of Human Resources  
Carol Carrothers, Director of Outreach  
Kris Ching, Director of Outreach

**Wednesday, July 25, 2018**

Nancy Fitta, chair, called the board meeting to order at 10:40 a.m. It was determined a quorum was present.

**Personnel Updates**

Tom Galey's exempt management position with CDHL ended last week. Rick Hauan, Executive Director, has submitted his letter of resignation to become the Executive Director of Student Support Services for the Federal Way School District, effective September 1, 2018. Judy Smith, Executive Assistant to Rick will be retiring as of August 31, 2018.

**Legislative Report review**

The Board members began reviewing the 12 issues outlined in the 2010 Legislative Report and discuss the following at the September 21 meeting:

- Accomplishments since the report was submitted.
- Issues that still need to be addressed.

- Two suggestions to address these issues
  - One example: Add CART as another resource for DHH students
- Identify fiscal year which accomplishments could be made.

The information accumulated will be used to submit an updated report to the legislature by December 2018.

**Finance Report (Jessica Sydnor)**

CDHL will end the fiscal year in the black. Thanks to Kay Pedisich for her hard work on the year end budget.

Reporting ideas for the Board Finance Committee were shared and discussed.

**Adjournment for July 25, 2018 meeting**

Hearing no objection, the meeting adjourned at 2:47 p.m.

Thursday, July 26, 2018

Nancy Fitta, chair, called the board meeting to order at 9:06 a.m. It was determined a quorum was present.

**Open Public Meetings Training (Tsering Cornell, Program Attorney)**

Highlights from the Open Public Meetings Training

- All new Board members must take this training within 90 days of assuming their duties as a Board member or taking oath of office.
- All agencies must notify (prior to January 1) the Code Reviser any meetings held in the next calendar year.
- Executive sessions have very limited topics, which can be discussed.
- Violating the Open Public Meetings Act can result in civil liability for each Board member.
- Suggestion: Add a guest comment period to each future agenda.
- An email retention schedule will be send to the Board members for both their CDHL and personal email (if CDHL business is conducted on personal email).

**Executive Session**

The Board went into Executive Session pursuant to RCW 42.30.110(1)(g) "To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...." at 10:07 a.m. for 30 minutes.

- The meeting reopened at 10:37 a.m. and closed for an additional 30 minutes.
- The meeting reopened at 11:07 a.m. and closed for an additional five minutes.
- The meeting reopened at 11:12 a.m.

**Fiscal Training (Kate Davis, OFM)**

Kate Davis, Senior Budget Assistant to the Governor, shared information regarding the state budget process and timelines for the 2017-19 biennium.

The Board was also shown what is important to look for in a budget report.

**Legislative Report continued**

- Send all comments to Rick Hauan by no later than August 17. Information will be put into one document for the fall meeting.

The following agenda items are postponed to the September 21 meeting:

- Legislative update comments
- Strategic Plan 2019-2021 discussion
- Committee work

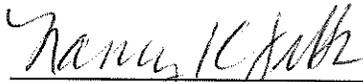
Additional notes:

- The superintendent, Shauna Bilyeu, will develop and send a weekly update about what is happening both off and on campus beginning August 17.
- Updated financial information shared with Board members by August 17.
- Board representatives will address staff at the upcoming safety training.
- Possible Finance Committee meeting August 31 with periodic updates from Jessica to review the biennium and supplemental budget submissions.

Effective September 1, 2018, Shauna Bilyeu will be the contact for the board.

**Adjournment for July 26, 2018 meeting**

Hearing no objection, the meeting adjourned at 1:44 p.m.

  
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Nancy Fitta, Chair  
CDHL Board of Trustees

9-21-18  
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Date

  
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Rick Hauan, Executive director  
CDHL Executive Director

9-21-18  
\_\_\_\_\_  
Date

