

**WASHINGTON STATE CENTER FOR
CHILDHOOD DEAFNESS & HEARING LOSS**
Board of Trustees Meeting
March 3, 2017

Board Members: Allie Joiner (District #2)
Nancy Sinkovitz (District #3)
Nita Kamphuis (District #4)
Char Parsley (District #5)
Rita Reandeau (District #6)
Ariele Belo (District #7)
Nancy Fitta (District #9)
Larry Swift (District #10)

Absent: Maria Christianson (District #1)
Sidney Weldele-Wallace (District #8)

Executive Director: Rick Hauan
Superintendent: Shauna Bilyeu
Legal Counsel: Sarra Yamin
Recorder: Judy Smith
Interpreters: Dave Morrison, Catherine Thomas

Guests: Tom Galey, Director of Business Operations
Jessica Sydnor, Director of Human Resources
Sarah Decker, Outreach Coordinator
Carey Price, WSDAA President
Pam Randol, WSDAA
Linda Cole, WSDAA

The board meeting was called to order by Char Parsley, chair, at 9:45 a.m. It was determined a quorum was present. No modifications or adjustments were made to the agenda.

Approval of meeting minutes

Corrections:

- Page 1 – paragraph 1: Change “boardl” to “board”.
- Page 1 – under “Board Finance Committee”: change “building” to “build”

Nancy Fitta moved to approve the January 6, 2017, meeting minutes with the corrections noted above. Rita Reandeau, seconded the motion. It was voted on and approved.

Reports

Board Finance Committee

Due to monies received for statewide outreach services, CDHL was able to end January in the black.

Rick Hauan, Executive Director

- Work on the national level is bringing Washington state to light. Met with Senators Maria Cantwell and Patty Murray during a recent visit to Washington, D.C. Also, met with the legislative director for representative Cathy McMorris-Rodgers and Governor Inslee's D.C. representative.
- Spokane Public Schools, in conjunction with their work with CDHL, has opened a DHH program at Franklin Elementary. They made a video highlighting this new program: <https://youtu.be/pbuR75Y0MxA>. The board was very impressed with the work that the executive director and statewide outreach team has done to support this program. There is a strong movement in Spokane to develop a community where DHH children are not alone anymore. The district has quarterly activities for families and the surrounding community.
- The next program development will be in the Bremerton area (ESD 114).
- Working with HSDC, Seattle Public Schools to see how we can better serve preschool children in that area. The executive director will be meeting with the Seattle Public Schools chief of support services and one of their school board members to discuss needed services.
- CDHL's executive director and the superintendent of WSSB were recently asked to speak before the House Education Committee about their respective programs. The PPT that CDHL's executive director shared with the committee was distributed to the board members. It was important to stress to the Committee that we invest in DHH students throughout the state which can impact educational programming throughout the country.

Sarah Decker, Outreach Coordinator

By applying "Lean" principles to contract processes it has helped reduce the time spent on a contract. The state averages 45 days from when a contract is initiated until it is signed, CDHL averages 7 to 10 days. By getting the contracts out in a timely manner, monies are coming in a lot sooner.

Congratulations to Sarah Decker and Lorana Myers for their hard work in making the contract process much smoother.

Tom Galey, Director of Business Operations & Technology

CDHL's budget is on target and aligned with forecasted goals.

Senior Trip 2017 (Seniors: Juan Gayton-Arroyo, Kyle Culmer, Brandy Pietsch; Senior Sponsor: Carly Leannah)

The students presented the board with a letter outlining their request for an overnight senior trip to Long Beach, WA. Supervision would consist of three staff members; two

females and one male. The class has a budget of \$350 and the seniors would bring their own sleeping bags and tents. Seniors will be responsible for bringing their own spending money.

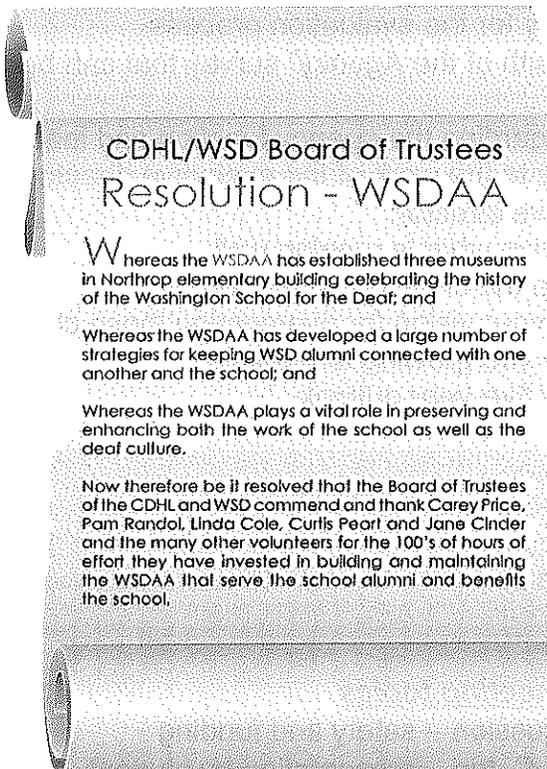
The Board congratulated the group on their preparation and planning.

Sidney Weldele-Wallace made a motion to tentatively approve the overnight senior trip with the understanding that the senior advisors and students would come back to the May 5th meeting to further outline supervision and funding details. Allie Joiner seconded the motion. It was voted on and approved. moved.

WSDAA (Washington School for the Deaf Alumni Association) (Carey Price, Pam Randol, Linda Cole) (PPT)

WSDAA was established in 1996 and currently has three museums in the Northrop elementary building. Membership is open to former students as well as current and retired staff. The group holds reunions every five years and the next one is scheduled for 2021.

WSDAA has done a tremendous job of supporting WSD students and staff over the years and the Board is very grateful for their commitment and dedication.



Larry Swift moved to adopt the resolution above for the dedication and support of WSDAA to the students and staff of the Washington School for the Deaf. Rita Reandeau seconded the motion. It was voted on and approved.

Process for executive director's evaluation

The Board will individually answer a series of survey questions regarding the executive director's work during the past two years. The responses will be recapped and discussed at the May 5th Board meeting.

Nancy Fitta moved to have the eight questions discussed in today's meeting turned into a survey and a link sent to Board members. Deadline for responding to the survey is April 15, 2017. Larry Swift seconded the motion. It was voted on and approved.

Since the executive director's evaluation is due by July 1st of odd numbered years, starting next year and every even numbered year thereafter, the Board will gather information from stakeholders and staff regarding the work of the executive director. With this information the Board will write their evaluation and submit it to the Governor's office.

Some of the ideas discussed were:

- Identify stakeholders
- Board members hold stakeholder meetings in their respective districts
- Develop a policy for the evaluation process
- Develop a "Health of the Agency" survey that can be distributed to various stakeholders
- Create tools regarding the agency function and leadership and design questions that link directly to the work of the executive director
- For the executive director:
 - Summarize what is running well.
 - What are the challenges that remain?
 - What is your vision for overcoming those challenges?
 - How are you growing leadership?
 - Three to five-year outlook.

Larry moved that henceforth the Board's evaluation of the executive director will include information from stakeholders. However, for this cycle and since time is short the Board will respond a survey of eight questions and the responses will be discussed at the next meeting. Nancy Sinkovitz seconded the motion. It was voted on and approved.

May 5, 2017 Board meeting topics

- Senior trip discussion – safety and funding
- Washington, D.C. trip – presentation by student

- Executive Session to discuss evaluation of and with the executive director (2 hours)

Adjournment

Hearing no objections, the meeting was adjourned at 2:55 p.m.



Char Parsley, Chair
CDHL Board of Trustees



Rick Hauan, Executive Director
CDHL

05.05.2017

Date

5/5/17

Date

