

1 **GREATER LOS ANGELES AGENCY ON DEAFNESS, INC.**
2 **Executive Agency Board of Directors**
3 **Wednesday, May 25, 2011**
4 **MINUTES**
5

6 **President Schultz called the meeting to order at 7:05 p.m. A quorum was present.**
7

8 **I. ROLL CALL**
9

10 Board Members Present:

11 Stephen Schultz-President, John Arce-Treasurer, Fred Lovitch-Secretary, Jonathan Weiss, Robert Sutton,
12 Mark Jones, Modela Kurzet
13

14 Absent:

15 David Kurs, Robert Sidansky
16

17 Visitors:

18 Barbie Gomez
19

20 Staff Present:

21 Dr. Patricia Hughes
22

23 Interpreters:

24 Norman Galapin and Barbara Mathis
25

26 Recording Secretary:

27 Jainah Ranger
28

29 **II. APPROVAL OF MINUTES: Meeting of April 27, 2011**

30 Page 1, line 33, Change redeveloping to redevelopment

31 Page 3, line 37, Revise compliant to complaint

32 Sutton moves to approve the minutes as corrected. Weiss seconded. **MSC.**
33

34 **III. OFFICER'S REPORTS**

35 President's Report:

36 Schultz stated that unfortunately the Vice President Etta Stecker passed away. The board had a moment of
37 silence for her. We will miss her. There will be a Celebration of Life for Stecker on September 17, 2011.
38 Schultz saw an ad on ABC news for GLAD House of Blues event on June 5th. It was seen all over Los
39 Angeles.

40 The Vice President position is open and Jones is the interim Vice President and is interested in becoming
41 the permanent Vice President. Lovitch nominated Jones to become Vice President. Arce seconded. **MSC.**
42

43 Vice President's Report:

44 No Report
45

46 Treasurer's Report:

47 The handout of Controller's Report as of today's date was given to the finance committee with the
48 following information -

49 Overall cash position today for DAHC, GLAD and LifeSigns is \$1,335,023.

50 Overall accounts receivable balance is \$1,083,555 which comprised of GLAD balance of \$391,963 and

1 LifeSigns balance of \$691,592.
2 Financial reports as of 4/30/11 was given to the finance committee presented by our controller with the
3 following information –Consolidated profit and loss for year to date (ten months ending 4/30/11) shows an
4 income of \$51,251 as compared to an income of \$231,031 a year ago.
5 Consolidated year to date revenues as of 4/30/11 was \$5,326,603 which is \$114,167 less than prior year.
6 GLAD’s 4/30/11 net loss was \$(59,620) as compared to prior year net income of \$90,527.
7 LifeSigns’s 4/30/11 net income was \$126,715 as compared to prior year net income of \$165,133.
8 DAHC’s 4/30/11 net loss was \$(15,843) as compared to prior year net loss of \$(24,628).

9
10 Secretary’s Report:

11 Lovitch mentioned that he got the old board files from Sidansky. Sutton recommends that Lovitch look at
12 page 3 of the bylaws stating the President and the Secretary should be the ones to review the old board
13 files. Discussion ensued on who should look at the old board files. Schultz and Lovitch will review the old
14 board files.

15 Barbie Gomez introduced herself and stated that she is motivated to join the board. Gomez did Public
16 Relations work for GLAD in the past for GLAD’s 25th anniversary as a volunteer. Arce was Gomez’s
17 interpreter for this project. She gave a speech with Barbara Boyd on behalf of GLAD and has taught the
18 police sign language and how to communicate with the deaf in the past. Gomez teaches part time at a
19 college. Schultz inquired why Gomez is interested in joining the board. Gomez stated she likes to be
20 helpful and is interested in assisting GLAD. One of Gomez’s interests is Public Relations (PR) and would
21 like to assist Rachel Braver (the Director of Public Relations) with PR. Lovitch and Sutton explained how
22 the meetings work and how each board member is expected to contribute to fundraising campaigns to show
23 100% participation.

24
25 **IV. CEO’S REPORT**

26 It is getting close to House of Blues (HOB)! About 169 tickets left to sell. There are a lot of pre-event
27 preparations left. The Public Relations Department is doing an outstanding job along with other staff
28 helping them.

29 Additional sponsors have been added: Sarah Siegel-Magness (producer of Precious), Hamilton Relay, D-
30 PAN (Deaf Professional Artists network)

31 Additional special guests scheduled to appear – Cheri Oteri (Formerly of Saturday Night Live) and Cast
32 members from Switched at Birth.

33 We are awaiting to hear from Anne Sweeney, President of Disney/ABC Television Group regarding the
34 proposed award, “GLAD’s Paving the Way for Deaf Awareness in Entertainment Award” (Incorporation
35 of deaf awareness into Disney/ABC Television Group’s diverse station programming, continued
36 commitment to providing closed captioning services for commendable programs and for providing a wide
37 array of employment opportunities for the talented pool of deaf and hard of hearing actors).

38 Jonathan Weiss helped select the menu choices for the event. We need to remind people that there won’t be
39 dinner served.

40 The valet parking will be \$15 per vehicle.

41 VIP guests will be given teal wristbands for access to both floors.

42 Ken Paves has been a tremendous help to us recruiting celebrities to be our guest stars such as not limited
43 to Eva Longoria and Felicity Hoffman.

44 We are fortunate to recruit 16 interpreters who will volunteer their times, too.

45 Annual Reports will be printed prior to the HOB event.

46 DJ Mark Levin from Chicago – aka DJ Digital Aids has confirmed his volunteer interest to lead the music
47 and dancing to follow the program.

48 *Deaf Nation Expo*

49 We had booth at Deaf Nation Expo at CSDR on May 6-7. It was a fantastic venue with 100 exhibitor
50 spaces. Save the date for DEAFestival on September 24th.

1 *LIFESIGNS*

2 Alyce DeMers is retiring on May 20th and we have interviewed three candidates. We will interview one
3 more tomorrow. We are still accepting applications and we hope to find someone soon. My vision of the
4 LifeSigns Director is to run it as a business and be innovative with technology.

5 Number of Filled Requests: 819

6 Cancellations: 155

7 No Interp Available: 22

8 Emergency: 146

9 *HUMAN RESOURCES REPORT*

10 As of today, we have 74 employees. There are five job opportunities.

11 LifeSigns Director

12 Community Interpreter (2) – Los Angeles

13 Job Developer/Interpreter – Crenshaw

14 Job Developer/Interpreter – Santa Ana

15 *HEALTH EDUCATION DEPARTMENT*

16 A total of 31 parents participated in three parent workshops under the CCG program.

17 During the month of March 12 students enrolled the 8 hour prevention/education program making it total
18 of 317 student enrollment year to date. 84 students completed the program during the month of April. This
19 objective has exceeded its contract goal by 109%. The completion goal is 240 and as of April 30, 236
20 students completed.

21 Speaking of CCG, the Governor introduced his budget and CCG is not part of the budget. We will know
22 for sure if the legislature plans to keep CCG and if we will be awarded a contract.

23 The other programs in the Health Education Department are either exceeding or nearing the contract goals
24 as we are nearing the end of the fiscal year. There are several contracts in this department that have
25 different fiscal years.

26 Of all new programs in the Health Education, Health Care Access Management is the fastest growth in
27 demand. We had appointments with over 139 clients and over 101 attended our group workshops.

28 Save June 10th for the Women’s Day!

29 *HUMAN SERVICES*

30 *EDD*

31 We are working on EDD proposals as they are due end of next week. The available funds are the same.
32 We made 13 job placements.

33 We held several workshops for our consumers in different locations. Challenges:

34 Trying to find employment for consumers who have no employment history and in need of more training
35 experiences and especially with the unemployment rates and competing against others who are applying
36 for the same positions.

37 Success: A job seeker with a felony sought assistance in locating potential leads. He had been working
38 hard to search for jobs until he finally found one a year after his release from a prison. Job seeker was very
39 excited and able to begin a new chapter in his life.

40 *ADVOCACY*

41 Trends: More consumers are bringing in more collection agency letters, unsure of where their debts come
42 from; referring more consumers to food banks; bringing letters from SSI trying to understand why their
43 benefits are decreasing. They are classified under “independent living skills” and peer counseling.

44 Success: Collaborating with a family law center, GLAD worked with a consumer who obtained monitored
45 visitations with her children whom she had not seen in five years.

46 *DAHC*

47 We had two workshops for our residents to prepare for emergency disasters and what emergency 911
48 means.

49 *DEMOLITION*

50 As you can see there is an empty lot in place of where the old annex building used to be, the project is

1 completed. As of right now, there are about 7 minor items to complete then we can close the book on this
2 project. We had a meeting with the Community Redevelopment Agency along with our architectural
3 subcontractor to iron out two differences on invoices. We are confident they will be resolved after we get
4 paperwork from the firm and for us to turn in narratives to justify their additional services.
5 GLAD is considering putting grass on the empty lot because grass seems to be the most economical
6 solution. We will need to find some funding. GLAD may want to consider having temporary parking on
7 the empty lot. The board recommends that Hughes look into different options for parking. Maybe the board
8 could set up the committee to find out about getting a parking lot. Parking would be a benefit for the
9 community and for GLAD events.

10 *BUDGET*

11 As of today, there is no change to the 25.35 (DSS) funding. CCG stands to be eliminated.

12 *CARDINAL*

13 We had a visit from Erich Schwenker from Cardinal on May 24, 2011. Cardinal is based in Wisconsin and
14 is trying to set up Apartments for the deaf in Arizona. The meeting was to discuss the possibility of GLAD
15 Working with Cardinal for our building.

17 **V. SUBSIDIARY REPORTS**

18 LIFESIGNS Chair Report:

19 Arce reported that the LifeSigns board took Alyce DeMers (the former Director of LifeSigns) out to lunch
20 last Wednesday for her retirement and discussed what DeMers thinks LifeSigns will need for the future.
21 DeMers worked for GLAD and LifeSigns for 24 years. We were sad to see DeMers go. The LifeSigns
22 board gave DeMers a letter of appreciation. Thank you to Schultz for coming to sign the letter. The
23 LifeSigns board will have another meeting soon. Hughes has been interviewing the applicants for the
24 LifeSigns Director position.

26 DAHC Chair Report:

27 Hughes reported that the residents are doing fine. Some of the residents are gone several months out of the
28 year at time leaving their apartments vacant (GLAD has a long waiting list for resident apartments) and so
29 we had to check with HUD (House Urban Development) if this is allowable or not. HUD has revised its
30 policy from residents being able to gone from 3 weeks to only 60 days. We will make sure the residents
31 are aware of the revised HUD policy.

33 CODIE Report:

34 Kurzet reported that on the upcoming events for CODIE:

35 May 20th Senior Bowling

36 May 31st Med Cal Workshop

37 June 11th Self Defense Class

38 June 8th –June 13th YWCA will have a variety of workshops

39 The next advisory board meeting will be on June 17th.

40 CODIE recently started sending one of its staff to the Cathedral Center and already has a success story.
41 Schultz explained that one client rode for several hours on his bike to Cathedral Center because he did not
42 have access to food or money. The CODIE staff at Cathedral Center connected this client with a local food
43 bank and other services. The client was very pleased.

45 TRI COUNTY Report:

46 No Report

48 OC-DEAF Report:

49 Jones reported that the next advisory board meeting will be on June 10th. We are working on deaf
50 awareness day at Knott's Berry Farm. The date for this event is still being worked out.

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VI. COMMITTEE REPORTS

Finance Committee Report:

Arce we need to update GLAD’s investment policy. Hughes is trying to find old investment policies for the board to refer to. Hughes, Sutton and Arce need to review it and have it done by the next board meeting.

Governance Committee:

No Report

Nominations Committee:

Schultz stated that the board had a brief closed session and Gomez is now a member of the board. Lovitch will get Gomez’s email address and contact so she can receive minutes. Gomez and Jones have not signed the Code of Ethics. All board members are required to sign the Code of Ethics. Ranger will send the Code of Ethics to Jones and Gomez.

Personnel Committee:

No Report

Fundraising Committee:

No Report

VII. UNFINISHED BUSINESS

Last month Mathis and Arce filled out paperwork for City National Bank (CNB) regarding LifeSigns becoming a guarantor for GLAD’s line of credit. Mathis and Arce were concerned about what CNB would do with their personal information on the form. Hughes stated she follow up with CNB to find out what they do will with the personal information as she has not heard anything.

VIII. NEW BUSINESS

Since the State normally does not have a budget ready by the end of the fiscal year Hughes needs the board to pass a board resolution for GLAD to apply for a cash advance for all four centers. Sutton moves to apply for cash advance for all four GLAD centers. Lovitch seconded. **MSC.**

Jones mentioned the public should have a way of contacting the board directly. Discussion ensued. The board will have a general email address that will go to Lovitch and then he will review it and send it to the appropriate board member.

IX. PUBLIC INPUT

None

X. ANNOUNCEMENTS

There will be a Celebration of Life for Etta Stecker on September 17, 2011. Marcella Meyer (GLAD’s former CEO) was selected for the Black Pearl Award. Hughes is unable to attend as GLAD’s HOB event is the weekend as the Pearl Awards June 5th -6th. Meyer’s daughter is going to accept the award. Kurzet will be attending the Pearl Awards.

XI. ADJOURNMENT

Meeting adjourned 9:15 pm. The next Board Meeting will be held at 7pm on June 29, 2011.

Fred Lovitch
Board Secretary