

1 **GREATER LOS ANGELES AGENCY ON DEAFNESS, INC.**  
2 **Executive Agency Board of Directors**  
3 **Tuesday, November 10, 2009**  
4 **MINUTES**  
5

6 **President Kurs called the meeting to order at 7:25 p.m. A quorum was present.**  
7

8 **I. ROLL CALL**  
9

10 Board Members Present:

11 David Kurs-President, Stephen Schultz-Treasurer, Fred Lovitch, John Arce, Robert Sutton, Adina Calnan,  
12 Robert Sidansky  
13

14 Ex-Officio:  
15

16 Absent:

17 Etta Stecker-Vice President, Sheri Hithe-Hultgren-Secretary, Modela Kurzet, Jonathan Weiss, Deborah  
18 Merryman  
19

20 Visitors:

21 None  
22

23 Staff Present:

24 Dr. Patricia Hughes and Michael Michner  
25

26 Interpreters:

27 Loriel Dutton and Laura Ripplinger  
28

29 Recording Secretary:

30 Jainah Ranger  
31

32 **II. APPROVAL OF MINUTES: Meeting of October 7, 2009**

33 Page 2, line 26 revise "It is take it or leave it option for us to have with them I usually check with  
34 LifeSigns on the size of revenue we get from these kinds of requests before agreeing to the  
35 reduction" to "It is a take it or leave it option. I usually check with LifeSigns on the size of revenue  
36 we get from these kinds of requests before agreeing to the reduction"  
37

38 Page 3, line 9 revise "We will start doing these once after we get schools finalize their schedules for our  
39 staff to be there" to "We will start doing these after we get schools *to* finalize their schedules for our  
40 staff to be there"  
41

42 Page 2, line 24 revise "We did get IOU's from several state agencies but we are fortunate that our bank  
43 City National Bank accepted IOUs" to "We did get IOU's from several state agencies but we are  
44 fortunate that our bank City National Bank accepted *the* IOUs"  
45

46 Page 5, line 24 under New Business add "Sutton moves to change the spelling of Heidi Kleiger last name  
47 to Heidi Booth. Sutton moves to recognize that the spelling of Heidi Kleiger's last name to Heidi  
48 Booth. Sidansky seconds. **MSC.**"  
49

50 Calnan moves to approve the minutes with corrections. Sutton abstains. Schultz seconds. **MSC.**

1  
2 **III. OFFICER'S REPORTS**

3 President's Report:

4 No Report

5  
6 Vice President's Report:

7 No Report

8  
9 Treasurer's Report:

10 Michner referred to the handout. We have a consolidated year to date (Jul -Sep '09) profit of \$ **\$4,449**. We  
11 are currently in our third month of our fiscal year 2009-2010.

12  
13 **INCOME -**

14 **GLAD** – 2009-2010 YTD Income - \$856,277 vs. 2008-09 YTD Income - \$865,559 **DECREASED**  
15 **Revenue \$9,282.**

16  
17 **LifeSigns** – 2009-2010 YTD Income - \$584,612 vs. 2008-09 YTD Income - \$540,019 **INCREASED**  
18 **Revenue \$44,953.**

19  
20 **DAHC** - 2009-2010 YTD Income - \$35,946 vs. 2008-09 YTD Income - \$37,857 **DECREASED**  
21 **Revenue \$1,911.**

22  
23 **EXPENSES -**

24 **GLAD** – Salaries and fringe benefits are up with fewer vacancies as compared to prior year. Overall non-  
25 personnel expenses are down this year especially in consultants/subcontractors, office supplies,  
26 communications and utilities.

27  
28 **LifeSigns** - No material variances.

29  
30 **DAHC** – No material variances.

31  
32 **CASH – As of September 30, 2009**

<b>GLAD</b>	<b>LifeSigns</b>	<b>DAHC</b>	<b>Board Accts</b>	<b>Meyer Sch.</b>	<b>Totals</b>
\$870,574	\$229,882	\$59,602	\$56,139	\$23,145	\$1,239,342

33  
34 **ACCOUNTS RECEIVABLE – As of September 30, 2009**

	<b>Current</b>	<b>Total</b>
GLAD	\$206,326	\$889,713
As of 8/31/09	\$235,377	\$860,788
LifeSigns	\$229,259	\$499,672
As of 8/31/09	\$174,454	\$421,748

35  
36 **Refinance**

37 When the refinance closes we will probably have about \$1,966,000 in the new loan outstanding balance.

38 *Past Monthly Payments* \$17,268

39 *New Monthly Payments* \$13,275

40 The new monthly payment of \$13,275 is good for ten years. At the end of ten years the new balance will be  
41 approximately \$1,524,000 with an interest rate of 6.5%.

1 **Marcella Meyer Scholarship Fund**

2 Current Balance \$23,145

3 Interest Rate 2.5%

4 Hughes mentioned that Meyer’s daughters and Hughes will be developing a criteria for the scholarship  
5 fund.

6

7 Secretary’s Report:

8 *Board Elections of Treasurer and Vice President*

9 Sutton nominates Schultz for Treasurer. Calnan seconds. **MSC.** Schultz is Treasurer for another term.  
10 Schultz nominates Stecker continue as Vice President. Lovitch seconds. **MSC.** Stecker is vice president  
11 for another term. Calnan recommended that a list of Board’s terms be added to the Board’s binders so the  
12 Board is aware of when terms are up. We need more diversity on the Board and we need to recruit driven  
13 individuals. Sutton explained if the number of Board Members is increased then the number of Board  
14 Members required for a quorum is increased. Half of the total number of Board Members is required to  
15 make a quorum.

16

17 **IV. CEO’S REPORT**

18 We have been moving the ball to continue providing high quality services to our consumers.

19

20 *LIFESIGNS*

21 Total of requests: 1,002

22 Cancellations: 147

23 No Interpreter Available: 21

24 Emergency: 94

25

26 *HUMAN RESOURCES*

27 As of October 30, 2009, we have 76 employees. The breakdown of the staffing numbers for each office is  
28 as follows:

29 GLAD 37

30 CODIE 13

31 BGLAD 2

32 OCDEAF 5

33 TRI-CO 4

34 EDD 15

35 Out of 76, three are part time employees.

36 We currently have 3 full time job openings which are:

37 Community Interpreter LA

38 Job Developer/Interpreter Pacoima

39 HIV Educator LA

40

41 *MISC...*

42 We will need the Board to consider an amendment to start the Automatic Referral Election for  
43 the GLAD Employee Contribution 403 (b) Plan for our new employees. Our plan administrator is CPI and  
44 we have been talking with CPI and Kramer Financial for GLAD to start on November 15<sup>th</sup> for new  
45 employees in 403b plan. The Obama Administration has been working with the Treasury Department to  
46 make the language easier, etc, on the “Automatic Deferral Election”. The Obama Administration has been  
47 a big advocate on this and encourages corporations and employers to have this program. If an employee  
48 elects not to be automatically enrolled, s/he can write to opt out within 30 days of hire. I am a strong  
49 supporter because it will help employees have some extra money put aside for their retirement. Relying on  
50 pension and Social Security won’t be enough for our staff. I announced the plan to the staff during our

1 quarterly meeting October 21<sup>st</sup> which resulted in having more than 8 sign up for 403b, Danny Lacey from  
2 Kramer Financial gave a great presentation about retirement and why it is critical to start saving under  
3 403b. I reminded the staff that we can't always guarantee that we will continue providing pension to staff.  
4 If the Board agrees this will allow me to sign the amendment to the plan. Schultz moves to approve the  
5 "Automatic Deferral Election" for all new employees to be automatically enrolled in 403b (3% reduction )  
6 starting November 15, 2009. Calnan seconds. **MSC**.

#### 7 8 *Refinancing*

9 City National Bank representatives will bring documents on November 3<sup>rd</sup> for us to review. I am waiting  
10 for paperwork from a real estate attorney to retain her services to review all documents. We are nearing  
11 the end stage of refinancing. Will keep you posted after we get documents next week. It is exciting to see  
12 it is happen especially since it is saving us thousands monthly.

#### 13 14 *Community Development Department (CDD)*

15 Documents are completed and are in CDD's hands.  
16 Preliminary contract (105 pages) has been sent to us for review  
17 Notice of Intent has been posted for public input late September  
18 Obtained our D&B DUNS number for the Norwalk address

#### 19 20 *PUBLIC RELATIONS*

21 Hope you had an opportunity to view our new website. We now have monthly v-logs and more often if  
22 situations call for immediate action.  
23 Quota International Club invited GLAD to attend its local monthly meeting to learn more about GLAD's  
24 services. Quota is interested in building a collaborative partnership with GLAD in Monrovia-Duarte.  
25 Quota members donated a total of \$650 after the presentation.  
26 GLAD was also invited to join Northrup Grumman's VOICE Fair, an event that encourages disability  
27 awareness among its employees and empowers individuals with disabilities to succeed. It was a great  
28 opportunity for us to network with others and talk with employees about our services and resources  
29 available to various communities and to people of all ages.

30  
31 DEAFestival was a big successful event. The crowd enjoyed 40<sup>th</sup> Anniversary celebration cupcakes. We  
32 had 300 cupcakes and they were gone real fast.

33  
34 Hope you had an opportunity to enjoy our new E-News which was emailed yesterday.

35  
36 PR Dept had its strategic planning meeting for 2010. One of the highest priorities is to translate GLAD  
37 brochures into Spanish. Start reserving dates for upcoming fundraising events; creation of Web  
38 Advertising rate packages; monthly attendance at networking mixers; create a strong brand image and  
39 internet identity; monitor participation in deaf/hard of hearing/hearing related local community events;  
40 research donation acknowledgment system; share building our responsibilities with each department; and  
41 develop/maintain relationships with local/national media.

#### 42 43 *HEALTH EDUCATION*

44 CCG is preparing for the 10<sup>th</sup> annual Career Day on Nov 18<sup>th</sup>. We expect approximately 200 students for  
45 this event. We are working with CSDR (CA School for the Deaf – Riverside) to have Teen Health Fair  
46 there in the spring of 2010.

47  
48 All objectives were met under the HIV Prevention Program. The County Board of Supervisors approved  
49 recommendations and Office of Aids and Policy and Programs (OAPP) is currently working on new  
50 contracts.

1 16 final follow ups were collected with Komen group (11 left to meet overall goal of 40) under the Breast  
2 Cancer Prevention Research. The 12 month survey will begin in October when the 12 month year mark  
3 begins. It has been challenging and time consuming working on samples of specific ASL translations and  
4 back translations. Expect to complete the manuscript draft by end of October.

5  
6 *HUMAN SERVICES*

7 We had several workshops here and in Bakersfield. In Bakersfield, were glad to welcome three families of  
8 deaf children to take ASL classes. It is a good beginning and hope the families will spread the word to  
9 their peers who also have children who are deaf to take ASL classes. We even have two bus drivers taking  
10 ASL classes up there.

11  
12 Under our Hard of Hearing Program, we are starting to get referrals from Dept of Rehabilitation, John  
13 Tracy Clinic, 211, as well as different sources in the community that have our flyers. New HOH  
14 consumers are asking for information on ASL classes offered at GLAD and our community events.

15  
16 We continue to provide advocacy and other services. Under Parent Connections, we had five community  
17 events. Parents with high school aged children entering their final years of school are concerned about a  
18 smooth transition from school into the “real world.”

19  
20 DAHC is a full house. We had a new tenant move in. During DEAFestival, we were able to provide a free  
21 bus service for people who wanted to attend the event. It was coordinated between Councilmember Tony  
22 Cardenas and Councilmember Huizar.

23  
24 *EDD*

25 The challenge is our consumers are seeing our EDD staff who are concerned about their UI because it was  
26 announced that there would be no more extensions on UI if all claims have been exhausted. Our EDD  
27 consumers are very frustrated. More employers are picking the most qualified candidates rather than  
28 screen others due to timing. Jobs are being posted and then filled quickly.

29 More EDD consumers are meeting with our EDD staff via videophones because they can't afford gas to  
30 drive to EDD, especially Riverside office from the Coachella Valley.

31 Our EDD staff is relying heavily on making cold shoulder calls and as a result got five job placements  
32 during October.

33  
34 **UPCOMING EVENTS**

35 MATA Expo Nov 13 and 14

36 Children's Holiday Party December 5<sup>th</sup>

37  
38 **V. SUBSIDIARY REPORTS**

39 LIFESIGNS Chair Report:

40 No Report

41  
42 DAHC Chair Report:

43 No Report

44  
45 CODIE Report:

46 Kurzet her report sent through email.

47 There will be a fundraiser for CODIE at the Mata Expo on November 13<sup>th</sup> and 14<sup>th</sup>. On November 5<sup>th</sup>  
48 there was an event at CSDR (California School for the Deaf-Riverside) with Phyllis Frelich. The CODIE  
49 Board will meet again on November 20, 2009.

50

1 TRI COUNTY Report:  
2 Sidansky mentioned the Strawberry Festival will be on May 15, 2010 and May 16, 2010.

3  
4 OC-DEAF Report:  
5 Sutton reported the OCDEAF Board had their meeting on November 6, 2009. The Children's Holiday  
6 Party will be in December. In the past there was a problem with lead paint on the toys, so this year we will  
7 be giving out books instead of toys. We have started working on Deaf Awareness Day at Disneyland and  
8 also started negotiating the date for this event.

9  
10 **I. COMMITTEE REPORTS**

11 Finance Committee Report:  
12 Schultz referred to the audit report and to get the Boards approval for the audit report. GLAD had a  
13 general audit and a single audit. The single audit is more detailed because of the Federal Awards involved.  
14 We are in full compliance.

15  
16 **Total Income**           \$6,122,000  
17 **Net Assets**             \$160,671 (Beginning Net Worth was \$2.373 million and ending Net Worth \$2.534  
18 million)  
19 **Increase in Cash**     \$379,000 over a 12 month period

20  
21 Schultz stated that he and Arce reviewed the audit report and the Finance Committee recommends that the  
22 Board approve the audit report. Schultz moves to approve the audit report. Lovitch seconds. **MSC**

23  
24 Governance Committee:  
25 Hughes mentioned that a Board in San Diego has an ordinance in their By Laws about board members  
26 applying for job positions. Before a board member can apply for a job they must resign from the Board. If  
27 the board member does not get the position they are not allowed to be on the Board for a year and a half to  
28 prevent any hard feelings. The GLAD Board does not have this kind of ordinance in the By Laws and may  
29 want to consider it.

30  
31 Nominations Committee:  
32 No Report

33  
34 Personnel Committee:  
35 No Report

36  
37 Fundraising Committee:  
38 No Report

39  
40 **VII. UNFINISHED BUSINESS**  
41 None

42  
43 **VIII. NEW BUSINESS**  
44 Schultz stated that Weiss would be willing to donate the Board Holiday Dinner but would like to have the  
45 dinner at someone's home. Lovitch mentioned he would be willing to have the dinner at his home on  
46 December 12, 2009 but will need to confirm with the Board at a later date. Kurs will clarify with Weiss on  
47 what he intended to donate for the Board Holiday Dinner and then email the Board. This year Board  
48 Members will bring their significant others to the Holiday Dinner.

49  
50 Hughes mentioned the Alexander Graham Bell Association (AGB) is trying to insert the phrase "Hard of

1 Hearing” in legislation. AGB wants to insert the use of oralism as the communication method instead of  
2 the use of American Sign Language in California. GLAD is part of the online workgroup.

3  
4 **IX. PUBLIC INPUT**  
5 None

6  
7 **X. ANNOUNCEMENTS**  
8 None

9  
10 **XI. ADJOURNMENT**  
11 Meeting adjourned 9:40pm. The next Board Meeting will be held at 7pm January 27, 2010.

12  
13 \_\_\_\_\_  
14 Hithe-Hultgren  
15 Board Secretary

16  
17