

**WASHINGTON STATE CENTER FOR
DEAF AND HARD OF HEARING YOUTH
Board of Trustees Special Meeting
June 24, 2020**

Board Members:	Maria Christianson	(District #1) - Absent
	Allie Joiner	(District #2)
	Nancy Sinkovitz	(District #3)
	Nita Kamphuis	(District #4) - Absent
	Char Parsley	(District #5)
	Jennifer Acuna	(District #6)
	Ariele Belo	(District #7)
	Sidney Weldele-Wallace	(District #8) - Absent
	Nancy Fitta	(District #9)
	Wes Henson	(District #10)

Executive Director: Rick Hauan
Superintendent: Shauna Bilyeu
Legal Counsel: Tsering Cornell
Recorder: Erica Rader
Interpreters: Heather White and Emily Dahl

Guests: Kai Matthews, Business Office Director
Jessica Sydnor, Human Resources Director
Kris Ching, Outreach Birth-5

Nancy Fitta, chair, called the Board meeting to order at 10:09am. It was determined a quorum was present.

Char Parsley present at 10:12am

Jessica Sydnor explained how the Zoom meeting will work today.

- If you are hearing, you are to mute your microphone and stop your video as to make more space for the deaf participants to be visible and see the interpreter or signer.
- Deaf participants leave your video on and pin the interpreter to your screen so the interpreter is the biggest video for better communication.
- If you wish to speak, turn on your video and audio, raise your hand, and wait for the chair to call on you then please state your name.

Approval of meeting minutes

Board Meeting Minutes from May 1, 2020 were reviewed

Page #3 Line 4 "then" to "than"

Page #2 Line 26 Nancy S. Did not have 5000 policies, but did have 4000 plans. Erica will rephrase

Page #4 Line 10 "programs" to "program"

Char Parsley moved to approve the May 1, 2020, meeting minutes with the corrections made. Ariele Belo seconded the motion. The motion was voted on and approved.

Board Elections

Nancy Fitta indicated it is time for Board elections. We have 3 Board positions that are due for reappointment and we have not heard what the progress is on the applications. Rick indicated he got a call from Boards and Commissions yesterday 6/23/2020. A questionnaire was sent out and it needs to be filled out and sent back, then reappointment will happen. We only had single applicants for each positions. So they are going to process the applications as they stand.

Nancy Fitta indicated this is her second year as chair and inquired if everyone is comfortable with keeping the Chair and Vice Chair as is. Nancy Fitta inquired of Tsering if this was ok. Tsering indicated the bylaws allow for 4 one year terms.

Char moved for Nancy Fitta and Ariele Belo to continue as Chair and Vice Chair. Allie seconded. The motion was voted on approved unanimously.

Ariele indicated she believes she may have been a Vice Chair for 4 terms just not consecutively.

Nancy S. pointed out that our bylaws indicate a Chair or Vice Chair can only sit as Chair or Vice Chair for 4 one year terms. There is no specification as to consecutive terms or non-consecutive terms.

Subject to a review of the minutes to see if Ariele can serve as vice chair we have a slate. Nancy F. is Chair and Ariele as Vice Chair.

Report to the Governor

No one has any questions or concerns of the report to the governor as written

Wesley motioned to approve the report to the governor as written. Jennifer seconded the motion. The motion was voted and approved unanimously. The letter will be sent to the governor

Board Reports

Nancy Fitta indicated to the Board that the Finance Committee did not meet in the interim.

Board committee Reports

- Rick indicated he had John Clarkson set up Zoom accounts for all Board members who would use a Zoom account so they can conduct policy meetings. The purpose for Zoom is for policy and other committees to work remotely.
- Nancy S. indicated she was going to send the 4000 plans to Char, Wes and Jennifer but figured it was pointless since they don't have access to WSSDA. Nancy S. has a notebook of policies that she would like to get to the other policy members but is struggling on how to get those to them.
- Rick indicated if additional members need access to WSSDA please let us know so we can look into getting access to those members. Rick also let the Board know if you are wanting to schedule meetings you can send an email to Interpreter Requests to get an interpreter and to use your CDHY/CDHL email when doing so.
- Allie indicated she needs help setting up her CDHY/CDHL email account on her computer.
- Rick informed the Board he will work with John Clarkson in the Technology Department to help get everyone their CDHY/CDHL email accounts on your computers. This can be done either via Zoom or FaceTime.
- Arielle indicated that the great part about Zoom is you can show the policy on the Zoom so everyone can see it and you can read the policy together.
- Rick indicated he and Erica Rader will help with any technical issues that arise
- Jess indicated herself and Erica Rader are willing to help with interpreter requests for meetings that the Board members need.
- If you have any questions regarding technology access or other questions in general, please reach out to Erica Rader.
- Wes indicated that since we have migrated to CDHY/CDHL there are more services available to us on OneDrive, and we can streamline things for our meetings.

Staff Reports

Rick Huan, Executive Director

Kai, Jessica and Erica have been beyond rock stars during this tumultuous time. They have made this agency shine during all of agency response to pandemic and related budgetary and personnel issues. Executive Leadership Team has all stepped up and offered excellent support for staff and stakeholders during this challenging time, and has created a pathway forward without a lot of guidance. Erica has stepped up and learned academic services, business operations and personnel aspects of the business to be able to assist all of Executive Leadership Team as we develop and implement a response and future planning for our agency.

- Q.** Char asked how is Rick holding up?
- A.** Rick indicated he is holding up pretty well. He has good days and challenging days. Executive Leadership Team is working together as a team to make everything easier.
- Q.** Allie indicated she has been thinking about costs saving measures. Do we need to spend more money on Outreach as we look at supporting students who may be working remotely?
- A.** Rick indicated that the team has been focused on how we reopen in the fall and how are we going to emerge. Rick believes we are forever changed. We need to think of how are we going to strengthen and roll out services to kids? We are rethinking how we provide services and what it's going to look like, and how we can grow stronger. We have gotten funding for our Outreach team. We are working hard on how we are going to get those services out.
- Q.** Allie questioned if Rick is optimistic about school opening in the fall?
- A.** Rick indicated he is not that optimistic that we will reopen with students on campus in the same way as we did last fall. We will be providing services, but I don't believe we will open normally. I am optimistic that we will be able to provide services to kids we have not been able to reach before.
- Wes indicated looking at the OSPI guidance it's difficult to see how we could open normal in the fall, but it looks like we need to utilize technology to the fullest to be able to reach those kids we haven't been able to reach before, and that is exciting. I am hopeful we can emerge better. We can get positive things out of this.

Shauna Bilyeu, Superintendent

Nancy F. indicated that looking at Shauna's report it is very detailed.

- Q.** Nancy F. inquired if we should periodically send all staff emails of encouragement from herself or Shauna?
- A.** Shauna informed Nancy F. if she would like to send an all staff email that she could send it to herself or Rick since only limited people have access to send all staff emails.
- Q.** Nancy S. inquired about the residential program being cut and there is great concern all over the state about the residential program.

- A. Nancy F. indicated the impact of the 15% cut exercise requested by The Office of Financial Management (OFM) and the COVID-19 pandemic, we don't know what that means for children to be able to come to campus.

- A. Rick indicated in our reduction plan exercise, residential is taking a cut due to COVID-19 restrictions, but we are NOT and WILL NOT dismantle are residential program. We will be reducing the residential program due to the financial impact and response to COVID-19 restrictions. Kris Ching has indicated to Rick that she sees how we can use the SLC's in the Outreach program to further provide services to kids throughout the state.

Kai Matthews, Director of Business Operations & Technology

Kai indicated that our monthly financial report for May is still positive. We are expected to send back to the state about \$456,000. We are saving money on transportation and other costs. Revenue in May was down 50% and will be down 40%-50% in June. Our 19H account is doing amazing and currently has \$1.17 million and will have \$1.2 million by the end of June. Kris Ching's B-5 team has found a way to do virtual home visits. That has helped offset some of our deficit. There will not be an MFSR for June.

Current affairs:

There will probably be a lot of "I don't knows" because there is a lot of information that is not available from OFM at this time. The state has lost 1.4 Billion in tax revenue for fiscal year 2021, which begins on July 1, 2021. Which is why we were asked to do these budget exercises. We submitted our plan and have not been asked to implement it at this time. Unless the Federal Government steps in we will have to do some sort of budget reduction. We just don't know. What the state has done is implement state wide furloughs which will take affect next week to all applicable staff. The furloughs will be one day per week for every week in the month of July. Then one day per month for August thru November. We don't know what the expectation is as to money we are supposed to be saving from this furlough implementation.

- Q. Allie inquired during the summer months if there will be some sort of special services, maybe through Kris Ching like psychological evaluations or something before enrollment. Are we doing anything like that?

- A. Rick indicated we are continuing some services. Birth to 5 will continue through the summer and will continue to generate some revenue. Evaluations for K-12 is largely based on district requests. Districts don't know what they are doing yet, so we don't know what is needed until they do.

HR

Jessica indicated she has put in exemptions from the furloughs for certificated staff. They can't take furloughs for July anyway since they are done working for the school year. We are deferring to the RCW's regarding monthly furloughs so we don't have to adjust are school calendar. We got 2 days notice of the implementation of furloughs before we had to send notice to our employees.

We have been given information regarding the Shared Work program. Employees will have access to federal dollars as well as the Shared Work Program dollars. We have employees who have been victims of the ESD fraud which is causing more issues for certain people in our agency. We are on task and meeting timelines. Our staff our very worried and it's been a heartbreaking end of the year. We are doing the best we can, but a lot of employees are believing that furloughs are going to save us from reductions.

Q. Nancy Fitta inquired if there is anything the Board can do to help?

A. Jess indicated sending letters and emails to all staff would be very well appreciated by staff.

Outreach – Birth to 5 program Kris Ching, Outreach Director

Kris's report was submitted in the Board packet and no further comments were provided. Board members had no questions of Kris regarding her report.

Outreach – K thru 12 program, Carol Carrothers

Carol's report was submitted in the Board packet and no further comments were provided. Board members had no questions regarding Carol's report.

COVID-19 IMPACTS

- Nancy Fitta asked if the July organizational meeting should be shortened to one day instead of two.
- Rick indicated that the last Friday of July is our last furlough day, and Thursday, July 23rd is the Great Minds of the West meeting, which will be held virtually.
- Nancy Fitta suggested having the meeting on 7/28/2020.
- Nancy Sinkovitz inquired if we could meet in person in Kastel on whatever day we chose.
- Char indicated she is uncomfortable coming to campus for the meeting.
- Rick suggested having a hybrid meeting. We can have campus accessible for Board members who wish to come to campus and still have Zoom for members unable to attend in person.
- Erica will put in a facilities request for Kastel to make the building available on 7/28/2020.
- Rick recommended a 5 hour block of time for the meeting with a 1 hour recess.

Nancy Fitta moved to have the Board meeting on 7/28/2020 from 10am to 3pm as a mixed participation meeting. Allie and Char seconded the motion. The motion was voted and approved unanimously.

PUBLIC COMMENTS

Due to the Board meeting being virtual, public comments were to be sent to Erica Rader by 5:00pm on 4/30/2020

No public comments submitted

CLOSING COMMENTS

Allie told a story about the Arkansas School for the Deaf. Last fall a large dump truck went on a paved road on the campus and sank. They called a company to get the truck out and found graves. They called the historical department and the government and found several students and teachers who passed from the Spanish Flu. They died at the school and were buried on campus. There will probably be more information to come, but thought it was interesting and wanted to share.

Adjournment

Hearing no objection, the meeting adjourned at 11:47am



Nancy Fitta, Chair
CDHL Board of Trustees



Richard Hauan,
CDHL Executive Director

7-28-2020
Date

7/28/2020
Date