

The RI CDHH Commissioner approved the minutes for the 10/06/2011 meeting on October 19, 2011.

Rhode Island Commission on the Deaf and Hard of Hearing

October 6, 2011

MEETING MINUTES

Commissioners Attending: *Travis Zellner, Jordan Sack, Karen Davis, Christine "Tina" Thompson, Sean Gill, Betsy Beach, and Mary Wambach.*

Commissioner(s) not Attending: *Paul Hughett, Jim Simon, and Jesus M. Colon*

Staff Attending: *Steve Florio (Executive Director)*

Public Attending: *None*

Communication Accommodations:

Interpreters: Jessica Morgan and Carol Fay
CART service: Sherri Viera

Location: *Conference Room A at the Department of Administration building (One Capitol Hill) in Providence, RI*

The meeting was called to order by Chair Travis Zellner at 6:06pm.

Chair Travis Zellner conducted a roll call. He declared that the quorum was met because at least 6 commissioners were presented. He suggested that the Public Comments be moved to the end of the agenda list. All were in consensus.

Review of Meeting Minutes (07/20/2011):

- 1) Mary Wambach **made a motion** to approve the **July 20, 2011** meeting minutes as written. Karen Davis seconded. The motion was carried 5-0 (Betsy Beach was not yet appointed as Commissioner by the July 20, 2011 meeting and Jordan Sack was not presented to vote.)

EXECUTIVE DIRECTOR'S REPORT:

- 1) **Friendly Reminder:** Steve thanked the Commissioners for their patience to reschedule the meetings. The next meeting will be on Wednesday, October 19, 2011. It will focus on Strategic Plan only, unless, the new chairperson when elected later this evening decide to add one or two items on the agenda list.
- 2) **Budget News – Revised FY2012 and FY2013:** As you know, the RICDHH is supposed to submit the Budget Request to the Governor, Budget office, and Senate and House Fiscal Offices by October 1st but they were notified about our meeting situations that we had to cancel two times, August 31st and September 21st. Steve suggested that the review on the budget is on hold until new business. All were in agreement.
- 3) **Annual Coffee Hour** – Steve announced that he has reserved the State Reception Room where the Annual Coffee Hour will be held. It will be on November 9, 2011 from 5pm to 8pm. He noted that this year will be our 10th Annual event. He will begin contacting organizations, agencies, and service providers to see if they are interested to have a table at the coffee hour and if some of them are interested to sponsor the event. More discussions on Annual Coffee Hour later under new business.
- 4) **Performance Management News:** Steve said that he attended the overview of Performance Management Process session last August and asked the Commissioners if anyone had received the PDF of powerpoint slides from him. Most of them responded that they have received them.

Steve summarized the basic performance management process that we expect to see going forward including who's on the Core Team, 4 Measurement Sections, Monthly data reports via intranet, and a few others. They emphasized on performance outcome results. He said the RICDHH will be contacted by the Governor's Office Performance Team to arrange the date for the Performance Management Forum sometimes this fall or early winter of 2011.

The RICDHH, like any other agencies, will learn with the Core Team through the new Performance Management process. Everyone is new on this one. A few members of the Core Team had visited Maryland to learn more about their process model. Maryland is the first state to instill this model by Governor O'Malley and it was successful. Several states have emulated this model and Rhode Island is the next in the line to emulate it.

He had contacted Lisa Kornberg, Director of Maryland Office of the Deaf and Hard of Hearing to discuss about the Performance Management process in MD. She sent me a few materials for him to review and to get an idea what she has done for the State of Maryland.

He will keep the Commissioners posted of new performance management process as he goes along.

OLD BUSINESS: 2 items. Please see below.

OLD BUSINESS ITEM #1 – Approval on CART Referral Services Policies and Procedures

- 1) Mary Wambach **made a motion** that the Commissioners approve the CART Referral Services Policies and Procedures. Tina Thompson seconded. The motion was carried 7-0 by unanimously.

OLD BUSINESS ITEM #2 – Approval on Interpreter Referral Services Policies and Procedures

- 1) Mary Wambach **made a motion** that the Commissioners approve the Interpreter Referral Services Policies and Procedures. Karen Davis seconded. The motion was carried 7-0 by unanimously.

NEW BUSINESS: 3 items.

NEW BUSINESS ITEM #1 – Approval on Budget Revision for FY2012 and Budget Request for FY2013

- 1) Mary Wambach **made a motion** that the Commissioners approve the Budget for FY2012 as Revised and Request for FY2013. Tina Thompson seconded. The motion was carried 7-0 by unanimously.

NEW BUSINESS ITEM #2 – Annual Coffee Hour

- 1) The Commissioners discussed and wanted to start with a couple of people, deaf and hard of hearing, to tell an inspiring story or a funny story based on their personal experience. Next year, we could continue doing this and expand the storytelling opportunity at the Annual Coffee Hour such as video of various individuals who are deaf and hard of hearing about their experience in Rhode Island as well as other ideas.

NEW BUSINESS ITEM #3 – Nomination for the RICDHH 2011 Recognition Award

- 1) The Commissioners reviewed and discussed on all nominations. Sean Gill **made a motion** that the RICDHH 2011 Recognition Award goes to the Hospital Association of Rhode Island and the Merit of Certifications go to Debra Raiche of Bridgemark and the Rhode Island Community Provider Association (CPN-RI). Mary Wambach seconded. The motion was carried 6-0 with one abstain (Jordan Sack).

BREAK AT 7:35PM

RESUMED AT 7:45PM

ELECTION OF THE OFFICERS:

Travis Zellner, Chairperson, instructed as to how the Election of the Officers goes. The candidates for the officers that the Commissioners need to consider to vote on are as follows:

Chairperson:	Tina Thompson
Vice-Chairperson:	Jesus M Colon and Jordan Sack
Secretary:	Jesus M Colon
Treasurer:	Karen Davis

The Commissioners asked questions as to why the candidates are interested in serving these positions. All candidates except Jesus M. Colon answered all questions. A Commissioner asked if Jesus has some concern about running for the office. Travis responded saying that he has no knowledge that Jesus would not be interested to run for the office. He mentioned that Jesus was recently elected as President of the Rhode Island Association of the Deaf last Saturday.

The ballot was passed on to all commissioners. After voting, Steve collected all ballots and gave them to Travis Zellner. After counting the votes, Travis announced that the new FY2012 RICDHH Officers are as follows:

Chairperson:	Tina Thompson
Vice-Chairperson:	Jordan Sack
Secretary:	Jesus M. Colon
Treasurer:	Karen Davis

Travis Zellner requested that Tina Thompson to take over the floor as a new chairperson. Tina honored to do that.

PUBLIC COMMENTS: None but the Commissioners would like to make announcements.

1. Travis Zellner announced that Mary Wambach and Sean Gill will be leaving for new job opportunity out of state starting within two weeks. Mary Wambach will be moving to Corpus Christi, Texas to work for the Deaf and Hard of Hearing Services and Sean Gill will be moving to Washington, D.C. to work for the Model Secondary School for the Deaf. Mary Wambach said she will miss wonderful leaders and people on the commission. Sean Gill said he was pleased with the Commission's wide open arms to welcome Sean when he was appointed by the Governor to serve on the Commission. Both said they appreciated the privileges to serve on the commission because they gained experience and knowledge and made contributions while serving on the commission personally and professionally.
2. Since two more seats become vacant, Travis requested that Steve advertises about 3 vacant seats that are reserved for the Deaf population. The deadline would be on November 30, 2011.
3. Travis as the chairperson for the last time tonight told the Commissioners that he is honored to serve as the chairperson over these years and he is looking forward to continue serving on the commission at the different level.

4. Tina Thompson said she thanked the Commissioners for putting confidence in her to become the chairperson. She said the next meeting is on October 19, 2011. The first hour will focus on an orientation for new incoming commissioners such as Open Meeting Law, Public Records, etc. and then the next two hours will focus on the Strategic Plan Output Product.
5. Travis Zellner shared the updates with the Board on RISD. He said that the board of trustees had advertised for a consultant. Their primary responsibilities will be on the three areas: 1) to help the search for the director, 2) to help with the reform plan at RISD, and 3) to develop and complete written proposal for the School Improvement grant (SIG). Travis said only one person applied but to his relief, this person matches criteria what the board of trustees was looking for. Now, after reviewing his application and he was recommended by the board, they are waiting for the purchasing to do their part. Secondly, he announced that the Job Vacancy Notice of Director position will be posted sometimes this week. Thirdly, he learned that RIDE Commissioner Gist has identified more schools as Persistently Low Achieved (PLA). Therefore, the Rhode Island School for the Deaf is moved to the second tier of PLA schools. He said it is a good thing. He explained that it showed the RISD is working hard to improve and a lot has happened, but it doesn't really change anything because the board of trustees still has to do what we need to do for PLA. And fourthly, the RIDE has asked U.S. Department of Education in DC to postpone the deadline for the reform plan which was due on November 20th. U.S. Department of Education agreed to extend the deadline to January 1, 2012 for any schools under the second tier including RISD. Those schools under the first tier still need to submit their reform plan by November 20th. The board was glad because it would have more time to finish the reform plan with the assistance from the consultant.

Travis Zellner **made a motion** to adjourn the meeting. Karen Davis seconded. The meeting was adjourned at 8:07pm supported by newly elected Chair Tina Thompson.

Respectfully submitted,

Steven A. Florio
Executive Director
(Secretary for the October 6, 2011 meeting).