

The RI CDHH Commissioner approved the minutes for the 06/20/2012 meeting on August 22, 2012.

Rhode Island Commission on the Deaf and Hard of Hearing

June 20, 2012

MEETING MINUTES

Commissioners Attending: *Jordan Sack, Jesus Colon, Paul Molloy, Christine Thompson, James Simon, Paul Hughett, and Betsy Beach.*

Commissioner(s) not Attending: *Heather Niedbala and Travis Zellner*

Staff Attending: *Steve Florio (Executive Director), Pamela Zellner (Program Manager), and Holly St. Pierre (Interpreter/CART Referral Specialist)*

Public Attending:

Communication Accommodations:

Interpreters: Jessica Morgan and Jon Henry
CloseVision Interpreters: Kristin Marotto and Robb Schmiegel
CART service: Shelley Deming
Service Support Provider: Margaret Molloy

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

The meeting was called to order by Chairperson Christine Thompson at 6:05pm.

Chairperson Thompson conducted a roll call. She announced that the quorum for tonight was met with 6 commissioners presented. Heather Niedbala and Travis Zellner could not be here tonight.

Review of Meeting Minutes (05/16/2012):

- 1) Jordan Sack **made a motion** to approve the **May 16, 2012** meeting minutes as corrected. Betsy Beach seconded. The motion was carried 6-0.

Corrections were made as follows:

- Adding "Margaret Molloy as Service Support Provider (SSP)" under the professional services along with interpreters and CART providers.
- Removing Number 8 Section IV – Page 4 – Review the Executive Director's Performance
- as it was not approved by the Commissioners.
- Adding "The commissioners discussed about having sub-committees to meet during commissioner meeting hours on alternative months." after Jim Simon shared his insights about Board workshop on Page 3.
- Correcting misspelled name of Courtenay Petracca.

Steve Florio, Executive Director's Report:

1. Introduced Holly St. Pierre, new Referral Specialist, to the Commissioners for the first time.
2. Mentioned again since Tina Thompson was presented that Tina Thompson received Hamilton Relay 2012 Person of the Year for the Better Hearing and Speech Month.
3. Hearing Loss Association of America Convention was already here as he saw people walking into Panera Bread with the HLAA registration badge. Exhibit Hall is free but people need to register in order to gain access to the exhibit hall. HLAA expected over 1,500 people attending.
4. FY 2011 Annual Report was ready for your review and approval and it will be on agenda for the next meeting.
5. FY 2012 Annual Report was already started and it should be done as soon as we wrapped up the fiscal year.
6. A representative from the Avianco Company that is designing the online platform for referral management stopped by our office and demonstrated his work. The cost for the service was very expensive and was way beyond RICDHH budget. It is very highly sophisticated solution with every detailed breakdown that we can use for our benefit. He will keep exploring other solutions with affordable costs. Basically, we should be keeping looking looking into upgrading the technology to make the interpreter and CART referral service much more effective and efficient. But also, to reduce the amount of time that the specialist spends on the phone and use the specialist's time to do training in the community about communication access for the deaf, for the hard of hearing and that will help to raise the visibility of the agency. Also, that technology would help interpreters/CART providers and requestors to have information available and readily.
7. The RI General Assembly approved the FY2013 budget last week. The RICDHH budget for FY 2013 will remain at the funding level including an increase in out-of-state travel expenses, decrease in personnel (pension reform), etc. but we did not have any "new" money for other programs like a FTE – staff interpreter nor consumer education program. The RICDHH will submit the revised budget for FY2013 and budget request for FY2014 later in the late summer.

COMMITTEES' REPORT:

Strategic Planning Workgroups

Chairperson Christine Thompson took over the floor and began to walk through the powerpoint presentation slides that she developed. (Powerpoint slides are attached)

The meeting was on recess at 7:05pm.

The meeting resumed at 7:12pm.

Powerpoint presentation slides on strategic planning continued.

Emerging from discussions:

- Ideas are that the workgroups should be met during the commissioner meeting for the next three months, then evaluate from there as to what status and/or where the workgroups are at that point.
- 3 workgroups will be met during the commissioner meeting. Interpreter Referral workgroup will be met during the business hours and this workgroup gives status report to the commissioners at the commissioner meeting.
- Communication access logistics during the workgroup breakdown will be taken care of by Steve Florio.
- Chair Tina thought that Travis Zellner would be good to be the chair of the legislative committee. However, she did not know if he would be available.

The meeting was on recess at 8:01pm.

The meeting resumed at 8:06pm.

Membership Committee

Membership expiration at the end of FY 2012: Christine Thompson, Paul Hughett, and Jesus Colon

Jesus Colon said he did not wish to continue serving for the other term.

Paul Hughett said he has not yet decided whether to serve for the other term. He was asked to let the commissioners know of his decision at the next month meeting.

Election for FY 2013 can wait because as it has to happen within the 1st Quarter of FY 2013.

OLD BUSINESS: 1 item. Please see below.

OLD BUSINESS ITEM #1 – Program Review and Feedback Tool-status

Steve had a conversation with Travis Zellner earlier that Travis wanted to withdraw his written proposed policy on Executive Director's performance evaluation because we have different tool, Program Review and Feedback, to evaluate programs and services rather than evaluating on Executive Director's performance evaluation.

Chair Thompson said that Steve will have self-assessment tool to evaluate his day to day work with the commission for himself. The Commissioners are responsible to assess how the commission is doing, not Steve's performance, through the Performance Measurement reports that are used for the Governor's Office and Budget office as well as for the Commissioners which involves all data information and percentages as part of performance outcomes.

Chairperson Thompson adjourned the meeting at 8:35pm.

Respectfully submitted,

Steven A. Florio
Acting Secretary