

Board Meeting Minutes  
18 January 2019

The board meeting was held on 18<sup>th</sup> of January 2019, 9:00 am – 4:30 pm (CST) at the U of MN’s Continuing Education and Conference Center (CECC) at 1890 Buford Avenue, Saint Paul, MN.

**MNCDHH Board Members Present:** Becky Thomas, Jamie Taylor, Lloyd Ballinger, Michele Isham, Mohamed Mourssi-Alfash, Peggy Nelson, and Xavier Arana.

**MNCDHH Staff Members Present:** Mary Hartnett, Executive Director, and Katy Kelley, Office Coordinator

**General Public Present & Guests:** Stacy Sjogren, Barb Deming, Jason Valentine, Bren Ackerson, and Maisie Blaine  
(*waiting for an appointment from the Governor*)

**Communication Access Service Providers:** Patty Gordon, Dee Ramnarine, Lauri Krouse (sighted interpreters), Meghan Devlin, Kristin Norrgard, Zofia Levendowski and Patricia McCutcheon (DeafBlind interpreters), and Lori Morrow (CART provider)

**MNCDHH Board Member/Staff Absent:**

Board Member: Elizabeth Merz and Rosanne Kath

Staff: Emory David Dively, Anna Paulson, Jessalyn Akerman-Frank, and Anne Sittner Anderson

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- I. Call Session to Order
  - A. Vice Chair, Michele Isham, called the meeting to order at 9:05 am. A quorum of board members was present.
- II. Approval of Meeting Minutes
  - A. Kath presented a change needed in the September minutes to change which type of Board Member Kath is. The motion to approve the minutes as amended was passed unanimously.
- III. Budget Review
  - A. Budget reports for FY19 and predictions for FY20 were given. Expenses are running higher than anticipated. Hartnett and staff have determined how to reduce other expenses to maintain a healthy budget for the rest of FY19.
- IV. Approval of Contracts
  - A. It was moved and seconded to approve the contracts listed below. The motion passed unanimously.
    1. Management Analysis and Development contract for \$97,440.00 (\$83,440 this fiscal year and \$14,000 in FY20 to provide board development, Policy Governance training, age-related hearing loss support, executive director performance review support, and executive director recruitment support)
    2. Ewald Consulting \$5,000 to support our lobbying work
    3. Shawn Vriezen for \$5,000 as a consultant and civic engagement work
    4. Emory Kevin Dively, \$5,000 as a consultant and civic engagement work
    5. Dalena Nguyen, \$5,000 as a consultant for administrative support

6. Kathy Manlapas, \$5,000 as a consultant for education-related administrative support

V. Board Member Reports:

- A. At-Large: Becky Thomas reported that MADC would host Deaf Awareness Day at Stillwater High school on April 27<sup>th</sup> and MADC Conference 2019 planning had begun.
- B. Southeast Rep: Lloyd Ballinger reported that he is part of the board recruitment committee.
- C. At-large: Mohamed Mourssi-Alfash discussed the first Executive Order made by the governor and wanted everyone to stay alert and ask people to pay attention to any changes.
- D. Northeast Rep: Maisie Blaine reported DHHS are in a process with the redesign. She added that the discussion was made on reformatting the advisory committee meetings to include the community members once a year to gather feedback and ideas.

VI. Public Comment:

- A. Fardowsa Ali expressed her concerns about immigration issues that she had also brought up at the previous board meeting. Board agreed not to move forward with further discussion.

VII. Discussion Item: Policy Governance Framework Development.

A member of Governance Committee, Xavier Arana and Stacy Sjogren, consultant, presented about how the board should conceive, carry out, and monitor its work;

- A. Policy Governance Process and Plain Language Use
  - 1. Fiduciary duties/Duty of Care, Board Executive delegations and limitations
  - 2. Monitoring organizational and executive performance
  - 3. Financial management decision making
- B. Xavier Arana, Mohamed Mourssi-Alfash, Jamie Taylor, and Peggy Nelson (volunteered at the meeting to join going forward) are the committee for Board Governance.

VIII. MNCDHH Executive Director's report:

- A. Strategic Plan reports and Work Plan review: It was moved and seconded to approve to remove the following list from the work plan.
  - 1. the definition for the Regional Low Incidence Facilitator (RLIF);
  - 2. the definition for the deaf and hard of hearing specialist in the Department of Ed;
  - 3. the deafblind phone bill; andThe motion passed unanimously.
- B. Explained about 2019 Legislative Agenda
  - 1. Strengthen Executive Order 14-14 to improve and increase the employment of people with disabilities in state government
  - 2. Create workgroup to make recommendations on how to improve digital accessibility for the House, Senate, and Joint Offices of the legislature.
  - 3. Support an increase in funds from the Telecommunications Access Minnesota fund for the Commission so we can continue to bring groups together to work on policy change in education, health care, employment, technology and access to public service that benefit the whole state and encourage participation in civic life. The additional funds would cover a government relations specialist, provide more support for our Education collaborative, support for our Age-Related hearing loss, leadership training and increased costs of accommodations.

4. Add a definition of interveners for deafblind children so it is clear that they are an option to parents and to districts.
5. Change state law so Metro Deaf School, a special education Charter School, can be reimbursed for providing preschool services to deaf, deafblind, and hard of hearing children aged birth to three.
6. Renew the Early Hearing Detection and Intervention Advisory Committee in the Minnesota Department of Health and amend the statute to include Deaf Mentors and the Minnesota State Academies on the Advisory Committee

IX. Discussion Item: Executive Director Recruitment.

- A. Barb Deming, from Management Analysis and Development (MAD), will be working with the recruitment committee to help with the search and selection process to find a new executive director. MAD will bring in Erica Klein with HR expertise.
- B. Deming will include DHS HR to be part of the process, and the governor must also approve of the board's selection for the next executive director, according to the Commissions' statute.

X. Election of Chair and Vice Chair for calendar year 2019.

- A. CHAIR - Michele Isham was nominated for the position of Chair. No further nominations were received for this position and nominations were declared closed.  
Michele Isham was declared elected by acclamation as **Chair**.
- B. VICE CHAIR - Peggy Nelson, Xavier Arana, and Michele Isham were nominated for the position of Vice President. No further nominations were received for this position and nominations were declared closed. Michele Isham withdrew her nomination. Ballots were completed.  
Peggy Nelson was declared elected by a majority of votes as **Vice Chair**.

XI. Meeting adjourned at 2:15 pm

Respectfully submitted by Katy Kelley, MNCDHH Office Administrative Coordinator, on 25 January 2019.