

# West Virginia Commission for the Deaf and Hard of Hearing

Minutes  
June 11, 2013

Division of Rehabilitation Services  
800 New River Town Center  
Beckley, WV

Commission Members Present:	Commission Members Absent:	Commission Staff Present:	Visitors:	Interpreters:
<ul style="list-style-type: none"><li>• Marty Blakely</li><li>• Paul See</li><li>• Angela Wilson</li><li>• Annette Carey</li><li>• Rachel Gill</li><li>• Pam Roush</li><li>• Susan White</li><li>• Claudia Mals</li><li>• Mekell Golden (proxy for Christina Mullins)</li></ul>	<ul style="list-style-type: none"><li>• Tammy Phillips</li><li>• Jamie Mallory</li><li>• Verena Mullins</li><li>•</li></ul>	<ul style="list-style-type: none"><li>• Marissa Sanders</li><li>• Kari Preslar</li></ul>	<ul style="list-style-type: none"><li>• John Burdette</li><li>• Donna Williams</li><li>• Liz Leisure</li><li>• April Hottle</li><li>• Mitchell Miller</li></ul>	<ul style="list-style-type: none"><li>• Connie Pitman</li><li>• Christine Romp</li><li>• Amanda Stacey</li></ul>

## I. Call to Order

Marty Blakely called the meeting to order at 9:34 a.m.

## II. Reading of Mission Statement and Introductions

Paul See read the Mission Statement.

## III. Minutes

The minutes from the April 29, 2013 meeting were reviewed. Annette Carey requested a correction: Number VII should say Arkadin instead of Adobe Connect. Angie Wilson made the motion to approve the minutes with the correction. Rachel Gill seconded. Motion approved

## IV. Staff Report

Marissa shared highlights from the written report.

- Marissa attended the WVAD board meeting on June 1, 2013
- Update on Hiring Project Director
  - The State hiring freeze is still in effect.
  - All interviews have been completed.
- Legislative Update
  - After three years, the Educational Interpreters bill is signed and is law. Marissa has requested a signing ceremony but has not heard yet whether there will be one.
  - The Hearing Aids for Kids bill died in Senate Finance.
- Emergency Preparedness Conference Report

- The conference was good however the turn-out was disappointing. There were 21 people who registered, 12 people attended and only 7 of them were Deaf. The Presenters received a lot of good feedback and they said they learned from the people who attended.
- Update on Board Appointments
  - Marissa was told that the appointments have been approved by the Chief of Staff so they are moving through the system. The Nominating Committee will need to meet soon.
- Budget
  - The FY14 budget has been cut by \$20,000. The board will need to carefully consider what projects need to continue and where cuts can be made.

## **V. Ways to notify the public**

Despite the low turn-out at the Emergency Preparedness Conference, the information still needs to get out to the public. The power points and hand-outs are posted on the WVCDHH website and Marissa posted them onto her personal Facebook page. Marissa considered making videos of the information. Due to the fact that information changes so quickly it may make more sense to post links on our website (instead of all of the information), then people can click a link and it should take them to the most up-to-date information available. Another idea is to invite Paul and Marty to represent the Deaf at meetings of disaster preparedness professionals.

## **VI. Interpreter Registry**

- Fourteen interpreters have registered.
- The October 1, 2013 deadline is fast approaching. Following discussion about the pros and cons of extending the deadline, the board agreed that there needs to be an aggressive campaign to get the word out to businesses about the registry and the importance of hiring only registered interpreters.
  - A motion was made by Annette Carey and seconded by Susan White for Marissa to explore how to create a policy statement in order to clarify the interpreter registry for State agencies and where it would be issued from (Governor's Office, Attorney General, ADA) by the next board meeting. This policy statement would state that all state agencies are expected to only hire registered interpreters. Motion approved.
  - Sorenson Communications may have issues keeping some interpreters who have not been able to get tested for the registry by October 1. Pam Roush made the motion and Annette Carey seconded that the board grants Marissa the authority to provide Sorenson with a 6 month extension on the October 1 deadline with the understanding that this does not extend to the individual employees but to the company itself in support of the positive impact they have had on the interpreting profession in West Virginia. Marissa will draft the waiver and Annette and Marty will review it. If Sorenson says no for the waiver, then the October deadline will be revisited at the next board meeting. Motion approved.
  - Annette Carey has started to develop a professional development collaborative among organizations that sponsor interpreter workshops. The idea is for each organization to sponsor two workshops a year. Annette has already spoken with several organizations including WVDE, WVCDHH, Marshall Graduate Program, Mountwest, the ITP at Pierpont, Sorenson, and Rehabilitation Services.
    - A motion was made by Annette Carey and seconded by Rachel Gill that WVCDHH establish a professional development collaborative with a calendar of scheduled workshops to be in place by the fall. Motion approved.

## **VIII. Beliefs of the Commission**

Angela Wilson shared the final draft from the committee. The beliefs of the Commission include:

### Empowerment

- By providing resources, information and technical assistance the WVCDHH empowers Deaf & Hard of Hearing individuals to gain independence.

### Equality

- Ability/Seek to create opportunities of equality in service for people with any degree of hearing loss.

### Perspective

- The Commission seeks to gain perspective from its constituents & Board Members & use that perspective to drive services for all points of view.

### Voice

- To provide people with any degree of hearing loss opportunities to express their opinions or concerns.

### Independence

- Deaf & Hard of Hearing individuals have the right to live their lives independently.

### Honesty

- The Commission strives to provide clear, concise & honest information to every consumer.

### Knowledge

- The Commission provides a wealth of knowledge regarding Deafness, resources related to Deafness including interpreting & advocacy support to its constituents.

### Cooperation

- The Commission works in cooperation and collaboration with other state agencies, consumers & non-profit organizations to provide in-depth services to Deaf & Hard of Hearing individuals.

### Perseverance

- To allow perseverance for people with any degree of hearing loss rights to seek for service or to receive services.

Angie Wilson made the motion to accept the beliefs and Marissa has the authority to change the wording as necessary. Paul See seconded. Motion approved.

## **IX. Roles/Responsibilities of the Executive Committee**

Pam Roush shared the discussions from the committee on the pros and cons of having an Executive Committee. Following discussion, Annette Carey made the motion that the board establishes an interim executive committee to serve through August and develop the responsibilities and membership. Members of the interim committee include Marty Blakely, Angie Wilson and Pam Roush. Mekell Golden will ask Christina Mullins if she is interested in serving. Susan White seconded. Motion approved.

- Marissa will send the committee a list of topics that might come up for an Executive Committee.

## **X. Strategic Plan**

The board reviewed the draft strategic plan that Christina Mullins prepared and rearranged some of the activities to more correspond with the activities of the commission that are required by law: Information, Interpreters, Outreach, Investigate, and Training (not required). The new strategic plan is attached. Marissa will add items that the Commission is currently doing and create an operational plan for review at the next meeting.

## **XI. Facebook Page and Website Updates**

Because Marissa is having problems getting answers from MIS about a Facebook page and updating the Commission website, Annette Carey made the motion for the Interim Executive Committee meet with the supervisors. Mekell Golden seconded. Motion approved.

## **XII. Community Meeting**

Following discussion the board agreed for the small groups to be mixed with hearing and deaf at this community meeting.

## **XIII. Meeting Dates**

Future meeting dates and locations:

- August 30 in Bridgeport
- November 22 in Charleston (there will be a conference call in case of inclement weather)
- February 28 in Romney (there will be a conference call in case of inclement weather)
- May 30 in Parkersburg

## **XIV. Public Comments**

April Hottle requested that the board include language assessment for Deaf students to be included in the agenda.

## **XV. Adjournment**

The motion was made by Paul See and seconded by Angie Wilson to adjourn the meeting at 3:45 p.m.

## **Strategic Plan June 2013**

### **Commission Capacity: Board and Staff Development**

Goal: Develop infrastructure that will support and maintain the goals and objectives of the Commission for the Deaf and Hard of Hearing.

Strategies and Activities:

1. Provide new member orientation with 60 days of appointment.
  - a. Assign a mentor to each new board member.
  - b. Provide a manual that includes bylaws and a membership directory.
  - c. Conduct an orientation meeting that specifically identifies the roles and responsibilities of membership and staff.
2. Each year, provide ongoing training and professional development to existing board members.
  - a. Conduct an annual planning retreat that includes strategic planning and professional development.
3. Each year, develop and maintain a strategic plan.
  - a. By June 30 of each year, review and update the Commission's strategic plan.

### **Information**

Goal: Maintain information about: education, communication (including interpreters), group home facilities, independent living skills, recreational facilities, employment, vocational training, health and mental health services, substance abuse, other services necessary to assure their ability to function in society.

Strategies and Activities:

1. Utilize social marketing to promote the work of the Commission.
  - a. Maintain a Facebook page with appropriate and timely information.
2. Provide educational information to the deaf and hard of hearing, their families and the public.
  - a. Develop an information clearinghouse.
    - i. Make information available on the Commission website.
    - ii. Annually, review and update the information.

### **Interpreters**

Goal: Provide these services related to interpreters: Maintain list (including ASL teachers), Registry, Evaluation.

Strategies and Activities:

1. Develop and implement a plan and advocate for a policy statement to promote the use of certified sign language interpreters. Create a plan for dissemination of policy statement and brochures.
2. Establish and maintain a system to promote the utilization of qualified interpreters.
  - a. Maintain an interpreter registry with appropriate fees.
  - b. Maintain WVRIT system.
  - c. Develop an interpreter directory.
  - d. Continue interpreter task force meetings to solicit input and understand needs.

## **Outreach**

Goal: Familiarize the public with deaf and hard of hearing: Rights, Needs, Services.

Strategies and Activities:

1. Utilize social marketing to promote the work of the Commission.
  - a. Maintain a Facebook page with appropriate and timely information.
2. Provide educational information to the deaf and hard of hearing, their families and the public.
  - a. Develop an information clearinghouse.
    - iii. Make information available on the Commission website.
    - iv. Annually, review and update the information.

## **Investigate**

Goal: Investigate the condition of deaf and hard of hearing West Virginians, especially: Aged, Homeless, Needy, Victims of rubella, Victims of abuse or neglect, Group home needs, Services for multi-disabled deaf and hard of hearing.

Strategies and Activities:

1. Conduct Town Hall Meetings to gather information about the condition of and availability of needed services.
  - a. Conduct three Town Hall Meetings annually.
  - b. Advertise meetings in newspapers and blogs.
2. Create a Needs Assessment tool to be added to the website.

## **Training**

Goal: Establish workshops for teaching: Interpretive skills, In-service training, Counseling for the deaf and hard of hearing.

Strategies and Activities:

1. Provide annual workshops on topics identified during Town Hall Meetings.
2. Provide annual professional development opportunities for interpreters.

## **Resource Development**

Goal: Increase the available resources to serve the deaf and hard of hearing.

Strategies and Activities:

1. By July 1 of each year, develop a budget for activities outlined in the strategic plan.
  - a. Develop a detailed budget for each project included in the strategic plan.
  - b. Assess whether additional staff will be needed.
2. Share strategic plan and budgetary needs with the leadership of the Department of Health and Human Resources by August 1 each year.
  - a. Work with the Secretary's office to submit any needed improvement plan to the Legislature.
3. Prepare the Commission for the Deaf and Hard of Hearing to apply for grant opportunities that would support the implementation of the strategic plan.
  - a. Identify potential funding sources within federal or state governments and private foundations.
  - b. Determine who would be responsible for writing grant applications.
    - i. Obtain appropriate training for identified person.