DHHSC Board Meeting Minutes

Date: October 14th, 2025
Time: 6:00PM
Location: Zoom

1. Call to Order (5:55 PM)

- Welcome and introductions.
- Anna Virnig Introduced herself as President of the Board
- Joe Lind introduced himself as Vice President of the Board
- Jeanette Castro introduced herself as a board member
- Jeff Oropeza introduced himself as a board member
- Viridian Alvarez introduced herself as the Executive Director
- Alex Sanborn shared the agenda with the board and community members watching on live stream.

2. Reports

President's Report

- The board reviewed prior actions taken between meetings for formal ratification.
- Anna explained that she became president in July after Nicole left the board. Her spouse applied for a job at the DHHSC. The board did review the letter of resignation for formal ratification. We wanted to make sure this was handled transparently.
- Nicole did step down prior to her partner applying for the position.
- We are excited to announce Viridiana as the next executive director and looking forward to working with her.
- I plan to meet with her regularly to stay connected with the happenings with the DHHSC. Also to maintain transparency with the hiring process
- The board would like to recognize Omar Ruiz and thank him for his service. Omar did contribute his valuable experience to the hiring committee and we appreciate his expertise. He did resign from the board and fulfilled his responsibility that was previously agreed upon.
- I did not attend community comments.
- Thank you to Joe Lind for hosting and leading that event and engaging with the community. Thank you to the community for attending and your comments.
- Some concerns that were shared, were that we acknowledge that we need more transparency and we are committed to making sure that happens.
- This is my first board meeting so thank you for your patience.

Vice President's Report

- Joseph Lind had no report

Secretary's Report

- There is no current Secretary

Treasurer's Report

- Christian had some microphone issues and was not able to deliver the report.
- Anna, the President, made the report. I will allow Viri to talk more about grants and other items on the budget. (Switched CDIs)
- We noticed on the account for interpreting that we are still playing catchup from the past 3 years. Also with COVID we are still collecting funds as well.
- Grants: $1,086,338.00 awarded to us.
- We spent $191,560.17, that money is currently being depleted before the cycle runs out.
- Do I need to explain the board private fund balance. Anna said no.
- For the grants were are coming to the end of the year. It was $225,884.08. That is the balance so far and we are using it and coming to the end of the cycle. We don't have all the details but we do have some of the balance remaining for that cycle.
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Director's Report

- Executive Director report: We are excited to announce that we received money from the EDD program. There is the Wagner Hired Pioneer. This year it is a lower amount than in the previous years.
- The money awarded was: $110,981.
- In terms of our budget we will need to move things around. We may have some budget cuts or have no money allotted to the sister agencies.
- We also received the PGE donation for $5,000. We are able to support things such as programs, different events, and unexpected services.
- We also received the FANSLER grant. We were awarded $25,930.44. They did not grant us that fund last year and this year we were awarded that money this year. That will help us with staffing needs and programs that we already have put into place.
- Staff updates: We have several team members
  - EDD employee: Shane Soyland
  - Customer Service Rep in Fresno: Andrew Barker
  - EDD interpreter/Support Specialist: Michael Guido
- Several of our current staff members who transitioned into new roles
  - Chris Martinez now is the administrative assistant. He did a great job with EDD.
  - Shelly Stout promoted to CSS coordinator
  - Kimberly Glenn promoted to supervisor for the interpreting services.

- We just implemented the CAL-OSHA training. We had the staff complete the training for WVPP. Workplace Violence training. We did all the training in one day and it has all be completed.
- Agency updates: We currently had the Deaf Awareness Week (DAW). The community enjoys it. We hosted events every day that week.
- This year in August DHHSC did a partnership with the Poder Latin X. We also collaborated with the Coalition for Human Immigration Rights (CHIRLA). We had a lot of attendees for people to protect themselves and know their rights. We want people to not be afraid to go out so this partnership was highly valuable.
- Regarding goals for DHHSC. We want more diverse events. We will be partnering again with Poder Latin X to do an event on November 1st. Dia De Los Muertos. We want the community to be involved.
- As events come up we will keep you posted. Valley Deaf Festival (November 15th). Meet new staff members and the EDD employee at this event as well.
- Any upcoming events: Holiday Lunch and the Silent Sleigh event.

- We are thrilled to see expansion and community involvement. We are thankful to the staff and community for being involved. We want to see more of this in the future.

3. Old Business

Ratification of Actions / One-Year Document Waiver

- I wanted to explain these items as they are very important. We want to make sure that we have everything documented in our minutes and for transparency to the community. We notice the actions that we do take, but we want to make sure it is all documented.
- The board discussed and approved a one-year waiver as a temporary measure. The details will be added to the official minutes before being finalized.
- We have 4 new members that were voted via text from (July 8th, 2025.) They have committed to serving their term.
- Omar did serve his agreed upon time. If there is any conversations we will need to make sure that they are documented and agreed upon. Omar was brought to the board for specific objectives and that was documented.
- March 21st, 2025 the board did vote in Omar and Joe. Both of them were able to complete the duties as assigned.
- Joe asked if we are supposed to make a motion, but Anna clarified that these were voted upon and we just need to document them in the minutes.
- Viri said, yes these were voted on in the past and we just want to keep everyone informed how the votes were handled via email or text.

Doctrine of Necessity Motion

- Community members raised concerns regarding how the board voted in new members with less than one year of experience. How did they fill these positions on the board was brought up by community members. Some board members have been on the board for less than 6 months which was documented for transparency.

- To address these concerns, the board invoked the **Doctrine of Necessity**, temporarily waiving:

    - The requirement for new members to attend two meetings before becoming members.

    - The requirement for new members to serve one year before becoming officers.

    "I move that we invoke the doctrine of necessity and waive, until no longer necessary, the requirement for new members to attend two meetings before becoming members, and the requirement for new members to serve one year on the board before becoming officers."

- **Motion:** Anna Virnig
- Second: Joseph Lind
- In favor: Unanimous from the board
- Opposed: None
- Abstentions: None
- Vote: Approved

- The motion was for audit purposes and documentation. This board meeting needs to assure that all documents are documented appropriately.

Addendum to Minutes (June 25, 2025)

- An addendum was added to the June 25, 2025, minutes reflecting authorization to remove **Michelle Bronson** and replace her with **Viridiana Alvarez** (Executive Director) regarding authority to sign any documents representing DHHSC. (CDIs switched)

- This addendum is important for audit purposes and is formally recorded.

Approval of Minutes (May 2025)

- The minutes from May 2025 were reviewed and approved.

- The board approved the minutes through email in September 2025 (finalized by Patty).

4. New Business

- The board agreed that all conversations, motions, and votes from this and future meetings should be fully documented to ensure transparency and accountability.
- Viri explained that from the community comments regarding feedback and concerns. The board is new and a lot of turnover, there have been resignations and changes. This is new to me and adjusting to this new role. We are all invested in the community and achieve our goals. We want to hear your concerns, document them, and have full transparency.
- Joe said we need to vote on the new Transparency agreement

- Vote on the new transparency agreement.
  - Motion: Joe Lind
  - Second: Christian
  - All in Favor: Unanimous approval from the board
  - Opposed: None
  - Abstentions: None
- No additional comments from the community.

5. Meeting Adjournment

Time of adjournment: 6:37PM