

**MINUTES OF THE
SOUTH DAKOTA ASSOCIATION OF THE DEAF
BOARD MEETING
September 12, 2020**

The South Dakota Association of the Deaf Board met on September, 2020 via Zoom Webinar, due to COVID-19. Present were Kevin Barber, President, Callista Cline, Vice President, Patty Kuglitsch, Secretary, Board at Large: Dave Dahle, Angela Ellman, Steve Janecek, and Jeff Panek. Sonny Rasmussen, Treasurer and Mark Johnson were excused. Rick Norris interpreted during the meeting.

Seventeen (17) SDAD members participated and observed the board meeting via the Zoom Webinar.

Kevin Barber, President called the meeting to order at 1:33 PM.

Tom Kober, Chair of SDAD Governance Committee led the oath ceremony. Callista Cline as Vice President and Jeff Panek as board at large, made an oath.

Agenda:

Dave Dahle (Patty Kuglitsch) moved to accept the meeting agenda as read. Carried

Minutes of the Previous Meeting:

Dave Dahle (Angela Ellman) moved to approve the minutes of the July 25, 2020 meeting. Carried

Treasurer's Report:

The treasurer's report that covered the months of March through July were provided for the board review and were approved by the auditors.

Patty Kuglitsch (Steve Janecek) moved to approve the Treasurer's report. Jeff Panek abstained from the vote. Carried.

Public Comments:

A question was whenever SDAD as the organization is dissolved, what would happen to the money/funds and where it would go. The answer was the money/funds will go to SDAD Foundation according to the SDAD Bylaws.

Officers and Board Reports:

The officers gave their reports. (Attachments of the reports can be found at the end of the minutes)

President: See Attachment 1

Vice President: See Attachment 2

Treasurer: See Attachment 3

Board-at-Large Report:

There were no reports

Committee Reports:

(The President and/or Chairs gave a summary of their reports. **Attachments** of the committee reports can be found at the end of the minutes.

Deaf Cultural Heritage Center: See Attachment 4

Education Committee: See Attachment 5

Anne Land, Chair gave a summary of the Education Committee's meeting with Dr. Jones, Secretary of SD Department of Education (DOE) and Linda Turner, Special Education Director last Thursday (September 10th). The purpose of the meeting was to revisit and discuss the Interagency Agreement between the DOE and SD School for the Deaf and SD School for the Blind and Visually Impaired. The Committee had some questions and concerns and asked the DOE to clarify the concerns. We had a good discussion and it was agreed that DOE and SDAD will meet again. The Executive Director of the Board of Regents and Superintendent of SDSD will participate in the meeting.

Governance Committee: See Attachment 6

Hall of Fame Committee: See Attachment 7

Public Relations Committee: See Attachment 8

Technology Committee: See Attachment 9

2020 SDAD Conference: See Attachment 10

Special Committee: See Attachment 11

The Committee gave an update. SDAD received a grant of \$11,471 to proceed with the signed video production for 2020 Election. The Secretary of State and the Department of Human Services will share the costs. The shooting will begin next week and hopefully the videos will be released within two weeks. The four signers will contribute their time to SDAD. If everything goes well with the video production, SDAD will have some profit.

Unfinished Business:

There was no unfinished business

New Business:

Patty Kuglitsch (Angela Ellman) moved that SDAD purchase Zoom webinar. Carried
Dave Dahle (Callista Cline) amended that \$500 was donated from Sorenson VRS. Carried
Jeff Panek abstained from the vote.

Restatement: SDAD purchase Zoom webinar for \$400 which was donated by Sorenson VRS.

Dave Dahle (Angela Ellman) moved that SDAD approve the Treasurer's appointment of Mark Koterwski as the 3rd Auditor. Carried.

Callista Cline (Dave Dahle) moved that SDAD approve the budget for the 2021 SDAD Conference. Some questions and suggestions regarding the combos were brought up and discussion.

Jeff Panek (Steve Janecek) made an amendment to refer to the 2021 SDAD Conference Committee for the review of the combo. Angela Ellman and Patty Kuglitsch abstained from the vote. Carried.

Restatement: SDAD approves the 2021 SDAD Conference budget and refer to the SDAD Conference Committee to review the combo.

Angela Ellman (Callista Cline) moved to close the new business. Carried

The meeting was adjourned at 2:49 PM.

Respectfully submitted,
Patty Kuglitsch, Secretary

SDAD President's Report

September 12, 2020

1. CSD of SD
Summer Youth Camp – CSD will host the youth sometime in October but it has not been confirmed yet. SDAD will give an hour presentation on the leadership. It may be possible that the camp will be cancelled. If so, it will be postponed to the next summer of 2021 and it may be held in the Hills instead of Joy Ranch in Watertown.
2. SDSD Conference Room – I had an opportunity to visit the SD School for the Deaf and looked at the conference room. It's a nice conference room with two screens and LCD projector. The room can be divided into two rooms I asked the Superintendent if SDAD could use the conference room. It would be possible but It won't be available to the outside vendors or to the public till COVID-19 goes away.
2. SDSD Advisory Council – There will be 15 representatives, including SDAD. It will be the first advisory council meeting on October 13th from 4:30 to 6:30 PM via Zoom Webinar. It will be open to public.
3. NAD – There will be 2020 Council of Representatives (COR) meeting on October 1-4, 2020 via Zoom Webinar. I along with Callista Cline as delegate and Mark Koterwski as alternate delegate will go through the training (Part 1 and Part 2). I discussed with my delegates and agreed that SDAD needed to be transparent by sharing NAD's priorities, bylaws, election for officers, etc. with the members. I will send out a survey and seek feedback from the members. So SDAD delegates will be well-represented at the COR meeting.
4. Donation of \$500 from Sorenson VRS – Sorenson VRS informed all state associations of the deaf that they would donate \$500. The state associations would have to apply for it. SDAD decided to apply and received \$500 donation. I made a recommendation for the Board's consideration that the donation be used to cover the cost of Zoom webinar for one year. The reason for it was to allow the board and committees to use Zoom webinar. The goals were to encourage SDAD members to become more involved and the committee meetings will be open.

SDAD Vice President's Report

Date: September 12th 2020

Summary:

1. Attended SDAD Board Training
2. Researched different virtual fundraising ideas
3. Working with former vice president on transition

Action Plan for Board Members:

1. None

SDAD Board Meeting – Treasurer’s Report

September 12th, 2020

- Received the donation from Sorenson VRS @ \$500.00
- March to July 2020 Balance Sheet are now audited.
- Attached the Budget Performance for your review
- Jeff Panek soon to be a At-Large member, and appointed a 3rd auditor – Mark Koterwski

Action Item: Approve my appointment of a 3rd auditor – Mark Koterwski

SDAD Deaf Cultural Heritage Center Report

Board Reports

Date: 09-01-2020

Chair: Scott Miller

Committee members: Brian Burr, Mark Johnson and James Still

Summary:

1. Purchased and set up with PastPerfect Web Edition on August 24th. Had an hour of training with a staff. As planned, once I have everything set into the order as well as understanding the system, I would like to recruit several volunteers to assist with input the data into the software.
2. Continue to do some research works and archiving files
3. Continue to gather history for SDAD News and media.
4. Gathered and submitted history of protest/rally/legislatives.

Action Plan:

SDAD Education Committee Board Report

Date: 8/26/2020

Chair: Anne Land

Committee Members: Patty Kuglitsch, Teresa Nold, Ben Soukup, Callista Powell, Patricia O'Neill, Kevin Barber (ex-officio)

Summary:

1. Second SDAD meeting with SD DOE to discuss questions regarding the current Interagency Agreement. Scheduled for 9-10-2020.
2. Consideration of an ad hoc committee to facilitate communication and partnership with state agencies.
3. Working on plans with Disability Rights SD attorney Sean Hegyi and NAD attorney Tawny Holmes Hlibok for a coordinated parent training on student rights.

Action Plan for Committee:

1. SDAD Education Committee to submit written suggestions to SD DOE for upgrading the Interagency Agreement (renewal date May 2021).
2. Further discussions about details to create ad hoc committee.
3. Schedule a date for the coordinated advocacy training with DRSD and NAD and ensure available funding for potential travel for Tawny.

Action Plan for Board:

None

**SDAD Governance Committee
Board Reports
August 27, 2020**

Chair: **Thomas Kober**

Committee members: **Larry Puthoff
David Soukup
Tanya Miller**

Summary:

1. No upcoming issues so far and no meeting as needed or requested until Fall or Spring
- 2.
- 3.
- 4.
- 5.

Action Plan:

- 1.
- 2.

SDAD Hall of Fame Committee

Board Reports

Date: 09-01-2020

Chair: Scott Miller

Committee members: Kevin Barber, James Still, Angela Ellman, Pat Anderson, Stanley Brozik and Curt Anderson

Summary:

1. Sent out the nomination forms to the members
2. Appointed Marie Fosheim to take over Kevin Barber's place. The committee approved chairperson's appointment
3. On-going working with the SDAD Conference chairperson on luncheon plan.

Action Plan:

1. Need Board's approval on chairperson's appointment of Marie Fosheim.

SDAD Public Relations Committee Report

Date: July, 2020

Chair: Deb Kuglitsch

Committee members: Scott Miller, Angela Ellman, Teresa Nold and Patty Kuglitsch

Summary:

1. Continuing to update the SDAD website with new information and minutes
2. Post several info and ads in SDAD's social media
3. Analytic: See how the visitors are interacting with SDAD website for the last three months.
 - 349 visits (6% up) *the number of visits to your site in the last 3 months, including multiple visits by the same visitor*
 - 266 unique visitors (2% up) *the number of people who visited your site in the last 3 months*
 - 66% bounce rate (3% down) *the percentage of people that visited your site and left after viewing only one page*
 - 0% forms submitted *the number of contact forms submitted by visitors*

Action Plan:

**SDAD Technology Committee
Board Reports
August 25, 2020**

Chair: **Thomas Kober**

Committee members: **Patty Kuglitsch, Lance Sigdestad, Angela Ellman, Callista Powell, Ben Soukup, Mark Johnson, and Ex:Offico: Kevin Barber**

Summary:

1. Assignments for those tasks to committee member from Chair (speed up process time)
2. Results of DMV survey and what's the next step for us to proceed
3. Set up a committee to study clear masks: **Referred by SDAD Board**
4. Set up a grant to have tablets with video interpreters for medical attendants, police, etc. **Referred by SDAD Board**
5. Discussion on statewide interpreter statistics that you got from Kevin Barber

Action Plan:

1. To inform to SDAD Board that our committee decide not to pursue the purchase of masks due to Dept of Human Service did provide for interpreters and agency.
2. To Inform to SDAD about the grant with tablets. Our committee asked the SDAD President to set up meeting with CSD to work on communication access.

See our committee meeting minute to explain in details.

Action Item for Board:

None

Technology Committee Meeting Minutes 8/27/2020

Zoom Committee Meeting started at 1:06 pm on Tuesday August 25, 2020

Committee members present: Tom Kober, Chair, Lance Sigdestad, Patty Kuglitsch, Angela Ellman, Callista Powell, Ben Soukup, and Kevin Barber as ex office.

Mark Johnson was excused from the meeting.

Patty Kuglitsch made a motion to approve an agenda and Callista Powell seconded it. Passed and carried

Chair Comments:

I would like to ask the committee members to take some of my responsibilities to proceed with those tasks and I could not do it due to increasing my focus on funeral business which is growing rapidly so wanted to let our committee know and ask them to take some of task to proceed faster. All agreed.

Discussion on DMV survey:

Patty made motion that we the committee develop a new survey related to first experience encounter with law enforcement to the deaf community. Callista Powell seconded. The motion was passed and carried. Patty will lead the DMV survey task with Angela Ellman.

Discussion on mask

Patty Kuglitsch made motion that SDAD should not pursue the purchase of the mask. Lance Sigdestad seconded. The motion was passed and carried.

Discussion on Grant on tablets:

Lance made the motion that SDAD President to meet with Katie Peterson of CSD to discuss about improving communication access for West River region. Callista Powell seconded and the vote was passed and carried.

Patty made the motion that SDAD will not pursue the grant but ask to meet with CSD to work on communication access for West River region. Angela Ellman Seconded. Motion was passed and carried.

Discussion on Interpreting:

Patty made a motion that SDAD meet with SD Dept of Human Services to revisit the Administrative Rules related to Provisional Certification by adding Review Team. Lance seconded and the vote was passed and carried.

The meeting was adjourned at 2:45 pm

Tom Kober, Chair

Technology Committee

2021 Conference Committee Report

August 25, 2020

Committee:

Tanya Miller, Chair
Angela Ellman
Patty Kuglitsch
Carmen Steen
Deb Kuglitsch

Summary:

- Worked and finalized the conference budget.
- Tried to recruit people to be on the committee. Carmen volunteered to do the registration. Will continue to look for more volunteers.
- “Save the Date” flyer was distributed.
- Drafted Policies and Procedures for SDAD Conference.
- The next step for the committee to do is to seek sponsorships and develop conference flyer with registration information

Action Plan:

Approve the conference budget

Signed Video for 2020 Election Committee Report

August 25, 2020

Committee:

Tanya Miller, Chair
Angela Ellman
Patty Kuglitsch

Summary:

Had a meeting with the Director of Election at SD Secretary of State. She liked the concept and asked us to submit a budget proposal.

Drafted the Request for Bid and sent to four video productions. Received three bids. Dakota Video + Post bid the lowest.

Finalized the budget proposal and sent to the Director of Election. Wait to hear from her.

If the Director and SDAD Board approve the budget, we will start working with Dakota Video + Post immediately.

Action Plan:

None