

Douglas A. Ducey  
Governor

Sherri L. Collins  
Executive Director



**MINUTES OF THE ARIZONA COMMISSION FOR THE DEAF AND THE HARD OF HEARING (ACDHH) Board meeting held on Thursday, August 25, 2016 at 5:00p.m. at the Arizona Commission for the Deaf and the Hard of Hearing, 100 N. 15<sup>th</sup> Avenue, Suite 104, Phoenix, AZ 85007**  
**Pending Commission Approval**

**AGENDA**

**Call to Order & Roll Call Discussion/Action**

Acting Chair Kneifel called the meeting to order at 5:06pm.

Commissioners Present: Sue Kay Kneifel, PV Jantz, Robert Baber

Commissioners Present by Phone: Raymond Baesler, Judy Huch, Elizabeth Booth, Elizabeth Garcia, Jeffery Hebert, Chris Schneck

Commissioners Absent: Marv Lamer

Staff Present: Sherri Collins, Carmen Green, Curtis Humphries, Emmett Hassen, Vicki Bond, Jeremy McCown and Danielle Smith

Also in attendance by phone: None

**Approval of Minutes: Discussion/Action**

May 5, 2016 - No Changes Recommended.

**Commissioner Jantz moved to accept the minutes as written, Commissioner Baber seconded. The motion passed unanimously.**

**Budget Proposal 2018**

Sherri Collins explained the Arizona State Government process for annual budget requests. The ACDHH Financial Committee reviewed and approved both budget requests for 2018. This committee recommended that the budget request for the Support Service Provider Program for the Deaf-Blind take first priority and the Hearing Health Program would take second priority.

Curtis Humphries explained the funding process for the two budget requests for 2018. The funding amount that is being requested for the Hearing Health program and the Support Service Provider Program was established after looking at handful of studies that have taken place over several years, as well as guidelines which were established by correlating task forces and the University of

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*The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.*



Arizona. After funding has been obtained, the board can move forward to develop a more detailed plan for providing the services outlined in the two programs. Both programs will be available to Arizona citizens State wide.

Discussion ensued between Commissioners Huch, Booth, Jantz, Kneifel, Curtis Humphries and Sherri Collins regarding the source of the funding, the possibility of increasing the funds at a later date, and the delivery of services. Humphries clarified that the first goal for the Support Service Provider Program is to supplement existing services offered by COPD. The Commission would like to increase the amount of citizens served each year. The proposal also covered Arizona citizens who live in rural areas.

**Huch motioned to move forward with the decision package budget requests as priority set, Commissioner Jantz seconded. Motion passes unanimously.**

### **Utilization of Interpreter Fees and Funds**

Sherri Collins explained the two parts of this agenda item are 1) the training for emergency interpreters and real time caption providers (CART), 2) the Support Service Provider Training curriculum. The SSP Training Curriculum has been created and approved since June 30, 2016. Collins clarified that the utilization of ACDHH's interpreter fees and funds goes directly to the Support Service Provider and CART/Emergency Interpreters training.

Discussion ensued between commissioner Kneifel, Jantz, Carmen Green and Sherri Collins regarding the SSP program and the possibility of a statue being put in place in reference to certification or implementation of licensure for those who have been trained. Quality control, training levels, and the creation of an official definition of a Support Service Provider were also discussed.

It was clarified by Collins that those students that graduate from the Support Service Provider Program at the University of Arizona will receive a certificate of completion. It was also clarified that only those individuals who have gone through the ACDHH Support Service Provider training program would be able to use said funds.

Collins clarified that the funds ACDHH receives from Interpreter fees goes directly back into the fund for operating expenditures. A document with the amount of fees and funds collected was given to the full board for their review.

**Commissioner Huch moved to accept and utilize up to the \$22,000 fund towards the Support Service Provider, and Emergency Interpreter/CART Provider trainings, Commissioner Garcia seconded. Motion passes unanimously.**

### **Chairs Report/Summary of Current Events Discussion only**

No Chairs report at this time.



### **Executive Director's Update/Summary of Events Discussion only**

Executive Director Sherri Collins reported that Commissioner Roadlander's term has expired and that there has been a new Parent Representative appointed. The new representative will be in attendance at the December 1, 2016 meeting in Tucson. Collins introduced ACDHH's two new Budget Analysts. Taylor Pair (OSPB Analyst) from the Governor's office, and Henry Furtick the JLBC Analysts. Both analysts have been working closely with Curtis Humphries to develop the budget requests for 2018.

### **Executive Director's Evaluation Template**

Collins discussed the new format of the Executive Directors report and made an announcement that there will be an archive of past reports available for the board to review on the Commissioners section of the website.

### **Officer Elections**

Elections will take place at the December 1, 2016 meeting in Tucson.

### **Arizona State Schools for the Deaf and the Blind:**

Commissioner Kneifel announced that Annette Reichman has accepted and started her position as the new Superintendent of the Arizona State Schools for the Deaf and Blind.

### **IARC Update**

The IARC Committee met on July 21, 2016 and approved 13 applications. The Committee anticipates an increase of applications for the next IARC meeting, now that the new Licensure rules have been put into place.

### **Public Comments**

No comments at this time.

### **Future Agenda Items**

Next board meeting is in Tucson, Arizona on December 1, 2016 at 4:30pm.

Commissioner Jantz expressed interest in wanting to represent himself as a legislative liaison for the commission.

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## Arizona Commission

for the deaf and the hard of hearing

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### **Adjournment**

**Commissioner Garcia moved to adjourn, Commissioner Baesler seconded. The motion passed unanimously. The meeting adjourned at 5:49 pm**

The undersigned certifies that a copy of the attached notice was duly posted this 28th day of August, 2016 at 4p.m. by *Danielle Smith* Assistant to the Executive Director.