



Board Meeting Agenda

Douglas College New Westminster, Room 4219

Monday, March 16, 2015 (6.00 p.m. – 8.00 p.m.)

Attendees: Caroline Tetreault, Brenda Carmichael, Spring Herold, Simon Dorer, Caitlin Barker Gore, Janet Lewis, Brooke Oviedo, Miriam West, Julia Menzies.

Student: Kristin Daly

Regrets: Jessica Siegers, Jenny Cowan, Erica Kosciuk, Bryan Corry, Trevor Leyenhorst, Kristie Walters, Amanda Noiles, Jessie Dawson.

1. CALL TO ORDER

6.06 p.m.

2. APPROVAL OF AGENDA

Moved: Brenda Carmichael

Seconded: Miriam West

Motion: CARRIED

3. HOUSEKEEPING

VP will keep meeting time from here on out. Motion will be put forward if time needs to be extended via motion.

4. APPROVAL OF FEBRUARY 2015 MINUTES

Moved: Miriam West

Seconded: Janet Lewis

Motion: CARRIED

5. EXECUTIVE REPORTS

5.1. President – No report

5.2. Past President – No report

5.3. Vice President – No report

Attended Victoria meeting. Still working on historical WAVLI project. Estimated start time on working on project: May 2015

5.4. Treasurer – No report

5.5. Secretary – Report attached

5.6. Member-at-Large – No report

Still looking for interpreters for the GM.

6. COMMITTEE REPORTS

6.1. Membership – No report

6.2. Newsletter – No report

Having a hard time collecting articles for the next issue. Planning on putting it together this week.

6.3. Professional Development – Report attached

6.4. Professional Standards – Report attached

6.5. Public Relations – No report

Cookbooks (176) sent via Greyhound to AVLIC 2016 organizing committee member, Ginnie Black.

6.6. Technology – Report attached

VP and MAL will take on contacting potential candidates for ASL videos for websites.

6.7. Student Representatives – Report attached

Motion to accept reports
Moved: Brenda Carmichael
Seconded: Janet Lewis
Motion: CARRIED

7. OLD BUSINESS

7.1. ACTION ITEM: President will contact Sara MacFayden and Rebecca McCormick in regards to policies and procedures to see what they have available. **IN PROGRESS**

7.2. ACTION ITEM: Motions

I move that the WAVLI Board contract a survey consultant to review our Agency and Independent Contract Surveys before they are sent to the membership. Cost not to exceed \$300.00

Mover: Caroline Tetreault
Secunder: Jenny Cowan

WITHDRAWN

7.3. ACTION ITEM: Member-at-Large student award update. **IN PROGRESS**

7.4. ACTION ITEM: Public Relations will come up with a plan for the "Signs of a Good Cook" books and report back at February meeting. **COMPLETE**

7.5. ACTION ITEM: Membership Committee will contact AVLIC Manager in regards to permission to post members' info on both AVLIC and WAVLI website when renewing membership. **IN PROGRESS**

7.6. ACTION ITEM: Professional Standards will research legal fees and billing system(s) in regards to who pays for interpreters. **IN PROGRESS**

WIDHH website suggests they have legal funding outside of funding that is already available. Not sure if PI has any government funding for legal purposes. Deaf person who hires a lawyer (defence, ICBC, etc), legal fees usually goes to D person which then comes out of their claim. GVAD now talking a lot about unqualified interpreters in legal settings (e.g. interpreters overshooting their abilities and being detrimental to the setting).

7.7. ACTION ITEM: Secretary will consider postponing potential motion to change election process and will report back at March meeting. **COMPLETE**

Motion to close Old Business

Moved: Miriam West
Seconded: Brenda Carmichael
Motion: CARRIED

8. NEW BUSINESS

8.1. Social media
(tabled from February meeting)

Brenda Carmichael

Taken on by PR.

- 8.2. Mentoring at Spring GM
(tabled from January and February meetings)

Spring Herold

WITHDRAWN

- 8.3. OTP training for point people and board members
Making brief presentation to Deaf organizations around BC to make sure they understand OTP and are using the same language, and doing some Q&A. Board is strongly encouraged to attend April 1 (6.30 – 9.30) training. There will be future opportunities if members cannot make this date. There will also be satellite training. Goal is to set up ten-minute slots at Deaf organizations' meetings to educate and get the word out about OTP by the end of next year. General membership training is in future plans. Point people will get trained, then train Deaf organizations. PowerPoint slideshow will be provided by Professional Standards to trainers for brief training to organizations. Goal is to be short, sweet and clear. Trainers are from island, mainland and interior.

Miriam West

- 8.4. Spring GM review

Julia Menzies

Review of positions up for election: Vice President, Secretary, Membership, Newsletter, Professional Development, Technology.

9. ANNOUNCEMENTS

10. ADJOURNMENT

7.14 p.m.

Secretary

March 16, 2015

Julia Menzies

ACTIVITIES TO DATE

- i) Attended Vancouver Island Board meeting.
- ii) Sent email reminders to Membership regarding Spring GM.
- iii) Sent Technology Committee meeting minutes from 2014 for WAVLI website.
- iv) Checked in with Board Members regarding list of duties for Spring GM.
- v) Gave George Bryce green light regarding bylaw review.
- vi) Contributed write up of board positions up for election to Newsletter.
- vii) Prepared agenda for Spring GM.

ONGOING ACTIVITIES

- i) Acting as point of contact with George Bryce as he reviews bylaws.
- ii) Uploading meeting minutes to wavli.com via Technology Committee.
- iii) Lessening physical paper trail of Secretary position to ensure more documents available digitally for future Members as well as Secretary position.
- iv) Contacting Forrest to see if WAVLI can help in the promotion of selling/donating Still Talking... DVDs.
- v) Planning Spring GM.

FUTURE INITIATIVES

- i) Transfer archived WAVLI VHS tapes to digital format.
- ii) Prepare board position portfolios for new Board Members for 2015 elections.

Professional Development Committee

March 16, 2015

Co-Chairs: Janet Lewis and Jessie Dawson

ACTIVITIES TO DATE

- i) Responded to emails as necessary.
- ii) Attended the February board meeting in Victoria.
- iii) Organized a round table discussion with a facilitator in Victoria.
- iv) Contacted potential presenters for possible spring workshops.

ONGOING ACTIVITIES

- i) Responding to email correspondence as necessary.
- ii) Preparing for "The Language of LGBTQ" workshop on March 28, 2015.
- iii) Preparing for "Ethical Decision Making" workshop on April 11, 2015.

FUTURE INITIATIVES

- i) Research future professional development opportunities and present them to the board.
- ii) Contact Karen Malcolm regarding an extended practical Mental Health and Medical Settings workshop co-sponsored by Kristen Pranzl in May or June.
- iii) Seek out any people interested in taking over as Professional Development chair/co-chairs.

Professional Standards Committee

March 16, 2015

Committee:

Professional Standards Chair – Miriam West

Resource to Members – Lisz Keallen

Resource to Public – Karen Malcolm

Members: Deloris Piper, Sara MacFayden, Tosca Burtenshaw

ACTIVITIES TO DATE

- i) Established a team of 11 OTP point-people initiative:
 - a. Scheduled training sessions is scheduled for April 1 6:30-9:30;
 - b. Worked on the development of training materials for point-people;
- ii) Conferred with the treasurer on setting aside funds for potential legal expenses re: OTP;
- iii) Conferred with Board Members and AVLIC Administrative manager re: possibility of prorated WAVLI membership dues.

ONGOING ACTIVITIES

- i) OTP Point-People initiative training:
 - a. Developing training materials;
 - b. Developing materials for the OTP Community Education Initiative:
 - i. PPT for Point-People;
 - ii. Brochures for circulation.
- ii) Preliminary planning for PSA for the general public;
- iii) Continuing to work with Piper and Janice Lyons re: presentation re: AVIC DRP/WAVLI process for filing complaints;
- iv) Continuing to work with Vice President, Member-at-large and Tech Committee rep regarding planning day objectives – specifically ASL vignettes for website;
- v) Draft scripts for the WAVLI C&D P&P;
- vi) Resource to Members continues to work on the collecting names for the roster;
- vii) Resource to Public continues to work on job posting requests.
- viii) Action item: research interpreting for legal settings – billing systems – who pays interpreters?

FUTURE INITIATIVES

- i) Work with post-secondary institutions (via PCAS) regarding union postings that are not in line with OTP;
- ii) OTP education letters:
 - i. Kwantlen University – updating policies to reflect OTP
 - ii. 2nd Letter to Ministry of Education – Special Education Manual update;
 - iii. North Shore Disability Resource Centre Association.

Technology Committee

March 16th, 2015

Co-chairs: Bryan Corry and Trevor Leyenhorst

Members: Tyler Churchman, Brittni Vandusen, Amanda Noiles

ACTIVITIES TO DATE

- i) Attended the Victoria board meeting and schmoozed with Victorians.
- ii) Attempted a “Forgot Password” link on website. Didn’t work we’ll try again.

ONGOING ACTIVITIES

- i) Maintaining WAVLI listserv.
- ii) Updating wavli.com with current calendar events and other information.
- iii) Approving members to website and Directory—and answering questions.
- iv) Improving reliable livestream technology for professional development and General Meetings.
Documenting livestream steps and process.
- v) Providing technology related information and support to Board Members, Committees, and Members on an as-needed basis.

FUTURE INITIATIVES

- i) Help in creation of ASL videos on wavli.com for access.
- ii) Establish a Print-On-Demand process for the Directory.
- iii) Create additional instructional videos for tech committee operability.
- iv) Enhance front page of wavli.com with President welcome in ASL and several photos for header carousel.
- v) Possibly film LGBTQ workshop for future member access.

WAVLI Douglas College Student Representatives

March 16, 2015

Jamie Wilson and Kristin Daly

ACTIVITIES TO DATE

- i) First year students enjoyed learning more about Deafblind communication styles with Brenda Macalister last week
- ii) First year students hosted the “Evening of Ethics” night on Wednesday, March 11th 2015
- iii) Second year students completed their first practicum placements

ONGOING ACTIVITIES

- i) First year students are volunteer interpreting around the Lower Mainland
- ii) Second year students are on their second practicum placements. Current practicum placements are in California, Texas, Minnesota, Washington, New Brunswick, Nova Scotia, Ontario, Saskatchewan, and British Columbia

FUTURE INITIATIVES

- i) First year students will be continuing their volunteer interpreting and are looking forward to finishing their first year in April
- ii) Second year students will finish their second practicums on March 27th and start their third (and final) practicums on April 7th