

**CODHHE MEETING MINUTES**  
Wednesday, November 14, 2007  
6:30 PM – Delaware School for the Deaf  
Newark, Delaware

**MEMBERS PRESENT:** Richard Pelletier, Chair, DSD; Loretta Sarro, DODHH; Julia Sullivan, HLADE; Terry Whitham, DSP and Kyle Hodges, Staff

**MEMBERS ABSENT:** Diana Armstead, Advocate; Joe Drexler, WCD; Christy Hennessey, IRI and Peg Stewart, Interpreter/Advocate

**GUEST:** Kiona Draytom, Student from the Jr. Association for the Deaf

**INTERPRETERS**

Lois Steele  
Eileen Casey

**CALL TO ORDER**

The meeting was called to order at 6:45 pm.

**ADDITIONS TO THE AGENDA**

Terry announced that the Visor Card will be presented at the Police Chief's Council meeting at 10 am on December 11 at the Dover Sheraton.

**APPROVAL OF MINUTES**

In lieu of a quorum the above attendees approved the September 19, 2007 minutes as submitted. Kyle will send the minutes to the rest of the CODHHE members for their comments and approval.

**TREASURER'S REPORT and Where to Place CODHHE Funds**

There was no Treasurer's Report.

**BUSINESS**

Vice-Chair Position

Kyle sent an email requesting such nominations. Peg sent a reply nominating Loretta or Terry. Terry respectfully declined the nomination. All CODHHE members in attendance voted in favor of Loretta as the Vice President. Kyle will send out an e-mail to the absent CODHEE members for an official vote.

### By-laws

Kyle sent out via e-mail the by-laws and the Executive Order. Kyle asked if anyone had a chance to look at the by-laws for revision. Whatever was deleted, Kyle put in brackets. And whatever was added, Kyle underlined and bolded.

Kyle gave the following review--

Normally, by-laws do not talk about a Mission Statement.

For the purpose of the by-laws, it was agreed that "ARTICLE 1 – [MISSION]" was called "AUTHORITY AND PURPOSE". Kyle noted that this is consistent with how other groups do by-laws.

Also, it was agreed that it should read: "The Council on Deaf and Hard of Hearing Equality (CODHHE) was established by Executive Order 80 on July 7, 2000 to be able to do the following"—and then list duties from the Executive Order.

### ARTICLE II – MEMBERSHIP

Kyle stated that he took this new language is from the Executive Order. When the Executive Order was amended in 2000, we tried to keep the membership broad. One sentence that was kept from the old versions was—"In appointing members, preference should be given to individuals who are Deaf or Hard of Hearing". It was agreed by the committee to leave this sentence in the by-laws.

Kyle also suggested the following: "Any vacancy among Council or Committee members should be filled within one month of the vacancy". It was suggested to put in 2 months to be consistent with our current meeting schedule. The Committee agreed to change the one month to "two months" because of the frequency of the meetings.

### ARTICLE III – TERMS OF MEMBERS

Kyle noted that we use to have that members should be reappointed every two years. Kyle removed that and suggested: "CODHHE membership shall serve at the pleasure of the Chairperson".

The second paragraph refers to alternates for the CODHHE member. It was agreed that Kyle would reword this section. It was also agreed that a section should read that voting is allowed by proxy, e-mail or phone.

The third paragraph talks about missing meetings. Kyle suggested that this should be changed to just include 3 consecutive meetings. The Committee agreed. Also, Kyle suggested adding: "However, the Chairperson, in consultation with the Executive Committee, will decide the appropriate course of action if a member cannot commit to the minimum number of meetings necessary for sustained membership". The Committee agreed with all changes to this section.

#### ARTICLE IV - OFFICERS

It was suggested: Officers of the Council shall consist of a Chairperson, Vice-Chairperson and Treasurer. The current way of electing all officers still applies.

Kyle suggested: "If the Chairperson should resign, the Vice-Chairperson will assume the duties of the Chairperson for the remainder of the term and a new Vice-Chairperson shall be elected at the next full Council meeting. If the Vice-Chairperson should resign, a new election will be held during the next full Council meeting. Service as an officer for a partial term (e.g. due to resignation or vacancy) shall not count as a term for purposes of determining the two-term limit". The Committee agreed with this change. Kyle noted that all officers have a two term limit.

#### ARTICLE V – DUTIES OF OFFICERS

Kyle suggested taking out all the information in this section. The Committee agreed, however, to keep the language. However, the Committee agreed to delete the sentence: [The Chairperson shall file an Annual Report to the Governor and Legislature on CODHHE activities not less than once per year".

The third paragraph should read as follows: "It shall be the duty of the Department of Safety and Homeland Security, Office of Disability Affairs, to provide staff support to the CODHHE". The Committee agreed.

Also the Committee agreed to keep the language of the Vice Chair and Treasurer.

#### ARTICLE VI - COMMITTEES

The first sentence should read as follows: "Committees may be created by the full Council. The CODHHE Chairperson, with advisement from the Executive Committee, shall appoint the Committee chairpersons and members. Committee Chairpersons shall serve terms at the pleasure of the CODHHE Chairperson.

Persons and/or organizations who are not CODHHE members may be appointed by the CODHHE Chairperson to serve on any of the Council's committees."

The second sentence should read as follows: "CODHHE shall have an Executive Committee, which consists of the officers of the Council, The Executive Committee shall be the decision making body to expeditiously facilitate the activities of the Council in the most effective and efficient manner consistent with its purpose as defined by Executive Order 80."

The Committee agreed with the above two paragraphs.

The Committee agreed to delete the third paragraph in its entirety.

#### ARTICLE VII – COUNCIL MEETINGS

The Committee agreed to leave as is; however, a quorum can be lowered to 1/3 of the majority if we ever need such a requirement.

#### ARTICLE VIII – COMMITTEES

Since this has been discussed in ARTICLE VI above, it was agreed to delete this section

#### ARTICLE VIII – RULES OF ORDER

Per Kyle, this is the standard language.

#### ARTICLE VIII – AMENDMENTS

The Committee agreed with this paragraph.

There is not a quorum tonight; however, this gives Kyle a good idea of the changes that the Committee is comfortable with. Kyle will e-mail the changes to all so a final version can be finalized by a vote at the next meeting.

#### Brochure Update

Kyle reviewed the brochure hand-out. A few changes have been made on the brochure to make the hand signing pictures a little smaller. The Committee agreed that the words on the front of the brochure in the background of advocacy, equality, empowerment, communication are fine as is. Under Mission Statement, the first picture of the two hands says "Counsel" not "Council". The picture of the lower hands says "Advocacy". It was agreed to add the "Empowerment" signing. The two key components are "Advocacy" and "Empowerment"—per Rich. Kyle said that the signing of "Council" and "Equality" could go in a different spot on the brochure. Kyle will take this back to the State

Graphics and Printing contact. It was agreed that Kyle will bring a digital camera to the next meeting and take picture of the signing. However, everyone will have to sign off for any pictures that are taken.

### CapTel

Julia provided a draft to the Committee. Kyle asked Julia to e-mail Jim Cole, with a cc to Kyle, to know if we can do this without legislation. Terry suggested Kyle e-mailing Jim Cole, with a return receipt and of high importance, with a copy to Colleen Gause—and ask Jim about this meeting he keeps referring to. Also, let Jim know that CODHEE has a rough draft of legislation. If Verizon and the PSC can get moving without doing legislation, that would be good. Kyle said that if comes down to doing legislation, you have to determine what kind of legislation you want and what direction you want to go. Kyle suggested getting a meeting with a legislator and see what direction to take and who is going to be affected. This should be taken back to Loretta's office to let them know that this could be coming. Also, emphasize that this is a very rough draft of legislation taken from bits and pieces of other states. The PSC tariff will be the funding mechanism and Loretta's office would be responsible for the equipment distribution. Kyle suggested that you may want to just have the PSC tariff program and let people purchase their own equipment. Terry says that some states put a cap on the money and when it's gone for the year, it's done. Terry asked Julie to get the recurring (monthly costs) and non-recurring (equipment costs). The next DETRS meeting will be December 18 at 2 pm at Buena Vista.

Loretta will send electronically the DETRS Legislation and Executive Order to Kyle.

### OTHER BUSINESS

Kyle asked if Linda Heller is working on a proposal that is a federal mandate that would require hearing aids to be covered by insurance for persons over 18 years old. Julia will look into it. Loretta added that she has a lot of phone calls regarding hearing aids not being covered by insurance. Loretta suggested everyone checking their own insurance coverage.

DSD received full accreditation.

Delaware Association for the Deaf had a Community Partnership Day in October—125 people attended and as a result, the DAD membership has grown. Since there was a good turn-out, they will do this again.

The next meeting will be held on January 16 at 6:30 pm.

### **ADJOURNMENT**

The meeting was adjourned at 8:34 pm.

Respectively submitted,

Kyle Hodges  
CODHHE Administrator

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