

DEAF CHILDREN NEW ZEALAND

Tamariki Turi O Aotearoa



Minutes of the Executive Committee of Deaf Children New Zealand	
Date	Saturday 17 August 2019
Venue	Rydges Hotel, Wellington Airport
Meeting opened	9.10am
Present	Kate Whale, Kirstin Johnson-Coombs, Brent Burcher, Dana Cook, Justin Farquhar, Gill Bonnett, Katie McMenamin Interpreters: Angela Murray, Ramona Pointon
Apologies	Meg Melvin, Karen Dobson
Previous Minutes	MOTION: That the minutes of the meeting dated Saturday 8 June 2019 be correct. MOVED: Kate W SECONDED: Justin F CARRIED
Critical General Business	Nil

President's Report	
NFD strategy meeting	<p>Brent and Kate attended this meeting about a month ago, working with the NFD to work out where they are going as an organisation and how they can support us as one of the member organisations. It was interesting. Not 100% sure NFD matches up with our goals, but they are trying very hard to become a lot broader in their perspective and those who they support. They are doing some interesting stuff into deafness and hearing loss in youth which is something Kate wants to keep an eye on. Research being done on the damage to young people's hearing, through constant use of headphones, earbuds, volume, etc. Brent and Kate met with the Chair, Natasha, to talk about what sort of support they can give us. They have a person whose role is entirely fundraising. The conversation with Natasha would be able to tap into the use of that person for projects, etc.</p> <p>In general, by being a part of the NFD, we are looking at building relationships with other groups such as the audiological society.</p>
Global Parents of Deaf Children meeting	<p>FCEI 2020 is next year, and at the start is the BGM of the GPODHH group that we are a part of. The core committee has two from USA, one from Australia, one from South Africa, one from India, one from Finland, one from NZ, one from Austria, one for Italy and one from Bosnia.</p> <p>The big conversation we had to have in addition to the two monthly skype meetings, was talking about two reps to the World Health Organisation (WHO) Conference in Geneva, their focus is trying to address the causes of hearing</p>

	<p>loss, the reasonings how to stop it, etc. We had big discussions as to whether this was to our spec. Avoiding hearing loss is something we are not getting into. Reps went last week and we wanted to ensure that those who are already deaf/ hh have support, including communication support. Goal of GPODHH is our kids have the best in health, education, etc.</p>
FCEI 2020	<p>Set for the end of May next year; this conference is very hard to get to (both in expense and in distance and time) but is very valuable. However, if it was just stand alone we would probably need to say no, but due to the combined GPODHH meeting and conference, it is still needed. Kate would like to step back at some stage - having attended three conferences already, but she wants someone to come to the 2020 one with her and take over eventually. We don't want to lose that contact.</p> <p>Katie McM is hoping to go and present the findings of her PHD. She is more than happy to help Kate. Need to discuss funding, will do that in General Business.</p>
NZSL SAG Meeting	<p>Katie did her presentation and Helen went as our rep. Helen will pop in later on to talk to us about the meeting. Kate has lost all faith in any value to these meetings; every meeting they have great concepts and ideas and the next meeting is summarising the previous meeting. Never makes any progress.</p> <p><u>Update from Helen:</u></p> <p>One of the most frustrating meetings she has been to. Disability learning support has changed name to Learning Support. Learning support action plan will be rolled out in schools. Moderate to High level needs will get additional assistance. Katie presented and people were blown away and interested in the grid of acceptance, biculturalism, etc. Talked about budget which is confidential. Draft development of NZSL was handed out. Learning support action plan - not tailored for deaf or hard of hearing kids. Round the table - Deaf Aotearoa, bid unsuccessful bringing World Fed Deaf Conference. Visas, cost and distance. Winning country was Korea. First signs review is happening, about to finish. Given it was a NZSL focussed meeting, asked NZSL in schools programme. Helen to follow up. The new service delivery module for the DEC's was due to come out last week. Coming out for consultation this week - hasn't seen anything. Oliver Ferguson - presentation, appreciative as a parent rep was there. Appreciative of budget announcement, specifically asked at the next SAG meeting in November to discuss the service delivery module and hubs. Deaf community - having hubs 1 day a week every fortnight was not enough to be valuable.</p>
<p>MOTION: That the President's report be received/accepted. MOVED: Kate W SECONDED: Gill B CARRIED</p>	
Actions from President's report	Nil

Secretary's Report (No report)	
Relay Service	<p>Brent has been busy but hasn't put in a report.</p> <p>The NZ Relay service meeting is in February. At the moment Sprint runs NZ Relay service but their contract is finishing. Some people have put their hands up to provide a new relay service. Interesting to see how they go as they do 8am-6pm, now they have extended hours from 8am-8pm and do weekends. Hopefully new contract will be open 24/7.</p> <p>What about internet/face to face?</p> <p>NZ Relay and VIS (video interpreting service) they have all different VRIs, making bookings, in future, and VRS is kind of like real time. Some deaf people don't like typing or texting because of the language barrier. NZSL would be priority - primarily deaf people prefer NZSL than typing. Biggest thing is having data - no access to WIFI, you have to use your phones data and that gets chewed up pretty fast.</p>

MOTION: That the Secretary's report be received/accepted.		SECONDED: Justin	F
MOVED: Brent B		CARRIED	
Actions from Secretary's report	Nil		

Treasurer's Report (See report)	
Account Balances	<p>Balances confirmed 06/08/2019:</p> <p>Operational account: \$146,402.89 DEANZ: \$14,526.93 Beacon: \$17,032.15 Hui: \$1,902.64 Manawatu: \$26,451.32 Term deposits: Westpac \$66,842.65 ANZ \$15,168.38</p> <p>Transactions for period in separate document.</p>
	Xero is up and running. Next steps are to automate the expenses forms, grant applications and bank transaction feeds.
	Suggestions needed around future auditing – the sooner we can make provisions for 2020 the better.
	Annuals reports for 2016 and 2017 completed and added to Charities Services website. Expecting the 2018 annual report any day now. Charities have agreed to express our re-registration due to misconduct / unprofessionalism of Martin Wakefield. Will advise when this has been done.
	There are no current problems with our conducting day to day business at this stage. The IRD have not given any advice on tax implications.
	<ul style="list-style-type: none"> Open separate account for MSD money to track spending. All expenses pertaining to account needs to be marked as such. Bring ANZ term deposit to Westpac. Get started on the automation of the expenses claims and grant money
	Kate feels we need to split so we have more accounts and specifically labelled. When we apply for funding we need a bank statement, and when

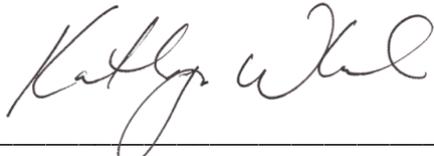
	<p>we have a lot of money in there, it's hard to get funding. For reporting, makes it easier if separate accounts. Still maintain operational account.</p> <p>\$14k for DEANZ was tagged for what? DEANZ closed down, and gave us the money - wasn't allocated for anything. Need to shift that to the operational account.</p> <p>Rename Hui account to NZSL account. Term Deposit to ANZ to bring across to Westpac. REally just need a tidy up of the whole lot.</p> <p>What about using DEANZ money for camp? (Brent). Save it for family camp? Keep in separate account for topping up family camp costs on top of funding that has come in for it.</p>
<p>Charities Services</p>	<p>DCNZ were formally de-registered as a charity due to our failure to submit annual reports for two years (2016 and 2017). The Charities Services administrators accepted our argument that it was due to the negligence of our auditors (Martin Wakefield), but they were unable to reverse their decision. We had two options available to us at this point - appeal the decision to the High Court, or apply for re-registration. The Charities Services Manager Engagement and Business Improvement, Andrew Phillips said they would express process our re-registration application once it is complete. In order to finalise this process I need to add the accounts for 2018 which I hope to get from Martin Wakefield in the near future. I will continue to push them for the accounts.</p> <p>In the meantime we are still able to operate as usual. It seems that the IRD have not been informed of our change in charity status, or if they have, they haven't made any effort to contact us, or ask us to behave differently as a (former) charity. I contacted them when we were initially de-registered to find out the impact this would have, and they asked me to email them outlining the reason for our de-registration. I did that and have heard nothing.</p> <p>My understanding of how we deal with this is:</p> <ul style="list-style-type: none"> ● We continue to operate as usual in paying our people the grants and support for our people ● We don't apply for funding grants until we have been re-registered as we cannot claim to be a charity until our re-registration is complete ● We leave our website and other public materials in place as taking them down will be a huge headache, and will potentially deprive our users of critical educational information <p>I am treating our re-registration as a formality because our annual accounts have been positive and have flagged no concerns for DCNZ. So long as the 20108 accounts say the same I think there won't be anything to prevent re-registration.</p> <p>I will let you all know when we are officially re-registered. The biggest risk it seems to me is that our re-registration comes after the next ILS funding round. If this looks like happening I will approach ILS to explain and ask their advice.</p> <p>I am very confident that this will not happen, but I can't say for sure how long the re-registration process will take.</p>

MOTION: That the Treasurer's report be received/accepted.			
MOVED: Justin F		SECONDED: Kate	W
		CARRIED	
Actions from Treasurer's report	<ul style="list-style-type: none"> • Justin to advise when Annual Reports are back. • Open separate account for MSD money to track spending. All expenses pertaining to account need to be marked as such • Bring ANZ term deposit to Westpac. • Get started on the automation of the expenses claims and grant money. • Looking at a new auditor - Justin will look into. 		

Family Information Kits	
New registrations by region	Auckland - 3 Bay of Plenty - 0 Waikato - 0 Hawkes Bay - 4 Manawatu - 1 Wellington - 5 Canterbury - 3 West Coast - 1 Southland - 0 Otago - 2 Total - 19
New Google Forms	This seems to be working well. The form response comes to me and I can go in and get the details.
Resources	Still working on whether to try and hand this role over or stick at it.

General Business	
NZSL Funding	<p>We have \$80k, how can we best use it. That is with GST and admin fee. I think the best thing to do is to divvy it out to parents groups and put the responsibility back on to the parent groups to set up classes for their members. Need to be aware that they may not wish to take up the offer as too hard for them to manage. We need to be very clear as to what they can use it for, eg. when asked if we could help pay for a teacher of a deaf child to learn, the answer was no.</p> <p>We also need to keep some of the funding aside for areas with no parent group or who can't attend that class. We have 9 parents groups. Do we give them \$5k each to set up a sign language class? Talked a little bit about it at the AGM.</p> <p>Can have two check boxes, one to pay tutor direct, one to reimburse family. \$5,000 available to each 9 parents group.</p> <p>Kate will send an email out to parents groups, this is available, need feedback by the end of Term 4. You will have to report back to DCNZ.</p>
Contracting position	Gill; APODC have had a paid admin lady for 4 years. Originally \$15 per hour. In the time she has been there they have doubled their membership. It is very

	<p>much worth it, and is something we really need to look in to to maximise what we are able to do.</p> <p>It's the day to day logistics that takes so much time and energy that could be put to so many other things. Kate feels that between family and work, she is doing everything badly instead of doing one thing well. For us to become of value, this is the type of thing we are going to have to do. 15 hours a week maximum, contractor @ \$18,000.</p> <p>Why 6 months only? We can't apply for funding straight away. Trying to find funding for salary will be hard to get. Lotteries is the only one that pays a salary/administration position. If we cover the role for 6 months, we then have a really good proposal as to what has been achieved and how much we need it and to go to Lotteries and say we want to continue this role long term. The challenge is finding someone who has the knowledge of all we do, the knowledge of a deaf kid, and has the time to do it.</p> <p>At the end of the 6 months, we can get a report saying this is not enough hours for the role or this is perfect.</p> <p>A lot of this role will overlap the Community Relations role. Forwarding documents, paperwork, setting up projects, camp, etc. Being a person who can follow up after meetings, eg SAG, being in their faces following up.</p> <p>The big question is WHO?</p> <p>Kate to contact a prospective person.</p>
Accountant	<p>Justin and Kate to have discussions about keeping the accountant or taking this further.</p>
Individual Grants criteria - e.g. NASA camp/Jamboree	<p>We had 2 applications in the last month - one for a Scout Jamboree, and one for going to NASA camp in the States. We almost categorically said no to jamboree and then we almost said yes to NASA, but Justin pointed out it is extra curricular.</p> <p>We need to state criteria for Individual Grants like we do for Tutor Fees and NZSL, we have just winged it on a case by case basis.</p> <p>Within your time span you have 2 individual grant applications up to \$500 each - it can be educational, it can be social, experiences kids would normally miss out on. Doesn't have to be deaf related. Then puts the responsibility back on the family as to whether it is the most important thing for this child.</p> <p>Where does our spec begin and end.</p> <p>Justin suggests set a budget per year, when its gone its gone.</p> <p>Kate to talk to Meg about putting that criteria on the website.</p> <p>Dana to go back to two latest applications and say our criteria has changed.</p>
Response to funding changes	<p>90% of people that have come back to us say it is Speech & Language Therapy.</p>
Supporting improvements to provisions for unilateral children and a support network	<p>Gill - in Auckland we were talking about what we can do for unilateral children as we always talk about the gaps and different needs they have. We were trying to work out what the best forum would be - us as a national level, or local to look at solutions by having those conversations.</p> <p>Kate - like setting up support groups in regions?</p> <p>Getting unilateral parents into some kind of forum to get onto the next step.</p> <p>The issue with this that Kate has taken to DECs, SAGs, all funding through MOE and MOH is based on an audiogram. That is normally taken on the good ear. Unilateral kids are not funded for anything.</p> <p>Helen said they often have enquiries to WADC for unilateral support.</p>

	<p>In an ideal world we would have a needs based system as opposed to a medical based system. How do we go about fighting for this?</p> <p>SAG meeting - They are going to have to as they are having to develop a learning support co-ordinator/module. You have to have a register of children's names - not medical but their needs.</p> <p>At our camps, we could have some workshops for parents of unilateral kids.</p>
<p>Connecting newly diagnosed families to us - holding a meeting of experts as discussed at AGM</p>	<p>Currently we are getting very few referrals through from Audiology. A lot of the feedback coming back from KITS is asking why they didn't know about us sooner.</p> <p>Dana - after last meeting, she went back and contacted our Advisors and put it to them and said we would like more awareness about our regional parents group. Morning tea at audiology, we can come to you - make it as simple as possible. They ran with it and they have a meeting in a couple of weeks at MOE for 1.5 hours - head of RTDs coming and two other RTDs. Audiology will also attend the meeting. Advisors are coming and also a couple of parents.</p> <p>We have tried contacting DHB audiologist - don't get back to us. Divvy out DCNZ information packs, with a wee blurb to go with it and hand deliver where we can.</p>
<p>Camp dates and organisation - inc speakers</p>	<p>Gill spoke to Carey Park Camp - Henderson Valley, West Auckland - 16 October 2020 holding onto it for us. APODC last time camp, it was so good they are going back.</p> <p>In terms of us, yes approve and pay the deposit?</p> <p>The camp wouldn't go ahead if we didn't get a big lump of funding but we still need to book and pay a deposit.</p> <p>Gill has organised for a fireman to come and bring a fire truck and mazes and wants to present to parents regarding fire alarms, etc.</p>
<p>Meeting Closed</p>	<p>2.31pm</p>
<p>Next Meeting</p>	<p>Saturday 2 November via Skype</p>
<p></p> <hr/> <p>Chairperson's signature</p>	<p>17 August 2019</p> <hr/> <p>Date</p>

ACTIONS FROM 17 AUGUST 2019 MEETING



Kate	<p>Kate and Justin to have a discussion as to where to go from here with accountant.</p> <p>Kate to talk to Meg about putting the criteria on the website about changing individual grants criteria.</p> <p>Kate will send an email out to parents groups regarding NZSL fund, this is available, need feedback by the end of Term 4.</p> <p>Kate to contact person re contractual role.</p>
Kirstin	
Brent	
Dana	<p>Dana to go back to two latest applications and say our criteria has changed.</p> <p>Feedback to committee how meeting with Audiologist, RTDs, MOE went.</p>
Justin	<p>Kate and Justin to have a discussion as to where to go from here with accountant.</p> <p>Justin to advise when Annual Reports are back.</p> <p>Open separate account for MSD money to track spending. All expenses pertaining to account need to be marked as such</p> <p>Bring ANZ term deposit to Westpac.</p> <p>Get started on the automation of the expenses claims and grant money.</p> <p>Looking at a new auditor - Justin will look into.</p>
Karen	
Katie	
Gillian	
Meg	