

DEAF CHILDREN NEW ZEALAND

Tamariki Turi O Aotearoa



Minutes of the Executive Committee of Deaf Children New Zealand	
Date	Saturday 7 March 2020
Venue	Wellington Airport
Meeting opened	12.28pm
Present	Kate Whale, Kirstin Johnson-Coombs, Brent Burcher, Dana Cook, Justin Farquhar, Gill Bonnett, Katie McMenamin, Meg Melvin, Karen Dobson Interpreters: Rosie Henley, Francesca Collins (arrived 2.45pm)
Apologies	Nil
Previous Minutes	MOTION: That the minutes of the meeting dated 3 November 2019 be correct. MOVED: Kate W SECONDED: Kirstin J-C CARRIED
Critical General Business	Nil

President's Report	
FCEI 2020	Austria in May 2020. Kate is looking to see whether this is going to go ahead. Her concern is not around family getting sick, but potentially borders being closed. Nothing has come out from the conference. Will they go ahead with an international conference if it is declared a pandemic?
NZSL Funding	Massive thanks to Meg for all her hard work. She will cover in her report.
GPODHH	Kate was unable to attend the last GPODHH Zoom meeting as the international time conversion meant that it happened while she was at work. She has the minutes for those who are interested, please let her know. WHO is very big on "how do we prevent hearing loss?" - for us as a Global Organisation of parents of Deaf Kids. Is that aimed at Noise Reduced, etc. Helping to ensure once they do have some sort of hearing issue, you get fair and equitable treatment.
Extension of the Community Manager role	Meg finishes her contract on 20 April 2020. After today's meeting, if the committee agrees, she will apply for salary based funding to continue the role for as long as she can get funding. Having a part time role is of huge importance to the group and we have proof how beneficial it has been. Probably only need 10-12 hours per week as opposed to 20 hours as the NZSL funding has been sorted. Meg has said it was awesome having contact with the parents groups and members. Fingers crossed we keep it going. She will ask NZSL Board for another round. Once they have had final report in April, hopefully they will say

	<p>this has been successful, let's do it again. If we don't get funding, we will get other funding for it as we have a lot more work that needs to be done. Kate and Meg have a list to work through.</p>
Database	<p>Out of date and useless for use. Meg and Kate have had meetings about better programmes, better ways of doing this that essentially have a lot of automation. Like a profile per kid/family - what have they applied for in the past, i.e tutor fees, assistive devices, etc, also awards/scholarships they have received. We can see if they have used their quota for assistive devices. Allows us to see our spread of who is using tutoring, the age groups, are we seeing an increase in the newborn babies as opposed to the group of 6-9 year olds coming through.</p> <p>It is going to cost money as any programme that does that kind of job does. We need to look at the balance - we can't even work the database to find any information. Kate can't find out when a kid is turning 4.5 to send information to send through to the family for getting the child ready for starting school. Finding out when kids are heading to high school so we can send info to teachers to help. Once it is set up it will maintain itself, we just put in the new families. Kate sees Meg taking this on - this is the biggest role for Meg and of most value to us and our organisation. Meg has some ideas on software, etc. She will bring up in her report.</p> <p>We still only have 30% of email addresses. So sending emails about awards, etc, that is why we are not getting the applications, as we are not accessing all deaf/hh families.</p> <p>Long term, this extending Meg's role for what seems to be an increasing list of things to do, is a necessity. If Meg can get onboard in terms of applying for funding, for a salary position. Lotteries Commission will fund a salary - everyone else will not fund a salary.</p>
Committee Responsibilities	<p>We need to be better as a committee as to checking emails, approving things as they come in and making sure that we haven't got one person trying to hound everyone all the time for responses. As a group, agree on one evening a week, everyone checks their emails on a Monday night. It is specifically around the NZSL Board stuff, we have alot of families contact us saying they have applied but haven't heard from us, Kate has a DCNZ phone on her which she cannot answer all the time, especially during teaching hours, but if we can get back to them with a really comfortable timeframe, this puts the families at ease knowing they have had a response from us.</p> <p>Can we at least once a week, approve anything that needs to be approved. If there is a struggle, it is found straight away.</p> <p>If you need approval for anything, send a message on WhatsApp saying an email has gone to your inbox. Please check and reply before the end of the day.</p> <p>We have a quorum of 4/5 - it is very hard to judge, going back through who has and hasn't approved.</p> <p>Meg to trial a Google form, template for the next thing to approve. This way if it works, there will be a record of each application.</p>
<p>MOTION: That the President's report be received/accepted. MOVED: Kate W SECONDED: Justin.F CARRIED</p>	
Actions from President's report	<p>Meg to trial a google form for approval of applications. All committee to check emails at least once a week and reply asap. Meg to apply for funding to continue her Community Managers role.</p>

Secretary's Report (See report)	
NZRAG	Brent went to a 2 day workshop in December last year organised by MBIE to pick a provider for the NZ Relay services. There were 3 companies that have put in a tender. The winning company is an Australian company who provides the relay services in Australia. Their contract starts in June.
NFD Council Meeting	<p>The NFD meeting in December last year was ordinary. They are doing a number of projects and one of them will be hearing screening pupils at a high school. They aim to do 6 schools in 2020. Natasha will be keeping Kate in the loop on this project. NFD also would like to set up a youth advisory group. Brent has put his hand up to help them to get in touch with the deaf youth group around NZ. They meet 4 times a year, of which Brent tries to make 3. They want to focus more on young people as their future.</p> <p>NFD have gone into 6 schools testing hearing, understanding hearing health, volume of music they are listening to - some statistics, you have 15-16 year old kids with industrial hearing loss. Massive number of kids. Referred a number onto audiology for intervention. Whangarei was one of the places they went into - general health was awful, ruptured ear drums, etc. What they are doing is they are trying to go into schools, test these kids, show them what is happening to their hearing and what is happening to their future. Awesome thing they are looking at doing. Quantitative data to show the kids, what this is doing to your ears. Be interesting to see how they go with that.</p>

<p>MOTION: That the Secretary's report be received/accepted. MOVED: Brent B</p> <p style="text-align: right;">SECONDED: Dana C CARRIED</p>	
Actions from Secretary's report	Nil

Treasurer's Report (See report)	
Account Balances	<p>Running a high balance due to NZSL \$123,016.30 Deanz \$1,4531.29 Beacon \$17,037.34 Hui \$1,902.00 Manawata \$26,459.39 Term Deposits (Westpac) \$68,501.00 We can use Beacon for our camp. Hui absorbed into the General Account. Been sitting there for 5 years.</p>
Accountant	<p>Martin Wakefield - Zero to use transactions. As long as Justin is diligent, he should be able to get everything to the auditor without issue. Kate to do a bank auditors report from ANZ. Brent thinks he has got those, one from Westpac to. Need to get signatory setup changed. What does it mean if you use Zero - straight to the auditor, bypasses the accountant? The accountant doesn't do anything at all, so yes.</p>
NZSL Fund	<p>\$31,490 spent since September. 1 July last year, \$101,000 given which includes GST.</p>
	<p>Justin to compile a list in the next couple of weeks of payments that come out. Justin wants to cover him and Kate's back when making payments so all the committee can see what expenses are going out.</p>
<p>MOTION: That the Treasurer's report be received/accepted. MOVED: Justin F SECONDED: Kirstin J-C CARRIED</p>	
Actions from Treasurer's report	<p>Brent to send bank auditors reports to Justin.</p>

Community Manager's Report

NZSL Learning Fund report on progress and proposal for co-hosting Central Otago community class

Lots of applications about the 3rd week of January. A month out from the closing date was when everyone applied. 62 applications from families - equates to 187 people. We have even seen a mum has gathered 11 family members to do it for 8 weeks!

Trouble finding NZSL teachers to register with us - suspicion of how we would get paid, are we employing you? Wrote a piece for their newsletter, NZSL sign language newsletter which resulted in great contact from the teachers.

\$66,624 allocated to those families. Allocated means we have set the money aside for them but likely it won't be spent until the end of Term 2.

About 30% are using Merge for this service. Meg has been working closely with Merge to make a seamless process, and Merge invoices Meg directly.

\$80,000 to distribute. \$66,624 already allocated. \$13,376 left. Auckland has been the only one to apply for the \$3,000 grant for 4 events they are hosting between now and May 2020. Wellington and Hawkes Bay have expressed an interest and will make an application.

Funded \$1,000 to a local Whanganui parent to have 10 sessions at the local church. Hireage of the church and gave her a pressie card to get tea and biscuits, etc.

Central Otago - trying to get hold of Steve, President - emails back that's great I will email next week. Assuming Otago is not making an application. Conversation with a mum from Central Otago in Cromwell, she put Meg in touch with the local REAP Aotearoa, Professional Development Programme, they want to run a community NZSL class at Cromwell High School for two of our members and anyone else wanting to learn NZSL. We may be able to kick in funding for that - give funds to the parent's group, and they pass on to REAP.

Proposal that would have been set aside for Otago's parent group - that be giving to Otago PG, give to Central OPG to pass on to REAP.

By 30 April we have to give an Impact Report saying you gave us \$80k, we have allocated \$xxx, this is how we have spent it, thank you very much - here is the return of the balance.

For two families - hard to get access to NZSL classes - offered a top up. Meg and Kate talked about this, can't be covered under NZSL money, very strict about what covered, if it meant families can't access, that is our spec and we will cover the petrol to rural properties when the families they desperately need it.

1 teacher is travelling an hour and a half each way to get to class.

We will continue the conversation but are not in a position to offer funding.

We require each teacher to send a report at the end of each term - we need to have a measurement to give back to the NZSL Board. Teachers have said that is additional time, Merge says they normally provide a certificate of completion.

Merge have made a request to DCNZ to help fund creating resources, so they can finish the development of the NZSL curriculum. Merge are a commercial

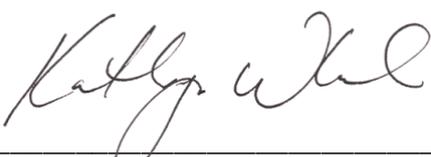
	<p>entity, so they can not access money from the NZSL Board to complete development of their curriculum. Merge NZ are in the act of teaching people NZSL on a regular basis - 3 years into their business. Running classes in areas that have never had access to NZSL classes. While this should be the spec of the Deaf Ed centres or SAG, this takes a lot longer to come out than coming out of a commercial entity.</p> <p>We want to avoid political discussions and not take either one or the other side. Whoever is equipt to do the job, should do the job.</p> <p>Meg feels confident enough to say if they can deliver the curriculum in next 6-12 months, she would be happy to say yes. Meg can get more details from Merge, and can find out what's happening at DEC's centres.</p> <p>Kate: Asking a charity for money for their business is not ok. They have already asked for a number of things, Kate has given them support letters for their applications. Kate feels very uncomfortable with us providing any sort of direct funding to Merge, and Kate has put this across to them in the past, and it looks like they are bypassing Kate and going through Meg.</p> <p>Gill - the curriculum they use, they might give it out to anyone for free. Gill agrees with Kate.</p> <p>Brent - potentially we could ask NZSL Tutor's association, what sort of curriculum they have available and what they are using.</p>
DCNZ membership update	<p>We have had a lot of new members. 115 members since we started the online form in August. We are getting a lot - 3 or 4 a week. Potentially this is an Impact because of the NZSL fund. However, we are getting people mid teens and later. Pool of teenagers.</p> <p>Slices on the membership - it says we have 1,114 actual members in the database, however when you take out the over 21 year olds, 180 over 21 year olds. That's another cohort. 21-25/6 years. That's another group we could utilise as our recent graduate people, who could be utilised going back to school. What we are not getting is those very early diagnoses - babies are coming through - 115 only 6/7 are babies.</p> <p>A total of 62 families since November - under 2 14, 2-5 22, 6-9 15, 10-12 3, over 12 8. Majority are 2-5 but we still have 26 that are over 5.</p> <p>We feel that there is a breakdown that we actually don't exist.</p> <p>Meg has a list of all the latest AoDCs. She has more time now that the NZSL Fund has majority been done, to get our name back out there to all the early intervention clients, AoDCs, Audiology, Hearing House, Van Ash.</p>
Action from Community Managers report	CONTINUE BEING AWESOME!

Services Report (See report)	
Grants / Assistive Devices / Scholarship	Tutor applications - 5 applications Assistive devices - 6 applications Speech therapy - 4 applications John & Betty Rose scholarships - 2 applications

Family Information Kits	
New registrations by region	Northland - 2 Auckland - 8 Bay of Plenty - 1 Taranaki - 3 Hawkes Bay - 3 Waikato - 4 Wellington - 10 Canterbury - 13 South Canterbury - 1 Otago - 4 Southland - 8 Other - 5 TOTAL 62
Ages and Stages	Meg and I have been working on a way to make the database work for us in order to send out specific Kits for ages and stages of our kids. This has been a work in progress for a while now, but we are still working out the best way to make this happen.
Resources	Again, I am still seeking resources to put into our Family Kits, including specifics for each age and stage. Resources include, but not limited to: <ul style="list-style-type: none"> - books, toys and games - specific D/deaf/HH books - Parent stories and shared information - Hints and Tips for teachers - Hints and Tips for parents

General Business	
Accountant	Discussed in Justin's report.
Camp dates and organisation - inc speakers	Carey Park Camp - Henderson Valley, West Auckland - 16 October 2020 Gill went to the camp last week for the Auckland Parents of Deaf Children yearly camp. Activities include - flying fox, archery, air rifle, confidence courses, kayaking, slope for water slides. APODC paid for an activities co-ordinator to work on the activities. They also have people that run the kitchen, cook the meals and clean up. By having people who do all the leg work at the camp, this would reduce the manic and stressful stuff the committee had to deal with last time. This was a killer and not something we ever want to do again, so employing people to do it is important. In terms of who can go, we need to look at a priority list... <ol style="list-style-type: none"> 1. Newly diagnosed families 2. Those who haven't been to two camps already

	<p>3. Families nominated by their parent groups as both reps for the group and mentors for the new families. (Hopefully these will also be people who are active with their regional parent group)</p> <p>Also need to note that we will only fund those family members who live under the same roof. We can't be paying for extended family.</p> <p>We will do an Expression of Interest form before registering.</p>
<p>Honorarium / Reimbursement and who is staying on Committee past next years BGM</p>	<p>Kate President - Struggling - 10th year on Committee - wants to step down as President but will stay on Committee and support the new President.</p> <p>Katie has put her hand up if no-one else is keen, as long as Kate stays on and helps for a year.</p> <p>Kirstin V. President - Will stay on until BGM next year, but this could change depending on what happens with BOPADCI group</p> <p>Justin Treasurer - Yes</p> <p>Brent - Yes</p> <p>Dana - Yes</p> <p>Gill - Yes</p> <p>Karen - Yes</p> <p>Katie - Yes</p>
<p>Update on Unilateral Facebook Page - Meg/Gill</p>	<p>A few things on the go. Started FB page 2 weeks ago, we have got 35 families in two weeks. Been some good conversations and suggestions of what things have worked with their children. Got the support group element. A great resource in the future if we were going to look and try and see what service people are getting around the country, is it catchy, the best way to look at baseline ideas of what provision looks like for unilateral children in NZ at the moment.</p> <p>The provision around not getting AoDCs or assists or advocate for them is something that really needs to be looked at. Information that wasn't age appropriate when leaving hospital.</p> <p>Around the really basic services, get you into other networks, what provisions they are getting in terms of hearing aids, importantly what is happening with them in school.</p> <p>Hear about families who are having to trial FM systems. Whether they can take FM systems home at the end of the day? Who insures it?</p> <p>Be interesting to know numbers - when you look at the annual report that comes out of how many are newly diagnosed and what their hearing loss is.</p> <p>Information sheet about what we know about Unilateral Hearing Loss and put on FB page.</p> <p>She wants to do a study - it wouldn't be Gill doing it, she will put some feelers out. What are the unilateral kids currently getting? The number of kids, what they need, etc.</p> <p>Katie has contacts at Auckland University.</p> <p>Gill to flick around an email, and liaise with Katie as to contact info.</p> <p>Next stage is what we want to see, make a report of getting in front of people in Government. Needs based assessment, not audiology based assessment.</p>
<p>DCNZ input into Van Asch/Kelston merger and NZSL in Schools</p>	<p>We had little input into the new name of the DEC? There was a lot of talk about community consultation without much community consultation. But at the end of the day, there is little we can do about it.</p>

	<p>Their merger has been particularly lacking in clarity. What does it mean for families accessing their services? Kate has been trying to get a meeting with the new boss to get an introduction meeting, but times keep on not working for either party. Kate will ask him to come to the camp as a speaker.</p>
<p>Supporting RPGs around membership</p>	<p>We have Auckland that is thriving, Otago that is doing really well, and Canterbury doing really well. HB are doing well in their niche but they are not covering all families in the area for fundamental differences in perspective issues. Wellington has crashed and burned. Tauranga is the same as Wellington. South Canterbury we don't hear from them. Nelson there is nothing; nobody is backing the one person that wants to start a group. Northland, who knows. Hamilton, nothing over there.</p> <p>Is there a need and a value in Regional Parent Groups?</p> <p>Kirstin: In Tga the AoDC contacts me with new families, I meet the families individually and they don't join the parents groups. I will still continue that if we don't have a parents group.</p> <p>Some people have more in common with a family down the South Island, than they do with a family who lives 15 minutes down the road.</p> <p>What are your aims? What drives your group? What do you want to achieve? Katie's research showed that people liked the concept of having one person to contact in their region - that was more beneficial.</p> <p>Get contacts in different regions that are happy to be put in contact with newly diagnosed families.</p> <p>Adapting the way of doing things with Parents Groups.</p> <p>Meg and Kate get together and come up with a plan.</p>
<p>Actions from General Business</p>	<p>Meg to create a registration of interest form for Camp 2020.</p> <p>Gill to flick around an email, and liaise with Katie as to contact info regarding study with Unilateral Kids.</p> <p>Kate will ask the new Boss of Joint DEC's to come and speak at camp.</p> <p>Meg and Kate to get together and come up with a plan on supporting RPGs and their membership.</p>
<p>Meeting Closed</p>	<p>5.35pm</p>
<p>Next Meeting</p>	<p>Online meeting at 8pm, Sunday 14 June</p>
<p> _____ Chairperson's signature</p>	<p>7 March 2020 _____ Date</p>



ACTIONS FROM 7 MARCH 2020 MEETING

Kate	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT. Kate will ask the new Boss of Joint DEC's to come and speak at camp. Meg and Kate to get together and come up with a plan on supporting RPGs and their membership.</p>
Kirstin	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT.</p>
Brent	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT. Brent to send bank auditors reports to Justin.</p>
Dana	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT.</p>
Justin	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT.</p>
Karen	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT.</p>
Katie	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT. Gill to flick around an email, and liaise with Katie as to contact info regarding study with Unilateral Kids.</p>
Gillian	<p>All committee to check emails at least once a week and reply asap. All committee think of resources for all ages and stages for KIT. Gill to flick around an email, and liaise with Katie as to contact info regarding study with Unilateral Kids.</p>
Meg	<p>Meg to trial a google form for approval of applications. Meg to apply for funding to continue her Community Managers role. Meg to create a registration of interest form for Camp 2020. Meg and Kate to get together and come up with a plan on supporting RPGs and their membership.</p>