

# N.Z. Federation for Deaf Children Incorporated



## Minutes of the Executive Committee of the New Zealand Federation for Deaf Children Incorporated

<b>Date</b>	Saturday 5 August 2017
<b>Venue</b>	Wellington Airport
<b>Meeting opened</b>	10.05am
<b>Present</b>	Kate Whale, Kirstin Johnson-Coombs, Brent Burcher, Gill Bonnett, Rebecca Atkins-Toon, Justin Farquhar, Debra Bellon, Meg Melvin <u>Interpreters:</u> Rosie Henley and Kerry Locker-Lampson
<b>Apologies</b>	Dana Cook
<b>Previous Minutes</b>	<b>MOTION:</b> That the minutes of the meeting dated Saturday 13 May 2017 be correct. <b>MOVED:</b> Kate W <b>SECONDED:</b> Kirstin J-C <b>CARRIED</b>
<b>Critical General Business</b>	Nil

### President's Report (See Report)

	All Kate's report is under General Business.
	<b>MOTION:</b> That the President's report be received/accepted. <b>MOVED:</b> Kirstin J-C <b>SECONDED:</b> Brent B <b>CARRIED</b>

### Community Liaison's Report (See Report)

<b>NFD</b>	Meeting was postponed, so will be in next quarter.
	Nothing else to add this block.
	<b>MOTION:</b> That the Secretary's report be received/accepted. <b>MOVED:</b> Brent B <b>SECONDED:</b> Kate W <b>CARRIED</b>
<b>Actions from Community Liaison's report</b>	None

<b>Treasurer's Report (See report)</b>	
<b>Account Balances</b>	As at 1 August 2017 Current account: \$49,646.13 Hui account: \$1,902.64 DEANZ account: \$14,497.97 Beacon account: \$30,010.52 Manawatu account: \$206,398.45 Term Deposits (Westpac): \$62,855.27
	<ul style="list-style-type: none"> <li>• ILS grant went up marginally to \$12,226.95 per quarter.</li> <li>• \$285 Give a Little donation in account (just as a notable donation).</li> <li>• BoP group money still in the current account. May need to reinvest if the group does not need it yet – they are missing out on interest as it stands.</li> <li>• Accounts for 2016 still not back yet. I have chased this up with Martin Wakefield.</li> </ul>
	<p><b>MOTION:</b> All accounts up to today's meeting, as detailed in Justin's report be accepted and ratified.</p> <p><b>MOVED:</b> Justin F                    <b>SECONDED:</b> Kate W                    <b>CARRIED</b></p>
	<p><b>MOTION:</b> That the Treasurer's report be received/accepted.</p> <p><b>MOVED:</b> Justin F                    <b>SECONDED:</b> Kate W                    <b>CARRIED</b></p>
<b>Actions from Treasurer's report</b>	Nil

<b>Vice President's Report (See Report)</b>	
<b>Strategy Roadmap Discussion</b>	Have "attended" 3 SKYPE sessions with the Strategy Roadmap Group. Looking forward to seeing this presented to the Executive Committee.
<b>Parent Groups</b>	Would like to be able to get access to parent groups and keep in contact with them, unless this is something Kate does?
<b>Delegation</b>	Happy for people to delegate more jobs to me as I don't feel I am pulling my weight.
	<p><b>MOTION:</b> That the Vice President's report be received/accepted.</p> <p><b>MOVED:</b> Kirstin J-C                    <b>SECONDED:</b> Kate W                    <b>CARRIED</b></p>
<b>Actions from Vice President's report</b>	Nil

<b>Services Report (See Report)</b>	
<b>Grants/Assistance etc.</b>	There were only three applications over the past period. Assistive Device for ***, which had been approved previously but receipt not sent through. Personal grant for the children from Otago to attend the event in Wellington. Tutor assistance for *** which was approved previously, they just had to complete the required docs.
<b>John and Betty Rose Scholarship</b>	3 grants were distributed, 2 of \$1000 and one of \$500.
<b>General</b>	I have been able to process these applications within a day or so or receiving

	<p>them in, and I text Justin or email both his emails to double check he gets my confirmation to pay. Seems to be working much more efficiently now.</p> <p>One issue we had was *** tutor report and receipt of payment was sent by post to the PO box, and they were lost in transit. We approved payment anyway.</p> <p>Could we please get the bank account details added to personal grant, assistive device and tutor fees applications? This would streamline the process a lot more and make it easier for Justin.</p> <p>Don't need it on the awards docs as we still pay by a cheque so it can be presented at school. This was discussed last meeting but the applications sent through still don't have it on. Thanks</p>
	<p><b>MOTION:</b> That the Vice President's report be received/accepted.  <b>MOVED:</b> Dana C                    <b>SECONDED:</b> Kate W                    <b>CARRIED</b></p>
<b>Actions from Services Report</b>	Meg - can you please add bank account details onto the personal grant, assistive device and tutor fee applications please.

<b>Kit Report (See Report)</b>	
<b>Kits</b>	<p>Kate travelled to Taranaki over a weekend to collect all the boxes to take the KIT role on - what a massive weekend it was for her and her family. Since last meeting 17 registrations have come in. She has found a great way of getting these KITs out with ease - her daughter Milly helping her! Thanks Milly.</p>
	<p><b>MOTION:</b> That the KIT report be received/accepted.  <b>MOVED:</b> Kate W                    <b>SECONDED:</b> Kate W                    <b>CARRIED</b></p>
<b>Actions from Kit Report</b>	Nil

<b>Newsletter Report</b>	Nothing to report.
<b>Actions from Newsletter Report</b>	Nil

<b>Website and Facebook Report (See Report)</b>	
<b>Website Statistics</b>	<p>1 May 2017 to 31 July 2017 (3 months):</p> <ul style="list-style-type: none"> <li>● 3,108 pageviews</li> <li>● 927 visitors - 66% were new visitors</li> <li>● Top 5 pages: <ul style="list-style-type: none"> <li>○ Home page;</li> <li>○ About us;</li> <li>○ Life Stages;</li> <li>○ Financial Assistance/Awards;</li> <li>○ Parents;</li> <li>○ News.</li> </ul> </li> <li>● 32 new members registrations; [6] updated members</li> </ul> <p><b>Youtube Stats</b></p> <ul style="list-style-type: none"> <li>● 91 subscribers (increase of 35 on last report)</li> <li>● 9,979 total views since inception; 3,406 more views since last report (and an average 500+ views per month)</li> </ul>

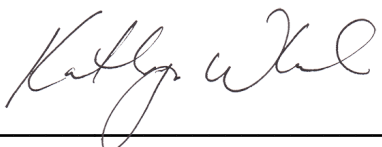
	<ul style="list-style-type: none"> <li>• Top 5 videos (by views): <ol style="list-style-type: none"> <li>1. Parent Hui - Introduction to NZSL - 5,436 views</li> <li>2. Parent Hui - Auditory Verbal Therapy - 866 views</li> <li>3. Family Conference &amp; AGM 2016 wrapup - 377 views</li> <li>4. You to me, Me to you - Parents   NZSL version - 343 views</li> <li>5. A deaf child in the family - 313 views</li> </ol> </li> </ul>
<b>Actions from Website Report</b>	Nil
	<p><b>MOTION:</b> That the Website report be received/accepted.</p> <p><b>MOVED:</b> Meg M                      <b>SECONDED:</b> Kirstin J-C                      <b>CARRIED</b></p>

<b>NFD</b>	
	Nothing to report.
<b>Actions from NFD AGM and Updates</b>	Nil
<b>Fundraising / Grants Report</b>	See under General Business.

<b>General Business</b>	
<b>Strategic Plan/Roadmaps</b>	<p>Meg, Kate and Kirstin have been meeting over the last few months discussing the strategic plan, and they are keen to get your first reaction of the draft.</p> <p>What do we mean by the whole child? Kate's issue is that the system only sees our kids as a small part of who they are. Audiology is first - that is where we all were sent. Language came after technology had come in and many experiences were of very much being guided down one path. Social and emotional wellbeing flows on from language, but we weren't really introduced to those ideas, and education and success is influenced by social and emotional wellbeing.</p> <p>The concept of a hearing level as a defining factor to services is problematic to most families. We want to look at shifting away from "your child has a mild loss ...." - this is what you are eligible for. We are looking at this whole child - they have all of these aspects. A mild loss can affect their language outcome and social and emotional wellbeing. If they have a solid language base, everything flows on from there - it is about access to language. No judgement as to what language that is as long as they get language.</p> <p>Debra - agrees with philosophy - additional to deaf PLUS kids that have other disabilities along with deafness. Debra would think the word communication rather than language in second box. Meg changes it to Communication &amp; Language.</p> <p>What we hear a lot about is "meeting National Standards". This is more important in high school - not as important in primary and intermediate.</p> <p>We also need to talk about other factors that influence things, e.g. location. If you are lucky to have an area of high level of support, then you get that. We have technology that enables us to do alot more. Family and whanau is massive, which leads to that communication - upskilling the family.</p> <p>This is what our basis was that we are looking at - look at every part of the child not just one part and presume the rest will flow.</p>

	<p>This moves us onto the Draft Strategic Plan. We condensed the ideas from the AGM meeting into this one document.</p> <p>This is our track to where we are now to where the system sees the whole child, not just us - that is our end goal - for the education and health and all the professionals that are involved with your child will see them as a “whole” child.</p> <p>We seem to focus on what's not working, etc. To shift the mindset, you need to focus on what's not working and look at where do we want to go. We need to find a place that is working and show the Ministry, etc. Provide simple and straightforward solutions.</p> <p>Looked at 4 streams of information - the visual map has had all the consultation it is going to get. It is the hand drawn version that Meg created from the beginnings, however now that we have some funding to actually do some research around research and advocacy - Meg will utilise some of that funding to complete the map so it hopefully becomes a useful online tool. Families can move their child along the map, starts at kindy, school, etc. Meg's hope that all of this work will be ready to roll for the next school year, 2018.</p> <p>We need to be fighting at the MOE level, and how our kids are assessed and the criteria, how is this assessed? Your kid is/is not eligible for service. We need people to assess the wider side of the child - social &amp; emotional wellbeing, and ongoing assessment.</p> <p>How are we going to achieve these things? What the actual actions are for these streams are yet to be decided on. This will be an ongoing discussion. If you think about it, in terms of the info stream - get the right information out to people at the right time (that is the goal of stream 1). Stream 2 is interacting and influencing the system - utilising whatever techniques we can to influence the techniques of control on our assessments. The research is us not so much doing, but collating - there is so much and there is research that proves this and that - we need to access high quality unbiased research. We need to set up a database that parents can access that includes this research. Putting together resources, i.e. book of stories, looking at a far more ground level ideas of what families have done.</p> <p>The last stream - education &amp; advocacy - empowering families. This is us to provide courses for families to advocate for their families, people that can come in and talk to families, i.e. mentor, counselling, parents, early on when you are going through the “grief”. Goes for every child, not just deaf children. The quicker families get past the grief and anger and why me head space, they can become strong advocates for their child.</p> <p>Debra - can we add to the column, support for the children themselves? Absolutely.</p> <p>The parent education and advocacy workshop - the funding we have is just for research. Now is the time to decide what the context is. Is it viable for us to apply for the funding? The roll-on from that is to support the parents AND the teachers. They have the best of intentions, but don't have the skill set to help them with it. They get the one day course at the beginning of the year - but those teachers need a place where they can go when something happened. What can they do to have this stop happening again?</p>
	<p><b>MOTION:</b> This is the draft plan that we move and to go deeper before changing the constitution.</p> <p><b>MOVED:</b> Kate W                    <b>SECONDED:</b> All Committee <b>CARRIED</b></p>
<p><b>Unilateral Kids Services</b></p>	<p>Leave it till next Meeting.</p>

<p><b>Name Change and Materials</b></p>	<p>A vote went out on Facebook. Shows an appetite for change - 115 votes - which is great!</p> <p>Rebecca - would a 15 year old want to be known as a kid or child?</p> <p>Would like to get the name sorted sooner so we can get materials/brochures, etc printed.</p> <p>The majority of our families are kids being signed up by their parents. Perhaps we need to contact a few teenage kids and ask for their opinion.</p> <p>Meg has checked domain names:</p> <p>deafkids.org.nz - is available.</p> <p>deafkids.org - isn't available.</p> <p>deafkids.nz - is available.</p> <p>We have a google not for profit account. If we change our name, Meg will have to look into it, we will have to look into getting another account.</p> <p>Do we need to change the domain name to deafkids, or can we just change the name, and leave domain name - save a lot of work.</p> <p>Ask on Facebook - what do you prefer - kids or children?</p>
<p><b>Bus Stop: Family Kit Ideas</b></p>	<p>Rebecca getting in contact with lady who owns a bookshop in Hamilton. Books have a shelf life and if they "expire" hopefully we can be a cause they can be donated to us.</p> <p>Typed up a list of "resources" (attached) that we think should be available in kits from Welcome Bag, to Leaving School/Starting Wok.</p>
<p><b>Smoke Alarms</b></p>	<p>Smoke alarms in the home, and smoke alarms in public places. (Debra mentioned Deaf Action is going after that at the moment for public places)</p> <p>Gill thinks we need to consider a strategy how we can make a headway, getting the message across. We are so close to an election - we might have a lot more success afterwards. Might be how we get in people's ears. A lot to be said for getting a few photogenic children together, a story if what they would do if their was a fire in their home.</p> <p>The MOE funding is based on children under 14, they are legally always with a parent. We should get on the same page as NZ Fire Service so we are all in agreeance.</p> <p>Brent grew up with deaf parents - he prefers the one that is linked, all the lights go on and off, same as phone and doorbell. We need to get this information out everywhere, on our personal facebook feed, people will share, etc.</p> <p>Make it a PR exercise through the fire service. Gill said we should approach them ourselves - what is their advice from parents with deaf children.</p> <p>Do a sequence of videos and post it to facebook on trying to wake deaf kids with a standard smoke alarm.</p> <p>Kate will do a video at home on waking her deaf child, and anyone else please forward to Meg.</p>
<p><b>Fundraising</b></p>	<p>Ongoing expenses we have to take a hit with; phone, technology, laptops, etc. Part of our spec will be searching for funding to get better technology. All of this development involves decent technology now. What works for us and for our portfolios.</p> <p>We will be applying for these for funding as our budget does not cover it.</p> <p>There are a number of upcoming conferences that we also need to apply for funding for; FCEI Austria (We were unable to send a rep to FCEI Africa this year), and the annual Hands and Voices Leadership Conference in the states.</p> <p>There is a google doc with things that are coming up for what we need funding for that is coming up. Add things as you know are coming up.</p>

<b>Parent Group Setup Info</b>	<p>Nothing urgent, just to keep in the back of our minds that a process for setting up a new group would be great to access. Rebecca would like to re-start the Hamilton group.</p> <p>Kirstin to create a folder on Google Drive, and add information to it. (Constitution, facebook page, NZFDC brochures, links, helpful tips, etc).</p> <p>For Rebecca - Meg will contact from the info@deaf email, the recent Waikato families to see if they want Rebecca to contact them.</p>
<b>Insurance</b>	<p>Directors and officers liability insurance - it covers us in terms of anything that goes wrong, and if anybody comes to us saying we owe them money, etc. This means we are personally not responsible for that money - we are insured for it. Companies have it for their boards of directors, charities have it, some don't know about it. Covers you for legal action taken against you as a board or individuals. People might argue you have failed them in some way - you will have to pay some legal costs to prove you haven't. Can be an enormous cost. It covers you for wrongful acts, criminal but not where there is intent, in our scenarios - health and safety things, organising a hui/agm etc and something goes wrong, if we employ a contractor, etc.</p> <p>Kate - we have looked at this in the past, but didn't know if we needed the exposure.</p> <p>Rebecca - her husband has just started an online insurance company - she will go back and look at costs etc and come back to us.</p>
<b>Parent Education &amp; Advocacy Workshop</b>	<p>Lotteries gave us \$20k for parent education and advocacy workshop. Part of research would be to go to parents groups around the country, speak to 1-2 representatives of group - do a needs analysis, what do your parents need. If Meg was to travel, then we need some of \$20k to be for travel budget. \$4k at mo - \$1k for materials. Developing visual map for online purposes - not time efficient for Meg to do it - \$3-\$5k. Leaves \$10k for Meg to go around the country, hourly rate, etc.</p>
	<p><b>MOTION:</b> To hire Meg Melvin to do the research component of The Parent Education and Advocacy Workshop series.</p> <p><b>MOVED:</b> Kate W                    <b>SECONDED:</b> All Committee <b>CARRIED</b></p>
	<p><b>MOTION:</b> Meg Melvin will be paid according to the contract in three separate payments.</p> <p><b>MOVED:</b> Kate W                    <b>SECONDED:</b> All Committee <b>CARRIED</b></p>
<b>Auckland / Northland / Waikato Parents Groups</b>	<p>To be discussed at next meeting.</p>
<b>Meeting Closed</b>	<p>3.05pm</p>
<b>Next Meeting</b>	<p>Saturday 11 November 2017, Wellington Airport</p>
<p style="text-align: center;"></p> <hr style="width: 50%; margin: auto;"/> <p style="text-align: center;"><b>Chairperson's signature</b></p>	<p style="text-align: center;">5 August 2017</p> <hr style="width: 50%; margin: auto;"/> <p style="text-align: center;"><b>Date</b></p>

