

N.Z. Federation for Deaf Children Incorporated



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

Date	Saturday 11 November 2017
Venue	Wellington Airport
Meeting opened	11.40am
Present	Kate Whale, Kirstin Johnson-Coombs, Brent Burcher, Dana Cook, Gill Bonnett, Rebecca Atkins-Toon, Justin Farquhar, Debra Bellon, Meg Melvin
Apologies	Nil
Previous Minutes	<p>MOTION: That the minutes of the meeting dated Saturday 5 August 2017 be correct.</p> <p>MOVED: Kate W SECONDED: Debra B CARRIED</p>
Critical General Business	Nil

President's Report (See Report)	
GPODHH	<p>Kate has a Skype meeting with the global parents of deaf children's group talking about the next FCEI conference and how we are going to work next year. There is a new website that is beginning to be populated with links to groups around the world, and the group is working out how to get information up there that can reach across all countries.</p> <p>The FCEI conference is in June next year and Kate is beginning to look at costings and funding to get a member there. Any interested parties please stand up.</p>
NFD	Kate to go to next one, Brent one after that. Gill can help out too, as long as she doesn't have kids sports. Please note, Brent is the only Deaf representation on the NFD. These meetings are 3 monthly, but unfortunately have changed dates quite often.
Name Change	A lot of requests for pamphlets have come in, so we need to make a call on name and get the new stuff printed. Deaf Children NZ has come out on top, so let's go with this. Meg will do photo, banner, profiles, then announce it as Deaf Children NZ.
Excellence Awards	Kate admits she dropped the ball on promoting this this year, and unfortunately the applications were pretty poor. We need to make up an email list of the groups that we need to email when the applications open and perhaps this could be either Kirstin or Dana's job?
NZSL SAG (Sector Advisory Group)	With her new job, Kate hasn't been able to attend any SAG meetings for the last two terms, but plans on trying to get to the next one. Getting time off work hasn't been easy.

Open Learning Environments	As you may have seen on Stuff, there is a lot of interest in these now, and Kate did an interview that hopefully has highlighted issues. The research is being undertaken now by groups to feed back to the MoE (too late really, but it's what we want.)		
MOTION: That the President's report be received/accepted. MOVED: Kate W SECONDED: Debra B CARRIED			
Actions from President's Report	Kate to make up an email list of the groups that we need to email when applications open for awards, then pass on to KJ-C or DC for their job. (KJ-C happy to do it, but if DC wants to keep it as it is part of her role, then that is fine.)		

Secretary's Report (See Report)			
NZRAG (NZ Relay Advisory Group)	Had a NZRAG meeting in October. The numbers of users is increasing by using the VIS (Video Interpreting Service) service. Trying to get the service to be 24/7 but to no avail. (It's only available from 8am to 8pm.) Next meeting is at the end of November.		
NFD	Haven't had a NFD meeting as its been postponed. I'm finding it difficult to find babysitters for my children so I could attend to their meetings. Possibly quit doing that role		
MOTION: That the Secretary's report be received/accepted. MOVED: Brent B SECONDED: Debra B CARRIED			
Actions from Community Liaison's report	None		

Treasurer's Report (See report)			
Account Balances	at November 09 th 2017 Current account: \$40,492.76 Hui account: \$1,902.64 DEANZ account: \$14,501.62 Beacon account: \$28,817.86 Manawatu account: \$26,405.10 Term Deposits (Westpac): \$63,032.93		
	<ul style="list-style-type: none"> • ILS grant went up marginally to \$12,226.95 per quarter • 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. • Accounts for 2016 still not back yet. I have chased this up with Martin Wakefield. They are very busy and have not been able to provide 		

	transaction reports for me to reconcile.		
MOTION: All accounts up to today's meeting, as detailed in Justin's report be accepted and ratified.			
MOVED: Justin F		SECONDED: Kirstin	J-C
CARRIED			
MOTION: That the Treasurer's report be received/accepted.			
MOVED: Justin F		SECONDED: Kate	W
CARRIED			
Actions from Treasurer's report	Justin to email Brad (BOP President) re: what to do with money in current account.		

Vice President's Report (See Report)	
No Report	
Actions from Vice President's report	Nil

Services Report (See Report)	
Grants/Assistance etc.	<p>There were only three applications over the past period.</p> <p>Tutor assistance for Member ID 1244, which has been pre-approved and receipt sent through – to be paid \$289.</p> <p>2 x Beacon Funding applications in this period, one for Taranaki Parents of Deaf Children \$200 and one for Hawkes Bay Families of Deaf Children \$910.</p>
General	<p>There weren't many applications for this years' excellence awards, so I only had to send out one cup/trophy to Wellington, and delivered the one to Taradale. The Norma Taylor Trophy is apparently difficult to engrave and takes the engraver a long time so I only just got them back in time to get on the courier to Wellington.</p> <p>Recipients for 2017:</p> <p>Year 9 Bensley Cup – no nominations</p> <p>Year 10 Zis Lurajud Cup – no nominations</p> <p>Year 11 Makere Mason –no nominations</p> <p>Year 12 Margaret Cooper Trophy – Member ID 1202</p> <p>Year 13 Devine Family Cup – Non Member</p> <p>Paton Family Award – No nominations</p> <p>Norma Taylor Memorial Trophy – Non Member</p> <p>There were only 6 junior applications in total so it was agreed by the committee that they would all get a medal which have arrived and will be sent out next week.</p>
MOTION: That the Services report be received/accepted.	
MOVED: Dana C	
SECONDED: Kirstin	
CARRIED	
J-C	

Actions from Services Report	Nil
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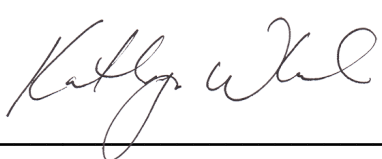
Kit Report (See Report)	
Kits	Numbers on report . Quite a few coming in. Getting a lot more applications now. Meg giving Kate 6 at a time. Kate emails parents groups when come up in the region.
Couriers	Have been dealing with a lovely lady in Wellington helping me to sort out a mistake with payment still going to the Taranaki courier (who is getting angry and Catherine). Still going, but will be sorted soon.
New kit stuff	I need to be getting a few more resources (Family Books etc) and will get that sorted soon. Also looking for ideas of what to put in kits for older kids.
Who to take the portfolio	I need people to have a think about who will take this role next year. I'm all good doing it for now (it's not hard and doesn't take much time at all) but think it would be good for one of our lovely newbies to take next year.
<p>MOTION: That the KIT report be received/accepted. MOVED: Kate W SECONDED: Dana CARRIED C</p>	
Actions from Kit Report	All Committee to think about ideas for books to put in Older Kids KITS. All Committee to think about taking on KIT role next year.

Newsletter Report	
No Report - but comment from Gill	Two main obstacles - it's the wrong format, we could just build up a blog online, more through facebook, but then there are other times when Gill reads school newsletters, so hard copy would be good. Content? Software into making it into a newsletter - Debra has offered to help out. Look at Mail Chimp (www.mailchimp.com)?
Actions from Newsletter Report	Debra and Gill to work together on looking at software for newsletter.

Website and Facebook Report (See Report)	
Website Statistics	<p>Website stats 1 August 2017 to 31 October 2017 (3 months):</p> <ul style="list-style-type: none"> ● 2,840 pageviews - 1,296 sessions [Decrease on previous report] ● 998 visitors - 72% were new visitors - peak visitor day 21 Sept - 71 ● Top 5 pages: Home page; Babies & toddlers; About us; Resources for Teachers; Parent Toolkit
Youtube	<p>Stats</p> <ul style="list-style-type: none"> ● 97 subscribers (increase of 6 on last report) ● 11,880 total views since inception; 1,643 more views since last report ● Top 5 videos (by views): <ol style="list-style-type: none"> 1. Parent Hui - Introduction to NZSL 2. Parent Hui - Auditory Verbal Therapy 3. A deaf child in the family 4. Experiences of siblings of deaf children

	5. Audiology		
Actions from Website Report	Nil		
MOTION: That the Website report be received/accepted.		SECONDED: Kate	W
MOVED: Meg M		CARRIED	

General Business	
Roadshow Strategic Plan	<p>We are in the feedback phase and have let the groups know that they have time to offer feedback until end of February.</p> <p>So far there have been 2 types of feedback from parent groups.</p> <ul style="list-style-type: none"> - Common themes - 3 committees struggling, BOP, Southland and South Canterbury - committees struggling, strong active advocating committee who are having successes in their region in getting better services and support. - Other key thing is family camps and christmas events are the most popular. Spend money on the things that are working well, not the things that aren't working well. <p>It has been a successful tour - lots of work to do to help parent groups. Final report is due beginning December. February is the wrap up of parent group feedback, then Meg will do another report.</p>
Meeting Dates with ILS Times	<p>ILS</p> <p>As we are a little out of sync with the ILS times, could everyone put in a report at the end of December with basic communication information. Justin will give us the information of numbers etc that he needs. Justin to send out template.</p> <p>Meetings</p> <p>There is a new audio/video facility in Wellington that would work - some skype in and others that can get here easily to come in. FLights can be expensive and with bad times, and while Jetstar is another option, unfortunately we haven't had good experience with them.</p> <p>Our goal will be to have two meetings face to face and two by Skype/ Hangouts/ Zoom.</p> <p>17 February 2018 - Skype 5 May 2018 - meeting (prep for AGM) 23-24 June 2018 - AGM 22 September 2018 - Skype</p>
Things we Need (tech, etc)	<p>Need to get new technology (laptop/tablet) - one for President, one for VP, one for treasurer and one for newsletter. We need to look into something like Flexi Lease.</p>
Insurance	<p>Can't decide today - Gill to get another quote and send around email.</p> <p>\$1,500 quote for indemnity insurance. Added in a couple of things like crime, consequential loss, etc. Gill asked for a quote taking out excess, and crime etc.</p>
Unilateral	<p>This is part of our strategic plan. One off the main pullers of the strategic plan is looking at the whole child, not just hearing level. Unilateral is a</p>

Services	hearing level, not a whole need.
CI Programme Upgrade Policy Questions	<p>Some issues and Questions that have come up regarding the CI group</p> <ul style="list-style-type: none"> - When are children getting upgraded? there seems to be no policy for upgrade timeframes now. - NCIP is using money from the children's upgrade funds to give implants to adults? Is this correct? - The Government have decided to give more funding to adults - where is the money for the children to get their upgrades gone.? <p>Debra to talk to Sym - who can we get in contact to find out the information?</p>
ORS	<p>Committee to go to their parent groups and ask:</p> <ul style="list-style-type: none"> - Does your child have ORS funding for high needs or very high needs? - Is it under deaf or other? - If so, do you receive a specified service for your child, i.e how many hours RTD time, TA time? - What does your child get? - If you don't - what can you access? <p>Kirstin to do up a google form and send out to Brent to forward to parents groups for them to forward to their individual parents.</p>
Northland/ Waikato Groups	<p>Brent has offered to go visit Northland parents group to see if there is possibility to mend the decades old issue with Northland and NZFDC. There are families coming to us asking for help who aren't keen to get in with the current group, or who feel that it doesn't exist. We would love to work together with the current group and make sure that all parents and families are getting what they need.</p> <p>Meg believes there is also a potential to collaborate and co-found a Māori parents group with Ngā Puhī iwi, who have an education division.</p> <p>Rebecca would like to get something up and running in Hamilton, and we will be working with her and with the AoDC in the area to get things started.</p>
To Do from General Business	<p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p> <p>Justin to send out template.</p> <p>Sponsorship from Flexi Lease - Meg to contact re devices for VP/President & Marketing. Sponsorship arrangement.</p> <p>Gill to get another insurance quote and send around to Committee.</p> <p>Debra to talk to Sym re finding out timeframes for kids upgrade of CI(s).</p> <p>Kirstin to do up a google form and send out to Brent to forward to parents groups re. ORS</p>
Meeting Closed	3.00pm
Next Meeting	17 February 2018
 <hr/> Chairperson's signature	<hr/> Date

To Do List from November Meeting

Kate	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Kate to make up an email list of the groups that we need to email when applications open for awards, then pass on to KJ-C or DC for their job. (KJ-C happy to do it, but if DC wants to keep it as it is part of her role, then that is fine.)</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p>
Kirstin	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p> <p>Kirstin to do up a google form and send out to Brent to forward to parents groups re KDEC Communication.</p>
Brent	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p>
Dana	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p>
Justin	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Justin to email Brad (BOP President) re: what to do with money in current account.</p> <p>Justin to send out template for end of year Report (what stats he needs, etc).</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p>
Rebecca	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p>
Debra	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Debra and Gill to work together on looking at software for newsletter.</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p> <p>Debra to talk to Sym re finding out timeframes for kids upgrade of CI(s).</p>
Gillian	<p>All Committee to think about ideas for books to put in Older Kids KITs.</p> <p>All Committee to think about taking on KIT role next year.</p> <p>Debra and Gill to work together on looking at software for newsletter.</p> <p>Everyone put in a report at the end of December - Justin will give us the information of numbers etc that he needs.</p> <p>Gill to get another insurance quote and send around to Committee.</p>

Meg

Sponsorship from Flexi Lease - Meg to contact re devices for VP/President & Marketing. Sponsorship arrangement.