

Hearing Loss Association of America, California State Association  
Board of Trustees Meeting  
June 27, 2021

- I. Call to order
  - a. Katie Wright called to order the meeting on June 27, 2021, at 12:03 PM
- II. Members in attendance: Katie Wright (President; KW), Laura Gaeta (LG), Liz Lesan (LL), Heather Lehr (HL), Toni Barrient (ToBa), Alan Katsura (AK), Bob Zastrow (BZ), Rich Osborne (RO), Meg Wallhagen (MW), Nanci Linke-Ellis (NLE), Diane Gross (DG)
- III. Approval of previous meeting minutes
  - a. **Approved**
  - b. Action item: HL to post minutes to website
- IV. Housekeeping:
  - a. Email addresses:
    - i. Action item: KW to send email to members to request phone number, preference for communication (email, mail address)
  - b. P.O. Box
    - i. Mail is currently being forwarded to KW's home address.
    - ii. Action item: LG to register for smallest size PO box in Sacramento after forwarding period
  - c. AB 435 and 339
    - i. Status: In appropriations committee
      1. Captioning language has been removed
      2. Difficulty locating email address for Rep. Kevin Mullin and/or district office
        - a. ToBa's Suggestion: [Kevin.mullin@asm.ca.gov](mailto:Kevin.mullin@asm.ca.gov) and [kevin.fong@asm.ca.gov](mailto:kevin.fong@asm.ca.gov)
        - b. [carol.ong@asm.ca.gov](mailto:carol.ong@asm.ca.gov)
        - c. Office of Assembly Speaker pro Tempore  
Kevin Mullin  
1528 S. El Camino Real, Suite 302  
San Mateo, CA 94402  
650-349-2200  
650-341-4676 (fax)
      3. Action item: KW to contact Kevin Mullin's office
- V. Advocacy
  - a. Action item: Katie will text to MW, NLE, and ToBa; set up MailChimp
  - b. 339: Get on agenda to speak to the bill
    - i. Can speak for two minutes or submit something in writing

- c. Encourage people to contact their representatives about supporting the bill
    - i. LL: Link to text of AB 339:  
[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202120220AB339](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB339)
    - ii. LL: Link to text of AB 435:  
[https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=202120220AB435](https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB435)
  - d. Action item: NLE to find out when the bill will go to committee
  - e. Action item: KW will send Kevin Fong's email to NLE
    - i. NLE will contact others who are involved in legislative process
    - ii. AK: Need more people to register as a user, inform them about the process, have documents readily available to them based on where they live (e.g., "X bill is coming up, so click here to be directed to your representatives")
    - iii. HL: Website has link and process, but AK's suggestion is more dynamic and needs to be managed. Other suggestion is to have link direct to drafted letter.
    - iv. MW: Provide a sample with key points because some may not read all text
    - v. HL: We have existing advocacy page on website, but need more content with someone responsible for its management on a monthly basis
  - f. Action item: Advocacy committee will review Autism Speaks website
  - g. Call for volunteers for AB 435 and 339: NLE, AK
    - i. Long-term goals for advocacy part of website
    - ii. Recruitment efforts from others (HL and NLE have recommendations of who to contact)
- VI. California Academy of Audiology conference
- a. Thursday, September 23-Saturday, September 25
  - b. Discussion: Being present at the meeting versus providing material(s) to attendees
  - c. Maybe collaborate on advocacy, bills, etc.?
  - d. ToBa: In-person presence, explaining the organization's purpose, ask about presenting at a local chapter
    - i. LL: Need material for information packet, support for telecoils
    - ii. LG: Interested in helping with in-person presence for conference
    - iii. Exhibit hall starts 4:00pm on Thursday through 6:00pm on Saturday
  - e. Table is usually provided for no charge
  - f. Action item: KW to call CAA informational meeting (LG, MW, LL) to discuss plans to attend meeting
  - g. Action item: Send information for special edition of the newsletter to LL by end of July
- VII. Database – External communications committee
- a. RO: Submitted database readiness survey, and AK created form in Office 365; no responses yet

- b. AK: Link to survey <https://forms.office.com/r/MrbnwcvMQb>
- c. Action item: KW to send email with the Dropbox link for the survey document; can also use AK's form (link above) or Word document so that responses can get to RO and AK

VIII. Facebook

- a. DG: Over 612 likes and 725 followers, but only averaging 20 people engaging or viewing the post.
- b. Discussion: Use hashtags, try Instagram or other platforms, boost presence, advertising, meeting on how to use social media
- c. Action item: DG, KW, and LG to form new social media committee

IX. Website

- a. HL: Beta site is ready
  - i. TiBr and HL editing older content and moving to new site
  - ii. People on committee will have access to site starting at end of next week when TiBr returns
  - iii. Action item: Committee to meet about content strategy, priorities, home page, etc.
  - iv. Launch will occur after HL and TiBr have made changes following committee meeting and review
    - 1. Anticipated launch date: End of August 2021
- b. RO: Standards for chapter websites?
  - i. Determined by HLAA, but AT may also know
  - ii. HL: TiBr would like to create templates for new chapters to create websites
  - iii. LL: Have to use standard HLAA marketing, logos, etc., but no other requirement for uniformity across websites
- c. TiBr via HL: Could we change to IPOWER once website is launched to get on a more robust and faster platform?
  - i. Discussion: Cost to change to new platform
  - ii. Action item: HL, AK, TiBr to meet about a change in website host
  - iii. Discussion: Meeting before September meeting to vote on funding; Authorization of amount to fund new website host
    - 1. Funding up to \$1000.00 provided to website committee to establish new website host: **Approved**

X. Internal communications

- a. Wait until TiBr has returned to trial Confluence
- b. Action item: Add LL, HL, RO, NLE, TiBr, KW to space
- c. Action item: TiBr to schedule meeting with group in X.b. to show new space

XI. Bylaws

- a. LL: Review of bylaws draft and changes
  - i. Adoption of new bylaws: **Approved**

- ii. KW thanked LL for her work on the bylaws
    - b. Standing rules
      - i. Vice President – area of responsibility to be assigned to Vice President?
        - 1. Committee oversight may be added
      - ii. Treasurer – change “quarterly” to “biannually”
      - iii. Voting process – nominating committee will need to meet to discuss
      - iv. Travel expense – adjust \$250 based on cost of CAA conference this fall
      - v. Contractual expenses – Board expenses versus contractual
      - vi. Outgoing board members attend annual board meeting– responsibility to run the meeting needs to go to another officer at least 30 days prior to meeting
      - vii. Updated/corrected version with new date, once approved, is posted as current version (do not need revision dates at the end of the document)
      - viii. Adoption of standing rules: **APPROVED**
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- XII. Nominations committee
  - a. Four open seats:
    - i. HL: Term ended
    - ii. DG: Elected
    - iii. Two seats added
  - b. Call for volunteers for Nominations Committee: NLE (chair), RO, DG, HL (up to slate)
  - c. Action item: Nominations committee meeting to meet
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- XIII. **Next meeting: Saturday, October 30, 2021, at 12:00pm**
  - a. Executive committee to meet (KW, NLE, LG, JC) will present budget at 10/30/21 meeting)
    - i. Executive committee meeting: October 10 at 10:00am
  - b. Report expected:
    - i. CAA Conference update from those who attended
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- XIV. Meeting ended: 2:34pm June 27, 2021