

**Missouri State Committee of Interpreters
December 1, 1997 – 10:00 A.M.**

**Runge Nature Center – Forest Room
Highway 179 - Jefferson City, Missouri**

The State Committee of Interpreters convened at 10:04 a.m. Terry Davis of the Division of Professional Registration called the meeting to order and facilitated roll call.

Committee Members Present:

Sandy Drummond
Loretto Durham
Lori Knabe
Betty Kramer
Kimberly McEnulty
William Ross, III

Staff Present

Terry Davis, Division of Professional Registration
Loree Kessler, Executive Director
Susan Wolchko, Licensure Technician
Mark Schoon, Assistant Attorney General
Karen Adams, Division of Professional Registration
Chelle Huffman

A motion was made by Ms. Durham and seconded by Ms. Knabe to approve the open session agenda. Motion carried unanimously.

ROLE OF THE COMMITTEE, DIVISION AND DEPARTMENT

Ms. Davis announced that Loree Kessler would be serving as the State Committee's executive director with Susan Wolchko as licensure technician. Ms. Davis and Ms. Kessler explained the strategic plan of the division regarding the reduction of instances of incompetence, as well as reducing the cost of compliance for licensees.

Assistant Attorney General Mark Schoon provided an overview of the Sunshine Law and its impact upon state committee proceedings.

ELECTION OF OFFICERS

The state committee discussed the need to have a final public member appointed before proceeding with the election of officers. The committee underscored the possible negative perception without a representative of the deaf community. Ms. Kessler explained that the state committee could consider electing a chairperson at this meeting to serve until the final public member was appointed and conduct new elections after that appointment. The state committee agreed that a chairperson was needed to facilitate the meetings.

A motion was made by Mr. Ross and seconded by Ms. Durham, nominating Ms. Knabe for chairperson. Motion carried unanimously.

A motion was made by Ms. Kramer and seconded by Ms. Durham to elect Ms. Knabe by acclamation. Motion carried unanimously.

The state committee deferred electing a secretary until the next face to face meeting and contingent upon the appointment of the final public member.

ESTABLISH GOALS

The state committee discussed priorities and established two subcommittees. The subcommittee on administrative rules and forms will be comprised of Ms. Drummond, Ms. Durham, Ms. McEnulty and Ms. Knabe. Additionally, the executive director requested to contact the Missouri Association for the Deaf requesting at least two people to work with the subcommittee on the administrative rules. The state committee asked that the individuals be aware of interpreters' services and be members of the deaf community. The state committee requested a fifteen-day deadline for a response, in order to schedule future meetings.

The purpose the administrative rules and forms subcommittee is to provide a rough draft of the administrative rules, to include code of ethics. All drafts will be forwarded to all state committee members and once the format is developed the draft can be sent to individuals that are certified as interpreters.

The Subcommittee on Public Relations is comprised of Ms. Kramer, Ms. Knabe, and Mr. Ross. Additionally, the state committee requested the executive director to invite a member of the Missouri Association for the Deaf to participate on this subcommittee as well. The subcommittee's purpose will be to develop a newsletter, coordinate informational meetings throughout the state, and network with applicants, certified interpreters, associations and allied professions.

ADMINISTRATIVE RULES

The state committee developed a basic outline for drafting administrative rules and requested the executive director begin assembling for subcommittee review.

MEETING SCHEDULE

December 13, 1997 10:00 a.m. Public Relations Subcommittee meeting at the Division of Professional Registration

January 5, 1998 10:00 a.m. Subcommittee on Administrative Rules & Forms meeting in Columbia or St. Louis. (Location of this meeting may depend upon the response from the Missouri Association for the Deaf on participating on the subcommittee)

January 26, 1998 10:00 a.m. full committee meeting at the Division of Professional Registration

February 1998 attend Show-Me symposium and coordinate a state committee meeting and informational presentation. (Date and location is tentative)

At 2:20 p.m. a motion was made by Mr. Ross and seconded by Ms. Kramer for the state committee to adjourn. Motion carried unanimously. Meeting adjourned.