

Meeting Notice
STATE COMMITTEE OF INTERPRETERS

September 17, 2004
11:00am

HOTEL DEVILLE
319 WEST MILLER STREET
JEFFERSON CITY, MISSOURI

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the State Committee of Interpreters, P.O. Box 1335, Jefferson City, Missouri 65102 or by calling 573-526-7787. The text telephone for the Deaf or Hard of Hearing is (800) 735-2966 or (800)735-2466 for Voice Relay Missouri.

 **#7** Except to the extent disclosure is otherwise required by law, the State Committee of Interpreters is authorized to close meetings, records and votes, to the extent they relate to the following: Sections 610.021(1), (3), (5), (7), (13) and (14), RSMo, and Section 620.010.14(7), RSMo.

 **#8** The Committee may go into closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

 **#9**

 **#11** Agenda on following pages.

Tentative Agenda
STATE COMMITTEE OF INTERPRETERS
 SEPTEMBER 17, 2004 1:00PM
HOTEL DEVILLE
 319 w Miller Street
 Jefferson City MO

OPEN MEETING – ROOM 101

1.	Call to Order	Lisa Guillory
2.	Roll Call	Sandy Drummond
3.	Review and Approval of Agenda	Open Agenda
4.	Review and Approval of Open Minutes -June 17, 2004	Open Minutes
5.	Sunshine Law Update	Review and Discussion
6.	Rules Update -4 CSR 232-3.010 (2) -4 CSR 232-3.010 (3)	Rule Chgs/Update
7.	Review of mentor/mentee relationship rule wording -4 CSR 232-3.030	Rules to Review
8.	Statute Clarification and Discussion -209.323 (SB1122) -209.322 discussion regarding licensure process for national certifications	Statutes
9.	Meetings -NAD Conference -CLEAR Conference -MCDHH Conference	Meetings
10.	MCDHH and/or BCI	MCDHH & BCI
11.	Report from Executive Director Financial Report Renewals HB600 Future Meeting Dates	Exec Director Report

Tentative Agenda
State Committee of Interpreters
SEPTEMBER 17, 2004 11:00AM
HOTEL DEVILLE
319 W Miller Street
Jefferson City MO

CLOSED MEETING – ROOM 101

Call to Order
Roll Call
1. Review and Approval of Agenda
2. Review and Approval of Closed Minutes
3. Complaints
4. Complaint Update
5. Violations (reported on renewal MCDHH compliance)
6. Assistant Attorney General Report
7. Executive Director

STATE COMMITTEE OF INTERPRETERS
HOTEL DEVILLE
319 W Miller Street
Jefferson City MO

September 17, 2004 -- Open Minutes

The open session of the State Committee of Interpreters was called to order at 11:10am by Sandy Drummond, Acting Chair and Secretary at Hotel DeVille, 319 West Miller Street, Jefferson City, Missouri.

Members Present:

Sandy Drummond, Acting Chair and Secretary
John Adams
Carrie McCray
Lisa Betzler
Tim Eck

Members Absent:

Lisa Guillory, Chair
Kim McEnulty

Staff Present:

Pam Goose, Executive Director
Roxy Brockman, Administrative Assistant
Jamie Lee, Assistant Attorney General (left at 3:00pm)
Lucas Boling, Assistant Attorney General (arrived at 3:00pm)
Kelley Clark, Contract Interpreter
Peggy Withrow, Contract Interpreter

Visitors:

Roy Miller, Executive Director, MCDHH
Kandice Allee, MCDHH
Amy Fowler, MCDHH
Kim Davis, MCDHH
Katy Schweer, William Woods Student

A motion was made by Mr. Adams and seconded by Ms. McCray to go into closed at 11:10am for #1, #2, #3, #9. Mr. Adams, Ms. McCray, Ms. Betzler, and Mr. Eck all approved

The committee returned to open session at 11:35am and adjourned for lunch. They resumed at 1:05pm.

Review and Approval of Agenda

A motion was made by Mr. Adams and seconded by Ms. McCray to approve the open agenda as submitted. All approved.

Review and Approval of Open Minutes

A motion was made by Mr. Adams and seconded by Ms. Betzler to approve the open minutes from the June 17, 2004 meeting with corrections. All approved.

Sunshine Law Update

A revised Sunshine Law book and handout regarding relevant changes to the Sunshine Law were included in the board agenda materials for the committee member's review.

Rules Update

-4 CSR 232-3.010 (2) - This is currently at the Division and is language that will change the wording from Missouri Commission for the Deaf to the Missouri Commission for the Deaf and Hard of Hearing.

-4 CSR 232-3.010 (3) – Ms. Goose stated that the member's have already approved this rule but staff is holding onto it until they also file the other rule that will be discussed later in the agenda.

Review of mentor/mentee relationship rule wording

-4 CSR 232-3.030 – Ms. Drummond provided everyone with the latest draft of the mentorship rule. She indicated that one change that would need to be made would be in regard to the committee not wanting level fours practicing at a level five under any circumstances, the rule is implemented. Dr. Miller asked a couple of questions in regard to why a comprehensive would want to be a mentee and questioned the portion of the draft rule in regard to the number of mentoring relationships a mentee can participate in. Mr. Adams responded to Dr. Miller's questions by stating that someone who was comprehensively certified but wanted to gain experience in another area may approach someone to mentor them who is at the same level and who has experience in the area that they are interested in gaining experience. Mr. Adams also said he knew several interpreters that work at outside businesses that may not act as interpreters for a full time job, but act as mentors for other students and maybe it's only at night. He said if it was only at night, they could work several students into their schedule.

Ms. Drummond stated the purpose of this rule is to define when someone can practice beyond their current level of skill. She said the committee has already decided that they do not want to allow advanced interpreters to practice at a comprehensive level. Ms. Drummond indicated the only time someone would need to apply for permission from the State Committee is if one of their learning activities requires the mentee to work in an area that is one skill level above their current level of certification.

There was a general discussion about the language in the rule regarding denial or approval of a mentorship and the complaint processes with mentor/mentee relationships. Ms. Betzler asked if CEUs would be offered. Ms. Drummond stated they can take the request to the BCI and they would have to make that decision. Ms. Drummond provided everyone with a draft of the application for review. Ms. Drummond indicated she will give Mr. Adams the list of information she has so Mr. Adams can review and work on the rule and the application.

Statute Clarification and Discussion

-209.323 (SB1122) – The committee members discussed the statute change and indicated that it contains all renewal requirement information and therefore, the renewal rule does not need to be amended.

-209.322 -- Discussion regarding renewal process for those licensed based on national certifications. Based on the discussion the committee members agreed that if a licensee is originally licensed based on a national certification, then at the time of renewal, that licensee must show proof of current national certification. If someone is licensed originally based on

MICS, then proceed to obtain national certification and notify the SCI office to update their records, then those licensees need to show proof of at least one current certification.

Meetings

-NAD Conference – Pam Groose attended the NAD conference and said it was a very good learning experience.

-CLEAR Conference, Kansas City, Missouri, September 28 – October 2, 2004 – will be attended by Mr. Eck, Ms. Betzler, and Mr. Adams.

-MCDHH Conference, Lake of the Ozarks, Missouri, October 29-31, 2004,– will be attended by Ms. Groose, Ms. Drummond, Mr. Adams, Mr. Eck, and Ms. McCray. Staff will contact Ms. McEnulty and Dr. Guillory to determine if they will be attending the conference. The exhibit table was tentatively scheduled to be covered during the following times by the following committee members:

Friday, October 29, 2004 – Exhibit Hall will be open from 5:00pm to 11:00pm
Ms. Drummond -- 5:00pm to 7:00pm

Saturday, October 30, 2004 – Exhibit Hall will be open from 9:00am to 7:00pm
Mr. Adams -- 9:00am to 11:00am,

Ms. McCray said she was flexible. Mr. Eck will not be able to help as he is the co-coordinator for interpreting services.

SCI will need to register Ms. McCray, Ms. McEnulty and Dr. Guillory (if they go).

SCI will need to make hotel room arrangements for Ms. McCray, Ms. McEnulty and Dr. Guillory (if they go).

MCDHH and/or BCI

Dr. Miller indicated they were trying to “clean up the mess created by the legislature”. He said when the law was passed it created the Provisional Certificate in Education (PCED) and new rules will need to promulgated.

The MCDHH will be terminating the emergency amendment with regard to the temporary restricted certification in education (TRCED). He said once the emergency amendment is terminated, the old PRCED rule becomes effective again. He said they don't need that rule any more because they now have the PCED. He said they need to rescind the PRCED rule, then adopt a new rule for the PCED. He said they need to amend their fee rule and the skill level standards rule to accommodate the PCED. In addition he said there would be a nullification of the reinstatement rule and new language proposed as the BCI has approved a one year limit on reinstatement. Additionally, revocation will be removed from the reinstatement rule but a new rule about revocation will be drafted and proposed..

BCI meeting --- Dr. Miller said that a meeting has not been set up but will probably be within the next two weeks and occur in St Louis. He said the purpose of the meeting will be to focus on the rule changes.

MCDHH – The next meeting has not been set up yet.

Report from Executive Director

- Financial Report – The June, 2004 report was included for the committee’s review.
- Renewals—Ms. Goose will be attending a meeting in regard to upcoming renewals and it may be that Interpreters will be given the chance to renew online.
- HB600 – Ms. Goose reminded the committee members this was in regard to House Bill 600 and by the end of the process 15 interpreter licenses were revoked.
- Future Meeting Dates – Friday, April 1, 2005

A motion was made by Mr. Adams and seconded by Ms. Betzler to adjourn at 4:00pm. All approved.

Executive Director Signature
Committee

Date approved by