

## Meeting Notice

### STATE COMMITTEE OF INTERPRETERS

**September 13, 2007**  
**Town Hall Meeting**  
**7:00pm – 9:00pm**  
**Sheraton Westport- Lakeside Chalet**  
**191 West Port**  
**St. Louis, MO**

**September 14, 2007**  
**State Committee of Interpreters Board Meeting**  
**9:00am to 4:00pm**  
**Sheraton Westport- Lakeside Chalet**  
**191 West Port**  
**St. Louis, MO**

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.

  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.

  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.

  Agenda follows

**Tentative Agenda**  
**STATE COMMITTEE OF INTERPRETERS**  
**SEPTEMBER 14, 2007**  
**SHERATON AT WESTPORT-LAKESIDE CHALET**  
**191 WESTPORT PLAZA, ST LOUIS, MO**

***OPEN MEETING***

<b>9:00am Call to Order</b>	<b>John Adams</b>
Roll Call	Andrea Segura
<b>Review and Approval of Agenda</b>	<b>Open Agenda</b>
Review and Approval of Open Minutes -June 29, 2007	Open Minutes
Report from MCDHH and/or BCI <ul style="list-style-type: none"> <li>- New Staff</li> <li>- Update regarding NIC, NIC Advanced, NIC Master rule changes</li> </ul>	Tab 5
Rules Update and Proposed Changes -20 CSR 2232-1.040 Fees -20 CSR 2232-3.010 (8) (18) (20) General Principles -20 CSR 2232-3.030 (1) (A) (D) Mentorship	Tab 6
Town Hall Updates	Tab 7
Meetings -Attended <ul style="list-style-type: none"> <li>• RID (August 3-8, 2007)</li> </ul> -Upcoming <ul style="list-style-type: none"> <li>• MCDHH (September 28-30, 2007)</li> <li>• MO-CASE (September 30-October 2, 2007)</li> <li>• FARB (January 25-27, 2008)</li> </ul>	Tab 8
Illinois Interpreter Law	Tab 9
Certifications <ul style="list-style-type: none"> <li>• Expiration Dates</li> <li>• Skill Level Standards</li> </ul>	Discussion

**Report from Executive Director**

Financial Report

Newsletter

Renewals

2007-2008 In-State Travel Plan

Travel Procedure Change

2007 Meeting Dates and Locations

2008 Meeting Dates and Locations

Tab 10

**Tentative Agenda  
State Committee of Interpreters  
SEPTEMBER 14, 2007  
SHERATON AT WESTPORT-LAKESIDE CHALET  
191 WESTPORT PLAZA, ST LOUIS, MO**

***CLOSED MEETING***

**IMMEDIATELY FOLLOWING CONCLUSION OF OPEN SESSION**

Call to Order
Roll Call
Review and Approval of Agenda
Review and Approval of Closed Minutes
Complaints
Complaint Update
Violations (reported on renewal MCDHH compliance)
Executive Director

**State Committee of Interpreters  
Sheraton at Westport- Lakeside Chalet  
191 Westport Plaza  
St. Louis, MO**

**September 14, 2007**

**Open Minutes**

The open session of the State Committee of Interpreters was called to order at 9:07 am by Mr. John Adams, Chairperson at the Sheraton at Westport- Lakeside Chalet, 191 Westport Plaza, St. Louis, MO.

**Members Present:**

John Adams, Chairperson  
Andrea Segura, Secretary  
Kathleen Alexander  
Carrie McCray  
Lisa Betzler, Public Member

**Members Absent:**

Tim Eck

**Staff Present:**

Pamela Goose, Executive Director  
Tammy Mouden, Administrative Assistant  
David Barrett, Division Legal Counsel

**Interpreters:**

Sandy Drummond, Contract Interpreter  
Wayne Elrod, Contract Interpreter

**Visitors Present:**

Jennifer Thompson, MCDHH  
Angela Graves, MCDHH  
Kim Davis, MCDHH

Ms. Goose informed the Committee that Dr. Lisa Guillory submitted a letter of resignation. Dr. Guillory was a valuable public member and will greatly be missed.

**Review and Approval of Open Agenda:**

A motion was made by Ms. McCray and seconded by Ms. Segura to approve the open agenda. All approved.

**Review and Approval of Open Minutes:**

A motion was made by Ms. McCray and seconded by Ms. Alexander to approve the open minutes from the June 29, 2007 meeting with amendments. All approved.

**Report from MCDHH and/or BCI:**

New Staff: The Missouri Commission for the Deaf and Hard of Hearing is pleased to announce that Jennifer Thompson of Columbia, MO has taken the position of Coordinator of the Missouri Interpreters Certification System.

They are also pleased to announce that Angela Graves has accepted the position of Information Specialist/Staff Interpreter. Ms. Groose asked Dr. Miller's retirement date. Ms. Thompson said that Dr. Miller will be staying until things are running smooth at MCDHH.

Update regarding NIC, NIC Advanced, NIC Master rule changes. There was a discussion at the last BCI meeting. The BCI wanted to do an emergency rule and file the rule however they wish to discuss it further. The next BCI meeting will be October 12, 2007 in Jefferson City, MO.

Report from 9/13/2007 BCI Meeting: Ms. Davis gave a report.

Ms. Davis said that the MCDHH meeting will be September 30, 2007 from 1:00 pm to 5:00 pm.

#### **Rules Update and Proposed Changes:**

20 CSR 2232-1.040 Fees

Changes the insufficient funds check fee from \$50.00 to \$25.00 which was a mandated change.

-09/30/07 end of comment period

20 CSR 2232-3.010 General Principles (8) (18) (20)

These amendments will better define exploitive relationship and responding to a request from the State Committee of Interpreters.

-09/14/07 reviewed by committee

20 CSR 2232-3.030 Mentorship (1) (A) (D)

This amendment changes receipt date of application and defines start date of mentorship.

-09/14/07 reviewed by the State Committee of Interpreters.

A motion was made by Ms. Segura and seconded by Ms. McCray to file the proposed rule changes. All approved.

#### **Town Hall Updates:**

Reviewed comments made on the evaluation forms from the last two Town Hall Meetings in Springfield, MO and St. Louis, MO. Ms. Betzler would like to see BCI members, MCDHH Commission members, and the State Committee of Interpreters do Town Hall Meetings together. Ms. Segura asked Ms. Thompson what she thought and she will talk with Dr. Miller about this issue.

Next Town Hall Meeting will be December 13, 2007 in Jefferson City, MO.

#### **Meetings:**

Attended:

- Registry of Interpreters for the Deaf (RID) Conference, August 03, 2007 in San Francisco, CA. Ms. Segura attended this meeting and gave a report on the meeting.

Upcoming:

- Missouri Commission for the Deaf and Hard of Hearing Conference, September 28-30, 2007 in Columbia, MO. Mr. Adams, Mr. Eck, Ms. McCray, Ms. Segura and Ms. Alexander will attend. Mr. Adams will work the exhibit table and Ms. Segura said that she could help also.
- Mo Council of Administrators of Special Education (Mo-CASE), September 30 through October 2, 2007 in Osage Beach, MO. Mr. Eck will attend this meeting.
- ISRID 2007 Fall Conference, October 12-13, 2007 in Des Moines, IA.
- Federation of Associations of Regulatory Boards (FARB), January 25-27, 2008 in Santa Fe, NM. Ms. Segura and Ms. McCray would like to attend the meeting.

#### **Illinois Interpreter Law:**

Mr. Adams provided this information for the Committee's review.

**Certifications:**

- Expiration Dates: Ms. Goose explained the problem with certification expiration dates and license expiration date. Ms. Goose wanted to make the Committee aware of the expenditures due to the difference in expiration of the certification dates and license dates.
- Skill Level Standards: Ms. Goose wishes this subject to remain on the agenda in relationship to the NIC licenses that are in our rules but are still not in the skill level standards. The State Committee of Interpreter's would like to request that the BCI rewrite the skill level standards and offer our assistance. It is important that all groups work together.

A motion was made by Ms. McCray and seconded Ms. Alexander to extend a hand and offer to help the BCI in rewriting the skill level standards. All approved.

**Report from Executive Director:**

1. Financial Report: Ms. Goose provided a report as of June 30, 2007.
2. Newsletter: Ms. Goose reported that she is working on the newsletter.
3. 09 Renewals: Renewals are scheduled to be mailed in October but Ms. Goose will request the Division hold Interpreters renewals until November 02, 2007.
4. 2007-2008 In State Travel Plan
5. Travel Procedure Change: Travel itineraries will now come electronically instead of paper packets.
6. 2007 Meeting Dates and Locations:
  - December 13-14, 2007 in Jefferson City, MO. The Town Hall Meeting will be held at the MCSA Conference Center, 3550 Amazonas Drive and the Committee Meeting will be held at the Division of Professional Registration Building.
7. 2008 Meeting Dates and Locations:
  - March 27-28, 2008, Maplewood Community College, Kansas City
  - June 19-20, 2008, Springfield (location has not been set at this point)
  - September 11-12, 2007, Florrisant Valley Community College, St. Louis, MO
  - November 20-21, 2008, William Woods University, Fulton, MO

Ms. Goose wanted the Committee to know that Amir with MCDHH resigned. Amir did a wonderful job working with the Committee and will be missed.

Ms. Goose wanted clarification from the Committee regarding interpreting in the educational setting. Can an RCED or a PCED interpret at extra-curricular activities? The Committee stated this is okay because it is within their job activities at school. Ms. Goose wanted to know about IEP conferences and/or parent teacher conference and the committee stated this was not okay.

A motion was made by Ms. Segura and seconded by Ms. McCray to move into closed session at 11:32 pm for the purpose of #1, #2, #3, #7 and #9. Ms. Segura, Ms. Alexander, Ms. McCray, Ms. Betzler all approved.

A motion was made by Ms. Segura and seconded by Ms. Betzler to adjourn the meeting at 3: 06pm. All approved.

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Signature of Executive Director

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Date Approved by the Committee