

Meeting Notice
STATE COMMITTEE OF INTERPRETERS

May 6, 2009
State Committee of Interpreters Board Meeting
9:00am to 5:00pm
Division of Professional Registration
3605 Missouri Blvd
Jefferson City, MO 65102

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** Agenda follows.



Tentative Agenda
State Committee of Interpreters
MAY 6, 2009 10:00 A.M.
DIVISION OF PROFESSIONAL REGISTRATION
3605 Missouri Blvd., Jefferson City, MO

CLOSED MEETING

10:00am Call to Order
Roll Call
Review and Approval of Agenda
Review and Approval of Closed Minutes
Complaints
Complaint Update
Executive Director
Miscellaneous

Tentative Agenda
STATE COMMITTEE OF INTERPRETERS
MAY 6, 2009 1:00P.M.
DIVISION OF PROFESSIONAL REGISTRATION
3605 Missouri Blvd., Jefferson City, MO

OPEN MEETING

1:00PM Call to Order	Kathleen Alexander
Roll Call	Andrea Segura
Review and Approval of Agenda	Open Agenda
Review and Approval of Open Minutes -February 27, 2009	Open Minutes
Report from MCDHH and/or BCI -BCI May 1, 2009	Tab 5
Rules Update and Proposed Changes -none	Tab 6
Meetings -Attended <ul style="list-style-type: none"> • TERP Expo (March 19-22, 2009) • KAI-RID (April 3-5, 2009) -Upcoming <ul style="list-style-type: none"> • 2009 RID National Conference (August 1-6, 2009) • 2009 CLEAR Conference (September 10-12, 2009) • 2009 Mo-Case Annual Special Ed Administrator's Conf (Sept. 20-22, 2009) • 2009 Interpreter Conference (September 25-27, 2009) 	Tab 7
EIPA-RID Agreement – continued discussion	
Complaint Procedures Update	
Report from Executive Director Financial Report Renewals Report 2009 Meeting Dates and Locations Illinois Licensure Rules	Tab 8

**State Committee of Interpreters
Division of Professional Registration
3605 Missouri Blvd
Jefferson City, MO 65109**

May 6, 2009 – Open Minutes

The meeting of the State Committee of Interpreters was called to order on May 6, 2009 at 10:15am by Kathleen Alexander, Chairperson, at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

A motion was made by Mr. Eck and seconded by Mr. Adams to go into closed session for #1, #2 and #9. Mr. Adams, Ms. McCray, Mr. Eck and Ms. Segura all approved.

The open session of the State Committee of Interpreters was called to order at 1:20pm

Members Present:

Kathleen Alexander, Chairperson – Member
Andrea Segura, Secretary – Member
John Adams, Member
Tim Eck, Member
Carrie McCray, Member

Members Absent:

Lisa Betzler, Public Member

Staff Present:

Pamela Goose, Executive Director
Roxy Brockman, Administrative Assistant
Earl Kraus, Division Legal Counsel

Interpreters:

Stacey Bickel, Contract Interpreter
Alesha Clingman, Contract Interpreter

Visitors:

Hans Liedtke, Sorenson Communications
Jennifer Gremmel, MCDHH
Angela Graves, MCDHH
Kim Davis, MCDHH

The committee returned to open session at 10:30am to meet with Travis Ford, Director of Communications and Anna Brockes, Public Information Specialist, with the Department of Insurance. Mr. Ford offered to assist the State Committee of Interpreters in answering press inquiries, assist with newsletters and consumer/public education relating to the interpreter profession. During the discussion between the committee members and Mr. Ford, will assist in creating the video for deaf consumers wanting to file complaints. Mr. Ford will write the script, Ms. McCray will approve it and Ms. Segura said she knows a deaf consumer that works for Sorenson that may be willing to assist in the making of the video.

The committee returned to closed session at 11:10am.

Open Meeting Agenda

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

Mr. Adams, Ms. McCray, Mr. Eck and Ms. Segura all approved.

Minutes:

A motion was made by Mr. Eck and seconded by Ms. Segura to approve the open minutes from the February 27, 2009 as amended. All approved

Report from MCDHH and/or BCI

Ms. Groose said the BCI meeting scheduled for May 1, 2009 had been cancelled. Ms. Gremmel announced that DESE is fully funding training for educational interpreters during the summer. Ms. Groose asked about HB1157. Ms. Graves said that it was too late in the year to move forward with the bill and she did not have any additional information to share.

Rules Update:

Nothing to review.

Meetings :

Meetings Attended:

- ▶ *TERP Expo (March 19-22, 2009)* – Mr. Eck, and Ms. Segura attended. Ms. Groose attended to take care of the exhibit table.
- ▶ *KAI (April 3-5, 2009)* – Ms. Segura attended the conference as well as taking care of the exhibit table.

Mr. Adams reported that he did presentations at Southwest Illinois College and St Louis Community College - Florissant Valley. He said there was good dialogue between him and the students.

Upcoming Meetings:

- ◆ 14th Annual Deaf and Hard of Hearing Awareness Day at Six Flags, June 13, 2009 will be attended by Mr. Eck and Ms. Betzler.
- ◆ 2009 RID National Conference, August 1-6, 2009, Philadelphia, Pennsylvania, will be attended by Ms. Segura.
- ◆ 2009 Mo-Case 32nd Annual Special Education Administrator's Conference, September 20-22, 2009, Tan-Tar-A. Mr. Eck is interested in attending.
- ◆ 2009 CLEAR Conference, September 10-12, 2009, Denver, Colorado. Ms. McCray and Ms. Segura are interested in attending.
- ◆ September 26-27, 2009, MCDHH Conference, Holiday Inn Select, Columbia, Missouri. This meeting will be attended by Ms. Alexander, Ms. Segura, Ms. McCray, Mr. Eck, and Ms. Groose. Mr. Eck and Ms. Segura will conduct a presentation about the SCI and will also submit a conference proposal for the presentation to MCDHH to be approved for continuing education credits.

EIPA – RID Agreement (continued discussion):

Ms. McCray verified that RID accepts a 4.0 EIPA Certification. A motion was made by Ms. McCray and seconded by Mr. Eck to accept the 4.0 EIPA Certification directly as a certification. All approved.

The MCDHH will need to determine the skill level standards for this certification.

Complaint Procedures Update

Based on the conversation earlier in the meeting between Mr. Ford and the committee members it was decided to move forward with creating videos for the following areas and are listed in the order of importance.

1. Complaints, complaint forms, and how to file a complaint. Verifying a license will be included in this complaint information video and as a stand alone video.
2. How to verify a license
3. Difference between MCDHH and SCI
4. Board appointment process

Executive Director Report

♦*Financial Report* – The financial report as of March 31, 2009 was included for the committee's review.

♦*Renewals Report* – Ms. Goose said that there were less than 30 people who did not renew their license. Ms. Goose said that the wording on the renewal application will be changed to clarify when a renewal application and fee has to be received in order for us to verify that a license is renewed. The current renewal application only says that the application and fee has to be received by January 31st.

♦*2009 Meeting Dates and Locations* –

September 25-26, 2009 will be held in Columbia in conjunction with the MCDHH interpreter conference. Tentatively closed meeting of the State Committee of Interpreters will be held on Friday, September 25, 2009 at 2:30pm and the open meeting will be held on Saturday, September 26, 2009 at 9:00am or 10:00am.

December 4, 2009 will be held at the Division of Professional Registration, time to be announced.

♦*Illinois Licensure Rules* -- Mr. Adams brought an Illinois licensure packet which included the Rules and Regulations, Frequently Asked Questions, Brochures titled "Interpreter License Means What?" and "Consumer Choice Means What?" and "Continuing Education" and "Interpreter License Frequently Asked Questions" and their document which shows what activities are covered under which Illinois certification.

A motion was made by Mr. Adams and seconded by Ms. Segura to adjourn the meeting at 2:25pm. All approved.



Executive Director

September 26, 2009

Date approved by Committee

MOTIONS

1. INVESTIGATIONS / COMPLAINTS / AUDITS

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (14) and section 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant.

2. LEGAL ACTIONS / LITIGATIONS / PRIVILEGED COMMUNICATIONS

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney.

3. DISCIPLINE

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (1) RSMo for the purpose of deliberation on discipline.

4. PROMOTING / HIRING / DISCIPLINING / FIRING EMPLOYEES

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (3) RSMo for the purpose of discussing hiring, firing, disciplining, or promoting an employee of this agency.

5. APPLICATIONS

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (14) and section 620.010.14 subsection (7) RSMo for the purpose of discussing applicants for licensure.

6. EMPLOYEE PERFORMANCE RATINGS

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (13) RSMo for the purpose of making performance ratings pertaining to individual employees.

7. EXAMINATION MATERIALS

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (7) RSMo for the purpose of discussing and/or reviewing testing and examination materials.

8. DIAGNOSIS / TREATMENT OF DISCIPLINED LICENSEES

I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under section 610.021 subsection (5) RSMo for the proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees.

9. CLOSED MINUTES

I move that this meeting be closed, and that all records and votes pertaining to and/or resulting from this closed meeting be closed, for the purpose of reviewing and approving the closed minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings.