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Governor  
State of Missouri

Jane A. Rackers, Division Director  
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance  
Financial Institutions  
and Professional Registration  
John M. Huff, Director

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**MISSOURI STATE COMMITTEE OF INTERPRETERS**

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Pamela Groose  
Executive Director

## Meeting Notice

### State Committee of Interpreters July 7, 2011 – 10:00am Professional Registration 3605 Missouri Blvd Jefferson City MO 65109

Notification of special needs as addressed by the Americans with Disabilities Act should forward to the Missouri State Committee of Interpreters, P O Box 1335, 3605 Missouri Boulevard, Jefferson City MO 65102 or by calling 573-526-7787 to ensure available accommodations. 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 Missouri Committee of Interpreters is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14) and sections 324.001.8 and 324.001.9 RSMo.

The Committee may convene in 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.

The agenda follows.

**Public Agenda**  
**State Committee of Interpreters**  
**JULY 7, 2011 10:00 A.M.**  
**DIVISION OF PROFESSIONAL REGISTRATION**  
**3605 Missouri Blvd., Jefferson City, MO**

**CLOSED MEETING**

<b>10:00 am Call to Order</b>
<b>Roll Call</b>
<b>Review and Approval of Closed Agenda</b>
<b>Review and Approval of Closed Minutes</b>
<b>Applicants for Licensure</b>
<b>Complaints</b>
<b>Complaint Update</b>
<b>Executive Director</b>
<b>Miscellaneous</b>

**Public Agenda**  
**STATE COMMITTEE OF INTERPRETERS**  
**JULY 7, 2011 1:00 P.M.**  
**DIVISION OF PROFESSIONAL REGISTRATION**  
**3605 Missouri Blvd., Jefferson City, MO**

**OPEN MEETING**

<b>1:00 PM Call to Order</b>	<b>Carrie McCray</b>
<b>Roll Call</b>	<b>Andrea Segura</b>
<b>Review and Approval of Open Agenda</b>	<b>Tab 7</b>
<b>Review and Approval of Open Minutes</b> -April 29, 2011	<b>Tab 8</b>
<b>Rules Update and Proposed Changes</b> -No rules in process.	<b>Tab 9</b>
<b>Report from MCDHH and/or BCI</b> -05/24/2011 MCDHH	<b>Tab 10</b>
<b>Meetings</b> -Attended <ul style="list-style-type: none"> <li>• Greater Columbia Assoc of the Deaf (May 20-21, 2011)</li> </ul> -Upcoming <ul style="list-style-type: none"> <li>• 2011 MO-CASE Fall Conference (September 25-27, 2011)</li> <li>• MCDHH Interpreter Conference (October 14-16, 2011)</li> </ul>	<b>Tab 11</b>
<b>Report from Executive Director</b> Financial Report 2011 Meeting Dates and Locations 2012 Meeting Dates and Locations	<b>Tab 12</b>

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

**July 7, 2011 – Open Minutes**

The meeting of the State Committee of Interpreters was called to order on July 7, 2011 at 10:20am by Carrie McCray, Chairperson, at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri 65109

**A motion was made by Mr. Adams and seconded by Mr. Eck to go into closed at 10:20am for #1, #2, #3, #5, and #9. Ms. McCray, Mr. Eck, Mr. Adams. Ms. Betzler, and Ms. Segura all approved.**

**Members Present:**

Carrie McCray, Chairperson  
Tim Eck, Member (Acting Secretary)  
John Adams. Member  
Lisa Betzler, Public Member

**Members Absent:**

Kathleen Alexander, Member  
Andrea Segura, Secretary

**Staff Present:**

Pamela Groose, Executive Director  
Roxy Brockman, Administrative Assistant  
Hollie Sheller, Licensing Technician II  
Sarah Ledgerwood, Division Legal Counsel  
Alesha Clingman, Contract Interpreter  
Peggy Withrow, Contract Interpreter

**Visitors:**

Roy Miller, PhD, MCDHH  
Ernest Garrett III, Executive Director, MCDHH

**Review and Approval of Open Agenda**

A motion was made by Mr. Eck and seconded by Mr. Adams to approve the open agenda. 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 April 29, 2011 meeting. All approved.

**Rules Update and Proposed Changes**

-No rules in process. No action required.

**Report from MCDHH and/or BCI**

-05/24/2011 MCDHH. Dr. Miller introduced Ernest Garrett III as the new Executive Director for MCDHH. The BCI has a scheduled meeting for July 8, 2011 that will occur at the MCDHH office in Jefferson City, Missouri.

## Meetings

### -Attended

- Greater Columbia Association of the Deaf (May 20-21, 2011) was in conjunction with a Missouri RID meeting which was attended by Ms. McCray and Ms. Alexander. Ms. McCray reported the conference did not have a large attendance.

### -Upcoming

- 2011 MO-CASE Fall Conference (September 25-27, 2011) – will be attended by Mr. Eck.
- MCDHH Interpreter Conference (October 14-16, 2011) – will be attended by Mr. Eck, Ms. McCray, Ms. Segura, Ms. Betzler, Ms. Alexander and Ms. Groose. Ms. Groose indicated room reservations have been made and the registration for every one is being worked on. Mr. Adams indicated he will not be attending the conference due to a conflict with his schedule.

## Report from Executive Director

*Financial Report* – Financial report as of April 30, 2011 was provided for the committee member's review. No action was required

*2011 Meeting Dates and Locations* – The next regularly scheduled meeting is October 14, 2011 and will be held at the Division of Professional Registration.

*2012 Meeting Dates and Locations* –

January 27, 2012, Division of Professional Registration

April 20, 2012, Division of Professional Registration

July 27, 2012, Division of Professional Registration

A motion was made by Mr. Eck and seconded by Mr. Adams to adjourn the meeting at 1:30pm. All approved.



\_\_\_\_\_  
Executive Director Signature

October 14, 2011

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Committee Approval Date

# 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.