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MISSOURI STATE COMMITTEE OF INTERPRETERS

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Pamela Groose
Executive Director

Meeting Notice

**State Committee of Interpreters
July 13, 2012 – 10:00am**

**Division of 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 13, 2012 10:00A.M. CLOSED 1:00P.M. OPEN
DIVISION OF PROFESSIONAL REGISTRATION
3605 Missouri Blvd, Jefferson City MO

OPEN AGENDA

10:00 AM Call to Order	Carrie McCray
Roll Call	Andrea Segura
Review and Approval of Open Agenda	Tab 1
Motion to go into Closed Session	
OPEN SESSION WILL BEGIN AT 1:00PM	
Review and Approval of Open Minutes	Tab 8
Rules Update and Proposed Changes	Tab 9
Report from MCDHH and/or BCI	Tab 10
Meetings	Tab 11
Report from Executive Director	Tab 12
FYI	Tab 13
2:00 P.M. VIOLATION HEARING – Jovanna Bradshaw	Tab 14
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Public Agenda
State Committee of Interpreters
JULY 13, 2012 10:00 A.M. CLOSED 1:00P.M. OPEN
DIVISION OF PROFESSIONAL REGISTRATION
3605 Missouri Blvd, Jefferson City MO

CLOSED AGENDA

Review and Approval of Closed Agenda	Tab 2
Review and Approval of Closed Minutes	Tab 3
Applicants for Licensure	
Complaints	Tab 4
Complaint Update	Tab 5
Executive Director	Tab 6
Miscellaneous/Legal	Tab 7

**STATE COMMITTEE OF INTERPRETERS
DIVISION OF PROFESSIONAL REGISTRATION
3605 Missouri Blvd, Jefferson City MO 65109**

July 13, 2012 – Open Minutes

The meeting of the State Committee of Interpreters was called to order on July 13, 2012 at 10:15am by John Adams, Chairperson, at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri 65109.

Members Present:

John Adams, Chairperson
Andrea Segura, Acting Secretary
Tim Eck, Member
Lisa Betzler, Public Member

Members Absent:

Kathleen Alexander, Member
Carrie McCray, Member

Staff Present:

Pamela Goose, Executive Director
Roxy Brockman, Administrative Assistant
Terrie Miller, Licensing Technician II
Earl Kraus, Division Legal Counsel
Alesha Clingman, Contract Interpreter
Heidi Spencer, Contract Interpreter

Visitors:

Peggy Withrow, MCDHH
Christopher Ludvigsen, MCDHH

Open Agenda:

A motion was made by Mr. Eck and seconded by Ms. Betzler to accept the open agenda. All approved.

A motion was made by Mr. Adams and seconded by Mr. Eck to go into closed at 10:18am for #1, #2, #3, and #9. Mr. Adams all approved. The committee returned to open session at 1:10pm.

Review and Approval of Open Minutes

A motion was made by Mr. Eck and seconded by Ms. Segura to approve the open minutes from the April 20, 2012 meeting. All approved.

Rules Update and Proposed Changes

No rules in process.

Report from MCDHH and/or BCI

-05.22.2012 Commission Meeting – Ms. Withrow said she did not have information to share. Ms. Withrow and Mr. Ludvigsen introduced themselves to the committee members and staff. Ms. Withrow is the new staff interpreter and Mr. Ludvigsen is the new Community Support Liaison for MCDHH. The SCI members and staff introduced themselves for the benefit of Mr. Ludvigsen. Ms. Withrow indicated the MICS Coordinator would be starting Monday, July 16, 2012 and the name of that person will be announced later. Ms. Withrow indicated the next commission meeting would be on August 14, 2012.

Meetings

-Attended

- None attended

-Upcoming

- MCDHH Interpreter Conference, Tan-Tar-A, Osage Beach (October 12-14, 2012) – Mr. Adams, Ms. Segura, Mr. Eck and Ms. Betzler indicated they were interested in attending. Ms. Goose will contact Ms. McCray and Ms. Alexander to determine if they are interested in attending also.
- MoCase Sept 23-25, 2012 – Ms. Betzler and Mr. Eck indicated they were interested in attending and taking care of the booth. Mr. Eck indicated he would like to see the SCI share a booth with MCDHH as it seemed very beneficial the last time both organizations attended this conference.

Report from Executive Director

- Financial Report – The financial report as of April 30, 2012 was included for the committee's review. No action required
- Newsletter - Ms. Goose had a rough draft of the SCI newsletter and shared it with the members. It was suggested a list of those interpreters whose licenses have lapsed and list disciplined licenses be included.
- 2012 Meeting Dates and Locations -- October 12, 2012 at TanTarA, Osage Beach, MO
- Set 2013 Meeting Dates and Locations
 - January 18, 2013 – Professional Registration
 - April 5, 2013 -- Professional Registration
 - July 26, 2013 -- Professional Registration
 - October 11, 2013 -- Professional Registration

FYI

No action required

2:00 P.M. VIOLATION HEARING – Jovanna Bradshaw.

This hearing was cancelled due to quorum issues and will be postponed to the next meeting in October.

A motion was made by Mr. Eck and seconded by Ms. Segura to adjourn at 1:45pm. All approved.

The committee reconvened at 1:48pm. A motion was made by Ms. Segura and seconded by Mr. Eck to go into closed session at 1:48pm for #2 and #3. Mr. Adams, Ms. Segura, Ms. Betzler and Mr. Eck all approved.

The committee returned from open session at 1:59pm. A motion was made by Mr. Eck and seconded by Ms. Segura to adjourn at 1:59pm. All approved.



Executive Director Signature

October 12, 2012

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 324.001.8 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.