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MISSOURI STATE COMMITTEE OF INTERPRETERS

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Pamela Groose
Executive Director

Meeting Notice

**State Committee of Interpreters
January 18, 2013
10:00am
Division of Professional Registration
3605 Missouri Blvd
Jefferson City MO 65109**

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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
JANUARY 18, 2013 10:00 A.M. CLOSED 1:00P.M. OPEN
DIVISION OF PROFESSIONAL REGISTRATION
3605 Missouri Blvd, Jefferson City MO

CLOSED AGENDA

Roll Call
Review and Approval of Closed Agenda
Review and Approval of Closed Minutes
Applicants for Licensure
Complaints
Complaint Update
Executive Director

**PUBLIC AGENDA
 STATE COMMITTEE OF INTERPRETERS
 JANUARY 18, 2013 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	John Adams
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 -October 12, 2012	Tab 7
Rules Update and Proposed Changes -20 CSR 2232-1.040 Fees -20 CSR 2232-2.010 Application for Licensure -20 CSR 2232-2.020 Application for Temporary License -20 CSR 2232-2.030 Name and Address Change and License Renewal	Tab 8
Report from MCDHH and/or BCI	Tab 9
Meetings -Attended <ul style="list-style-type: none"> • MCDHH Interpreter Conference (October 12-14, 2012) -Upcoming <ul style="list-style-type: none"> • FARB Conference (January 24-27, 2013) • NAJIT 34th Annual Conference (May 17-20, 2013) 	Tab 10
Report from Executive Director Financial Report Renewals 2013 Meeting Dates and Locations	Tab 11
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**State Committee of Interpreters
Division of Professional Registration
3605 Missouri Blvd
Jefferson City MO 65102**

January 18, 2013 – Open Minutes

The meeting of the State Committee of Interpreters was called to order on January 18, 2013 at 10:00am by John Adams, Chairperson, at the Division of Professional Registration, 3605 Missouri Blvd, Jefferson City, MO 65109.

Members Present:

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

Members Absent:

Tim Eck, Member

Staff Present:

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

Staff Absent:

Pamela Groose, Executive Director

Visitors:

Peggy Withrow, MCDHH
Chris Ludvigsen, MCDHH

Open Agenda:

It was noted that Kathleen Alexander as Secretary will take roll call instead of Andrea Segura. A motion was made by Ms. Segura and seconded by Ms. Alexander to approve the open agenda as amended. All approved.

A motion was made by Ms. Segura and seconded by Ms. Betzler to go into closed at 10:02pm for #1, #2, #3, #5 and #9. Ms. Betzler, Ms. McCray, Ms. Segura, and Ms. Alexander all approved. The committee returned to open session at 10:57pm and recessed for lunch. The meeting resumed at 1:00pm.

Review and Approval of Open Minutes

A motion was made by Ms. McCray and seconded by Ms. Segura to approve the open minutes from the October 12, 2012 meeting. All approved.

Rules Update and Proposed Changes

Ms. Brockman reminded the committee members the proposed rules were discussed at the last meeting and the proposed language for placing current licenses on inactive and to begin requiring background checks on new applicants was included in their agenda materials for this meeting. A motion was made by Ms. Alexander and seconded by Ms. Segura to accept the proposed rule change language. All approved

Report from MCDHH and/or BCI

Peggy Withrow from MCDHH provided the following information regarding upcoming meetings:

- BCI, January 28, 2013 with open session beginning at 1:00pm.
- MCDHH, February 26, 2013 from 10:00am – 4:00pm

Ms. Withrow also indicated that MCDHH processed 689 CEU renewals.

Meetings

-Attended

- MCDHH Interpreter Conference, Tan-Tar-A, Osage Beach, October 12-14, 2012 was attended by all committee members.

-Upcoming

- FARB Conference, January 24-27, 2013, San Diego, CA, will be attended by Ms. Segura.
- NAJIT 34th Annual Conference, May 17-20, 2013.

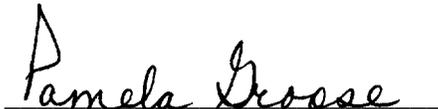
Report from Executive Director

- Financial Report – The financial report as of October 31, 2012 was included for the committee's review. No action required
- Renewals – Ms. Brockman provided the following information:
 - Online renewals were going well and thanked MCDHH staff for providing their assistance and working with the SCIs' technical support group in sharing certification information via MCDHH's database.
 - 735 renewal postcards were mailed out the first week in December, 2012
 - 363 licensees have renewed their licenses at this time.
 - 267 licensees were sitting at Renewal Sent/No Payment which meant their certifications are current but they have not renewed their licenses yet.
 - 114 licensees show a status of "CRR Hold" which means their certification is not current and they have not renewed their licenses.
- The renewal fee may need to increase before the next renewal period or definitely have to increase prior to the 2015 renewal cycle. The start-up loan will finally be paid off, but income and expenses will be watched closely.
- 2013 Meeting Dates and Locations
 - April 5, 2013 -- Professional Registration
 - July 26, 2013 -- Professional Registration
 - October 11, 2013 – location to be determined. Ms. Withrow said nothing was finalized yet but the MCDHH Conference was tentatively scheduled for October 18-20, 2013 at TanTarA.

FYI

No action required

A motion was made by Ms. Alexander and seconded by Ms. McCray to adjourn at 1:16pm. All approved.



Executive Director Signature

April 5, 2013

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.