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State of Missouri

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Pamela Groose
Executive Director

Meeting Notice

State Committee of Interpreters October 18, 2013

12:00pm

**Tan-Tar-A
Room 74/75
494 Tan-Tar-A Dr
Osage Beach MO 65065**

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
OCTOBER 18, 2013 12:00 P.M. CLOSED 1:30P.M. OPEN
TAN-TAR-A RESORT ROOM 74/75
494 Tantara Drive, Osage Beach, 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
OCTOBER 18, 2013 12:00 P.M. CLOSED 1:30P.M. OPEN
TAN-TAR-A RESORT ROOM 74/75
494 Tantara Drive, Osage Beach, MO

OPEN AGENDA

12:00 PM Call to Order	John Adams
Roll Call	Kathleen Alexander
Review and Approval of Open Agenda	Tab 6
Motion to go into Closed Session	
OPEN SESSION WILL BEGIN AT 1:30PM	
Review and Approval of Open Minutes -July 26, 2013	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 -8/15/2013 BCI Meeting	Tab 9
Meetings -Attended <ul style="list-style-type: none"> • CLEAR Conference (October 2013) -Upcoming <ul style="list-style-type: none"> • MCDHH Interpreter Conference (October 2013) 	Tab 10
Report from Executive Director Financial Report -Letter from Show-Me Accessible Health Care, Inc. and Language Access Metro Project. 2014 Meeting Dates	Tab 11
FYI	Tab 12
ADJOURN	

WELCOME TO THE STATE COMMITTEE OF INTERPRETERS

OCTOBER 18, 2013

PLEASE PRINT YOUR NAME BELOW

NAME	ASSOCIATED WITH:
NINA WILSON	VISITOR
Paul Blicharz	MCDHH
Elinor Fahy	Visitor
LANCE M. HALL	"
Stacey Bickel	Visitor
Elinor Buehler	DMH
Chris Ludvigsen	MCDHH
Dan Schreiner	VISITOR
MICHAEL BOYD	VISITOR
Wendy Jensen	visitor MCDHH
Jessica Brucke	Visitor

WELCOME TO THE STATE COMMITTEE OF INTERPRETERS

OCTOBER 18, 2013

PLEASE **PRINT** YOUR NAME BELOW

NAME	ASSOCIATED WITH:
Donna Schreiner	MCDHH
Peggy Withrow	MCDHH
Mishely Tisius	BCI
Geneva Sheasburn	BCI

**State Committee of Interpreters
TAN-TAR-A Resort
494 TanTarA Drive , Room 74/75
Osage Beach, MO 65065**

October 18, 2013 – Open Minutes

The meeting of the State Committee of Interpreters was called to order on October 18, 2013 at 12:04pm by John Adams, Chairperson, at TAN-TAR-A Resort, 494 TanTarA Drive, Osage Beach, MO 65065.

Members Present:

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

Staff Present:

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

Staff Absent:

Pam Goose, Executive Director

Visitors:

Nina Wilson
Paul Blicharz, MCDHH
Elinor Fahey
Lance M. Hall
Stacie Bickel
Elijah Buchholz, DMH
Chris Ludvigsen, MCDHH
Dan Schreiner
Michael Boyd
Wendy Jensen, MCDHH
Jessica Breckle
Donna Schreiner, MCDHH
Peggy Withrow, MCDHH
Mishely Tisius, BCI
Geneva Shearburn, BCI

Open Agenda:

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

A motion was made by Ms. Segura and seconded by Ms. Alexander to go into closed session at 12:06pm for #1, #2, #3, #5 and #9. Dr. McCray voted yes. Ms. Segura voted yes. Mr. Eck voted yes. Ms. Alexander voted yes. Ms. Betzler voted yes. The committee returned to open session at 1:24pm.

Mr. Adams welcomed the visitors and committee members and staff introduced themselves.

Review and Approval of Open Minutes

A motion was made by Mr. Eck and seconded by Ms. Betzler to approve the open minutes from the July 26, 2013 meeting as amended. All approved.

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 or Temporary License
-20 CSR 2232-2.030 Name and Address Change and License Renewal

Ms. Brockman reported the comment period has ended and we are looking at January 2, 2014 as a possible effective date.

Report from MCDHH and/or BCI

- The materials from the August 15, 2013 MCDHH meeting were included for the Committee member's review. No action required.
- October 18, 2013 – MCDHH Meeting was attended by all of the members of the State Committee of Interpreters. No action required.

Meetings

-Attended

- CLEAR Conference, St Louis, Missouri (October 3-5, 2013) was attended by Mr. Eck and Ms Segura..
 - Ms. Segura noted that a lot of the attendees were from outside the United States and that she heard deregulation of professions as a topic. Ms. Ledgerwood said the Division has and will continue to monitor legislation of this nature.
 - Mr. Eck reported he attended several good sessions. He said "Using Just Culture Principles in Sanctioning Guidelines" and "Good Moral Character" were a couple of sessions that were quite informative.

-Upcoming

- MCDHH Interpreter Conference (October 18-20, 2013) will be attended by all of the Committee members. The committee members discussed the setting up and tearing down of the exhibit information as well as providing coverage for the booth.

Report from Executive Director

- Financial Report – The financial report as of June 30, 2013 was included for the committee's review. No action required.
- Letter Show-Me Accessible Health Care, Inc. and Language Access (James Frost) was reviewed by the committee. It was decided to have Ms. Groose discuss this with Mr. Garrett, Executive Director of MCDHH and bring back to the committee with ideas.
- 2014 Meeting Dates and Locations
 - January 24, 2014 – Kansas City, MO
 - April 4, 2014 – Springfield, MO
 - July 25, 2014 – St. Louis, MO
 - October 10, 11 & 12, 2014 is tentative date for MCDHH annual conference.

It was discussed to have town hall meetings the evening before the committee meetings and if possible, have a representative from MCDHH attend to answer questions regarding certification.

Ms. Brockman will email the past presentation and frequently asked questions from previous town hall meetings to all committee members for review and have them respond to Ms. Groose with any suggestions and ideas.

FYI

No action required

A motion was made by Ms. Segura and seconded by Mr. Eck to adjourn at 2:21pm. All approved.



Executive Director Signature

January 24, 2014

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.