

Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Sherry Hess, Acting Division Director
DIVISION OF PROFESSIONAL REGISTRATION

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

MISSOURI STATE COMMITTEE OF INTERPRETERS

3605 Missouri Boulevard
P. O. Box 1335
Jefferson City, MO 65102-1335
573-526-7787
573-526-0661 FAX
800-735-2966 TTY Relay Missouri
800-735-2466 Voice Relay Missouri
interpreters@pr.mo.gov
<http://pr.mo.gov/interpreters>

Pamela Groose
Executive Director

Meeting Notice

State Committee of Interpreters

**January 30, 2015
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
JANUARY 30, 2015
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY MO

OPEN SESSION

FRIDAY JANUARY 30, 2015 10:00AM Call to Order	John Adams
Roll Call	Kathleen Alexander
Review and Approval of Open Agenda	Tab 1
Review and Approval of Open Minutes -October 10, 2014	Tab 2
Rules/Statutes 1. 209.322 and 20 CSR 2232-2.040 2. 20 CSR 2232-3.030 Mentorship Rule 3. Certification expiration dates	Tab 3
Report from MCDHH and/or BCI -1.22.2015 MCDHH	Tab 4
Meetings -Attended <ul style="list-style-type: none"> • MCDHH Interpreter Conference (October 10-12, 2014) -Upcoming <ul style="list-style-type: none"> • None 	Tab 5
Report from Executive Director 4. Financial Statement 5. 2015 Meeting Dates and Locations	Tab 6
FYI	Tab 7
CLOSED SESSION	
ADJOURN	

PUBLIC AGENDA
State Committee of Interpreters
JANUARY 30, 2015
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY MO

CLOSED SESSION
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 30, 2015
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY MO

OPEN SESSION

FRIDAY JANUARY 30, 2015 10:00AM Call to Order	John Adams
Roll Call	Kathleen Alexander
Review and Approval of Open Agenda	Tab 1
Review and Approval of Open Minutes -October 10, 2014	Tab 2
Rules/Statutes <ol style="list-style-type: none"> 1. 209.322 and 20 CSR 2232-2.040 2. 20 CSR 2232-3.030 Mentorship Rule 3. Certification expiration dates 	Tab 3
Report from MCDHH and/or BCI -1.22.2015 MCDHH	Tab 4
Meetings -Attended <ul style="list-style-type: none"> • MCDHH Interpreter Conference (October 10-12, 2014) -Upcoming <ul style="list-style-type: none"> • None 	Tab 5
Report from Executive Director <ol style="list-style-type: none"> 4. Financial Statement 5. 2015 Meeting Dates and Locations 	Tab 6
FYI	Tab 7
CLOSED SESSION	
ADJOURN	

PUBLIC AGENDA
State Committee of Interpreters
JANUARY 30, 2015
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD, JEFFERSON CITY MO

CLOSED SESSION
Review and Approval of Closed Agenda
Review and Approval of Closed Minutes
Applicants for Licensure
Complaints
Complaint Update
Executive Director

WELCOME TO THE STATE COMMITTEE OF INTERPRETERS

COMMITTEE MEETING

January 30, 2015

PLEASE **PRINT** YOUR NAME BELOW

NAME	ASSOCIATED WITH:
Meridith Green	CIS intern
Chris Ludvigsen	MCDHH
Crystal Anderson	MCDHH

**STATE COMMITTEE OF INTERPRETERS
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BLVD
JEFFERSON CITY MO 65102**

JANUARY 30, 2015 – Open Minutes

The Missouri State Committee of Interpreters was called to order at 10:10am by John Adams, Chairperson, at the Division of Professional Registration, 3605 Missouri Blvd, Jefferson City, MO 65102

Committee Members:

John Adams
Kathleen Alexander
Carrie McCray
Tim Eck
Andrea Segura
Lisa Betzler

Staff Present

Pam Goose
Roxy Brockman
Angie Norris
Tom Townsend
Heidi Spencer Rich, Contract Interpreter
Michelle Henley, Contract Interpreter

Visitors

Meredith Green, Intern
Crystal Anderson, MCDHH
Christopher Ludvigsen, MCDHH

Review and Approval of Open Agenda

Ms. Goose indicated that MoCASE conference will need to be discussed at MCDHH's request. A motion was made by Mr. Eck and seconded by Ms. Segura to approve the open agenda as amended. All approved.

Review and Approval of Open Minutes

A motion was made by Ms. Alexander and seconded by Ms. Segura to approve the open minutes from the October 10, 2014 meeting. All approved.

Rules/Statutes

1. 209.322 and 20 CSR 2232-2.040

Ms. Goose indicated some of the certifications that RID used to issue are no longer being issued. She said it doesn't make them invalid but the certifications are being called by a different title. Ms. Goose said she talked to Sarah Ledgerwood and they discussed the fact the Committee previously did the rule and laundry listed those certification titles in rule because changes to the statute are difficult to accomplish. Ms. Goose suggested amending the rule to say something like "those certifications indicated in statute and any other valid certification issued by RID". The Committee indicated their agreement. The members discussed adding in the Illinois BEI test, Texas and Michigan. It was further discussed the revision could say "The Committee accepts any state issued certification or license based on the passing the BEI". MCDHH staff expressed concern about the fact that Missouri requires an educational component and that someone could go to another state and obtain a BEI certification to

get licensed in Missouri. Ms. Goose said if MCDHH has some concerns then the SCI rule change is not going to go anywhere. She said a couple different versions of draft language will be prepared for the next meeting. A motion was made by Ms. Segura and seconded by Ms. Alexander to amend our rule that defines what certifications we accept and as an action for the staff. All approved.

2. 20 CSR 2232-3.030 Mentorship Rule – Ms. Goose said the Committee needs to determine what changes need to be made to the mentorship rule but she was not sure it was time to change it, as there are still licensed novice and apprentice certified interpreters and will be for a few more years.

Dr. McCray said some of the mentorship rule needed to stay intact because there are still people who will be able to use the current mentorship rule. Dr. McCray said looking at potential problems in the future she said even if it is changed so Basics can work one level above their standard, they can't because medical and legal are prohibited from mentorship. She said unless, the rule is opened up to allow medical and legal to individuals for the Basic certification. She said her intern students that have nothing can do medical but not legal with supervision and no certification. She said they let students do things with a supervisor that we don't let people with a proven skill set do with a supervisor. She said she thought the mentorship needed to stay the same for now because of the Level ones and Level twos that can do something.

Ms. Goose said a rule amendment now would be to fix the titles as they have changed but content wise she did not know. She asked Mr. Adams if he had other questions or comments. Mr. Adams indicated that he had left the legal settings alone. He said he specified the medical situations that are not good for mentorship or that someone cannot do mentorship with was medical setting serious and mental health setting serious. He specified Skill Level Standards 9A and 10A but then allowing them to do what is listed under the D section of those two headings because they are routine. He said medical settings that would be acceptable would be doctor office visits and dentist visits etc. Mr. Adams indicated things that are not urgent or life threatening where they can get some vocabulary and some experience because the letter C under both headings is for the intermediate/basic which they are allowed to do. He said this gives them a few areas in medical and mental health where they could get some experience and get a little bit more hands on training in those areas which might help satisfy some requests we have gotten for allowing people to get more training and practice in those areas. He said those were the only things he foresaw with the mentorship rule, was specifying what areas they can interpret in the skill level standards. He said for instance they can say they can go to a doctor's office and interpret at a yearly checkup as part of a mentorship.

Ms. Alexander said she thought there were some legal places where they could go to as well. She thought Advanced should be able to work one skill level above their level because there are three legal places and if they can work in all the other legal places but they can't work in felony court, they should be able to try felony court. She pointed out students are restricted by their supervisor's certification. She agreed in regard to avoiding making this a laundry list. Ms. Goose suggested opening the mentorship up and let the supervising interpreter make the decisions regarding what the mentee is able to do at assignments.

Dr. McCray indicated she was not opposed to opening up the mentorship rule but there is so much more medical, mental health and legal training available, that she doesn't want mentorship to be only hands on. She said there is so much training out there that can be done, it's online but it is still video interactive, that people don't have to just go to court and practice interpreting court to learn how to do court. She said she thought the mentorship application should include how the mentees are going to educate themselves before they walk in and actually show up. Dr. McCray indicated that in the mentorship goals section of the application could be where this information is placed because mentorship is not just hands on stuff, you've got to do your homework. She said they need to

understand the legal language before they show up otherwise it doesn't matter they still are going to flounder and not understand the content.

A motion was made by Dr. McCray and seconded by Ms. Segura to delete paragraph (H) under 20 CSR 2232-3.030 (4), and under (2)(A) leaving the mentorship at 6 months but with the possibility of a 6 month extension as long as there are no changes to the mentorship. Allow Basic and Advanced to participate in mentorships. Section three of the rule needs to be updated with the current names of things but also include Basic and Advanced. The application will need to be updated to spell out we require certificates of training in legal, medical and mental health workshops. All approved.

3. Certification expiration dates

Ms. Groose indicated this was a discussion item only about the expiration date of the certification as well as the renewal expiration date. No action was required by the Committee.

Report from MCDHH and/or BCI

The next BCI meeting is scheduled for May 16, 2015 and October 27, 2015.

-MCDHH

The BEI certification exam is now available.

June 6, 2015 Six Flags

Meetings

-Attended

MCDHH Interpreter Conference (October 10-12, 2014) – This conference was attended by all members and Ms. Groose. Ms. Alexander, Mr. Adams, and Peggy Withrow hosted a workshop on Sunday morning regarding certification and licensure basics, the difference between MCDHH, and the Committee.

-Upcoming

MoCASE 2015 (September 27-29, 2015) TanTarA – Ms. Groose indicated MCDHH wants to share a booth/table. It was recommended that MOCASE be approached about putting a flyer in the conference materials. Mr. Eck or Ms. Alexander will attend and assist MCDHH with the booth.

Report from Executive Director

- Financial Report is November 30, 2014 was included for the members' review. No action was required.
- 2015 Meeting Dates and Locations
 - January 30, 2015 – Professional Registration
 - April 24, 2015 – Professional Registration
 - July 16 – 17, 2015 – Drury Lodge, Cape Girardeau, MO
 - October 23, 2015 – Tan Tar A

FYI

No action required.

The Committee recessed for lunch at 12:06pm and resumed at 12:27pm.

A motion was made by Mr. Eck and Ms. Betzler to go into closed session for #1, #2, and #3 at 12:27pm. Ms. Betzler voted yes. Ms. Segura voted yes. Dr. McCray voted yes. Ms. Alexander voted yes. The committee returned to open session at 12:35pm.

A motion was made by Ms. Betzler and seconded by Dr. McCray to adjourn the meeting at 12:35pm. All approved.

Pamela Grosse

Executive Director Signature

July 17, 2015

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.