Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Kathleen (Katie) Steele Danner, Division Director
DIVISION OF PROFESSIONAL REGISTRATION

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

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Pamela Groose
Executive Director

Meeting Notice

State Committee of Interpreters

December 9, 2016
10:00am

Adams Pointe Conference Center
Courtyard by Marriott
1400 NE Coronado Drive
Blue Springs MO 64014

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
DECEMBER 9, 2016

Adams Pointe Conference Center
1400 NE Coronado Drive, Blue Springs MO

OPEN SESSION DECEMBER 9, 2016

FRIDAY DECEMBER 9, 2016 10:00AM Call to Order	**John Adams**
Roll Call	**Kathleen Alexander**
Review and Approval of Open Agenda	**Tab 1**
10:05AM CLOSED SESSION – WILL RETURN TO OPEN SESSION AT APPROXIMATELY 10:30AM	
Review and Approval of Open Minutes -October 7, 2016	**Tab 2**
Update regarding mentorship survey	
Rules/Statutes **-**Nothing for this meeting	
Report from MCDHH and/or BCI representatives	
Meetings -Attended • Interpreter Conference, October 7-9, 2016, Columbia MO -Upcoming • FARB Annual Forum, January, 2017, San Antonio, TX	**Tab 3**
Report from Executive Director 1. Financial Statement 2. SCI Activities Schedule	**Tab 4**
FYI	**Tab 5**
ADJOURN	

PUBLIC AGENDA
State Committee of Interpreters
DECEMBER 9, 2016

Adams Pointe Conference Center
1400 NE Coronado Drive, Blue Springs MO

CLOSED SESSION **Roll Call**
Review and Approval of Closed Agenda
Review and Approval of Closed Minutes
Applicants for Licensure
Complaints
Complaint Update
Report of Disciplined Licensees
Executive Director

State Committee of Interpreters

Adams Points Conference Center
1400 NE Coronado Dr.
Blue Springs MO 64014

December 9, 2016 – Open Minutes

The open session of the Missouri State Committee of Interpreters was called to order at 10:33m by John Adams, Chair, at the Adams Pointe Conference Center, 1400 NE Coronado Dr. Blue Springs MO 64014

Members Present:
John Adam
Kathleen Alexander, Acting Chair
Carrie McCray, Acting Secretary
Andrea Segura
Rochelle Harris, PhD

Members Absent:
Lisa Betzler, Public Member
Vacant position

Staff Present:
Pam Groose, Executive Director
Roxy Brockman, Administrative Assistant
Sarah Ledgerwood, Division Legal Counsel
Kim M Cox, Processing Tech II
Dawn Misemer, Contract Interpreter
Jennifer Patterson, Contract Interpreter
Amanda Hempfling, Contract Interpreter
Allison Gile, Contract Interpreter

Visitor:
See list

Review and Approval of Open Agenda
A motion was made by Dr. Harris and seconded by Ms. Segura to approve the open agenda. All approved.

Review and Approval of Open Minutes
A motion was made by Dr. Harris and seconded by Ms. Segura to approve the open minutes from the October 7, 2016 meeting. All approved.

Review draft of survey regarding mentorships
The committee members and member Dr. McCray revised the survey that was drafted. Dr. McRay has reduced the questions to eight in all. The rule is to continue their professional training and whomever want to improve their skill certification. The committee members agreed that Pam Groose would find out if we (state) would have a Survey Monkey Account to complete this project. The committee will forward that eight question survey to Pam Groose. Dr. McCray asked if the committee is comfortable with Ms. Beztler to go ahead and do the videos/ASL.

Rules/Statutes
-Nothing for this meeting

Report from MCDHH and/or BCI
-Two new commissioners: Dr. Katie Barton and Dr. Thomas Horejes.
-MCDHH website has more information
-Human Rights Commission been awarded a grant
-Two Final Orders were filed in October
Effective November 30, 2016
Group talked about statics for passing exam & increasing frequency

Meetings
-Attended

- Nothing for this meeting

-Upcoming

- -Joint meeting with Relay Missouri December 17, 2016.
- -Missouri disability symposium at Holiday Inn Expo, Columbia MO.
- FARB Annual Forum, January 26-29, 2017, San Antonio, TX – Ms. Groose told the members they unfortunately no one has permission to travel, except the Executive Director, at this time. It has been decided that after the "new leaders" are in office, it will be revisited (after January 9, 2017.)

Report from Executive Director

3. Financial Statement – The statements as of September 30, 2016 was included for the members' review. No action required.
4. SCI Activities Schedule – The committee's October 2017 will occur during the MCDHH conference, which is scheduled for October 13-15, 2017. The group confirmed the 2017 dates and the following was noted;
    - January 13, 2017 Jefferson City
    - April 7, 2017 Jefferson City
    - July 21, 2017 Jefferson City (Andy Segura will not be able to attend)
    - October 2017 Columbia

FYI
FYI materials were included for review. No action was required.

A motion was made by Dr. Harris and seconded by Ms. Segura to adjourn the meeting at 12:07pm. All approved.

Pamela Groose
Executive Director Signature

December 9, 2016
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.

Revised 04/12/2012 Rx