

**THE ADVISORY BOARD FOR INTERPRETERS BETWEEN HEARING INDIVIDUALS  
AND INDIVIDUALS WHO ARE DEAF, DEAFBLIND, HARD OF HEARING, OR ORAL  
DEAF**

**MINUTES OF THE  
LICENSURE SUBCOMMITTEE MEETING  
FEBRUARY 3, 2017  
1:00 pm**

**COMMITTEE MEMBERS PRESENT**

Jami Hollingsworth  
Jerri Finch  
Debbie Pearce

**GUESTS PRESENT**

Bethany McLaughlin, ADH Legal  
Vickie Pickering, ADH General Counsel

Update on the status of the 2017 Renewal Process: Bethany reported there are 12 more information letters that are out and haven't been returned. A total of 123 have been renewed; which is almost everybody. Jami asked if there were any applications to be considered now and there are none. Jerri stated that's good as maybe everybody understands the process.

Renewal rotation for 2017: Discussion centered around since this is renewed in January, will we all still be on this committee? If not, it just needs to be revisited. Debbie then brought up that this committee only had three members at first and then Holly Ketchum asked to join and that made four members. Jami stated that would make a difference in the rotation. She then asked Bethany (*or Vickie*) if we could setup the rotation during the Advisory Board Meeting. It was affirmed. Jami stated that way we will know who is on the subcommittee and then appoint dates for each person. It will be discussed during the Board Meeting under "Other Matters."

Debbie stated that there was one license that she approved this time was for a person was for an initial license. A letter was to be sent because the applicant submitted a 2016 QAST card. Technically it may not matter because the card is issued connected to the number of CEUs obtained. Because it is an initial license she is not required to prove number of CEUs for this year. She may have sent a copy of the wrong card or didn't earn any CEUs last year; therefore she didn't get a card this year. The person may have been Tiffany Richardson (?). A letter may have already been sent to her about this. She did receive her QA in 2016. I will send her a letter before she gets her license as she only has a 2016 QAST card. She needs a 2017 QAST card submitted. She paid a \$125 fee as it is her first time to apply. We do not require CEUs for the initial application. The QAST card is proof of CEUs. Or documentation of CEUs earned can be sent instead. Her QAST card shows her credential as a 1/1 and is valid until October 2018. Jami stated the QAST cards have to be renewed every year and they are tied to

the CEUs. She needs a 2017 QAST card and has one year to earn her CEUs. Debbie stated if she doesn't get back with us with the new card her license doesn't hinge on that since it's an initial license. Jami asked when are they reissued. Debbie stated she got her new card in December 2016 for the 2017 year. Jami stated in December 2017 she will get her card for 2018. Debbie stated yes; and since she just got her card in October 2016 she didn't have enough time to earn CEUs. It was agreed to go ahead and send her the license.

Meeting was adjourned at 1:15 pm with no other items to discuss.

*Karin Binko*

Karin Binko, Secretary

Approved on 5-5-17