

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

**MINUTES OF THE
FEBRUARY 5, 2016 LICENSURE SUBCOMMITTEE MEETING**

SUBCOMMITTEE MEMBERS PRESENT

Debbie Pearce
Jami Hollingsworth

GUESTS PRESENT

Elizabeth Harris, ADH General Counsel
Leslie Lovett, ADH Legal Staff

WELCOME AND CALL TO ORDER

Debbie Pearce called the meeting to order at approximately 1:00 p.m. on Friday, February 5, 2016, in Room 906 of the Freeway Medical Building, 5800 West 10th Street, Little Rock, AR. A quorum was established.

QUESTIONS ON CURRENT APPLICATIONS

Ms. Harris presented questions on pending applications. First, she presented two applications: Ms. Sebrena Westcott and Ms. Darlene Bagley. Both Ms. Westcott and Ms. Bagley need to send more information, specifically an application with a signed code of conduct. Both applicants had been sent letters asking for that information approximately one (1) month ago. Ms. Hollingsworth asked what the Subcommittee's options are. Ms. Harris responded that they can deny the application or direct the Department to send another letter requesting the missing information. A discussion ensued about the collected fees. Ms. Harris explained that a partial refund would be issued.

A discussion took place regarding what information should be submitted to show a current QAST card and to show that the CEU requirement is being met. After some discussion, it was determined that the issue should be presented to the full Advisory Board at 2:00 p.m. the same day.

The Committee decided to deny Ms. Westcott's and Ms. Bagley's application because they did not provide the information needed to complete the application.

Ms. Pearce next presented Karla Elting's application. Ms. Elting submitted a renewal application without any CEUs and asked for a grace period, since she had not been licensed the full year in 2015. Ms. Pearce said she did not feel she could approve that

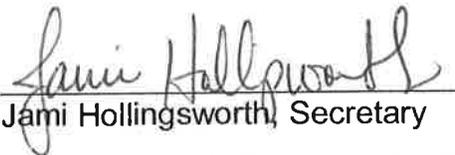
request without the Subcommittee's approval. She also did not feel Ms. Elting had made any efforts to obtain CEUs, even partially; therefore, in her opinion, no grace period should be extended. Ms. Hollingsworth agreed. Ms. Harris stated that she understood Ms. Elting intended to withdraw this application and reapply.

The Subcommittee decided to bring the question of reapplying for initial licensure to skirt the CEU requirement up to the full Board.

Last, the Subcommittee addressed Mr. McIntosh's application. Ms. Harris directed the Subcommittee to determine if Mr. McIntosh should be issued a license. The Subcommittee determined that his license should not be granted, his application will be withdrawn, and he will be issued a partial refund.

OTHER MATTERS

The Subcommittee was presented with a spreadsheet of current licensees. There being no other business, the meeting was adjourned at approximately 1:30 p.m.


Jami Hollingsworth, Secretary

Approved on May 6, 2016