

**Advisory Board for Interpreters Between Individuals and Individuals Who Are Deaf,
Deafblind, Hard of Hearing, or Oral Deaf**

Minutes

August 6, 2021

2:30 – 3:30 p.m. Quarterly Meeting

Called to order at 2:28 p.m.

In the Conference Room:

Board Members: Carel Dunaway, Debbie Pearce, Stephanie Ott, Daisy Dippel, Arthur Babin and Katie Becker

ADH staff: David Kern, Cheryl Allen, Craig Smith, Brian Nichols

Meeting Interpreters: Jaime Harrell, Karen Owens

Meeting Tactile Intepreters: Meagan Beaty, Jonathan Smith

Other Attendees: Will Gorum

Via Zoom:

Board Members: Nancy Quinn

Transcribers: Amy Hazel and Jaimee Jensen

Other Attendees: Cheryl Seymore, Linda Stauffer, Jami Hollingsworth, Sabrena Westcott, John West, J.R. Courtright, and Allyson Caruthers.

Review of May 2021 Minutes: Arthur Babin motioned to accept the minutes with the corrections; Daisy Dippel seconded the motion. Minutes accepted through voice vote without further discussion.

Subcommittee Updates

- **Licensure Report:**
 - Stephanie Ott created a spread sheet to list in-state and out-of-state applicants. List is accessible by board administrative support.
 - Met in May with state attorneys for the board to address the rules regarding video relay services and Video Remote Interpreting (VRI) services – will provide an update when available.
- **Budget Report:**
 - The administrative assistant position began July 1.
 - Carel Dunaway reported that ADH will send budget reports monthly to board members.

Old Business – N/A

New Business – Stephanie Ott

- The sign video has been sent for captioning with a transcript – now uploaded to YouTube; but has possibility to change if captioning is unavailable.
- Proposed letterhead and the logo presented along with did-you-know card; also included discussion on additional items to add to the letterhead.
- Options for the did-you-know-card included a 5 x 7 index card with text on front and back, or a trifold flyer. Work will continue for both options.
- Wallet card presentation which would explain the need for a live interpreter rather than VRI (Video Remote Interpreting). Use of a card would be a great way to promote deaf rights to an interpreter, what they need and when they need it.

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- Suggestion by C. Dunaway and D. Dippel to place links to the wallet card, information card and brochure on the ADH Web Site.

Ad-Hoc Committee Report – Katie Becker

- Will examine skill levels for interpreters.
- The committee has received a list of all the suggested individuals who would like to serve on the committee.
 - Sent an invitation to all those individuals and all responded back.
 - 3 agencies would like representation on the panel: Communications Plus, Sign Language Interpreting Network and Arkansas Rehabilitation Services.
 - Two community interpreters, three deaf individuals, one of whom is a deaf interpreter, and one deafblind individual agreed to serve on the committee.
- Volunteers will be: Will Gorum, Dawn Malley, Cheryl Seymore, Myra Taft-Watson, J.R. Courtright, Ray James, Holly Ketchum, and Melina Rivera.
 - Elizabeth Pope-Cole is interested but hasn't confirmed. A. Babin will follow-up.
- Process was outlined and K. Becker will report on the committee's work to the Board at the next quarterly meeting.

Facebook Page Report – Stephanie Ott

- A draft Board logo was shown to the board; discussion was done with some corrections needed on the logo
- Ott will email the revised logo to the board for review
- After approval from the board, the logo will be placed on the page; this would pass with legal as the page belongs to the board
- Question was raised about whether to mention that the advisory board is under ADH
 - Legal explained that it would depend on the content on the Facebook page
- Members of the Board of Technology will have administrator access to the page if Ott leaves the advisory board.
- Page will ensure that all wording is from the advisory board

Licensed Interpreters Report – Stephanie Ott

- All the information about applicants seeking to be licensed interpreters has been received.
- Some issues with in and out-of-state applicants' requirements.
 - A separate list for out-of-state applicants for the current year was created. Will be sent to C. Allen to put on the website

Website Update – Stephanie Ott

- Allyson Caruthers with the National Association of Interpreters for Education (NAIE) would like to place, on the interpreter application, a place for an applicant to note if he or she is an "educational interpreter,"
 - NAIE could compile a list and offer educational interpreters free workshops and Continuing Education Units (CEUs). Additionally, the educational interpreters could receive community support from interpreters working in other school districts.

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- D. Dippel asked C. Allen for an update regarding whether Information Technology could insert a “check mark” for educational interpreters on the web page. No updates at this time.
- **C. Allen Report**
 - Applications were updated to remove the “Check One” section and fees were clarified as discussed during the meeting on June 14, 2021, in addition to required updates to information concerning Acts 135 and 725.
 - The renewal payment system has potential to automatically calculate the appropriate fee for interpreters seeking to obtain a license based on the information in the application.
 - Also, the agency noted the possibility of replacing the licensing package with another system and is not accepting requests for new development.
 - Suggested changes should be documented and submitted to IT for discussion.
 - Transition date is unknown.
 - D. Dippel will follow-up on the transition and provide update later.

Board Members Update –Carel Dunaway

- Two board members’ terms are expiring on December 31, 2021 - Nancy Quinn and Daisy Dippel. N. Quinn declined; D. Dippel will continue for another term.
 - ADH has been notified and will get the necessary paperwork started for both members.

Procedure for Appointment of Advisory Board Chairperson

- Clarification on how the roles of chair and procedure for appointment of new chair
- C. Dunaway explained that he was asked to assume the position of chair by the past chair.
 - He will complete three (3) years and let his term expire
- Per Act 1314, the chair’s term is for one-year.
 - Reappointment for the position is possible.

Public Comments

Will Gorum:

- Notified the Committee that if Elizabeth Pope-Cole is currently unavailable at this time if wanted for the Ad-Hoc Committee
- Appreciated the invitation to join the Ad Hoc Committee also had additional questions.
- Will serve as a community interpreter representative.
- Feels that since UALR is a key stakeholder, there should be representation on the committee.
 - Ray James would be asked to represent UALR by Becker.
- Also thinks there should be someone on the committee that is an educational interpreter.
 - Allyson Caruthers would be asked to be an educational interpreter with board approval.
 - A. Caruthers agreed to be on the committee.

John West:

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- Would like to have more deaf interpreters on the Ad-Hoc Committee
- Recognizes the skill levels but thinks that more lower-level should be doing higher level work
- Request was made for possible deaf interpreters; no names were available at this time.

Further discussion regarding the ad-hoc committee.

K. Becker envisions a mentoring process for the interpreters as they become licensed in Arkansas.

Linda Stauffer:

- Suggested that the board contact the Arkansas Association for the Deaf (AAD) for someone interested in assisting the committee

Additional discussion on the skill level development for the incoming interpreters.

Proposed AABID Rule Changes – Brian Nichols (ADH Legal)

- Advised the board to consider the public response on all items submitted for public review, such as proposed changes in board rules.
 - A copy of the proposed rule revisions for public comment – no comments submitted by the deadline of August 5, 2021
- Discussion on the proposals.
- Question regarding a previous meeting discussion was raised on prohibitions on interpreters. B. Nichols explained that those changes cannot be made in the rules and would have to be changed by the General Assembly.
- Current rule revisions address the VRI (video remote interpreting) issue and two acts passed this last session -- license fee changes and changes for military and spouses applying to be interpreters.
- No further discussion.
- D. Dippel made a motion to accept proposed changes in rules for the Arkansas Advisory Board for Interpreters for the Deaf. Seconded by K. Becker. Approved unanimously without discussion.
- Revision of the rules process will begin. Afterwards, there will be a public comment period. Then go before the Arkansas Board of Health and a committee of the Arkansas General Assembly to be reviewed and approved.
- Tentative date for rules to go into effect: January 1, 2022.

Meeting adjourned at 3:38 pm.

The next meeting is scheduled for Friday, November 5, at 2:00pm.

Signature _____



Date _____

