

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

FEBRUARY 2, 2018 QUARTERLY MEETING

MEMBERS PRESENT

Ray James, Chair
Jami Hollingsworth
Jeri Finch
Holly Ketchum
Karin Binko
Michael McMahon

ADH STAFF PRESENT

Brooks White
Karley Altazan

GUEST PRESENT

Dr. Linda Stauffer, Interpreter
John West, Interpreter
Will Gorum, Interpreter

WELCOME AND CALL TO ORDER

Mr. Ray James called the meeting to order at 2:00 p.m. Mr. James welcomed the appointed new member Mr. Michael McMahon and announced the anticipated acceptance by Mr. Carel Dunaway.

APPROVAL OF MINUTES

Mr. James requested approval or changes to the meeting minutes from November 3, 2017. Ms. Jami Hollingsworth clarified the wording of "deaf interpreters" shall be revised to state "interpreters", as it relates to those interpreting who are not deaf. Ms. Holly Ketchum made a motion to accept the minutes with the requested corrections. Motion seconded by Ms. Hollingsworth. Motion approved.

SUBCOMMITTEE REPORT

Ms. Hollingsworth reported the Licensure Subcommittee met at 1:30pm on November 3, 2017. She reported on the current total of qualified license interpreters to be 260. She requested Ms. Karley Altazan to explain the in-state versus out of state interpreters. Ms. Altazan explained while it is difficult to obtain a distinct number, there is approximately

50% in-state (including surrounding states) and 50% out of state interpreters that were likely working remotely.

Ms. Hollingsworth also noted the rotation schedule for licensure approval would continue into 2018 with the addition of Mr. McMahon to take on approvals for June and September.

OLD BUSINESS

Mr. James requested an update regarding online renewals. Ms. Altazan said she spoke with Mr. Keith Burns with INA to create those renewals. Mr. Burns believed there to be no issue in having online renewals. Administration would need to provide to information systems the application type and method payment to being the process. Ms. James questioned if it would be possible to make all renewals paperless. While it would be an option, Ms. Altazan suggested not doing that immediately as many interpreters live in rural areas and may not have access to a computer. However, it would be feasible to include a box on the renewal to opt out of receiving paper renewals.

Ms. Altazan presented to the Board their FY18 budget report. As of the end of the fiscal year, the available balance was \$6,166.59. This did not include any renewal payments or new applications that were received after that date. Ms. Finch suggested expenditures for technology updates, such as including educational videos to the website, to be allotted for the budget.

NEW BUSINESS

Ms. Altazan provided resumes and nomination letters for the newly appointed members. She also explained that the new appointees would need to take an Oath of Office before voting or making motions during the meeting. Mr. Brooks White mentioned the new members would likely require the services of an interpreter for the Oath. Ms. Jerri Finch made a motion for the Board to pay those interpreting fees for the new appointments. Ms. Hollingsworth seconded and the motion carried.

OTHER MATTERS

Mr. McMahon posed the question regarding a licensure type for different areas not covered, such as theater, concerts or similar public events. Ms. James explained that if there were a specific setting that would need to be added it would need to be updated in the Rules and Regulations. Ms. Altazan explained the update would need to go through the administrative process in order to make the change. Ms. Ketchum requested a timeline for the change. Ms. Altazan stated once the changes have been made by the Advisory Board, they must proceed to the Board of Health for approval to present to the Legislative Committee. Mr. James suggested an ad hoc committee would need to meet

to make the necessary changes to present at the July 25, 2018 Board of Health meeting. There were no motions made to create the committee.

Motion to adjourn made by Ms. Ketchum and seconded by Ms. Hollingsworth. Motion carried and meeting adjourned at 2:29pm.



Karin Binko, Secretary

Approved on _____