

**North Carolina Interpreter and Transliterater Licensing Board
April 20, 2017 - Conference Call**

1 NCITLB Board Members Present: Catherine Johnson, Emily Pope, Lauren Pruett, Kevin Earp, Bethany
2 Hamm-Whitfield, Pam Smith

3 NCITLB Board Members Absent: Kim Calabretta, Jeff Trader, Donnie Dove

4 Board Staff Present: John Green and Caitlin Schwab

5 Members of the General Public Present: none

6 ***Called to order at 1:04 pm.***

7 The conflict of interest statement was read and there were no conflicts heard.

8 Roll Call was done by Caitlin.

9 A quorum was established with 6 voting members.

10 Bethany: The purpose of this meeting is to vote on a six month extension of the current management
11 contract we have with CHMS, due to the sole source contract request being denied. We wanted to keep
12 the management company in place through the renewal season, and so we have time to work on the
13 RFP.

Motion Apr 2017-01 (Johnson/Earp) I move that we accept the six month extension with CHMS, our current management company, and authorizing Bethany to sign the letter/agreement on behalf of the Board. Seconded by Kevin. No discussion. All in favor. No abstentions. Motion carries.

14 Bethany: Any other business? Hearing none.

Motion Apr 2017-02 (Smith/Pope) I move we adjourn this meeting. Seconded by Emily. No discussion. All in favor. Motion carries.

15 ***Adjourned 1:09 pm.***