

**North Carolina Interpreter and Transliterater Licensing Board
August 28, 2015 Board Meeting- DSDHH- Raleigh, NC**

- 1 Board members present: Ashley Benton, Jan Withers, Emily Pope, Catherine Johnson, Pam Smith,
2 Bethany Hamm-Whitfield, Wayne Giese, Lynn Capps Dey (called in)
- 3 Staff Present: Caitlin Schwab and Jim Wellons
- 4 Absent: Jane Dolan
- 5 Observers present: Somer Sutton, Rosa Pigford, Alicia Spencer, Kim Calabretta, Shana Delle-Chiaie, Kellie
6 Stewart, Martha Ingel, Donnie Dove, Shannon Cooley, Antwan Campbell, Telisha Edwards
- 7 Interpreters: Jeff Trader, Connie Jo Lewis, Sarah Wheeler, and Brian Tipton
- 8 Called to order at 9:19
- 9 Jan: Lynn Dey is going to be calling in and at this time I wanted to check on communication access for
10 everyone present observing.
- 11 Jim: Jan you have a quorum. You have 9 members and six present, and that is a quorum.
- 12 *Lynn called in at 9:27*
- 13 Introductions were done.
- 14 Visitor Introductions.
- 15 Jan: We have 9 on the board and 6 are present Pam should be here soon.

REVIEW OF MEETING MINUTES

- 16 Bethany: Caitlin sent out the minutes and get some feedback, and do I have a motion to accept he
17 minutes as written?

Motion Aug 2015-01 (Benton/Johnson) Ashley Benton moved to accept the minutes as written with Lynn's recent edits noted, Catherine seconded.

18

MEMBERSHIP UPDATE

- 19 Jan: Yesterday the General Assembly passed a continuing resolution to continue paying for last years
20 budget, but have not approved this year's budget. The Senate President Pro Tem does not introduce
21 the appoint bill until the budget has passed. We do not have new appointments yet. Because
22 appointments have not been made, we must continue our service. Ashley, Wayne, Jane, and Jan have
23 served 2 full terms, and we will wait for our replacements to be appointed from the office. Bethany is

1 up for reappointment, and Lynn is not seeking reappointment, but will continue to serve until the new
2 appointee is appointed. I called the governor's office, and they are behind on the review process of the
3 applications.

4 Bethany: Did you say they have the appointment for NCAD or NCRID?

5 Jan: NCAD but they have not reviewed it. We are not sure when the appointments will happen, my
6 understanding is that there is a goal to have the budget approved by September 18.

7 Bethany: After the budget is approved then the appointments will be made?

8 Jan: Yes

MORATORIUM OF THE RID TESTING

9 Bethany: We have some information in our Board packets about this. There is a letter written to Dawn
10 from Steven Florio, and then Anna's (RID's interim president) response is also included in the packet. I'm
11 sure all of you have know that there is a call for a moratorium for testing, so if the person needs to take
12 the exam they need to register by October 1, and they need to take the performance test by the
13 beginning of the New Year. I have invited Antwan Campbell (NCRID president) to speak more on this,
14 and how it will impact licensure. How it will impact provisional licensees and the threat assessment can
15 take up a year to assess the NIC and are they going to get rid of the evaluation tool?

16 Antwan: Yes, the risk assessment will begin November 1 and if you have not taken any tests then you
17 must take the test my December 1. Those who have not taken the test, while not be able to get
18 certified. That includes EIPA through RID. The reason they are doing the risk assessment is because it
19 seems to cost more to conduct and provide the test, and they are looking to change the management of
20 the test. They have said the test is valid, but how the process will be conducted and separating the test
21 from RID.

22 Bethany: RID has housed the testing and it could be a conflict, because depending on who passes the
23 test if they become a member of RID, and outsourcing that would keep RID from partaking in the test,
24 and then membership would be voluntary in RID.

25 Antwan: So the risk assessment will start November 1 they are hoping to have it completed by
26 November 1, and they are hoping to have a date when the moratorium is ending, but are not sure until
27 the assessment is complete.

28 Bethany: My question is how will it impact the amount of Provisional Licensees this will affect. We have
29 to follow what the law says, Jim are there any circumstances that we can extend the provision?

30 Jim: You can't change the qualifications for Provisional Licensure or Full Licensure. The General
31 Assembly left the extensions you can get on a Provisional License, in an event of a moratorium on
32 testing, and have a provision there, and the cap on 5 extensions could be lifted. That takes time, but we

1 can talk to the office of administrative hearing staff and under the circumstances they will have to
2 concede there is a need for one or the other, and they will allow us to modify those rules.

3 Bethany: When will RID be finished with their assessment?

4 Antwan: Their expected goal is November 1.

5 Bethany: We can decide now to get into rule making, and if it going to be less than a year, then we
6 should not go into the rule making process, but if they come back that is will take longer then we should
7 look into making a new rule.

8 Ashley: This is the second time in a moratorium of testing, and we may want to rewrite the rules so we
9 can accept the certifications from other entities.

10 Bethany: What Jim had talked about was lifting the cap on the amount of Provisional Licenses.

11 Lynn: I move that NCITLB make a rule for an extension for a Provisional Licenses for the RID testing
12 situation.

13 Jan: Second anyone

14 Ashley: I second.

15 Jan: I think that is a good idea to do that, and involve the legislature in that process. Even if it is an
16 emergency issue it will take time. Bethany, I know you said should we wait until after November 1, but
17 we need to investigate and see what is required, and have a time line going forward. We can think
18 about the language for the new rule.

19 Catherine: Is the only alternative to do the proviso you suggested. They already have 5 extensions and
20 we don't know when they will get rid of the Moratorium, is there another alternative for this?

21 Jim: The short answer is no, I have not thought or come up with any more alternatives. If the
22 moratorium lasts longer than a year, and perhaps there can be another certifying agency to take over
23 credentialing. You can't add an additional certifying body by a rule. The General Assembly has
24 identified the criteria for licensure. The only thing that is within our authority is to allow extensions, and
25 allow additional renewals of provisional licensure. If RID is not testing Provisionally licensed people
26 there is no way for that test to be conducted, and the only way to keep them working is to offer
27 extensions. The possibility that there could be further moratorium in the future, that the limit of the 5
28 renewal cap can be exceeded. The General Assembly adopts statues, they tell us the authority we can
29 exercise and we are limited by what is delegated to you. This board can not identify other certifying
30 agencies. I have never heard any other suggestions of certifications for other places.

31 Bethany: There are some states that have a state classification within their own state. Nationally RID is
32 the only certifying body. The proviso that we wrote in the rules so that it would only allow for the
33 extensions would come into effect if there was a moratorium.

1 Jim: I would have to draft something so that it doesn't allow for that. We have to get the details from
2 RID, and we have to give some people another renewal beyond that.

3 Lynn: I was at a workshop with RID, and they had mentioned the testing during the workshop, and it
4 seems like they don't know anything about having the testing ready. It seems that RID does not know
5 when the testing will be ready.

6 Jim: The rule that you adopt will have to provide that "If the testing started with less than (pick the
7 time), if testing resumed during an individual's licensure year, they could get one more extension after
8 that and they could sign up and take the exam". You want to write it in a general way once you adopt it
9 can be used for every instance of this. It was pointed out that it has happened before, and it leaves one
10 suspect it could happen in the future, rather than adopt a temporary rule, you should draft something
11 that could help in the future. We would have to give the Provisional Licensee time to take the test after
12 the test has resumed. Whenever that moratorium ends you do have to allow for a transition period to
13 get back on the normal process.

14 Ashley: I agree, we do have to write it to allow for people to sign up to take the test when it is available.
15 We might have to address the rule if the test is separate from RID.

16 Jim: The rule needs to account for the fact that someone can not just take a test after the moratorium is
17 lifted.

18 Bethany: Ashley are you stating that our rules say that certification is needed from RID, and to another
19 testing agency?

20 Ashley: Yes.

21 Jim: Then you would need to go to the legislature, and let them know about that change. If the test
22 goes out to a third party then the current statute would be incorrect, because RID would not be
23 certifying anyone. The statute says RID so if it someone else, a third party, then we will have to get the
24 law updated. This has happened before, where there were two organizations that have renamed
25 themselves, and this kind of thing does come up, and it is relatively easy to make those corrections.

26 Pam: It would not be difficult to make changes to the law so that the language referring to RID can be
27 changed.

28 Jim: It can be passed on a technical change bill. The only problem is a technical change bill is that they
29 are waiting until last to be approved. Changing the law from RID certification to certification by _____
30 would require the General Assembly to change the law.

31 Pam: This is the second time this has come up for me, and at that time we adopted the NAD. Can Caitlin
32 tell us about how many people this will effect?

33 Caitlin: I don't have that number right now, but I can get it to you.

1 Pam: My concern is allowing the extensions to go on and on, and I would hope we can make the change
2 so that people are not extended so long that they never get certification, and there are other options.
3 Texas has the BEI, and it has been adopted by other states, and we are not able to do that at this time.
4 We could adopt the Virginia QA and it is a screening assessment.

5 Antwan: If they do separate testing from RID, it would still be recognized through RID, but they would
6 not be managing it.

7 Jim: 90D-7 requirements for licensure: They have to be nationally certified by RID that is more than
8 simply recognizing another certification, RID has to certify them, and it would not be appropriate to
9 simply say that if RID recognizing it, then our law is still ok. If the testing agency is spun off then the law
10 needs to name the organization that does the testing.

11 Lynn: I just wanted you all to be of the time deadline. Written testing applications are only accepted
12 through October 1. The performance test is December 31st of this year.

13 Antwan: It is not the written test Lynn it is the performance test, last day to register is October 1, and
14 the last day to take the test is November 1.

15 Jan: It will only affect the performance test.

16 Ashley: I just wanted to remind everyone about the contract changes, we have to be careful with
17 naming a specific testing facility, but we want to be careful with naming someone specific in the wording
18 of our legislation.

19 Jan: The letter that was shared with you last week, from the president of state agencies from NASADHH,
20 several of the members are responsible for licensing many state agencies, and State agencies are
21 responsible for licensed interpreters. What I am hearing from people is that the RID board is aware that
22 many states depend on the language that RID is the qualifying body. Hopefully this will mean what ever
23 decision is made that it will include that awareness. We could continue to discuss that, and I propose
24 that a committee assess this issue and determine several possibilities and actions, and then act as
25 quickly as possible. The rule making has their own time line and we don't know how quickly these
26 changes can be made. That committee could make recommendations and determine what would work
27 best.

28 Lynn: I thought I had proposed that on the floor?

29 (Caitlin read the motion)

30 Bethany: I make a motion that we look at the overall scope of the long term needs of the testing as a
31 whole. I move we appoint a committee to further investigate the existing rules of the moratorium and
32 additional changes to the statute.

1 Jim: You have a motion from Lynn that has been seconded. You should vote on that motion. Then you
2 can have a motion to setup a committee on the matter. They can study the dilemma that has been
3 presented.

4 Lynn: We need to save our interpreters.

5 Bethany: We are voting on Lynn's motion.

6 Jan: What we are doing right now we are voting on Lynn's motion that Ashley seconded.

7 Jan: Those in favor of Lynn's motion?

8 Ashley: I just wanted to know if when we second a motion are we talking about researching a long term
9 rule, or are the two motions going to conflict with each other.

10 Jim: There is no reason any motion would conflict with the first one. The motion is that Provisional
11 Licensees could allow for Provisional Licensees to be granted additional extensions during the
12 moratorium.

13 Jan: Who is in favor?

14 2 in favor, 6 opposed.

15 Lynn: I am for the motion.

16 Jan: The second motion Bethany.

Motion Aug 2015-02 (Hamm-Whitfield/Smith) To appoint a subcommittee to work in developing a proviso
rule to address the moratorium situation and assess the long term implications to the statute. Pam seconded.

17 Lynn: If we set up a subcommittee how long will that take for them to recognize the moratorium?

18 Jan: That is something we can discuss after the vote.

19 7 in favor, and 1 opposed.

20 Motion carries.

21 Jan: Let's discuss what the subcommittee will look like, who is on it, and what it will look like. Pam,
22 Bethany, and Catherine are on the committee. Who will chair. Bethany will chair. Lynn you brought up
23 some good points, do you have any more questions.

24 Lynn: My point is how long will it take for the subcommittee to make that decision, that is my concern,
25 and then the numbers of the interpreters in the state.

26 Bethany: Lynn just to clarify as the chair of this committee, I am new to the rule making process, and
27 working with the office of administrative hearings, and the rule making additions can take some time, and
28 at the November meeting we can have something set, before the end of the next licensure year.

1 Jim: The schedule is going to be set my the OAH rule making division, and their rules, so the committee
2 and I will have to consult with OAH, and find out what their schedule looks like, and have the committee
3 meet OAH’s schedule, and that way to have a temporary in place by December 31. Once the committee
4 has a draft and has discussed it schedule with the OAH the chair can consult with the chair of the board
5 and it can be on the agenda for the new meeting, and if special meeting is necessary it can be called.

6 Lynn: How long can that special meeting take place, when can we set it up.

7 Jim: Its on the agenda to discuss when the next meeting will take place in November 2015. A meeting
8 can be called, 7 days prior to public consumption. It would involve putting the notice on the Boards
9 webpage. It would most likely be a teleconference, and it would be a singe subject meeting, and it
10 would be for the purpose of voting to submit a rule to OAH for OAH’s review. Depending on what we
11 find out with discussing this with OAH, we can discuss at the next meeting, or a different test. We
12 cannot control the taking of the test, we can provide a way for Provisional Licensees to renew their
13 licenses without taking the test.

14 Lynn: At the RID conference called this news “bomb news” I think someone form the board should
15 announce to the members this news.

16 Antwan: We are going to make an announcement from NCRID about the changes that RID is
17 implementing.

18 Lynn: This is a crucial announcement, and we need to send out an announcement.

19 Jan: What I would suggest is that this board state on the website that “ we are aware of the issue and
20 have established a committee and are aware of the impact”. I will work with Caitlin on the statement.

21 Catherine: Caitlin can you send out the number of Provisional Licensees this will effect?

22 Bethany: This would effect people for next year, people who have run out of extensions, and would
23 lapse if they can not take the test.

24 Jim: This does not affect full licensees. A Provisional Licensee obtains their license without taking the
25 RID test, and at this point this moratorium effects Provisional Licensees who have had 5 extensions.
26 That is a small number of people.

27 Jan: That committee can discuss what Jim just mentioned, and I recommend that the committee discuss
28 the communication plan, and how we intend to inform licensees.

29 *Break at 10: 44.*

30 *Back at 10:51*

31 Jan: I wanted to thank Antwan for the information he shared.

BOARD TRANSITION AND ELECTION OF OFFICERS

1 Jan: We will have 5 new members, and that is a lot of change at once. Most of us who will be rotating
2 off can provide guidance to the person taking over their position. I can help the new board member in
3 my place to help explain the functions I provide. The training can be arranged the day of a Board
4 meeting, or the day before, and Caitlin will complete the binders for the new Board members. The
5 election of officers should be held off until the new members are on the Board.

6 Bethany: Do we have the names of the new board members?

7 Jan: Nothing official yet. First I recommend someone who has experience serving on the LRC run for
8 chair of the Board. It will prevent the chair who has not served on the LRC will have the background in
9 the decision making process. I encourage everyone to talk to each other to discuss who is interested in
10 serving as chair, or any other officer.

11 Lynn: I appears to me that Bethany is the only with experience on the board with LRC.

12 Bethany: Catherine is also on the LRC, and has had experience with that decision making process.

13 Jan: Now lets talk about 2016 meetings.

14 Jim: I think it would be good to defer the meeting dates until you have the new appointees are here so
15 they can make sure their schedule works out.

16 Jan: Let me explain about 2016, the reason I wanted to put he dates on the board to look at so we can
17 determine schedule conflicts. I will leave the November Board meeting open until we have the new
18 appointees so we can determine the best date.

19 Bethany: If it is set for Nov 20 I have worked out interpreters for that date.

20 Jan: Potential board members and current board member Emily can not make that date.

21 Bethany: If we try to change it, it might affect 1 or 2 people. It is ok to miss 1 board meeting every one
22 and a while.

23 Pam: By November we will have the new appointees so we should work out the dates so they know
24 what they are expected to come to.

25 Jan: NCRID conference is when?

26 Antwan: The NCRID Conference will be June 23-25, 2016 in either Charlotte or Greensboro. We should
27 have that decision by September board meeting. For the forum we have incurred costs for that and we
28 wanted to see if the Board could sponsor that in the future.

29 Bethany: Did you get he feedback from the forum.

30 Antwan: Yes, people have asked for other workshops during that forum, and people asked it be longer.

31 Bethany: Are the other presenters are they asked to sponsor the event?

- 1 Antwan: No other presenters are not asked to sponsor, but because it is open to the public we don't
2 have control over who can attend the forum.
- 3 Bethany: Because we are a state board I understand we cannot pay for that, Jim is that correct?
- 4 Jim: It would be appropriate to schedule talks around the state, and cover any other cost incurred. I
5 think that it is a legitimate board expense.
- 6 Bethany: Instead of becoming a sponsor can we take on the cost of the forum, or should we be a
7 sponsor?
- 8 Jim: To keep it clean for purposes of auditing, I think you should schedule a public meeting.
- 9 Antwan: That is acceptable for us; it does not have to be a sponsorship.
- 10 Jan: It's nice that NCRID can provide or work with us, and provide us space during their conference.
- 11 Bethany: Thank you also to NCRID to have the space to have the board meeting on site so visitors can
12 see what we do in our Board meetings.
- 13 Antwan: We would love to continue working with the Board. Do you want to expand the forum to 3
14 hours, or leave it at 2?
- 15 Catherine: Were there many people who wanted to extend the forum to 3 hours?
- 16 Antwan: It was about half and half.
- 17 Jan: You never know from year to year how much time you need.
- 18 Bethany: I would be nervous to extent id it to 3 hours, because people said they wanted more tracks. I
19 would like to see how many people wanted it increased to 3.
- 20 Antwan: Do we have the responses from the forum question and comment session?
- 21 Caitlin: I have submitted to the board, and once it is approved I can post it ot the website.

REVIEW ACTION ITEMS

22

#	Owner	Description	Due date	Status
	TBD	Website committee	August 28	Moved to Nov 20 meeting
	Bethany	Follow up with RID with the changes to the website regarding the changes in 90D.	August 28	On going
	Bethany,	Will write up the roles of SSP compared to CDI and will submit	On	On

	Jan, Lyn	their work to the board for their feedback.	Going	going
	Pam(chair), Catherine, Bethany	Ad hoc committee have the disciplinary actions for website details worked out, and what will be posted on the website	August 28	Nov 20
	Bethany and Caitlin	Come up with a checklist of what is required to request an extension of a provisional license for renewal season.	On going	On going
	Pam, Lynn, Bethany	Ad hoc committee set up for work with DPI and helps go to meetings so they can work toward making the changes.	On going	On going
	Emily, Pam, Catherine	Action item have ad hoc committee to look at other licensing boards and protections they have for records and complaints.	On going	Nov 20
	All Board Members	Come up with dates and times to go to different events and educate the public, deaf consumers, and other groups on how to file a complaint.	August 28	Nov 20

1

2 Bethany: In regards to the 90D changing that wording on the RID website, they are going through a lot
3 of transition, and we are in a holding pattern. I can talk to Antwan during lunch about how to get in
4 touch with RID.

5 Jim: I would advise that you add something to the statute in regards to SSPs, and you need to change
6 the law to discuss that change by law not by changing the rules. I think the law covers SSPs, we don't
7 have to discuss it here.

8 Jan: I agree, at the same time we have to be careful, because there are some many Deaf Blind people
9 who depend on SSPs. We don't want to take an essential service away from them.

10 Bethany: I think to go back to write up the roles was to delineate between what an SSP does and what a
11 CDI does. To make the roles be known.

12 Jim: I understand there are people who are doing interpreting like things without a license. When you
13 have a firm grasp of what the rules are then you can go to the legislature to get that change. It would be
14 very easy for someone to say an SSP is interpreting.

15 Ashley: In the action items can we talk about the responsibilities of SSPs and CDIs, and are the action
16 items right?

17 Jan: The basic role is asking what the SSP is doing.

18 Lynn: I just wanted to let you all know that I have been involved in the Deaf Blind community, we really
19 wanted to be clear and SSPs fulfill their roles. SSPs have been trained in the needs of the Deaf Blind.

1 Pam: Since the June meeting we have not discussed the disciplinary actions being posted, and the issue
2 is still on going, the only thing I have done is look at other states, and see how they have the information
3 in regards to disciplinary actions to the website. Some states provide more instant information that
4 others, we are working out what details we want to include.

5 Emily: The board of dentistry, does post recent disciplinary actions clearly, and post actions in the last 90
6 days. They do post revocations and suspensions.

7 Pam: The main thing we wanted to emphasis is public awareness, that interpreter have been
8 sanctioned.

9 Jim: You have indicated there are 2 committees that have over lapping responsibilities. If they do
10 overlap it would be appropriate to merge the two committees.

11 Bethany: I agree with the scope of these committees do overlap. We did provide information to the
12 board, and now we are determining what should be posted. So the board can vote what it should look
13 like. Have a simple form or the entire PDF. Maybe in November we can merge the committees and
14 have everyone vote on what we post on the website, and what we can post.

15 Catherine: It wasn't just about the website. We were looking how other Boards protect the identity of
16 the consumers.

17 Bethany: The second subcommittee came about because of the request for information in regards to
18 complaints. Jim had a hard time redacting all the information he wanted to redact. Jim was says we
19 should investigate to be able to redact more, and he didn't feel comfortable with the limited amount he
20 was able to redact.

21 Jim: You don't have a committee to determine that. When a request comes in it should be turned over
22 to the Board's legal counsel, and the purpose of the committee is to suggest protection for the people
23 the have filed the complaints. LPC board states that the complaints and investigations are confidential.
24 You can investigate where you can ask for that or not. The dilemma I experienced was that RID CPC says
25 that an interpreter has to keep confidential what they learn during an engagement. When we get a
26 complaint about the interpreter, then those records are being disclosed, under CPC that is confidential,
27 but under the public record law when given to this Board, it becomes public record. It's ironic that a
28 deaf person complaining about the confidentiality of the situation. You need to discuss the
29 confidentiality of the clients. That really is a separate subject. Our minutes need to identify that that is
30 what that committee is for. That is very important committee. I do suggest you keep those committees
31 separate.

32 Jan: So the answer for those 2 action items is they are on going.

33 Bethany: That committee can get together and have something that we have something to show the
34 board. For the other committee I really would like to see something by the November Board meeting so
35 that we can help push that through. By going to the NCAD meetings, and other meetings, we are

1 helping them filing a complaint. I think it is a huge conflict because of the public records act we have to
2 share everything, but complaints violate peoples privacy.

3 Catherine: We did realize it was not as easy as just going on the website and knowing what to put on the
4 website. I need some guidance from Jim on this.

5 Bethany: I think we didn't realize about the issue until we had the public records request. Knowing
6 anyone can request records at any time we need to be prepared to protect our deaf consumers.

7 Jan: These are very valid points.

8 *(In regards to the checklist for a provisional extension request)* Jim: I think we can create that draft rule
9 to address what the committee (LRC) has been doing for the last 10 years.

10 Bethany: I think when we started working on it we thought it could be something we post on the
11 website, so people who are requesting an extension they will know what they have to submit to get that
12 request. When we brought it to Jim we realized it needs to be written in the rules.

13 Jim: Even the check list needs to be more precise.

14 Bethany: For me it seemed a simple check list would be good enough, And I understand what you mean
15 with getting more specific about the items.

16 Jim: I am retiring effective October 1 of this year, I have only 18 work days left, and I will make my best
17 effort to complete this task. There is no one appointed yet, but if you have meetings then the
18 department of justice will end someone out in my place.

19 Jan: I thought I would let Jim I would inform everyone that we do have the contact with his interim
20 replacement, and we have that information.

21 Bethany: Can we have Caitlin pass that information out? (New contact person). This will also impact our
22 LRC meetings.

23 Jan: Jim has been there from the beginning.

24 Jim: I first meet with the board in 2003.

25 Ashley: Jim's replacement will have a huge learning curve with Deaf culture, and what an interpreter
26 does.

27 Bethany: I really appreciate all you have done for this Board Jim.

28 Jim: You will get good representation from my replacement. I appreciated the opportunity to work with
29 this board. I have enjoyed my association with all of you.

30 Jan: Thank you for all of your years of service.

1 (In regards to working with DPI on the standards) Bethany: We met with Rachel when she was at the
2 NCRID meeting, and was able to a good discussion with her on the DPI mission to up the EIPA standards
3 (upping that to a 4). This is going to be an ongoing process. Their pilot program was very successful,
4 and I would like to see a permanent subcommittee to work with DPI to be able to keep the lines of
5 communication open.

6 Lynn: Rachel had expressed interest in continuing to have contact with the Board.

7 Jan: At the NC council or the deaf and hard of hearing 2 weeks ago the educational committee
8 recommended that the EIPA be raised to a 3.5 in 2 years, and a 4 in 5 years. It will be easier to go up to
9 a 3.5 and then from a 3.5 to a 4.0 in 5 years.

10 Bethany: With the action item about how to file a complaint, I think it would be good for members of
11 this board be able to represent the board at these different events, and be able to add in the grassroots
12 events.

13 Lynn: I have been trying to contact the services of the deaf and hard of hearing in Lexington and I was
14 going to contact them to see if we could have a contact on the board to give a presentation about how
15 to file a complaint.

16 Jan: Nov 20 will be a good time to look at the different community events that are going on.

17 Lynn: The reason why I mentioned the services of the deaf and hard of hearing center they have
18 monthly gatherings. Can she send those to Caitlin?

19 Caitlin: Yes, have them send anything to my email, and I can send it out to the Board.

20 *Break at 12:09.*

21 *Reconvened at 12:51*

FINANCIAL REPORT

22 Lynn: The amount in checking is \$134, 420.23, total assets \$134,719.51, total liabilities \$589.46, total
23 liabilities and equity \$134, 719.51, income \$48,900, PL \$24,600, SBI fee \$2,052, GFL renewal \$9,900,
24 total for all licensure is \$86,089.94. Interpreting services \$2,688.77. Board member expenses
25 \$4,359.47, Telephone expense \$270, postage \$634.39, Travel for staff \$198.13, total expenses \$65,
26 415.15, net income \$20,674.79.

27 Bethany: It is not on the agenda, but can we review the items from the forum?

Motion Aug 2015-03 (Johnson/Smith) Catherine made a motion we accept the comments from the
forum as amended. Pam seconded.

28 All in favor, none opposed.

29 Caitlin: this will be posted on the website with the minutes.

COMMUNICATION AND SOCIAL MEDIA

1 Pam: I think something that is important to us as Board members, I think it is important to communicate
2 with our licensees about the going on of the board. One of the main issues when I was on my HOA for
3 15 years, one issue everyone thought we had was communication. So I had a talk with Jim in June and
4 he mentioned social media. So I investigated other boards that have face book, twitter, and other
5 forms of social media. At the bottom of some of these websites is a link to a facebook account, so you
6 can get the information. Years ago we used to get a newsletter about what is happening with the Board,
7 but now with social media everyone keeps up that way. I just wanted to present that to the Board and I
8 hope we can do this and implement this.

9 Jan: I think that is a great idea, and Im glad you brought it up, I would recommend face book. Also, the
10 Deaf community has 2 face book accounts, plus DSDHH has a face book page, and if something is over
11 looked they can post on the page. One way to keep a good relationship is to post something often
12 enough, we need to update the page on a regular basis. You can develop a plan with different items you
13 want to post, so we have a constant flow of information.

14 Bethany: Who would moderate the page? Would this be something we can give to Caitlin? I think it
15 should go through someone on the Board at least through 1 person so that we are not posting all
16 different items.

17 Jan: Why not have the communication committee, and they post to all social media accounts.

Motion Aug 2015-4 (Hamm-Whitfield/Smith) I move that Caitlin investigate how specific boards run their
social media accounts, and inquire how licensing boards manage their accounts, and report back to the
board on the NOV 20 meeting. Pam seconds.

18 All in favor. None opposed.

CENTRAL OFFICE REPORT

19 Caitlin: We current have had 65 people renew and we are still waiting on 440 renewals which is the
20 usual for this time of year. I am going to send out an email on September 1 reminding everyone who
21 has not renewed to do so before September 30. I currently have 6 pending licenses. They asked that I
22 wait until October 1 to issue their license so it will be good for a year. Of the six 2 are full and 4 are
23 provisional. Bethany and I are also working on the "how to file a complaint" card, and I wanted to get
24 some feedback from you all about the cards we have come up with so far.

25 Bethany: Maybe we can make the font larger, so the deaf blind community can see it.

26 Jan: I recommend we have fewer words on there, and just something to guide people to the website.
27 That way we can make sure we have a lighter font on a darker background, and we can have two
28 different kinds 1 for Deaf Blind, and 1 deaf community. Who are we sending these too, how are we
29 getting this out there.

1 Bethany: We talked about getting these out there to our constituents, and targeting the DSDHH offices,
2 and resources for the deaf and hard of hearing communities.

3 Jan: What about hiring entities?

4 Bethany: Maybe we should make one for the hiring entities.

5 Jan: Well let's see how these do in the community, and we can go from there.

LRC REPORT

6 Bethany: Since the last board meeting we have had 2 extension requests approved, and we have 3
7 current open cases for the decision letters, and the other 2 should be completed soon, because we will
8 have an LRC meeting today. 1 currently open is someone interpreting without a license, and the other is
9 to with professionalism.

10 Pam: What is the usual reason to have an extension for a provisional license?

11 Caitlin: After a provisional licensee has renewed their 3 times they are allowed, they can submit a
12 request for a discretionary renewal of their license, and they can obtain up to two discretionary
13 renewals. When they request these discretionary renewals they must submit in writing what they are
14 actively doing to work toward full licensure. Whether it be having a mentor, study groups, having
15 registered for the NIC, or another test. We request they send us as much documentation as possible.

16 Pam: Do they have to send an email or what kind of proof?

17 Caitlin: We usually ask for the receipt of payment for the test with the dates on it, letters from mentors
18 in support of the licensee, or anything else that would support their claim for an extension.

19 Ashley: We do have some situations where people have hard ship cases and they are not able to get
20 their provisional license, so we also grant them.

REQUEST FOR LICENSURE PRESENTATION

21 Caitlin: In your board packets for today I included the email I received, requesting a presentation to this
22 class about the licensure process.

23 Jim: I think it would be better if we were in person and not Skype in.

24 Bethany: I think that is a great idea, and we could do something like that.

25 Jan: I am reading she asked for the process of licensure.

26 Caitlin: I can do this first one, and then from there if other board members can go out and do this from
27 there.

28 Jan: Any thing else?

1 Bethany: When I was reviewing my information on the moratorium of testing I thought it was not only
2 because of the preceded conflict of interest on the testing, but also because of the NIC testing, and the
3 Antwan said that was not the cause, but I would like to research that further, and if they do decide to do
4 away with the NIC that would determine how long the moratorium would last. Antwan gave me a
5 contact who I can call and ask a few questions about what is involved with this process.

6 Pam: I did read that one of the main issues of the NIC was the pass rate, that the pass rate was 26%.
7 RIDs examination was revised and they called it the enhanced version of the NIC. Previous to the
8 enhanced version of the NIC the pass rate was pretty steady, and after that the pass rate dropped to
9 26%. There was a petition on change.org where people were asking they look into the NIC and changing
10 it. I think our law might be able to cover potential licensees to come with the BEI certification (from
11 Texas) to get license in NC.

12 Jim: That solution raises its own issue, you can only get reciprocity only if this Board determines that
13 what that state requires to get licensed is similar or comparable to our licensing law. Yes, you can get a
14 license in another state and apply her, and that provides you with the issue is that states law
15 comparable. You then have to keep track of that states changes to make sure it stays the same.

16 Pam: Even if it is there based on the certification exam offered by another state.

17 Jim: Reciprocity only works if you are licensed by another state, not by an exam in another state.

18 Jan: I understand what you are saying, I can see Jim's point and you would have to see if the laws are
19 comparable.

20 Pam: So if for example, if a Michigan interpreter wants to move here, she has taken the BEI and
21 Michigan takes that. They move to NC, what would happen?

22 Jim: They would have to apply and see if Michigan's licensing law is comparable.

23 Bethany: Are they applying for a provisional or a full in your example?

24 Pam: Full.

25 Jim: This is the downside of having licensure in a state.

26 Ashley: what is the BEI?

27 Jan: it is a test that was developed; it is more challenging than RID certification. There are some states
28 that accept it.

29 Pam: It was developed in Texas, and more and more states are adopting it. They have 3 levels, and they
30 work with Arizona, and it has been around for a long time. The difference is it has levels, and the top
31 level enables interpreters to work in more settings. The lower the setting is for people who work in a
32 setting such as a school setting.

33 Ashley: is it written and performance?

1 Pam: It had both, and there is site translation. They have to pass English competency, and then you
2 have to take a performance.

3 Jan: Ok, is there anything else?

4 *Adjourned 1:58.*

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