

**NC Interpreter and Transliterater Licensing Board
Friday, June 11, 2021 – Zoom**

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2 Board Members Present: Jim Sewell, Pam White, Dave Litman, Kevin Earp, Jeff Trader, Beverly Woodel,
3 Lauren Pruett, Donnie Dove
4 Board Members absent: Cheryl White-Smith
5 Staff present: Caitlin Schwab-Falzone and John Green
6 Interpreters: Emily Jones, Kirk Fowler, Nicole Fox (joined after 12:30 pm) Candy Thomas (CART)
7 General Public Present: Liz Belk, Kelle Owens, Pam King, Sarah Colvard, Abby Quick, Lee Williamson,
8 NovaLee Leone, Emily Spivey, Bethany Hamm-Whitfield, Sarah Rock, Jennifer Vega-Cook, Mark
9 Lineberger, Kerry Langhorne-Wells, Dianne Shearer

10 Called to order at 10:02 am
11 With 8 Board members present a quorum was established.
12 *Conflict of interest statement read, and no conflicts heard.*

Welcome and Introductions

13
14 Jim asked the members of the public to introduce themselves to the Board.

Approval of Minutes

15
16 Lauren asked the Board members to review the minutes from March 26, 2021.

Motion June 2021-01 (Pruett/Earp) I move we approve the March 26, 2021, and April 19, 2021, meeting minutes as written Lauren, second Kevin. No discussion. All in favor. Motion carries.

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19 Donnie gave a brief LRC report. He said everything has been quiet and he thinks that due to COVID
20 there have been less appointments happening. There is less face to face sessions taking place. We have
21 one current complaint open, and an open background check we are waiting on more information for the
22 background check.

Board Members Terms – Beginning/Ending

23
24 Jim talked about some Board members whose terms are ending and will be coming off the Board at the
25 end of this month.
26

- Mark Lineberger will replace Jim Sewell

- 1 • Nicole Alleman will replace Jeff Trader
- 2 • Dianne Shearer will replace Kevin Earp
- 3 • Dave Litman is seeking reappointment

Language for Rules and Statute

4

5 Jeff talked about the certifying body committee meetings to discuss the options to add language to the
6 rules and statute to allow for additional certifications to be accepted by the Board for licensure.

7 The Board discussed the reasons for wanting to add some additional certifications to the statute for
8 people to obtain a license.

9 John talked about the process of rulemaking and getting changes made to the statute. For rulemaking
10 the Board can move through that process through the Rules Review Commission (RRC). For statute
11 changes the Board has to secure a sponsor (from the legislature) for their bill with the requested
12 changes and edits to the statute.

13 John talked about the various options to add language to the statute and the rules.

14 The Board also wanted to look at adding language to the statute to limit what settings provisional
15 licensees can interpret in, as well as limit the number of renewals a provisional licensee can have.

16 The Board has to also take into account that in some areas there are only provisional licensees that are
17 available to the public, so we have to be careful about what we are limiting.

18 The Board discussed different scenarios and exemptions that might apply if the settings for a provisional
19 licensee are limited.

20 Pam gave some feedback about provisional licensees and interpreting in the educational setting, and
21 what she has seen happening in the educational settings.

22 The Board discussed various situations and what they have seen happening in the interpreting
23 community.

24 Various discussions about what the Board could do to assess the skills of the provisional interpreters.

25 Comment from the public: Liz Belk commented on provisional interpreters and full license interpreters
26 and the NIC classifications. She agreed that provisional licensees do need a mentor when they first get
27 their license to help improve their skills.

28 Dave asked a question about setting a certain number of the fees that are paid aside to help set up a
29 mentoring a program. Jeff commented on this question and said that this would better fit DSDHH or
30 NCRID (an association or someone like that). DSDHH currently does do something along these lines (has
31 a mentor program).

32 Public Comment: Sara Rock commented that she agrees that she wishes there was a ranking system in
33 NC. She also asked if there are available ranking systems in other states that she can bring back to her
34 ITP program? She wanted to be as prepared to work with the Board as much as possible.

1 Pam talked about Carolina University requiring all their students to take the EIPA test before they
2 graduate.

3 Lauren asked about DSDHH providing a test?

4 Pam King talked about DSDHH providing the EIPA testing at their facility. That is the only test they
5 currently offer.

6 Public Comment: Kerry Langhorne-Wells asked a question about how often an interpreter has to take a
7 test to continue working.

8 Pam and Jim addressed that question. It is a one-time test, but the interpreter must continue to obtain
9 CEUs.

10 Jeff asked for assistance from John about the process to obtain public comment.

11 Changes to the statute would need to be presented to the general assembly and secure a few bill
12 sponsors to help get their bill entered into the general assembly.

13 John also talked about having a legislative liaison and what is allowed if the Board did have a legislative
14 liaison.

15 John said one option is to write a letter to the legislature signed by the Board chair that would outline
16 the requested statute changes to review and possibly approve these changes. If the Board wants to
17 have a public comment period they could post a notice on the website, email the groups that are
18 represented on this Board, and also email licensees and let them know that this public comment period
19 is happening. John suggested looking for a bill sponsor one from each party in each house (house and
20 senate) for a total of four legislators. This would send a message to other legislators that this is not
21 political. John talked about the pathway for submitting a letter to the legislature. The Board does not
22 have to have a legislative liaison but could have one if they wanted to pursue this as an option.

23 Jeff talked about having a public hearing and gathering comments.

24 Dave asked if this would be the time to gather feedback from the licensees through a survey.

25 Donnie agreed that we do need full transparency and make sure we are openly communicating with
26 anyone who is interested.

27 Jeff said he thought the survey is a great idea. Questions asked about posting this information on the
28 website, and John said that the Board could post this information on the website. John suggested
29 setting a public hearing date (possibly the next Board meeting) and getting feedback from the public.
30 John also talked about the process for having an official public hearing.

31 Questions about what is allowed for getting feedback about the changes the Board wants to implement.

Motion June 2021-02 (Trader/Pruett) I move the Board hold a public hearing regarding the suggested statutory changes to 90D7 and 90D8 and address technical changes to the verbiage for Cued Language Transliterators addressing the definition and consistency of the verbiage, and that the licensees be notified by email, the information be posted on the Board's website, and email the groups who may be interested in this information, Jeff, second Lauren. Discussed various options for the hearing and what requested changes would be made. Lauren talked about the Cued

Language changes in the statute. Discussion about amending the motion. Pam talked about lumping it all together and having the public hearing on all suggestions. Discussion about the settings provisional licensees can interpret in. Pam talked about requesting public comment on the number of years a provisional licensee can renew their license. All in favor. Motion Carries.

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2 The Board discussed the options moving forward with statute and rule changes.

3 *Break at 12:10 pm*

4 *Reconvened 12:45 pm*

5 Jim called the meeting back to order.

DPI Update

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7 Postponed until next meeting, Antwan unable to attend.

Financial Report

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9 Dave talked about the Board financials through May 31, 2021.

Legal Update

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11 John said there is not much to report right now. The legislature has introduced some bills regarding
 12 background checks, and there is another bill concerning Boards and illegal immigrants. John monitors
 13 the bills that can possibly affect the Board and will report on any bills or piece of legislation that could
 14 affect this Board.

Central Office Report

15

16 NCITLB Central Office Report (as of June 2021 at 10:00 AM)

Type of License	Number of Licensees (June 2021)	Percentage (June 2021)	Number of Licensees (No meeting held June 2020)	Percentage (No meeting held June 2020)
Full	356	63%	-	-
Grandfathered	39	7%	-	-
Provisional	166	30%	-	-
Total Number	561	100%	-	-

17

18 **Licenses issued since last Board meeting (March 26, 2021): 7**

- 1 **Full: 3**
- 2 Qualified for licensure by:
- 3 RID Certification: **3** (100%)
- 4
- 5 **Provisional: 4**
- 6 Qualified for licensure by:
- 7 2-year degree: **3** (75%)
- 8 EIPA score of 3 or above: **1** (25%)
- 9 **Licenses Pending Issue: 3** (1 provisional and 2 full)

School	Number of Licensees
UNCG	24
Wilson CC	10
CPC	9
Blue Ridge CC	8
WPCC	7
Gardner Webb	4
Columbus State CC	3
Cape Fear Community College	2
Gallaudet	2
RIT	2
William Woods University	2
California State University	1
Camden County CC	1
Cincinnati State Tech and CC	1
Community College of Baltimore County	1
John Logan College	1
Mohawk Valley CC	1
Piedmont International University	1
Siena Heights University	1
St Louis CC	1

Suffolk County CC	1
Troy University	1
University of Louisville	1
University of New Mexico	1
University of Northern Colorado	1
University of Southern Florida	1
Total	88

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2 **Comments:**

3 2021 Renewal paperwork to be mailed out the last week in June. All forms on the website have
4 been updated for the 2021 renewal year.

5 *Next Board meeting in person or virtual – August 13*

6 The next Board meeting will be in person on August 13, location to be determined.

7 (Nicole Fox joined the call as an interpreter).

8 *New LRC Members*

9 Beverly said she could serve on the LRC as the Deaf Consumer. Lauren said she could serve on the LRC
10 as one of the licensed interpreters on the LRC.

11 LRC members: Beverly Woodel, Lauren Pruett, and Donnie Dove.

12 *Board Chair*

13 The new Board chair will be selected at the next Board meeting on August 13, 2021. Donnie Dove to
14 serve as the chair at the next Board meeting until someone is approved.

15 *Vacation*

16 Caitlin will be on vacation July 1-11, 2021 and she will send reminders to the Board of when she is out,
17 and her colleagues in her office will handle Board business when she is out.

18 *Certemy*

19 Caitlin asked permission to get more information on Certemy software that would streamline the
20 application and renewal submission process and will bring this to the Board at the next Board meeting,
21 August 13, 2021.

Review of Action Items

22

#	Owner(s)	Description	Report/Due date	Status
1	Jeff and Lauren	Ad hoc committee to determine what other options to revise in the statute to recognize for full licensure. Pam King, Jim Sewell, and Pat Hauser will help with that committee.	June 11, 2021	
2	Donnie and Caitlin	To the new “how to file a complaint video” (to be added to website) Add captioning, voiceover, and transcript posted on the website for transliterators, the DB community, so everyone can have access to the information.	June 11, 2021	
3	Dave, Lauren, Beverly Kevin to assist when needed but not on committee	Forum Committee to help put together the structure of what forums would look like.	June 11, 2021	
4	Jim	Appoint New LRC Members	June 11, 2021	
Ongoing action items				
Kevin and Donnie		Subcommittee to have open communication with DSDHH for community outreach.		
Pam and Lauren		Ad hoc committee set up to work with DPI to work toward changes for education interpreters.		
Caitlin		Compile information about how many renewals each current provisional license has had, and to track the schools provisional licensees are from.		

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2 #1 – this action item has been discussed earlier in this meeting. Lauren asked if anyone would like to
3 join this committee. Pam volunteered to join this committee. Jeff said he would be happy to help on
4 this committee.

5 #2 – Caitlin talked about communications options being organized and she is working on a few moving
6 pieces and is working on the voiceover, and then Dave and Lauren can assist with their expertise for
7 other communication access items.

8 #3 – Dave talked about the forum committee meeting and trying to determine what time the forum
9 should be? The suggestions were on a Saturday 10 am – 12 pm or a weeknight from 6 pm – 8 pm. The
10 committee also talked about CEUs being awarded for attendees. The committee also wanted to actively
11 advertise the forum through the various channels that are available. Caitlin and Lauren can work on
12 obtaining CEUs for the forum, there is a presentation that can be done during the forum that the Board
13 can secure CEUs for this presentation.

14 The new Board will vote on the forum details at the next Board meeting on August 13, 2021.

15 #4 – already completed earlier in this meeting.

16 **Ongoing action items**

17 The DSDHH ongoing action item committee, Beverly would replace Kevin on that committee.

- 1 The rest of the action items are ongoing.
- 2 Jim thanked all of the Board members who were continuing on the Board, and Beverly said thank you to
3 all of the Board members who have been so helpful and thanked them for all of their help and
4 assistance. Jim thanked everyone for this service and for all of their time and experience on the Board.
5 Jeff also spoke and said it was a pleasure, and thanked everyone for all of their hard work, and
6 commented that the Board is moving in a good direction. Kevin echoed what everyone else had said
7 and thanked them for their help and time on the Board. Donnie thanked everyone and especially
8 wanted to thank Kevin and Jeff for all their help on the LRC. Lauren also wanted to reiterate that she
9 appreciated everyone's help and the three rolling off the Board will be missed for sure. Pam thanked
10 Jim for all his work done on this Board and said that she hopes that the Board can continue to move
11 forward with the work the other Board members have put in place.
- 12 I move we adjourn, Jeff.
- 13 *Adjourned 1:36 pm*