

**NC Interpreter and Transliterater Licensing Board
Friday, December 3 2021 – Towne Bank (3535 Glenwood Ave) – 10 am**

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2 Board Members Present: Mark Lineberger, Donnie Dove, Beverly Woodel, Pam White, Dave Litman,
3 Lauren Pruett, Dianne Shearer, Nicole Alleman
4 Board Members absent: Cheryl White-Smith
5 Staff present: Caitlin Schwab-Falzone, John Green, John Banagan
6 Interpreters: David Payne, Stephanie Hubert, Liz Belk, Nicole Fox, Monica McGee, Candy Thomas (CART)
7 General Public Present: Craig Belvins, Evelyn Argueta, Hannah B, Jessica Bridges, Kathleen Speckhardt,
8 Kelle Owens, Makayla Radford, Matt Baccari, Novalee Leone, Pam King, Sara Rock, Tiffany Cummins,
9 Alana Beal, Faith, Bethany Hamm-Whitfield, Danette Steelman-Bridges

10 Called to order at 10:11 am
11 With 8 Board members present a quorum was established.

12 *Conflict of interest statement read, and Mark will need to recuse himself from the hearing as well as*
13 *Donnie, no other conflicts heard.*

Welcome and Introductions

14
15 The Board went around the room and did introductions.
16 Donnie brought up some agenda items taking more time than others. The Board also read the Board’s
17 purpose that is written in the statute.

Approval of Minutes

18
19 **Motion December 2021-01 (Woodel/Lineberger) I move we accept the August 13, 2021, minutes as written, Beverly, second Mark. No discussion. All in favor. Motion Carries.**

20 **Motion December 2021-02 (Litman/Shearer) I move we accept the October 1, 2021, minutes as written, Dave, second Dianne. No discussion. All in favor. Motion Carries.**

DPI Update

21
22 Donnie asked everyone to read the update and just make a note of it.

Financial Report

23
24 Dave gave the financial report and gave an update on the financials through September 30, 2021 which
25 is the Board’s fiscal year end. He also reported on the financials through October 31, 2021.

Legal Update

John G reported that not much is happening in the general assembly, he has not seen or heard anything regarding Boards or closures of Boards at all.

Central Office Report

NCITLB Central Office Report (as of November 30, 2021 at 11:45 AM)

Type of License	Number of Licensees (December 2021)	Percentage (December 2021)	Number of Licensees (December 2020)	Percentage (December 2020)
Full	341	64%	341	64%
Grandfathered	37	7%	39	7%
Provisional	150	29%	152	29%
Total Number	528	100%	532	100%

Licenses issued since last Board meeting (August 13, 2021): 19

Full: 4

Qualified for licensure by:

RID Certification: **3** (75%)

TECUnit level 3 or above: **1** (25%)

Provisional: 15

Qualified for licensure by:

DSDHH DI Program: **2** (13.3%)

2-year degree: **9** (60%)

EIPA score of 3 or above: **3** (20%)

Recognized Credential from another state: **1** (6.6%)

Licenses Pending Issue: 3 (all provisional)

School	Number of Licensees
UNCG	17
Wilson Community College	11
Blue Ridge Community College	9
Central Piedmont Community College	8
Western Piedmont Community College	7

Cape Fear Community College	6
Carolina University	3
Gardner Webb University	3
Columbus State Community College	2
Gallaudet University	2
Cincinnati State Tech and Comm College	1
John Logan College	1
Mohawk Valley CC	1
Piedmont International University	1
Rochester Institute of Technology	1
Siena Heights University	1
St Louis Community College	1
Suffolk County Community College	1
Troy University	1
University of Louisville	1
University of New Mexico	1
University of Northern Colorado	1
University of Southern Florida	1
Total	82

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Comments:

2

3 Number of licenses that lapsed due to failure to renew:

Number of Licenses that lapsed	2021	2020
Full	28	27
Grandfathered	2	3
Provisional	28	22
Total	58	52

4 Provisional Extension Requests Received 2021: 57

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1 Caitlin read from her report and the Board had questions about numbers and clarifying language
2 questions.

3 *Board Meeting Dates*

4 Friday, August 12, 2022 – Board Meeting

5 Friday, December 2, 2022 – Board Meeting

6 Discussion of when to have the forum and if to keep it virtual. More discussion to take place at a future
7 meeting for the forum.

8 *Renewals 2021*

9 Caitlin requested that if the Board does not want to go with Certemy that the Board put a strict renewal
10 acceptance policy in place.

11 *Break 11:05 am*

12 *Reconvened 11:17 am*

Forum 2022 Discussion

13

14 Donnie asked if there was anything that the Board felt that needed follow up from the forum last night?

15 Dave talked about the comment Jaime made about holding the interpreter agency responsible if they
16 send an interpreter that is not qualified to an assignment they do not have the skills to interpret for.

17 The Board discussed that their authority is with the individual licensee not with agencies. Mark made
18 the point that the interpreter needs to hold themselves accountable for assignments. If they feel that
19 their skills are not going to meet the needs of the assignment then they should refuse the assignment
20 and not go, tell their employer they cannot do the assignment. We need to work on improving the
21 licensure law to help improve the interpreter pool in general.

22 The Board discussed the liability of agencies and what the Board’s authority is and what is covered. The
23 Board does not have any authority over agencies, only individual licensees.

24 Would it be possible to send an informational letter to agencies to let them know about license
25 requirements and assignments?

26 Discussion about the Board partnering with other agencies to provide education.

LRC Report

27

28 Pam talked about the change to 21 NCAC 25 .0205(f) in 2016 that limited the number of renewals a
29 provisional license can have. This was put in place due to the testing moratorium on the RID test. Since
30 that moratorium has been lifted the limits on the number of extensions needs to be put in place. Pam
31 discussed the reasons that this needs to be put back in place. The Deaf community needs to have access
32 to communication, and the Board has a duty to ensure the interpreters that are out there in the
33 community are qualified and that the Board is protecting the health, safety, and welfare of the members

1 of the community that rely on interpreters. This limit on the number of renewals of a provisional
2 license needs to be put in place. The LRC is seeing that provisional licensees are not taking the test
3 seriously. They are asking for more and more extensions and not working toward obtaining their
4 license. We have a responsibility to make a decision today, and face the problem head on, and make
5 the changes that are needed to improve the interpreters that are available to the community. Everyone
6 thanked Pam for her very impassioned explanation.

7 The Board discussed the proposed rule change. The proposed limit on the number of renewals for a
8 provisional license would be 5, and that a provisional license would for no reason be renewed for a 6th
9 time.

10 Nicole questioned the rationale for the limit on 5 renewals and not 4. What is the reason to not try to
11 encourage and push the licensees further?

12 Pam talked about having 5 years so it would allow for the licensee to have the time to take and pass the
13 NIC performance test.

14 John (Green) commented that the limit on the provisional licensees' renewals was what the language
15 was before. It is typically easier to get the old rules put back in place than it is to change the rule. John
16 asked what type of rulemaking the Board wanted to do, if the Board wants to move forward with the
17 change, then we need to make the fiscal note change. If the Board does vote to move forward with the
18 amendment, then we would need to have a special called meeting before the holidays.

19 Clarifying questions about what counts for a renewal.

20 The Board talked about changing the limit to a lower number and discussing the reasons for that.
21 Discussion of the health and well being of the community is the most important aspect of this rule.
22 Other professions and how many years they have to obtain a license was discussed, and 6 years is not
23 acceptable.

24 John (Green) let the Board know they are welcome to change the rule to whatever they want. His
25 advice to the Board was that the lower number of years might have some issues moving through the
26 Rules Review Commission (RRC). He did comment that we do need some statistics, so we have more
27 concrete figures.

28 Further discussion about the possible rule language. John talked further about the fiscal note and what
29 was needed to get that done.

30 Dave volunteered to help with the fiscal note.

31 *Break for lunch 12:20 pm*

32 *Reconvened 12:58 pm*

Motion Dec 2021-03 (White/Woodel) I move that we amend the language in 21 NCAC 25 .0205 and limit the number of extensions so that the Board shall not renew a provisional license for a 5th time, and to publish once the fiscal note research is done Pam, second Beverly. Discussion about rule making process and next steps. All in favor. Motion carries.

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Review of Action Items

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#	Owner(s)	Description	Report/Due date	Status
1	Lauren, Pam White, Mark, Dianne	Ad hoc committee to determine revisions to the statute.	December 3, 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.	December 3, 2021	
3	Caitlin	Get more information about the Certemy software and present at the December 2021 Board meeting.	December 3, 2021	
Ongoing action items				
	Donnie and Beverly	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 also track the schools provisional licensees are obtaining degrees from.		

2

3 #1 Mark talked about the sub committee (Mark, Dianne, Lauren, and Pam) to look at revisions to the
 4 law. The changes are in 90D-7 and the pathways to full licensure are solely RID. We want to open that
 5 up to other options that would be added to rulemaking. This would allow for these changes to be made
 6 with more flexibility and would allow the Board to move quicker with a rule change versus a law change.
 7 Next, we have 90D-8 this is for provisional licensees. A4 is our first change. Previously it said must
 8 satisfy one of the following, and we looked at this, and came up with language to come up with a
 9 minimum competency and have the minimum of a two year degree for everyone and one other item
 10 that would qualify someone for a provisional license. We also wanted to add the same language from
 11 the 90D-7 to 90D-8 so that the rulemaking option is there as well. The next section is in regard to Cued
 12 Language Transliteration, this just updates the language to current language and names the certifying
 13 body for Cued Language Translitterators. 90D-7 A has been discussed, and now we move on to 90D-7 B.
 14 It originally said 3 renewals and an extension can be granted. There was limiting language in the rules
 15 and we want the language to match. This change would match the rules that we just voted to update
 16 and change. The Board would have discretion still with renewals. This next section is just a place holder
 17 so that people who were issued a provisional license before this law was in place, that these people
 18 must meet the new standards for having a license.

19 Dianne asked about making the EIPA score open so that we don't have to go back and change the law if
 20 DPI changes their requirements. Pam commented we are lining up with DPI in our language so it all

1 does match. Mark talked about the baseline that DPI has set and keeping 3.5 is a good baseline
2 minimum. More discussion about the proposed law language and the rationale for the proposed
3 changes.

4 Mark talked about this process and how they have been working through other groups that we
5 represent and how they feel about these changes. We have a lot of support for these changes from a lot
6 of other entities and this is not a “dark room” discussion. This has been a very transparent process so
7 far and NCRID and NCAD have voted to send us a letter of support once they have the final language
8 changes from the Board. There has been a lot of review and discussion to get to this point.

9 John (Green) pointed out that the proposed statute changes allow for the Board to set qualifications
10 that can show the person is actively working toward full licensure and what those requirements are.

Motion Dec 2021-04 (Lineberger/Alleman) I move that the Board approve the proposed statutory changes and ask the General Assembly to pass them Mark, second Nicole. Discussion about clarifying language. All in favor. Motion carries.

11

Legislative Liaison

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13 John (Green) explained what a legislative liaison is.

Motion Dec 2021-05 (White/Woodel) I nominate Mark Lineberger as our legislative liaison Pam, second Beverly. All in favor. Motion carries.

14

15 *Break 2:00 pm*

16 *Reconvened 2:05 pm*

17 *Certemy Presentation*

18 Caitlin did a presentation of Certemy and how it works and let the Board know if they want to go with
19 this they can, and if they want Caitlin to research other options for software.

20 Lauren and Dave commented on possibly moving forward with this. Mark talked about what other
21 licensure Boards do and many of them have an online renewal process for years. Personally, if he could
22 renew from his phone he would be a fan of using this. The LRC commented on what they see when they
23 have to review information and it is time consuming and there is a lot of back and forth.

24 John commented that if the Board did want to move forward with Certemy they would have to go
25 through DIT to get the contract awarded. John recommended having a committee that would work to
26 pass the acceptance of this contract with DIT.

27 Mark asked about a qualifying number reference John talked about. John explained what he was
28 referencing, and the terms and provisions of the contract would need to be discussed. The security
29 would also need to be reviewed to make sure it is adequate. We have to go through DIT to get this
30 contract approved and it will have to go out to bid. The sooner you get this information to DIT the
31 better.

1 *Lauren and Dave to work with John G and John B on the RFP to get this approved through DIT.*

Motion Dec 2021-06 (Lineberger/Woodel) I move to authorize counsel and staff to work with Hawley CPA for the annual audit Mark, second Beverly. No discussion. All in favor. Motion carries.

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Review of Action Items (continued)

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4 #1 completed earlier in the meeting

5 #2 Just waiting in getting the cued language video added to the website and we are done with this
6 action item.

7 #3 Completed.

8 Ongoing action items

9 All ongoing, and last ongoing one to be removed.

10 Lauren talked about minor changes to wording for Cued Language Transliterators for the statute and
11 John (Green) said they are just technical changes and that would be an easy fix.

12 The Board will have a specially called meeting via Zoom to vote on the next steps in the rulemaking
13 process.

14 Mark talked about the equipment and the cost and there might be some thing else that needs to be
15 purchased. We can let Mark and Caitlin know what we need, and they can work together to make sure
16 the tech items work moving forward.

17 Discussion about having a person here that would be responsible for making sure the technology works
18 and everyone on Zoom has access to the audio.

19 **I move we adjourn Beverly, second Dianne.**

20 Adjourned 2:57 pm