

**NC Interpreter and Transliterater Licensing Board
Friday, December 1, 2023 – McKimmon Center, Raleigh, NC – 10 am**

1 Board member present: Mark Lineberger, Ashley Gordon, Lynn Cooper, Pam White, Beverly Woodel,
2 Alicia Griffin, Dave Litman, Nicole Alleman, Dianne Shearer (remote)

3 Interpreters: Nicole Fox, David Payne, Lee Williamson, Monica McGee, Karen Magoon

4 General public present: Chelsey Dickerson, Bethany Wagner, Jessica Bridges, Matthew Dean, Pam King,
5 Kelle Owens, Matt Baccari, Paige Sprinkle, Novalee Leone, Joel Marcus, Magda Yankelowitz, Hayli Appell,
6 Isabel Howell, Reyna Harper, Antwan Campbell.

7 Called to order at 10:10 am

8 *With 8 Board members present a quorum was established.*

9 Conflict statement read, and no conflicts heard.

Welcome and Introductions

10 The Board went around and introduced themselves.

Election - Secretary

11 Discussion of the secretary's responsibilities to the Board. Dianne said she would accept the secretary
12 position.

**December 2023-01 (Lineberger/Alleman) I move Dianne Shearer take over the role as Secretary on
the Board, Mark, second Nicole. No discussion. All in favor. Motion carries.**

13

Approval of Minutes

14

**December 2023-02 (Lineberger/Griffin) I move we approve the minutes from the August 11, 2023
meeting with suggested edits Mark, second Alicia. No discussion. All in favor. One abstention.**

15

**December 2023-03 (Lineberger/Alleman) I move we approve the minutes from the September 26,
2023 meeting as written Mark, Nicole second. No discussion. All in favor. One abstention.**

16

Legislative Liaison Report

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18 The Board's legislative liaison, Mark, gave an update about the revisions to the statute that have passed,
19 and go into effect today, December 1, 2023. The revisions to the statute changed the method of how to
20 obtain a provisional license and allows additional options to obtain a full license. The Board will be
21 looking at other options to obtain a license that will be listed in the Board rules. Mark discussed
22 securing another person to review options for assessments, previous person is no longer available.

1 Mark reached out to Dr. Jordan Wright to look into this matter, but we have not received his cost
2 assessment. He was unable to get this information before the Board meeting. Once Mark has the
3 updated quote he will communicate it to the Board for a revote if needed.

4 Mark discussed the BEI and options for offering more pathways toward provisional licensure and full
5 licensure. Discussions with Caitlin and Juliane have shed some light on options to allow the Board to pay
6 for the annual fees for the BEI, but allow another entity to administer the test, such as DSDHH. This is
7 just an FYI, ideally more information will be provided in February 2024.

8 Board discussion of what offering the BEI could look like.

LRC Report

9

10 Pam discussed some recent complaints that have come in and the LRC is still looking into these matters.

11 *Posting infractions on the website*

12 Caitlin gave some information about what past Boards have discussed. There has been this idea that the
13 Board does not take any action and does not investigate complaints, so posting this information on the
14 website would add to transparency for the Board. The Board agreed that posting this information would
15 be helpful.

16 Juliane talked about the options for posting, so the Board could post all decision letters on the website,
17 and then if the person appeals and requests a hearing that would be a separate matter.

18 The current policy only outlines that revocations and suspensions are posted on the website. The Board
19 could revise this policy to allow for substantiated complaints to be posted on the website.

December 2023-04 (Lineberger/Litman) I move we revise the policy for posting revocations and suspensions on the website to include posting substantiated complaint outcome/decision, name, and penalty/fine assessed Mark, second Dave. Discussion: Dianne brought up not wanting the letter posted but including the information about the outcome but not the letter. Recommended to post the outcome and if someone was fined or not. If decision is made the posting would start from today (December 1, 2023) moving forward. All in favor. Motion Carries.

20

Financial Report

21

22 Dave talked about the financials through October 31, 2023, it is the beginning of the new fiscal year so
23 there is not much to report. If there are any questions Caitlin and I would be happy to address.

24 Discussion about various line items.

DPI update

25

26 Antwan Campbell was present and gave an update from DPI. He talked about a group discussing
27 licensing for educational interpreters, and there is support for that, and the supporters were hoping that

1 there were alternative options for people to obtain licensure. DPI was hoping to have more information
 2 about alternative pathways before moving forward to bring the Board as recommendations, but that is
 3 currently on hold. Once DPI has more formal recommendation to bring to the Board this will be
 4 communicated.

5 Discussion about the stakeholder meetings and some background on the educational settings being
 6 exempt from licensure.

7 DPI has to wait until there is time for public comment before they can formally put forward a
 8 recommendation for the Board to make changes to the statute to require educational interpreters to
 9 become licensed.

10 The option for educational interpreters to included in the statute could be explored further in
 11 committee and brought back to the next Board meeting in February 2024.

12 Antwan also said he was happy to assist with the committees discussions to provide information if
 13 needed.

Legal Update

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15 There is not much of a legal update at this time. The Board is working on the RFP for management
 16 services that is currently being worked on.

17 *Committee to help review responses to the RFP – Nicole Alleman and Dave Litman*

18 Juliane will communicate with the committee to review once the RFP submission deadline has passed.

Central Office Report

19

NCITLB Central Office Report (November 28, 2023, as of 9:17 am)

Type of License	Number of Licensees (November 2023)	Percentage (November 2023)	Number of Licensees (December 2022)	Percentage (December 2022)
Full	340	72%	336	67.4%
Grandfathered	28	6%	33	6.6%
Provisional	104	22%	129	26%
Total Number	472	100%	498	100%

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Licenses issued since last Board meeting (August 11, 2023)	13
Qualified for <u>full</u> license by	

RID Certification	3	75%
Cued Language Certificate	1	25%
Total Full Licenses Issued	4	100%
Qualified for <u>provisional</u> licensure by		
2-year degree	7	78%
EIPA score of 3 or above EIPA Scores for the issued licenses: N/A	-	0
Accumulated Hours	1	11%
DSDHH DI Program	1	11%
Recognized credential from another state	-	0
Total Provisional Licenses Issued	9	100%
Licenses pending to be issued	1 (1 provisional)	

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School	Total Provisional Licensees
Wilson Community College	14
UNC Greensboro	13
WPCC	8
Blue Ridge Community College	5
Cape Fear Community College	2
Carolina University	2
Bloomburg University	1
Gallaudet	1
Gardner Webb	1
Hinds Community College	1
John Logan College	1
NorthEastern University	1
Northwestern Connecticut CC	1
Piedmont International University	1
Rochester Institute of Technology	1
Troy University	1

University of Northern Colorado	1
Central Piedmont Community College	1
Total	56

1

2 **Comments:**

- 3 • Total lapsed licenses from the 2023 renewal season:

License Type	2023	2022	2021
Full	20	28	28
Grandfathered	5	3	2
Provisional	57	46	28
Total	82	77	58

4

- 5 • Total number of provisional licensees who were able to be granted the 90-day grace
6 period due to the delay in receiving CASLI results – 8
- 7 • Revisions to CEU rules, removing the requirement for in person CEUs have been
8 submitted to the Rules Review Commission. Public Hearing will be held on December
9 19, 2023, at 10 am via Zoom so people can make a comment if desired. Board members
10 are welcome to attend but are not required to attend. If the revised rules move through
11 the rulemaking process without delay, they will go into effect April 1, 2024
- 12 • Questions about the revised statute and what additional tests/certifications will be
13 accepted. Revisions to statute go into effect December 1, 2023.

14 Discussion of the report and some numbers that are listed in the report. Additional discussion about the
15 rule change process and what that looks like.

16 There is a public hearing on December 19, 2023 at 10 am via Zoom to discuss the proposed rule
17 changes.

18 *Break for lunch 12:00 pm*

19 *Reconvened 12:41 pm*

CEU Survey Results

20

1 Dave talked about the CEU survey that was sent out to licensee and the information we have gathered
 2 from it. He asked that people concentrate on the comments and not the CEU questions so the Board
 3 could discuss.

4 The Board discussed the information they were given, and some comments that were made on the
 5 survey.

6 Items discussed:

- 7 • Certemy renewal platform
- 8 • Board meeting frequency and timing
- 9 • Email notifications

10 Mark thanked Dave for working on the survey and helping to gather this information.

Review of Action Items

11

#	Owner(s)	Description	Report/Due date	Status
1	Mark, Pam White, Lauren, Dianne	Committee to determine revisions to be made to the law (GS 90D) and also review current CEU requirements for renewal.	December 1, 2023	
2	Mark, Alicia, Nicole, and Dave	Committee to determine options for having a Board meeting and educational session. Committee to determine the date and information.	December 1, 2023	
3	Mark and Dianne	Board members appointed to the DPI committee to be part of the discussion to help determine licensure for educational interpreters.	December 1, 2023	

Ongoing action items

Mark and Alicia	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 educational interpreters.
Caitlin	Continue to compile: <ul style="list-style-type: none"> • Number of renewals each current provisional license has had • schools provisional licensees are obtaining degrees from • current licensee EIPA scores. • When provisional licensees move up to full
Caitlin and Dave	Work on updates to the website.

12 #1 Mark suggested this be added to the ongoing action items.

13 Mark gave an update on another topic, and the delay in the CASLI NIC results being sent out. The
 14 administrator for CASLI has confirmed that they have processed all results through February-March of
 15 2023. They are currently working on the April-June 2023 tests and they anticipate finishing April-May of
 16 2023 in the next few weeks. The grading and results being sent out should caught up so that anyone

1 who was eligible for the 90 day grace period should have their results by January 1, 2024. If results of
2 passing are not submitted to the Board office by January 1, 2024 then their license will expire.

3 #3 This was combined with action item #1.

4 #2 Postponed to a future date. Mark will take the lead on this action item.

5 All remaining action items are ongoing.

New Business (if any)

6

7 *Refunds for ineligible renewals 2023*

8 Mark brought up something that was brought to his attention. There were some people who attempted
9 to renew their license even though they were not eligible for a renewal, due to the confusion with the
10 new renewal system and new rule (limiting renewals on provisional licensees) was in effect. These
11 people paid the renewal fee and should not have been charged this fee. The Board would have to vote
12 to allow for these funds to be refunded to the person who paid them by mistake.

December 2023-05 (Lineberger/Griffin) I move we return the renewal fees that people who were not eligible to renew their license in the 2023 renewal year but submitted these fees Mark, second Alicia. All in favor. Motion carries.

13

14 *Board Forum 2023*

15 Next Board meeting is February 9, 2024.

16 Alicia asked about the next forum when it would be. The Board discussed having the forum before the
17 next Board meeting, on February 8, 2024, via Zoom beginning at 6pm. It is important to have a clear
18 message at the beginning of the forum so that people are aware of the goal of the forum. Discussion
19 about how to respond to questions in the forum. Potential to have some talking points for the forum,
20 Mark and Bev to put the talking points together.

21 Discussion of having the educational session help answer questions for people if needed.

22 **I move we adjourn Beverly.**

23 Adjourned 1:45 pm