

**NC Interpreter and Transliterator Licensing Board**  
**Friday, August 8, 2025 – Durham, NC – 10 am**

1 Board Members Present: Herbie Aguilar, Nicole Alleman, Dianne Shearer, Beverly Woodel, Pamela  
2 White, Tara Knight

3 Board Members Absent: Mark Lineberger, Alicia Griffin, Ashley Gordon

4 Interpreters: Nicole Fox, Brian Tipton, Lee Williamson, Karen Magoon, Kirk Fowler, Shana Batchelor  
5 (SSP), Candy Thomas (CART)

6 Members of the general public in person: Tonya Miller

7 Member of the general public on Zoom: Samantha McGowan, Rachel Skipper, Margaret Herder-Hill,  
8 Jolene Crooks, Kathleen Speckhardt, M Shumate, Kelle Owens, Matt Baccarri, Caroline Bolin, Ryan  
9 Pinion, Breanna Joyner-Foreman, Dennis T, Into Language Global, Novalee Leone, Susannah Wright,  
10 Decie Shumate, Shannon Leidy

11 Called to order 10:07 am

12 *Conflict of interest statement read and no conflicts heard.*

**Welcome and Introductions**

13

14 Everyone went around and did a brief introduction.

**Approval of Minutes**

15 *With 6 Board members present a quorum was established.*

**Motion Aug 2025-01 (Shearer/Alleman) I move we approve the meeting minutes from May 30, 2025, with edits, Dianne, second Nicole. No discussion. All in favor. Motion carries.**

**Motion Aug 2025-02 (Shearer/Alleman) I move we approve the forum meeting minutes from May 30, 2025 Dianne, second Nicole. No discussion. All in favor. Motion carries.**

**LRC Report**

19 Mark volunteered to be part of the LRC. The committee needs another interpreter on the committee.

**Motion Aug 2025-03 (Alleman/Shearer) I move we appoint Mark Lineberger to the LRC, Nicole, second Dianne. No discussion. All in favor. Motion carries.**

21 Caitlin gave more information about open cases and the current status. There is a current injunction  
22 with the matter 25 LRC 002 and Ben has reached out to the person, and they wish to settle with the  
23 Board and not go through court. Ben asked for there be a motion to move the matter to the LRC for  
24 determination.

25

**Motion Aug 2025-04 (Shearer/Alleman) I move the matter that the injunction matter be moved to the LRC for formal process, Dianne, second Nicole. No discussion. All in favor. Motion carries.**

1  
2 Herbie asked a clarifying question about the process from moving through the court system and going  
3 through the LRC to finalize the matter. Ben gave more background on the matter and the rationale for  
4 moving the matter to the LRC. There is still the option to move through the legal system rather than the  
5 LRC if the matter cannot be settled within the LRC.

#### **Financial Report**

6 *Financials through June 30, 2025*

7 Caitlin did a review of the financial report through June 30, 2025. Nicole had a question about the  
8 overall cost of the symposium and Caitlin said the total amount spent was between \$17,000-\$18,000  
9 total for the symposium.

10 *Proposed budget 2025-2026*

11 Caitlin gave everyone some time to review the proposed budget for the 2025-2026 fiscal year.

**Motion August 2025-05 (Woodel/Shearer) I move we approve the proposed budget for 2025-2026 with edits Beverly, second Dianne. No discussion. All in favor. Motion carries.**

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13 Nicole asked about who would replace Ashley as treasurer. New treasurer would be appointed at the  
14 December meeting.

#### **Central Office Report**

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#### **NCITLB Central Office Report (August 5, 2025, as of 10:06 am)**

Type of License	Number of Licensees (August 2025)	Percentage (August 2025)	Number of Licensees (August 2024)	Percentage (August 2024)
Full	353	78%	357	74%
Grandfathered	28	6%	28	6%
Provisional	71	16%	99	20%
<b>Total Number</b>	<b>452</b>	<b>100%</b>	<b>484</b>	<b>100%</b>

17

<b>Licenses issued since last Board meeting (May 30, 2025)</b>	<b>3</b>	
<b>Qualified for <u>full</u> license by</b>		
<b>RID Certification</b>	<b>1</b>	<b>100%</b>

<b>Cued Language Certificate</b>	0	0%
<b>Total Full Licenses Issued</b>	<b>1</b>	<b>100%</b>
<b>Qualified for <u>provisional</u> licensure by</b>		
<b>2-year degree &amp; EIPA score of 3.5 or above</b> <b>EIPA Scores for the issued licenses: 3.6</b>	1	50%
<b>2-year degree &amp; BEI Score of Basic</b>	1	50%
<b>Accumulated Hours</b>	0	0%
<b>DSDHH DI Program</b>	0	0%
<b>Recognized credential from another state</b>	0	00%
<b>Total Provisional Licenses Issued</b>	<b>2</b>	<b>100%</b>
<b>Licenses pending to be issued</b>	<b>2 (both full)</b>	

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<b>School</b>	<b>Total Current Licensees</b>
UNC Greensboro	17
Wilson Community College	9
Blue Ridge Community College	2
Central Piedmont Community College	2
Gardener Webb	2
Western Piedmont Community College	2
Broward College	1
Cape Fear Community College	1
Carolina University	1
Community College of Philadelphia	1
Hinds Community College	1
Kent State University	1
NorthEastern University	1
Troy University	1
University of Texas at Austin	1
Williams Woods University	1
<b>Total</b>	<b>44</b>

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1      **Comments:**

2      • Business as usual in the office.

3      • Renewals are open. 13 have been completely submitted and mailed out. Due date to  
4      renew on or before September 30, 2025.

5      • If anyone is planning to attend the “The Black Interpreter Experience: Owning Our Space  
6      & Identity” on October 4-5, 2025 in Greensboro, registration is still open online.

7      Caitlin wanted to check to make sure that the Board would be willing to reimburse Board members to  
8      attend the meeting in October in Greensboro.

**Motion Aug 2025-06 (Alleman/Aguilar) I move we approve to reimburse Pam White and Tara  
Knight to attend the “The Black Experience: Owning our space & identity” on October 4-5, 2025 in  
Greensboro Nicole, second Herbie. No discussion. All in favor. Motion carries.**

9

10     *Rulemaking adding Utah assessment to rules as pathways to licensure*

11     Caitlin shared the proposed rule with the Board. The rule proposes that the Board could now accept the  
12     Utah assessment for provisional and full license.

13     *Break 10:54 am*

14     *Reconvened 11:06 am*

15     *Treasurer discussion*

16     Herbie said that he would like to volunteer to be treasurer when Ashely leaves the Board.

17     Nicole had a question about adding new pathways to licensure. Requested to table this until the current  
18     discussion is closed.

**Motion Aug 2025-07 (Woodel/White) I move we appoint Herbie Aguilar as the new treasurer taking  
effect on the date Ashley Gordon is no longer an active Board member from the Board Beverly,  
second Pam. No discussion. All in favor. Motion carries.**

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20     *Alternate pathways to licensure in rule.*

21     Ben commented that the current statute requires the Board to add additional pathways to licensure  
22     through rules. Formatting the list in the code specifically could be addressed in the future of the list gets  
23     to be very long.

**Legal Update**

24

25     Ben talked about the injunction.

1 The proposed rule 21 NCAC 25 .0701, was approved by the Rules Review Committee (RRC), this rule  
2 increased the penalties to \$500 for the first offense and \$1,000 for any additional offense. This rule also  
3 allows the Board to post the infraction and licensees name on the website.

4 **Board meeting dates 2026**

5 **Board Meeting Dates 2026**

6 February 20, 2026

7 May/June date TBD at the December 2025 meeting

8 August 14, 2026

9 December 4, 2026

10 **Review of Action Items**

#	Owner(s)	Description	Report/Due date	Status
1	Dianne, Mark, David Payne (Adhoc member)	Dianne to reach out to Massachusetts and schedule a meeting about their assessment to see if this could be added as an option for a pathway to licensure.	August 8, 2025	
2	Ashley	Reach out to DSDHH and the TECUnit about bringing back the state level assessment for Cued Language Transliterations.	August 8, 2025	
<b>Ongoing action items</b>				
Bev, Dianne, and Alicia		Subcommittee to have open communication with DSDHH for community outreach.		
Caitlin		Continue to compile: <ul style="list-style-type: none"><li>• Schools provisional licensees are obtaining degrees from</li><li>• current licensee EIPA scores.</li><li>• When provisional licensees move up to full</li></ul>		
Mark, Pam White, Ashley, Dianne		Committee to determine revisions to be made to the law (GS 90D).		

11

12 Action item #1 Dianne requested this be pushed about the December 2025 meeting and report out  
13 then, she was not able to get a meeting scheduled.

14 Action item #2 – Caitlin to reach out to Ashley to see if she has any updates on this.

15 The rest of the action items remain on going.

16 **New Business**

17 No new business

18 **I move we adjourn, Dianne, second Tara.**

19 Adjourned 11:32 am