

**Florida Registry of Interpreters for the Deaf, Inc.  
Regular Board Meeting**

**December 7, 2014  
Teleconference call  
Official Minutes**

**Board members in attendance:**

Vicky Fales, President  
Bradley Dale, 1<sup>st</sup> Vice President (joined for a short time at 1:00pm)  
Carrie Moore, Secretary  
Terri Bugler, Treasurer  
Rafael Trevino, Region Representative-North  
Nancy Osborn, Region Representative-South

**Visitors:**

**Interpreters:** VRS

**Board members not in attendance:**

Carol Downing, 2<sup>nd</sup> Vice President  
Amanda McGreggor, Region Representative-Central West

**Committee Chairs in attendance:**

**1. Call to Order**

Vicky Fales, President, called the meeting to order at 12:36pm at which time a quorum was announced. The secretary was on the call.

**2. Roll Call**

Carrie Moore took roll as documented above.

**3. Group Norms**

Carrie read the mission statement, group norms and teleconference call meeting norms.

**4. Housekeeping**

A revised agenda was sent just before today's meeting. The agenda was approved as presented.

**5. Secretary's Report**

Carrie reported that the 2014 ABM minutes are 90% complete as she is still waiting for copies of the original motions. A question was asked regarding any motions that may be time-sensitive and require the Board's immediate attention. The motion regarding a Communication Policy at future FRID conferences was mentioned and noted on today's agenda. It was agreed that the Board has time to address this motion.

**6. Appointments**

Vicky began by thanking Rafael Trevino for accepting the board position of Region Representative-South. Vicky encouraged the Board to seek out members who may be interested in the Central East Region Representative position.

**7. Fundraiser for IRC Update**

The FRID 5k Run/Walk for Licensure scheduled for December 5 was cancelled due to low registration numbers. There were only ten (10) registrants. One sponsor donated \$1,000.00 to support the event, however it was decided that this would not be the best use of funds for such a small turnout. Sponsoring an event of this kind is not costly, but how can we attract more participants?

Vicky explained that FRID amended its budget last year to earmark \$6,000 to pay for the IRC's lobbying activities in Tallahassee. Terry Schisler, IRC Chairperson, has already been to Tallahassee

once this year and incurred her own expenses. While the FAD continues to be committed, FRID is looking for ways to raise funds so that the IRC and this Board can continue to make an impact. Vicky encouraged the Board to brainstorm other fundraising ideas to support this effort.

## **8. Conference Wrap-up**

Terri Bugler, Treasurer, provided rough calculations on the profit/loss margin of the conference. The conference generated approximately \$41,000 from registrations and \$2,162 from the raffle and silent auction. The conference budget was around \$45,000 but the overall expense and income reports have not been finalized.

**\*\*Action Item:** Terri will contact the bookkeeper for a final calculation on 2014 conference profit/loss.

There was a question in regards to attendance numbers this year as opposed to previous years. This year, the total conference attendance was 158 participants: 124 paid registrations and 34 comps. In 2012, the total conference attendance was 188 participants: 152 paid registrations and 37 comps. What are possible factors for the decline in attendance this year compared to the last conference? Vicky stated that the participant demographics this year were different than in previous years. In the past where conference participation was 50% student/pre-certified, this year's participant breakdown was 65% certified and only 35% student/pre-certified. Terri suggested exploring the option of live video streaming of the conference for participants to earn CEUs remotely.

**\*\*Action Item:** Rafael will develop a survey to send to FRID membership regarding conference needs/wants to help us prepare for 2016.

Bradley Dale, 1<sup>st</sup> Vice President and 2014 Conference Chair, joined the discussion (in progress) and felt that overall the conference was a success. The Board would like to see the evaluations from the conference as well as a wrap-up/summary of the conference. Vicky also mentioned areas for improvement brought to the board's attention such as the monitoring of entrance to workshops by paid registrants only and a letter to the Board addressing a perceived conflict of interest from a committee chair who was also a vendor and presenter.

**\*\*Action Item:** Bradley will contact Shannon Simon for the 2014 conference evaluations to assess participant feedback.

**\*\*Action Item:** Bradley will work with Carrie on providing a summary of the conference in both English and ASL. Deadline: January 5.

**\*\*Action Item:** Vicky will forward the letter to the Board via email.

## **9. Region Reps**

The workshop, "Compassion Fatigue" with presenter Babetta Popoff scheduled for December 5 in Clearwater was cancelled due to low registration (only 3 registrations). Rafael has some ideas for the southern region and will work closely with Nancy for support on bringing workshops to the area. Nancy is working with Bradley on a CDI series to be held in Jacksonville next spring.

## **10. Deaf Interpreter Series**

Bradley Dale will be presenting the "Deaf Interpreter Series"- eight (8) learning modules for those interested in becoming a CDI. Bradley suggested the first workshop be offered at no cost to help participants determine if they are more suited for CDI work vs. Advocacy work. The January 9-11, 2015 workshop already has nine (9) registrations. Of those nine, three are paid and six are pending. The series is targeting the southeast region of the U.S. so it is important as Bradley stated that some of the workshops can include "hearing" interpreters. For those on a CDI track, each module is tied to the next as a full curriculum of learning so attendance is required for each session.

**\*\*Action Item:** Terri will send reminder emails to the six "pending" participants to collect on their registration.

**\*\*Action Item:** Nancy will provide Vicky with more information on the series and develop a promotional piece for the home page of the website.

**\*\*Action Item:** Vicky asked Bradley to put together a webinar to try and attract more attention to the series.

## **11. Communication Policy**

Carrie read the motion from the 2014 ABM regarding a proposed change in FRID's communication policy at conferences. FRID has the Accessibility Policy passed in 2008 which outlines communication at Board meetings, Annual Business meetings, and Conferences. The Board will review its current policy and look at amending it to satisfy this motion and communicate any changes to the membership.

**\*\*Action Item:** Carrie will send the Accessibility Policy to the Board for the officers to review and generate feedback via email.

**\*\*Action Item:** Vicky will put this motion on the agenda for our March board meeting.

## **12. Street Leverage**

Vicky received an email from Street Leverage in October (post-conference) with an invitation to collaborate on an event in February 2015. Due to the mixed responses from the Board, FRID will not be looking to host anything next year. Rafael is sponsoring a separate event on behalf of Miami Dade College with Street Leverage next year in September. The Board will address the motion from the recent ABM to collaborate with Street Leverage for a biennial conference (2017 or 2018) at our March board meeting.

## **13. QA Stimulus Materials**

Vicky has requested that all QA and EIE stimulus materials from former testing sites be returned to FRID. Most of the materials and equipment has been returned and is either at the FRID storage unit or in Vicky's possession. Terry Schisler has inquired about purchasing one of the camcorders. Four of Florida's ITPs (FSCJ, HCC, SPC and MDC) has sent a written request to FRID requesting the stimulus material. Many ITPs are in need of a tool to use as an assessment of student's skills prior to graduation. FRID needs to be very clear in how this tool can be used as it is no longer a test used to pre-certify individuals in the state of Florida. Nor can ITPs call it the FRID Quality Assurance assessment to satisfy a college's requirement of an assessment as an exit requirement.

Carrie posed the question of selling the stimulus rather than just donating them to the colleges. There was much discussion over FRID's rights to the material as well as control once it is out of our hands. Vicky clarified that it was her understanding that the development team did sign over all proprietary rights to FRID. She also stated that the stimulus videos are in DVD form and can be easily copied. There was a question of whether the test had ever been sold in test form to another state. Vicky confirmed that even though an inquiry was made by the state affiliate in Puerto Rico that transaction never happened.

**Motion 2015:07** Move that the Secretary and Treasurer of FRID work together to make copies of the FRID QA stimulus to be sold at a price determined by the board. C. Moore/T. Bugler. Roll call vote: V. Fales, C. Moore, T. Bugler. Motion carried.

There are two stimulus sets: one for community interpreting/working with adults; and one for educational interpreting/working with children. Each set is divided into two versions: version A and version B. The sets can be sold separately or as a package. Suggested names are "Community Interpreting Practice DVD" and "Educational Interpreting Practice DVD". The discs and cases will be branded with the FRID logo. The Board sees this as an opportunity for a revenue stream and needs to determine if income earned will go into the general fund or will it be a separate line item or earmarked for another fund (i.e. scholarship, licensure, test fees).

**\*\*Action Items:** Vicky will contact Linda Horton to inquire if the materials are copyrighted by FRID.

**\*\*Action Items:** Carrie and Terri will develop a proposal and report back to the Board on how these videos can be marketed and sold. Deadline: Mid-January.

## **14. FRID CEU Processing Procedure**

This issue was brought to the Board's attention recently when Miami Dade College had requested CEU approval for an upcoming event. Because MDC was not an organizational member, FRID's CMP Administrator did not approve the workshop for CEUs. Since then, MDC has become an organizational member. Now the Board is looking to review the CMP and how sponsorship opportunities are approved. Rafael and Carrie will look at developing a policy and exploring opportunities to provide CEU sponsorships for non-FRID individuals and organizations.

\*\*Action Item: Carrie and Rafael will contact Shannon Simon to develop a CMP Policy for the Board to consider.

**15. January Board Meeting**

Vicky asked that since our November meeting was pushed to December, do we need to meet in January, or can we wait and meet in March. January 10th is also the same weekend of the Deaf Interpreter Series in Jacksonville. Rafael asked if we are required to have a certain number of meetings outside of the ABM. Vicky verified that the bylaws say “quarterly” so three times outside of the October meeting. Nancy asked if we needed to meet in February to prepare for the rally. Vicky explained that the IRC (Terri Schisler) is taking the lead on Deaf Awareness Day and the “Rally at Tally”. The Board does not have a lot of involvement in the planning of the event however board members can contact Terri Schisler about meeting with legislators in your respective areas of the state.

Since everyone was in agreement, the January board meeting was cancelled. Our next board meeting will be face-to-face in Tallahassee on March 9, 2015 from 6 – 9pm. Rafael, Terri, Nancy, and Carrie confirmed they will be able to attend. FRID will cover the hotel cost (four rooms) with board members sharing a room.

\*\*Action Item: Nancy will check on hotel costs and meeting space for the board meeting.

**16. Adjournment**

The meeting was adjourned at 3:10pm.

Carrie Moore, Secretary  
December 7, 2014

Approved on: \_\_\_\_\_ February 3, 2015