

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

**May 14, 2011
Hampton Inn & Suites, Tampa
Official Minutes**

Board members in attendance:

Terri Schisler, President
M. Charlene McCarthy, 1st Vice-President
Kim Diez, Treasurer
Sue Ann Pope, Secretary
Malia Johnson, Regional Representative-East
Laurie Harbin, Regional Representative-South
Aaron Izzo, Regional Representative-West

Visitors:

Jamie Aranda
Chris Wagner
Staci Wagner

Interpreters:

Nicole Wise
James Scarola

Board members not in attendance:

Rachel Hirshman, Regional Representative-North
Barbara Harris Carr, 2nd Vice-President

Committee Chairs in attendance:

Sally King, EIE
Linda Horton, QA
Mindy Richards, Membership
Lisa Schaefermeyer, LAC

1. Call to Order

Terri Schisler, President, called the meeting to order at 9:04am, at which time a quorum was announced. The secretary was present.

2. Roll call

Sue Ann took roll as documented above.

3. Group Norms

Charlene read the mission statement and group norms.

4. Housekeeping

Lunch is ready at any time. Lisa Schaefermeyer and Chris Wagner were able to attend at the beginning of the meeting to present information about several topics for discussion today. With no objections, the agenda was amended to accommodate their attendance. Also, QA, EIE and Membership Chairs are invited to address their respective topics early so that they may meet separately afterward.

5. Minutes

MOTION 2011:34 Move to approve the minutes from 2/13/11 and 3/13/11 teleconferences as amended. S.A. Pope/ K.Diez All in favor. Motion carried.

6. FCB /LAC

Lisa Schaefermeyer was present and reported on the current status of discussions with the FCB and the task force regarding the QA/EIE screenings possibly being transferred to them for processing. In response to the mandate from RID, it was decided to reply with the possibility of a resolution in this matter within a four year timeframe.

MOTION 2011:35 Move to respond to RID with a 4 year timeline for transitioning QA/ EIE screening administration to a regulating entity. L.Horton/ L.Harbin All in favor. Motion carried.

**Action Item: Terri to draft a response to RID regarding QA/EIE screenings.

Lisa S. also reports that the LAC committee is still in place minus one member, Betty Dean, who has stepped down. They are seeking a sponsor in the House and hope to streamline the bill this year and be one of the first bills heard.

Upon the Presidents recommendation and seeing no objections, the current LAC Committee was re-appointed minus Betty Dean.

Chris Wagner reported from FAD on several topics.

- Deaf Children's Rights Bill- a new bill being introduced this year
- TASA- a bill related to telecommunication access
- FCCDHH- state budget cuts may affect funding, there are several vacancies on the board, and FRID support is requested to help educate legislators on the importance of this council.

Lisa S. and Chris and Staci Wagner left the meeting.

BREAK 10:35-10:51am

7. Committee Reports/ Member Appointments

LAC has been reappointed.

FCB feasibility committee is waiting for a reply from Amy Peloquin at the FCB. Terri has provided all the information they have requested and they have been given a complete overview of the current process, policies and procedures, website, links and the mandate from RID that is pending.

**Action Item: Terri to follow up with Amy Peloquin at FCB.

QA has appointed several committee volunteers and the board has approved. Sandy Rodriguez as candidate scheduler, Nicole Tusa as written results coordinator and Jamie Aranda as prospective Chairperson have all been working very effectively. Training has been ongoing and Linda anticipates a smooth transition for Jamie. Rose Halper continues to do an excellent job as rater coordinator. They report 17 raters serving currently.

EIE reports 14 raters actively serving. They are current with results now. They are still in need of a new Chairperson. Kate Robertson is currently assisting the committee and may be a possible Chair replacement. The St. Augustine site is in need of a person to take over as site coordinator. It is also necessary to set up 2 additional sites. Some new stimulus is being developed but is not done yet. The study guide needs to be updated. The PPM needs to be updated. The written test needs to be revised. The current committee members are working effectively; Rhonda Nesmith as candidate scheduler, Corey Langridge as performance ratings coordinator and Katharine Robertson as feedback /results coordinator with preliminary training as possible future Chair.

MEMBERSHIP reports 1050 current members. Mindy Richards, as Chair, submitted two applicants for appointment to the committee. **Seeing no objections, Connie Shuman and Ramona Richardson were appointed to the Membership Committee.**

**Action Item: All to brainstorm ideas to streamline the committee application process.

8. Membership/QA/EIE Procedures Review

The Membership Committee has submitted a motion.

MOTION 2011:36 Move to set the maximum amount of time a member can hold a QA level III to 4 years. C.McCarthy/K.Diez Motion failed.

Discussion.

MOTION 2011:36a Move to table and postpone discussion on the previous motion pending more research. C. McCarthy/ L. Horton All in favor. Motion carried.

****Action Item:** All be prepared to reply to email discussion regarding the tabled motion about QA/EIE maximum timeframe to hold a level.

All the Chairs of these three committees working together to streamline the process of related issues has proven very beneficial. The board appreciates their collaborative efforts. Continuity in historical reporting of the members database and credentialing levels is important. We are currently reporting the permanent members database twice annually to RID. Chairs are directed to report this to the Secretary to file this information also.

9. Financial Report

FY 2011/2012 Budget reviewed.

****Action Item:** QA and EIE Chairs to submit, prior to the July board meeting, budgets for next FY to board for review.

LUNCH 12:15-12:55pm

10. Budget cont'd

The Treasurer submitted a financial report. The board has made significant efforts this year, to cut costs and operate towards a balanced neutral budget. The ABM packet will contain the annual reporting and will reflect the efforts of the board in making changes and cutting expenses and will share the bottom line of many areas of fiscal responsibility that have been positively impacted.

Budget discussion continued.

MOTION 2011:37 Move to accept the FY 2011/2012 budget as revised and balanced today. K.Diez/
T. Schisler All in favor. Motion carried.

11. 2011 ABM/ 2012 Conference/ Regional Events

A committee profile proposal for an Events Planning Committee was submitted by Terri. This would replace the current FACC. Rationale: As decided by the 2010 members' motion, the FRID conference will be held biennially. A new format for planning conferences and other professional development and regional events will be more effective in the near future. This committee will also collaboratively plan the logistics of face to face board meetings, working with the Region Representatives in their respective areas. Barbara Ledford has applied for the Chair position.

MOTION 2011:38 Move to accept the Meetings and Events Committee profile as amended. K.Diez/
L.Harbin All in favor. Motion carried.

Seeing no objections, Barbara Ledford was appointed as the Meetings and Events Committee Chairperson.

The dates and location for the ABM were discussed. Proposals from several hotels were reviewed.

MOTION 2011:39 Move to approve Embassy Suites/ USF as the location for the ABM 2011. K.Diez/
L.Harbin All in favor. Motion carried.

The Region II conference for 2012 will be held in Ft. Lauderdale which could have some impact on attendance at a FRID conference next year. The possibility of regional trainings throughout the year and collaboration for Disaster Response Interpreter trainings at the 2011 ABM were discussed as alternative options. Efforts to establish an Emergency Response Committee are underway. The state of Florida has approved funding for the development of this type of training. People from several states with experience in these areas have an interest in assisting FRID and Florida with these efforts. RID has a working group on this topic and is interested in supporting this opportunity. George Costa is willing to serve as Chairperson and has several individuals who may be interested in serving on the committee. Applicants will be directed to follow the process for applying to a FRID committee. Rick Pope, a certified interpreter from Georgia with experience in law enforcement has recently been working in a similar capacity in his state and has applied to serve.

With no objections, George Costa and Rick Pope were appointed to establish a Disaster Response Interpreter Committee.

12. Region Representatives Reports

Malia is working with Jenny Locy to develop a Vlog for the website.

Aaron is working on getting some workshops scheduled in his region.

Laurie tried setting up a workshop with Keith Wann/ Windell Smith but that didn't work out at this time, possibly may in the future.

Rachel Hirshman has moved out of state and resigned as Region Representative North. The Board accepts her resignation. The North Region Representative position is now vacant and board members should be actively recruiting to fill it at the ABM in October.

**Action Item: Region Representatives should continue to develop web pages and regional events.

13. 2011 Board Elections

Nominations Committee –Laurie Harbin was appointed as the Chair and the board needs to appoint more members, preferably one person from each region with knowledge of the board make up and the elections process. All Board members should be actively recruiting to fill the various positions as well as the nominations committee.

The offices up for election this year are: 1st Vice- President, Secretary, and Region Representative East.

The vacant offices which need to be filled to finish a term are: Region Representative North and Treasurer.

Kim Diez is resigning due to several personal issues. The Board accepts her resignation and extends immense gratitude for her service and significant accomplishments.

The Treasurer position is connected to important issues because of records, confidential information, banking access, bill paying, check writing, etc. In the interest of security, Kim suggested and it was agreed to temporarily relocate the FRID documentation relating to the Treasurer position. The Board is asked to be actively recruiting to fill this vacancy.

MOTION 2011:40 Move to approve a temporary storage unit for 3 months, not to exceed \$150, to house FRID financial information maintained by the treasurer. S.A.Pope /L.Harbin All in favor. Motion carried.

Jazmyne Pinson is willing to work as a bookkeeper for a rate of \$35/hour and will bill to the nearest quarter hour. We can utilize her services, as needed, until a new Treasurer is appointed.

MOTION 2011:41 Move to appoint Jazmyne Pinson as bookkeeper to host the QuickBooks account on an FTP site and to transition to a new chart of accounts for the FY beginning July 1, 2011. K.Diez/ C. McCarthy All in favor. Motion carried.

14. Policies and Procedures

Terri and Sue Ann are working on updating some PPMs. Sue Ann is working on a collective PPM document to pass on to incoming board members. For timeliness today, those items will be postponed for discussion at a later meeting.

15. Board Meeting Logistics

It is agreed that the July meeting will be held via teleconference, the September meeting will be a face to face, held at the same hotel scheduled for the ABM and the October meeting will be held at the ABM and day after.

16. New Business/Old Business

Laurie reports that the FRID booth did not get a lot of activity at the recent "Deaf Awareness Day".

17. Eblast/ Action Items

Sue Ann will send Action Items soon and Eblast info can be discussed via email.

18. Adjournment

The meeting was adjourned at 4:15pm.

Sue Ann Pope
Secretary, May 14, 2011

Approved on: September 10, 2011
(Date)