

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

**September 10, 2011
Hilton Tampa Airport Westshore Meeting Room
Official Minutes**

Board members in attendance:

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

Visitors:

Remy Godwin, Events Committee
Nancy Osborn, Events Committee
Jamie Aranda, QA Committee

Interpreters:

Terra Benton
Andrea Smith
Interns-Melissa Hughes, Mireilys Martinez

Board members not in attendance:

Malia Johnson, Regional Representative-
East(joined via conference phone at 1:13pm)
VACANT, Treasurer
VACANT, 2nd Vice-President
VACANT, Regional Representative-North

Committee Chairs in attendance:

Barbara Ledford, Events
Linda Horton, QA

1. Call to Order

Terri Schisler, President, called the meeting to order at 9:07am, 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 will be ordered from the form provided. The conference phone is set up for several people to call in later during the meeting.

5. Minutes

The minutes from the July 10 meeting were sent too recently to be approved today. The July 17 minutes will be a summary. Motion #2012:05 was documented as an Electronic motion (carried via email on July 18th) at the end of that summary.

MOTION 2012:06 Move to approve the May 15 minutes as amended. S.A.Pope /L.Harbin All in favor. Motion carried.

6. Events and Meetings Committee Report

Barbara Ledford- Chairperson, Nancy Osborn- Registration, Remy Godwin- Sponsors Planning is running smoothly. The committee reported on their budget so far and on the details of what has been decided to this point. Aaron still working on getting student reps. Linda Horton and HCC offers to host dinner for them. A/V and food arrangements are still being considered.

**Action Item: Nancy to add info about onsite registration still available as an option.

7. DRI Program

George Costa, Rick Pope, Angela Kaufman and Chip Wilson are planning the presentation. Molly Preato has also begun the application process for the committee. The RID working group to FEMA has approved the content and this training has been promoted at other events as well.

8. ABM Planning

**Action Item: Sue Ann send final schedule in blast.

**Action Item: Sue Ann to add \$20 lunch only option in blast.

Still need to finalize A/V needs and food options. Mindy will present the credentialing report and verify qualifications for board nominees.

All reports should be sent to Sue Ann for the ABM packet.

**Action Item: Sue Ann to send final packet to board for review by Sept 15 then on the website by the 24th.

9. Elections/Nominations Committee

There are currently only two nominees for the six vacant board positions and no nominations committee. This is a critical issue that needs to be addressed year round.

**Action Item: Laurie to update vacancies to clarify and dates on the website.

**Action Item: Aaron will make a flyer to resend and try to recruit.

BREAK 10:30-10:50

10. Financial Report

Terri is working with the CPA and the bookkeeper to keep things moving along in the interim without a treasurer. Remy is assisting with checking the treasurer email. The bank accounts have been reconciled and QuickBooks is in order. The P.O. Box has been forwarded to Terri's home address for now. Checks still need to be signed by two people. A finance committee needs to be established to delegate the duties associated with the treasurer position.

LUNCH 11:50-12:30

Malia joined the call at 1:13pm. Mindy joined the call at 1:20pm.

11. Committee Appointments

Seeing no objections, the following appointments were made.

LAC Committee –Chris (CJ) Prudhom

Effective October 1, 2011

QA Chair- Jamie Aranda

EIE Chair- Kate Robertson

12. QA/EIE Motions

In response to Motions 2012:01 and 02, two new motions were submitted by the membership committee regarding EIE and QA levels.

MOTION 2012:07 Move to establish a policy which states that the level implementation status of members who's EIE or QA levels decrease will take effect immediately. Membership Committee. Votes in favor-0, votes opposed- 3, abstaining-3. Motion fails.

MOTION 2012:08 Move to establish a policy which states that a member can take the QA/EIE and receive a level a maximum of 4 times. Membership Committee. Votes in favor-0, votes opposed – 5, abstaining-1. Motion fails.

Kate joined the call at 2:27pm.

13. QA Report

The QA Chair presented a motion regarding a committee member and a discrepancy from several years ago surrounding test results and expiration years. The member has a card which states that it expires in 2012 which should be 2013 based on the decisions at that time.

MOTION 2012:09 Move to extend the current QA level for Rose Halper until 2015 to avoid a conflict of interest. QA Committee. Votes in favor-0, votes opposed-5. Motion fails.

MOTION 2012:10 Move to honor the current, true expiration date of 2013 and reprint her card to show the accurate year. S.A.Pope/ L.Harbin All in favor. Motion carried.

**Action Item: Mindy to reprint the accurate card for Rose.

QA is in need of a new testing location for the Tampa area. Linda has been contacted by a few entities which may provide a space but there are logistics to be worked out. This information is preliminary but the board needs to be prepared to make decisions regarding location, equipment purchasing needs, confidentiality, etc.

14. EIE Report

The EIE Committee submitted a proposal to begin the development of new testing materials and study packet. The goal would be a committee of certified interpreters and Deaf stakeholders. The initial fiscal impact would be the costs of 2-3 teleconference calls. The committee suggests that educational interpreters from UNF could be involved in the review of the validity of the questions. The board approves EIE to begin moving forward in this effort with reporting to the board as actions occur.

15. FCB/LAC Reports

The FCB committee did not achieve the goals established. The LAC committee met in Atlanta at the Region II conference. There is still a great deal of miscommunication with these two committees. Credentialing and regulation of interpreters are two different aspects of this issue. RID has agreed to the 4 year timeframe for FRID to turn over QA/EIE testing to an outside entity. When all of the connected issues are clarified and answers from the FCB are gleaned as to the feasibility of managing the screenings, action can proceed. Until then, Terri is working closely with the FCB representatives to get as much information clarified and get everyone on the same page before making decisions. The legislative component is not directly related to the screenings. The LAC should continue working to progress toward the goals specifically related to that committee to begin action for the 2012 legislative session.

**Action Item: Terri to get answers in writing from Neil McGary.

16. 2011-2012 Board Schedule

MOTION 2012:11 Move to hold the transitional board meeting on Sunday, October 2 after the ABM at the same location. C. McCarthy/ L.Harbin All in favor. Motion carried.

17. New Business

MOTION 2012:12 Move to approve two complimentary registrations to the DRI training for Chris Littlewood- Department of Emergency Management and Valerie Stafford-Malice, FCCDHH. T. Schisler/ L.Harbin All in favor. Motion carried.

- a. The board welcomes the new committee Chairpersons for QA, EIE and Membership this year. It is a goal to keep these main committees running smoothly and for them to recruit members or present actions in an ongoing manner. They are encouraged to draft motions and/or present agenda items which need to be addressed by the board at meetings. They are asked to submit bi-monthly reports to keep the board educated on the day to day operations of the committees. They are encouraged to develop policies and procedures which could expedite the efficiency of their committee. They have the full support of the board as well as the veteran Chairpersons.

- b. The committee application process needs to be examined this year. It needs to be made as smooth and expedient as possible in hopes that it will be easier and more encouraging for members to apply.
- c. Aaron and Laurie are working on getting workshops planned for their regions. Aaron is willing to help scout for a new QA test site.

18. Eblast/Action Items

Sue Ann will send action items soon and an eblast every week until the event.

19. Adjournment

The meeting was adjourned at 4:00pm.

Sue Ann Pope
Secretary, September 10, 2011

Approved on: _____ November 13, 2011 _____
(Date)