

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

May 12, 2012

**Palm Beach County Association of the Deaf, Lake Worth
Official Minutes**

Board members in attendance:

Terri Schisler, President
Sandra Roche', 1st Vice-President
Rey Vega, 2nd Vice-President
Kenny Houghtaling, Treasurer
Sue Ann Pope, Secretary
Laurie Harbin, Regional Representative-South
Nancy Osborn, Regional Representative-North
Danielle Porter, Region Representative-East

Visitors:

Camille Hernandez
Caroline Partin
Neal McGarry
Rose Halper

Interpreters:

Debbie Gibson
Jessica Holtzman

Board members not in attendance:

Aaron Izzo, Regional Representative-West

Committee Chairs in attendance:

Jamie Aranda, QA
Kate Robertson, EIE (arrived 10:04am)

1. Call to Order

Terri Schisler, President, called the meeting to order at 9:15am at which time a quorum was announced. The secretary was present.

2. Roll call

Sue Ann took roll as documented above.

3. Group Norms

Sue Ann read the mission statement and group norms and face-to-face meeting norms.

4. Housekeeping

Lunch will be ordered and picked up; drinks and snacks were available in the kitchen. Neal McGarry from FCB was in attendance to make a presentation. Seeing no objections, the FCB discussion on the agenda was moved up.

MOTION 2012:51 Move to approve today's agenda as discussed. R. Vega /L.Harbin. All in favor. Motion carried.

5. FCB presentation: QA/EIE transition (actual proposal addressed in #9 later in minutes)

Neal McGarry provided a synopsis of the activity of the FCB in the investigation of transferring the QA/EIE screening tools to be managed by their organization. Along with the regulation/licensure efforts, they have been working towards this goal for several years. They made the first formal presentation in Ft. Lauderdale 2 years ago. They have presented a second draft of a proposal for a 3 year plan to implement the transfer and the actions to follow of how they will manage the systems. The bill language does not include specifics of the QA or EIE or any certification maintenance. The Transition Committee is in the process of reviewing the proposal. There are some areas that need more discussion and possible negotiation.

Some issues being considered include: testing site locations, performance based compared to computer/paper testing, ethical standards, leveling, suggested EIE hiatus, "grandfathering", financial impacts, duration of credential, grievance filing.

An advisory panel will be developed to monitor the process and provide input from all interested parties including but not limited to; Deaf consumers, interpreting professionals, FCB representatives.

BREAK 10:48-11:05am

6. Minutes

Sue Ann read one edit submitted as a clarification.

MOTION 2012:52 Move to approve the March 18, 2012 minutes as amended. S.A.Pope/ S. Roche'. All in favor. Motion carried.

7. Financial Report

Kenny presented a detailed breakdown of all finances and the status foreseen for the FY12 ending next month on June 30th. As always, the membership cycle comes into full swing just at the FY change so those numbers are estimations of years past averages. Kenny presented a well crafted line graph clearly displaying the membership cycle trends for the past 4 years. At the end of FY12, it is anticipated to potentially have \$55-60,000 in the bank. We want to budget for portions of these funds to be directed in FY13 toward the implementation and support of several special projects which will benefit the membership. There are significant costs involved in the management of many ongoing efforts of the FRID organization. Along with the general expenses of board and committee activity, FRID supports many sister organizations in sponsorship, provides scholarships for interpreter testing, supports the efforts of bill regulation in legislature including the fees of a legislative consultant, supports the efforts of the Disaster Response Committee, and will incur costs involved in planning of the transfer of QA/EIE screenings to the FCB. At this point, we need to establish what funds can be budgeted for multi-year projects.

Gary Leiffers will be in attendance at the conference in October to update and educate the membership on the process and efforts of legislation.

**Action Item: Terri to invite Gary to the Sept 8th meeting as well.

LUNCH 12:13-12:51pm

8. Budget

In expectation of a positive current year, funds for some items were allocated in planning for the next FY.

- Board/committee travel and expenses-
Costs associated with a comped registration for an event per a reciprocal agreement with an organization (no formal policy proposal at this time)
- Silent Weekend sponsorship-
After discussion it was agreed that the benefits at the \$2000 level are worth more than saving the \$1000 and supporting at a lesser level.

MOTION 2012:53 Move to approve the \$2000 level sponsorship for Silent Weekend for June, 2012.

K. Houghtaling/ S. Roche'. All in favor. Motion carried as amended.

**Action Item: Terri to inform Mike Tuccelli of approved \$2000 level.

**Action Item: Sandra to discuss with Mike about the details of the reciprocal agreement regarding A/V services.

- Legislative consultant-
There is currently an approved and signed contract with Gary Leiffers for his consulting services to be utilized for a year at a fee of \$6000 (\$500/mo) beginning April 2012. Due to the unknowns involved in the related efforts with the FCB, Gary has willingly postponed these fees; (April, May, June 2012=\$1500) pending a review of the FY 2011-2012 and 2012-2013 budgets. At this time, it is agreed that FRID is capable of honoring the contract and paying the according fees to Gary Leiffers for his service for 2012/2013 legislative session.

MOTION 2012:54 Move to honor the contract with Gary Leiffers as stated. K. Houghtaling/L.Harbin. All in favor. Motion carried.

**Action Item: Terri to inform Gary of motion and also to amend contract to delete Lisa Schaefermeyer's name as a contact person.

9. FCB proposal

Four of the seven members of the transition committee were present and heard Neal McGarry's presentation. There will be costs involved to support this committee activities including travel, teleconference calls, interpreters. The proposal estimates 8 days of potential travel and support costs. Terri will follow up with FAD to inquire of their interest and what they may be willing to contribute to these costs. FRID may consider providing in-kind services to reduce the transition expenses.

**Action Item: Terri suggests the transition committee to draft a counter proposal to accommodate the needs of such. Suggestions: \$5000/yr for 3 yrs for efforts, in-kind interpreter services for 30 hrs /yr for 3 yrs. Any other expenses will be covered by FCB. We are providing and will expect them to match industry standards for providing interpreting services but we expect them to contract directly following the transition process. Possible areas to address are: FAD match, USF location meeting space, cost analysis/ counter proposal and details, actual dollar amounts, etc.

10. Sponsorship requests

- Merv Garretson scholarship fund- request for financial support- Deaf awareness
- Tri-county "Villages" Deaf golfers Association-youth camp Sept. 26-28
- Troy University-sponsor a student

MOTION 2012:55 Move to sponsor the "Villages" youth golf camp for \$100. L.Harbin/no second. Motion fails.

MOTION 2012:56 Move to budget \$1200 for FY 2013 for donation requests. N. Osborn/R. Vega. All in favor. Motion carried.

**Action Item: Terri to send a letter of explanation that our donation funds are depleted for this year but that we will plan allocations for future events.

**Action Item: Nancy to communicate with Troy University ITP.

11. FAD Partnership agreement

Collaborative efforts are ongoing with our sister organization. Good faith support for each other offers benefits for both. Combined support for legislative efforts is beneficial to both. Conference planning can include opportunities for both as well. They have their 2013 conference planned for October in Clearwater. We could possibly hold our 2013 ABM during that event.

**Action Item: Sandra to discuss with FAD, Conference Chair, Sarah Harris about working together for conference and present proposal to the board.

12. Promotional items

Expected attendance at upcoming events:

Silent weekend- 550, Region II-250, FRID 2012- 250

MOTION 2012:57 Move to approve \$1000 to purchase promotional items for Region II and Silent weekend for 2012. K. Houghtaling/L.Harbin. 6 in favor, 1 opposed, 1 abstain. Motion carried.

**Action Item: Meetings & Events Committee to decide item.

13. Conference

Sandra presented the current conference planning status. **Vicky Fales was appointed as Interpreter Coordinator.** The hotel contract has been signed and they are very accommodating to our needs. The deadlines for all positions were extended until June 15th. Online registration is open. As soon as possible, presenters will be decided and a tentative program will be announced. An offsite location has been confirmed for a Friday night event. So far 1.8 CEUs are estimated. Sandra presented a preliminary budget. Sponsors are needed.

MOTION 2012: 58 Move that all FRID conference workshops have interpreting services provided and specialized services upon request. L.Harbin/K. Houghtaling. 6 in favor, 1 opposed, 1 abstained. Motion carried.

**Action Item: Kenny to inquire about legal workshop presenter.

**Action Item: Sue Ann to send M.E.R.G.E. info to Sandra.

14. DRI Committee

The committee will give an update after the Hurricane Conference to be held 5/13-5/18. Terri Schisler and Rick Pope will be attending.

15. Unfinished business-(25 minutes left)

- 2013 budget-
**Action Item: June 3rd, 4-7pm, teleconference call
- PPMs-
**Action Item: June 24th, 4-8pm, teleconference call
- Conference prep-
**Action Item: August 12th, 4-7pm, teleconference call
- Region Representative West- Aaron Izzo has not responded to repeated communication efforts from several board members. He has missed 2 board meetings (1 excused for personal matters) and a teleconference call. He has not followed up with any of his action items. We need an active participant to hold this board position. At this time, it is recommended to ask him to step down and return all equipment and keys in his possession.
**Action Item: Terri to follow up with Aaron.
**Action Item: Sue Ann to host Region West webpage in the interim.
- DSA recipient-
Lisa S. (past president) was contacted and replied that the past pattern of practice has never included a comped registration for conference or hotel expenses for any DSA recipient as was anticipated by the current recipient.
**Action Item: Sue Ann to investigate historical motions regarding DSA.
**Action Item: Sandra/Nancy to follow up with Tami Martins.

16. Eblast/Action Items

Terri requests everyone to send their respective action items/responsibilities to Sue Ann to compile. Each board member also should send their portion for an Eblast within 7 days. Sue Ann to send the Eblast within 14 days.

17. Adjournment

The meeting was adjourned at 4:44pm.

Sue Ann Pope
Secretary, May 12, 2012

Approved on: _____ July 14, 2012 _____
(Date)