

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

**January 12, 2013
Regular Board Meeting
Teleconference call
Official Minutes**

Board members in attendance:

Vicky Fales, President
Kenny Houghtaling, 1st Vice-President/Treasurer
Rey Vega, 2nd Vice-President
Sue Ann Pope, Secretary
Danielle Porter, Region Representative-East
Terri Schisler, Immediate Past President

Visitors:

Nicole Wise

Interpreters:

VRS

Board members not in attendance:

Laurie Harbin, Regional Representative-South
Grace Behr, Regional Representative-West
Nancy Osborn, Regional Representative-North

Committee Chairs in attendance:

1. Call to Order

Vicky Fales, President, called the meeting to order at 9:06am at which time a quorum was announced. The secretary was present.

2. Roll call

Sue Ann took roll as documented above. Visitors were asked to announce themselves.

3. Group Norms

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

4. Housekeeping

Everyone is reminded to announce themselves before speaking. We are using a new, free teleconference call service. The number is 605-475-4000, code 772466#.

Motion 2013:28 Move to approve the agenda for today. S.A.Pope/K. Houghtaling. All in favor. Motion carried.

5. Board Meeting Schedule

Meeting Schedule:

- March 1-3- f-2-f; Tampa, Friday-board training, Sat-expo, Sun meeting 9-4:30.
- May 11- f-2-f, 9-4:30, Kissimmee/Orlando/VCC? TBA
FY 2013
- July 13, teleconference call 9-12
- September 14- f-2-f? WPB?
- October 17-20- ABM (in conjunction w/FAD conference. ABM Sunday?)

6. Secretary's Report

Sue Ann has sent the pending minutes from Aug, Sept and Nov. More time is needed for review.

**Action Item: All board are asked to review minutes and reply by Jan 20th

**Action Item: Sue Ann to finalize and post by Jan 26th.

Sue Ann shared a request from the ASL Bulls club to have FRID representation at their meeting on March 25 in Tampa. Sue Ann is willing to attend this event.

Sue Ann reminded everyone to please update the correct names attached with FRID Gmail addresses. Until everyone fixes them, the old names will continue to show up and cause confusion.

7. Treasurer's Report

Kenny sent the current budget for review. The conference information still has a few items to finalize. It could end up with some positive revenue. The legislative consultant and other financial obligations have been paid through January. The QA budget was edited and voted upon via email. It was approved as amended on November 14th. EIE has not yet submitted a budget. Kenny got the storage unit locks changed. Sue Ann, Grace and Kenny all have keys. We need to downsize the unit as soon as possible.

**Action Item: Kenny to send conference final numbers when they are ready.

**Action Item: Kenny to follow up with Kate for EIE budget.

8. 2nd VP Report

Rey sent a report regarding the FAD meeting he attended as a FRID representative.

Rey sent the information regarding FRID attendance at the FASLTA conference.

Vicky shared that FAD President and others have inquired as to why FRID is not submitting a bill for the 2013 legislative session. Vicky requests all the board to be prepared to answer this question uniformly to educate those inquiring; 'FRID is not submitting a bill for 2013 due to lack of an active committee that can contact legislative representatives and go to Tallahassee and do the work required in this regard'. If a committee is established and can make these efforts happen, we will submit a bill in November 2013 for the 2014 legislative session.

9. President's Report

Vicky sent a report previously. Tanesh is doing a great job in the QA Chairperson position so far. The membership Chair interviews were conducted and Mindy is currently working to train Rosalba Russo in the position. The PCSD committee has been appointed with a total of 9 members so far. They have conducted two teleconference calls and have selected two co-chairs, Laura Jackson and Kelly Combs. Vicky will serve as Board liaison unless someone else would like to do so. Vicky is in discussion with a group called Street Leverage with a potential collaboration in a professional development opportunity for later in the year. As sponsors, FRID could potentially gain some revenue and would not be in a position to lose anything.

**Action Item: Vicky to contact Street leverage to confirm that they need FRID to process CEUs

**Action Item: Sue Ann to contact Shannon Simon regarding process CEUs in April for event. 2 days, 200 ppl goal, \$190, .6ceus.

10. Region Representatives Report

Nancy sent a report. She has some workshops planned. There was a template developed last year by Sandra and Nancy for workshop planning parameters. Nancy was asked to share that information with the other Region Representatives for planning future events.

**Action Item: In the future, proposals for workshops will be required from Region Representatives to present to the Board for approval.

**Action Item: Nancy to share info from Sandra and previous efforts.

Danielle reports that she is in discussion with Daytona State College regarding using their location for future meetings or events. She is currently managing the FRID phone number and voice mail. She will attend an event at the Henry Riddle Aeronautical University and present about FRID. She will report on that event at the next meeting.

11. Membership Report

Roe is working diligently to learn the membership chair position. She is doing great so far. She will take over the printing of cards herself. Charlene has another printer that can be used by someone.

12. **EIE**

No report submitted. No contact from Kate.

13. **QA**

Tanesh sent a report. Results are currently taking about 6 ½ months. More raters are needed. She tried to hold a “national rater day” but did not have a good response. The ‘A’ version of the test was misplaced by a rater, so they are using only one set of testing material. The QA registration link was down briefly but has been fixed and is live again. Tanesh has appointed two members to assist with duties. At the ABM, a motion addressed the duration of a QA/EIE level validity. The results letter no longer includes a date or timeframe as validity depends on membership renewal annually. The membership profile reflects the expiration date and won’t change if the membership remains current. Vicky will be presenting at HCC regarding the next steps for the QA/EIE. Vicky, Tanesh and Linda will all be presenting at the next MERGE meeting about the QA.

14. **PCSD**

Vicky gave a brief report of the activity so far. Their objective is not to establish a mentorship program but to research how FRID can support the next step efforts of the QA/EIE in a new way.

15. **EMI**

Terri submitted a detailed report of recent activity. They will not be able to present at the Governor’s Hurricane Conference as it is cost prohibitive. Rick Pope will no longer be a co-chair as he is moving out of state. FEMA is still involved. Stevie works as a government employee and has some connections with the Department of Emergency Efforts. Chris Littlewood is still in support, although the goals of his group’s efforts are somewhat different than the goals of the EMI committee and FRID. There is a potential for misrepresentation of interpreters. The committee will continue work to present the most accurate information. Different levels of emergency activity and D/HH curriculum are being shared and promoted. The committee is still waiting for a response for the application the FEMA Community Resiliency grant.

16. **IRC**

Terri informed Gary Leiffers that FRID will not be submitting a bill for 2013. It was decided to keep him as a paid consultant for future planning and work. Until a committee is appointed, this work will remain on hold. There has been minimal interest from members willing to serve on this committee. Terri is keeping a calendar of important dates as a reference for next year. Gary is also still consulting with FAD regarding their Deaf Educational Bill of Rights. Perhaps we can support their efforts at the Deaf Awareness Day in Tallahassee.

**Action Item: Vicky will follow up with June McMahon/FAD and discuss with Terri about how to follow the bill activity.

17. **Bylaws**

Vicky asked Rey to serve as Board liaison for this adhoc committee. A minimum of 3 members is required. Work will begin next month, pending the appointing of a committee.

**Action Item: All Board to recruit for Bylaws committee.

**Action Item: Sue Ann to add this into Eblast.

18. **Meetings/Events**

Nancy has submitted **Catherine Kennedy** for appointment to this committee. The Board approved and the President made that appointment. Nancy and Kenny are currently posting on the FRID Facebook page.

19. **FAD Partnership**

There was an inquiry to Vicky from FAD regarding an FAD/FRID joint task force to research interpreter training.

**Action Item: Vicky to follow up w Hilary Ainbender regarding this inquiry.

**Action Item: Rey asks Sue Ann to update PO Box address with membership director, Cindy Jacobs. at FAD. Rey will send Sue Ann her email address.

20. Policies and Procedures

Kenny will make the suggested changes to the travel policy as previously discussed. He will resubmit and we will vote by email.

21. Website

Board website training will be planned for March 1st in conjunction with the DeafNation Expo and BOD meeting weekend. So far, Kenny, Danielle, Rey and Sue Ann have said they will attend.

22. March Meeting/Expo planning

**Action Item: Rey email board all details about DeafNation Expo.

**Action Item: Kenny to pay for booth for DeafNation Expo.

**Action Item: Sue Ann/Nancy to make hotel/food arrangements for March meeting.

Interpreters already set up: Andrea Smith, Charlene McCarthy.

Motion 2013:29 Move to approve funds for FRID to host an exhibit booth at Deaf Expo in March in Tampa. K. Houghtaling/S.A.Pope. Discussion. Roll call vote: D. Porter R. Vega, K. Houghtaling, Vicky Fales, S.A.Pope 5 in favor Motion carried.

**Action Item: if you will need hotel for Fri and Sat nights email Sue Ann/Nancy.

Promo items: Kenny is taking whatever is left to IMIA for Kim to have as our FRID rep. There is \$900 left in budget to purchase more items.

**Action Item: Nancy to get another promo item for the remainder of the 2013 FY events.

23. Eblast/Action Items

Individuals should draft their portions for the Eblast and send to Sue Ann by Jan 19th. Sue Ann will send the Eblast by Jan 26th and Action Items list asap.

24. Adjournment

Thanks to all who were able to call in and participate. The meeting was adjourned at 12:06 pm.

Sue Ann Pope, Secretary

January 12, 2013

Approved on: _____ March 3, 2013_____ (Date)