

# Annual Business Meeting

*of the*

# Florida Registry of Interpreters

# for the Deaf, Inc.

October 11, 2014

Orlando, Florida

Florida Hotel and Conference Center

www.FRIDcentral.org

**Table of Contents**

|  |  |
| --- | --- |
|  | **Page #** |
| Table of Contents …………………………......... | 2 |
| Agenda ……………………………………......... | 3 |
| Standing Rules ……………………………......... | 4 |
| 2013 Compliance Statement ……...………......... | 6 |
| Reports of Officers |  |
| President …………………………………… | 7 |
| 1st Vice-President ………………................... | 8 |
| 2nd Vice-President…………………………. | 9 |
| Secretary …………………………………… | 9 |
| Treasurer …………………………………… | 11 |
| Financial Report……………………………. | 12 |
| Region Representative-North ………………. | 16 |
| Region Representative- South (vacant)……… |  |
| Region Representative- East……………......... | 17 |
| Region Representative- West (vacant)………. |  |
| Reports of Committees |  |
| Membership Committee.................................... | 18 |
| Interpreter Regulation Committee (IRC)……… | 20 |
| Emergency Management Interpreting (EMI)…. | 22 |
| Certification Maintenance Program (CMP)…… | 25 |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**FRID 2014 Annual Business Meeting**

**Agenda**

* Call to Order
* Introductions
* Adoption of Credentials Report
* Adoption of Standing Rules
* Adoption of Agenda
* Report on the disposition of the 2013 Annual Meeting Minutes
* Appointment of Minutes Review Committee
* Appointment of the Tellers
* Appointment of Motions Committee
* Report on the 2013 Motions Compliance
* Reports of Officers, Directors and other chairpersons
* Special Orders:
  + Nominating Committee Report and Floor nominations
  + Elections
  + New Business
  + Announcements
  + For the Good of the Order
  + Adjournment

**FRID 2014 Annual Business Meeting**

**Standing Rules**

1. The President shall preside over the Annual Business Meeting.
2. Members shall register with credentialing to receive a voting card.
3. Members shall be seated in the designated area for voting.
4. The Credentials Coordinator shall determine at the beginning of the business meeting if there are sufficient voting members present to meet the requirements for a quorum.
5. With the exception of parts of the Annual Business Meeting deemed to be in executive session, non-members may attend.
6. Only voting members in good standing may make motions, debate, and vote.
7. All voting is by voting cards except on elections, which may be by ballot.
8. Reports shall be in writing. No verbal reports will be accepted unless requested by the assembly.
9. Any tellers’ reports shall be in writing and made an attachment to the official copy of the minutes.
10. Any ballots shall be held by the Secretary and destroyed 30 days after the election.
11. Cell phones and pagers shall be on the off or vibrate position.
12. Any voting member in good standing may participate in discussion by approaching the designated location in front of the association, being recognized by the chair, and stating name, membership category (Certified, Associate, etc), and whether the member is in support, opposition, or wishes to amend, postpone, table or suggest another course of action as permitted by Robert’s Rules of Order regarding the motion under discussion. To indicate a point (Order, Question, Information, Clarification) members are to indicate such from the designated location, be identified by the chair, then state the nature of the point.

(Continued)

**FRID 2013 Annual Business Meeting**

**Standing Rules (continued)**

1. A maximum of five members (5) in support and/or five members (5) in opposition of the motion/resolution on the floor, may debate each debatable item. Once five members have spoken in support/in opposition to an item, no other members will be permitted to speak in support/in opposition to that item. Each member is allowed a maximum of two minutes for debate. A member may be recognized a second time to address the same issue, only if there are no other members desiring recognition to address the issue on the floor and the maximum number of five in support/in opposition has not yet been reached. It is acceptable to move to close the debate if approved by a 2/3 vote when fewer than ten members have spoken.
2. Motions must be submitted in writing, on the approved motion form, and in the appropriate format: motion, the maker, the person who seconds the motion, and the rationale, a fiscal impact statement (if any), and local contact information.
3. Any voting member in good standing may submit motions at the meeting site. Due to time limitations at the meeting however, it is highly recommended that motions be submitted prior to the meeting.
4. The time allowed for the business meeting may not be extended; so all motions may not be heard.
5. All motions will be received by the president at any time during the meeting and referred by the president, with the advice and consent of the board, to the appropriate committee(s) for deliberation prior to presentation to the membership. The President shall refer any motions that are submitted on-site and not considered during the Annual Business Meeting to committees after the meeting.
6. Any motion submitted on-site during the Annual Business Meeting will be reviewed by the motions committee that will determine the motion’s compliance with the Bylaws and assist the maker in formulating an appropriate, in order motion prior to being brought before the membership.
7. Motions/resolutions proposed by bodies within the association (local chapters, committees/, member sections/special interest groups) must be preceded with information as to the proper notification of members, date of the meeting at which the particular motion/resolution was adopted, verification of a quorum of the body at the time which the motion was adopted for presentation, verification that a majority of the body was in favor of the action to be proposed, and a fiscal impact statement.
8. These standing rules shall be amended or suspended by a two-thirds vote of the members present and voting.

**Compliance with the Actions of the**

**2013 FRID Annual Conference**

There were no pending motions at the conclusion of the 2013 ABM.

|  |  |  |
| --- | --- | --- |
| **Motion #** | **Motion: Maker/Second** | **Disposition** |
| 2013  ABM:1 | Move to accept the Bylaws edits as submitted. Maker: Bylaws Review Committee No discussion. | Motion carried. |
| 2013  ABM:2 | Move that FRID cease offering the QA/EIE testing effective immediately. All tests that have been given will be evaluated and feedback given. FRID will allow those already scheduled to complete their tests. Maker: member, Daniel Holscher/2nd: member, Lori Spangler. Discussion. | Motion carried. |
| 2013  ABM:3 | I move that FRID expand the function of the current online communication, Google Group, to allow members the ability to post to the group under the following guidelines. Maker: member -Amanda David/2nd:member-Rose Coman. No discussion. | Motion carried. Action required to open group. Action completed. |
| 2013  ABM:4 | I move to add to Article III, Section 2B, Membership, the requirements for Deaf members to qualify as a pre-certified member, as stated in the Board approved policy on the website, with the editorial changes needed to remove the QA/EIE references as appropriate. Maker: member-Terri Schisler/2nd:member- Shannon Simon. | Referred to Bylaws review Committee. |

**President’s Report**

**Vicky Fales**

This report is for activities that occurred during FY 2014 (July 1, 2013 – June 30, 2014).

Presided over FRID Board meetings:

July 2013, September 2013, November 2013, January 2014, March 2014, May

2014, and July 2014 (presided over FY 2015 September 2014 meeting)

Presided over additional FRID FY 2014 and FY 2015 Budget meetings:

July and August 2013 and July and September 2014

Participated in ongoing meetings with this year’s Conference Chair and Program Chair in

preparation for the October 2014 conference.

Participated in Region II Presidents’ conference calls

September 2013, Moderated Member Dialogue Session (MDS) in South region

October 2013, Moderated Membership Dialogue Session (MDS) in Central West region

November 2013, Moderated Membership Dialogue Session (MDS) in North region

December 2013, Moderated Membership Dialogue Session (MDS) in Central East region

March 2014, Met with a media group re: licensure, Tallassee

March 2014, Attended Deaf Awareness Day in Tallahassee

April 2014, Met with FAD President regarding the October 2014 FAD-FRID Summit

As I enter into my final year of my term as FRID President, my goals include:

* Inspire members to engage themselves in this member driven organization by increased communications from the board.
* Collaborate with our webmaster to launch a newly designed and updated FRID

website by May 2015.

* Approve the use of membership monies to carry out our mission in a fiscally responsible manner.
* Continue to collaborate with the Florida Association of the Deaf and determine ways in which our partnership can best serve our community members.
* Support legislative efforts with the objective of obtaining interpreter licensure in

the state of Florida.

* Seek out ways to raise funds to offset FRID operations costs.

Thank you, for the opportunity to serve you.

Vicky Fales

FRID President

**1st Vice-President’s Report**

**M. Charlene McCarthy**

As the 1st Vice President of FRID, I have served as a member of the Executive Committee and performed all the duties required:

* Attended all board meetings.
* Responded to all email messages within 48 hours.
* Supervised the Credentials Committee process at the annual meeting.
* Served as the liaison to the Membership Committee.

As the liaison to the Membership Committee, and in the absence of the Membership Chair, I served in the following capacity:

* Coordinated efforts with the Graphic Designer to get updated panels for the display unit.
* Managed the Vendor Table at the Silent Weekend in Orlando.
* Worked closely with a committee member who successfully managed all things related to membership during our membership renewal season.

In addition, I requested from the Membership Committee the following:

* Review the benefits of membership and make recommendations for revisions.
* Revise the letter FRID sends to Organizational Members and those who hold QA/EIE Levels.
* Update the Membership page of the FRID website.
* Develop new recruitment strategies.
* Update the Membership Committee Policies and Procedures Manual.
* Create and online membership card for all FRID members.
* Coordinate with the QA Chair to verify the accuracy of the database regarding QA Levels.
* Restore the member database to its original state
* Restore the automated letters to their original state.
* Ask those who received a QA/EIE card in error to surrender their cards to FRID.

Respectfully submitted by M. Charlene McCarthy

September 28, 2014

**2nd Vice-President**

**Carol Downing**

In my first year serving in the 2nd Vice-President position, I represented FRID by presenting at the 3rd annual “Faces of the Future” event to recruit ITP students as an introduction to FRID and how they can benefit by getting involved. I was able to secure a free location at SPC Clearwater campus for two face-to-face Board of Directors meetings, saving the Board significant travel and accommodations monies to assist with budgeting needs for this Fiscal Year. I recruited SPC students for this year’s conference to serve on the student rep team. I also held the role of Sponsorship Coordinator for this conference working with the Exhibitors Coordinator to secure financial sponsors with the goal of a financially responsible conference. I look forward to continuing in the role of 2nd Vice-President and have goals and ideas to contribute as we manage the evolution of the interpreting profession in Florida.

Respectfully,

Carol Downing

**Secretary’s Report**

**Sue Ann Pope**

It is my honor to continue in service to the membership as Secretary for a fifth year. I have been privileged to serve under a new President, Vicky Fales, who has set an achievable goal structure for leadership and active involvement in various projects that will positively impact the future of the FRID organization and membership. It has also been my honor to work alongside such dedicated and unwavering Board members that I have been fortunate enough to learn from and grow together with as we have journeyed this year’s path. I have been fortunate to be involved on the ground level of several very exciting endeavors for FRID and for the state of Florida’s professional interpreters. This being the final year of my term, I look forward to continuing to network and serve with a myriad of colleagues and other professionals, collaborating to bring FRID’s efforts to fruition. I believe it is imperative that we, as members, get involved on many levels of our profession as it grows and becomes more widely recognized and respected. As outgoing Secretary, some personal goals I have are; to recruit and train a new Secretary, to work on updating the FRID website to benefit members more, working with the Region Reps to improve effective communications with the membership as a whole and recruiting members for continued board and committee service.

Below is a list of the activities I have participated in this year:

* Attended all face-to-face and teleconference board meetings and special meetings
* Maintained the records of the organization including minutes of all meetings and posted minutes to the FRID website
* Supported the efforts of the President in preparing for the Annual Business Meeting as well as all board meetings
* Collected all board members’ and chairpersons’ reports as well as task forces reports and compiled the 2014 ABM packet
* Collected all board members’ and chairpersons’ reports as well as task forces reports for each bimonthly BOD meeting
* Participated in the four Member Dialogue Sessions
* Posted information to the South Region webpage in the absence of a Representative for that region
* Posted information to the Central West Region webpage in the absence of a Representative for that region
* Maintained the FRID storage unit in Tampa
* In collaboration with the bookkeeper, Treasurer and President, I monitored the Wells Fargo business accounts and assisted with transactions.
* During the transition to a Treasurer, I assisted with other financial issues as they arose.
* I managed the FRID debit card for approved purchases.
* Participated in the ongoing Budget discussions and researched previous financial activity in certain areas.
* Assisted the President in managing the FRIDNews Google Group and Eblast communications to the members
* Researched board motions and policies as needed to assist board with decision making and reporting
* Maintained records of the organization related to inventory, committee profiles and rosters, and other historical documents
* Managed certain portions of the FRID website
* Responded to numerous members’ email/voice mail inquires
* Compiled and updated Policies and Procedures Manual handbooks for all new and returning board members
* Assisted the President in compiling the required documents for annual reporting to RID
* Recruited a nominee for Region Representative West for the 2014 elections
* Actively recruiting for a new Secretary to train

Respectfully submitted,

Sue Ann Pope, NIC

Secretary

**Treasurer's Report**

**Terri Bugler**

The FRID organization was without a Treasurer for several months in 2013. Upon becoming interim treasurer, in November of 2013, I was tasked with learning the systems and procedures in place for our organization. A bookkeeper was hired in 2013 for all maintenance of FRID's accounting and monetary procedures and has continued in that role for the year 2014. It has taken a few months to gain a knowledge and understanding of the processes that are used and I am still in the process of functioning independently in the role of Treasurer. The treasurer and bookkeeper continue to work towards ensuring the smooth operation of FRID's financial processes.

During the 2013-2014-member year, FRID filed taxes with the IRS on time, submitted the yearly filing with the State of Florida Department of Agriculture, as well as our annual report with the State of Florida Division of Corporations. These filings help ensure FRID maintains their 501(c)(3) non-profit status. A new PO Box was secured, and the new Jacksonville address was updated to the FRID website. The treasurer checks the PO Box one or two times a week for mailed payments and communication with the FRID organization. Mailed payments of any kind are deposited into the FRID account within two days, using restricted endorsement. Restricted endorsement is used to follow the checks and balances in the accounting process so that one person is not responsible for handling all funds. The treasurer has also returned any communication via email in a timely manner and has been communicating/working with Conference Committee and Board members to ensure a successful 2014 conference in Orlando.

The 2014-2015-member year’s budget was submitted and approved by the board at the August 2014 board meeting. Fiscally, our organization has been impacted by the cessation of the QA and EIE assessments and every possible effort is being made to use cost-saving measures, in every category of business, to sustain the long-term financial viability of FRID. All areas are examined regularly to see what cost saving measures can be done to help the organization.

For member year 2014-2015 there are a number of goals that the office of Treasurer hopes to accomplish.

1. Continue working with the bookkeeper to learn the systems and procedures for successful maintenance of FRID financial matters; the treasurer functioning independently by the end of 2015.
2. Complete all necessary filings with the IRS, State of Florida, RID etc. on time.
3. Continue documentation of policies and procedures that are carried out by the office of Treasurer.
4. Utilize the assistant to the Treasurer, James Pope, so that some tasks of the Treasurer may be delegated.
5. Maintain fiscal responsibility and create a balanced 2015-2016 budget.
6. Seek fundraising opportunities to support programs FRID administers.
7. Take action on member concerns and actively participate on the FRID Board of Directors.

The membership of our organization should be commended for its support of the FRID Board, as well as the active role some of the members play in the operation of our professional organization. There is a continued need for our members to step forward and be involved in fundraising, providing workshops, board and committee service. FRID is a viable and much needed organization for the interpreting community in the state of Florida, regardless of the dissolution of the QA and EIE and its impact, each member should give consideration to serving in some capacity within FRID.

Sincerely

Terri Bugler, M.A., CI & CT

Interim Treasurer FRID

**Financial Report 2013/2014 Fiscal Year**

**Submitted by Brett Porter- Bookkeeper hired August 2013**

As of the close of the most recent fiscal year, 06/30/14, there was a total of $53,850.30 cash in FRID’s name. As you can see from the chart above, the majority of it was sitting in our PayPal account. The money has since been transferred to Wells Fargo account #5572 so that is more readily available to cover FRID’s costs

This chart shows the drastic decrease in net income. This difference is attributable largely to two factors. One is the discontinuation of the QA exam. Secondly, FRID did not have their biennial conference during fiscal year 2014. We expect the large loss, -$12,696.26, to be an anomaly. Measures have been made to reduce cost and to make sure FRID operates near a balanced budget.

This chart shows the drastic decrease in net income. This difference is attributable largely to two factors. One is the discontinuation of the QA exam. Secondly, FRID did not have their biennial conference during fiscal year 2014. We expect the large loss, -$12,696.26, to be an anomaly. Measures have been made to reduce cost and to make sure FRID operates near a balanced budget.

**Accountant’s summary**

Fiscal year ending 06/30/14 was rough financially for FRID. It was a year in which we saw a -$25,000 difference in net income for the organization as a whole compared with the prior year. As noted before, this was largely due to the ending of the QA Assessment and not having an annual conference during the fiscal year. That being said, FRID still has a respectable cash balance. Going forward, the board has agreed to make drastic cuts in certain areas while keeping funds available to continue to provide quality services and support to the interpreters/members who make this organization possible. With the continued support of its membership, FRID will quickly recover and flourish once again.

Regards,

Brett Porter, E.A.

**Report of Region Representative-North**

**Nancy Osborn**

* Traveled to Tallahassee to attend meetings with state representatives regarding the Interpreter Licensure Bill
* Participated in the Deaf Awareness Day “Rally in Tally”
* Presented a lecture on Licensure at FSCJ in Jacksonville
* Made numerous phone calls, sent numerous emails in support of licensure
* Hosted IRC committee meetings in my home
* Collaborated with Bradley Dale, CDI, to host a Deaf Interpreter Series in Jacksonville
* Hosted three workshops – Pensacola in February, Jacksonville in November & April
* Followed up with members regarding CEU transcripts
* Participated in all scheduled Board Meetings, in person or via teleconference
* Arranged three of the four regional Face to Face meetings with the membership – Jacksonville, Orlando, Ft. Lauderdale (Tampa)
* Met new interpreters in my region and introduced them to other interpreters and agencies in their area
* Assisted a member in locating a mentor
* Assisted a member in locating an internship
* Supported a “Deaf Art” gallery show
* Recruited tri-lingual interpreters and presenters to apply for the FRID conference
* Created a Drop Box account to share Conference Documents with new Chair
* Maintained FRID Facebook page
* Created and updated FRID workshops registration and related emails
* Attended local ITP Advisory Council meetings
* Follow up with members who call the FRID phone line
* Posted and forwarded interpreter job openings and events throughout Florida

**Report of Region Representative –Central East**

**Danielle Porter**

* This year I have managed the FRID phone, returning calls within 24 hours or forwarding them to the right person that can handle them.
* I have managed the FRID Scholarship committee and FRID will be awarding scholarships at their annual business meeting.
* I have attended all scheduled FRID board meeting both in person and via teleconference.
* Throughout the year I have responded to all emails and inquiries that have come to me as the region representative.
* I have made extensive efforts to host a profitable workshop in my region with several obstacles.
* It has been a wonderful term as region representative and although my term is over I look forward to continued involvement with FRID in whatever ways are needed!

**Membership Committee Report**

**Rosalba Russo, Chairperson**

Tasks Completed by the Membership Committee for 2013-2014 Year

Membership Committee: Rosalba Russo (Chair) and Stephanie Tucker

* Read and replied to countless emails received from membership
* Called members of membership to settle payment issues and adjust profiles
* Tested all automated emails that go out to emails, made adjustments as necessary. Made sure all information regarding membership was clearly stated.
* Printed over 200 membership cards
* Replenished supplies necessary for keeping up with membership needs such as cardstock, certificate paper, printer ink, envelopes, stamps, etc.
* Printed over 20 organizational certificates
* Organized lists of members whose QA/EIE expire in 2014, 2015, 2016 and 2017.
* Delegated membership tasks to membership committee member, Stephanie, as necessary, including contacting members and maintaining the database.
* Trained Stephanie on how to keep up with Membership Chair responsibilities while I was away for the summer. She was responsible for checking the FRID Membership email account while I was away and contacted me when she had any issues.
* Requested an option be added to the internal database of FRID allowing the option to say QA Expired and EIE expired. This request was allowed in June of 2014.
* Went into the database setup and added the options listed above.
* Renewed membership of DSA recipients
* Renewed all board members membership
* Answered all voicemails (either with a call or an email) that were forwarded to me regarding membership
* Rewrote and updated the Policy and Procedure Manual for the Membership Committee
* Made notes in the accounts that were dealt with via email or on the phone
* Verified all NIC members through RID website
* Verified organization and Pre-Certified members
* Informed membership on their option to remain a Pre-Certified member by sending in proof of their NIC written or EIPA level. Many members preferred to stay Pre-Certified members when their QA expired so we went into the system and recorded all the EIPA levels and/or NIC written notifications received.
* Archived members due to non payment for renewal
* Brainstormed list of benefits for membership

**Letter to Membership**

**The Membership Committee and the board of FRID have decided to discontinue printing membership cards and distributing via mail. We are in the process of developing an electronic form of membership proof. This electronic form of membership proof may be printed as many times as necessary and easily emailed to employers. We will send documentation only to those members who hold a QA/EIE level. We hope to have the new form of membership proof ready and being used by December 2014. Thank you for your patience in the meantime. If you have any questions or concerns about this update please do not hesitate to contact the membership chair at** [**membershipchair@fridcentral.org**](mailto:membershipchair@fridcentral.org)**. Thank you again.**

**Interpreter Regulation Committee Annual Report**

**Terri Schisler, Chairperson**

FAD and FRID collaborated to provide unified support of the Interpreter Licensure bill during the 2013-2014 Legislative Session. The bill language was re-written to create a comprehensive licensing process for interpreters to be administered by the Florida Department of Business and Profession Regulation (DBPR). The new draft was modeled after existing Florida statutes and interpreting bills from other states. The committee received feedback and support for the new language from the FAD and FRID boards and legislative committee members and Julie Anne Schafer, RID Public Policy Director.

Numerous meetings were held with DBPR legislative staff and House and Senate Committee members and staff to educate them on the merits of the revised licensure bill and identify any potential challenges. Even with this effort, state analysts relied on a 2008 bill analysis and determined the bill would not be fiscally sound. The House and Senate Committees of reference chose not to place it on the committees’ agendas which killed the bill without being heard.

The rationale for continuing efforts with the current bill language despite the response during the 2014 Session is:

1. This bill is necessary to reduce the ongoing harm that occurs daily across the state to people who are deaf, hard of hearing or deaf-blind and use American Sign Language as their primary language.
2. This bill will establish a minimum standard for “qualified interpreter” and provide an effective method for consumers to use in judging an interpreter’s qualifications.
3. The cost to practitioners for annual license fees is minimal and is not expected to cause practitioners to leave the profession or discourage new candidates from joining.
4. The cost to the state for administering the license process is expected to be self-supporting as based on other states who have had licensing for several years (i.e. Alabama since 1998).
5. The cost to consumers will be increased by the elimination of unqualified practitioners who may have been paid less than those interpreters who hold national and state credentials. We do not expect that the cost for interpreters who already hold national or state credentials would change after licensure.
6. This increased cost is significantly less than current costs to litigate those consumers utilizing unqualified interpreters AND significantly outweighed by the harm caused to persons who are deaf, hard of hearing or deaf-blind.

Since this is an election year, all activities have been suspended until after the November 4th General Elections. We are waiting on confirmation that Rep. Joe Saunders has won re-election and will then be our House Sponsor. Sen. Thad Altman will continue as our Senate Sponsor. Legislative committees will be appointed in mid-November and committee meetings begin in January 2015. As in years past, we need to be ready to hit the ground running in November. Time is always the critical factor.

The committee wants to thank everyone who participated in this process. We made significant progress even though the bill did not get heard in any committees. We have a strong bill that incorporates the best of all the existing statutes across the country. Please attend the Interpreter Bill Forum on Sunday, 10/12, to find out how every member can be involved in this process to pass this much needed legislation.

Respectfully submitted,

Terri Schisler

**Emergency Management Interpreters for the Deaf Committee Report**

**Submitted by Stevie Fenton, Chair EMID Committee (formerly EMI Committee)**

Members: ​Terri ​Schisler, Lani Crosby

Action Items Worked on and In Progress​

1. EMI Training

2. State Credentialing

3.  Curriculum Development

4. Partnership building ​

Request for Board Action:

1. Confirmation of appointment of Lani Crosby to the committee

2. Provide guidance to the committee in its interactions with the state agencies who are creating training and credentialing for interpreters

3. Provide FRID members as representatives for the task force to create the EMID credentialing process

4. Act as the conduit of getting information to its membership on the state agency’s training and credentialing activities.

5. Appoint the EMID committee to act for the DoH to manage the applications of interpreters who wish to be EMID sanctioned with the state.

Activities for 2013-2014 year:

**Throughout 2013**

Stevie and Terri have had ongoing discussions with the Division of Emergency management (DEM) ADA Coordinator, Bryan Vaughn and others, at the time and Director of Communications, Julie Roberts, regarding the action items above throughout 2013.

**January 2014,**

Janet Collins​ and Valerie Beynon​, ​both of ​Florida Department of Health (DOH), were assigned to fill​ the responsibilities of the ​state ADA Coordinator for emergencies and disasters.  ​Final assignments were not completed until May 2014; however, Terri and Stevie worked closely with Janet Collins on several items and Janet kept Valerie in the loop.

​**February 2014,**

Stevie and Terri ​met with Janet and several other members of DOH to discuss the FRID action items. DOH identified possible available funds to hold EMID trainings ​this fiscal year (2013-2014)​ and discussed the potential of submitting a budget request for 2014-15 to hold additional EMI training, develop a formal EMID curriculum, and establish a state level credentialing process. DoH decided to move forward with an EMID training in June 2014.  ​

​FRID EMI committee members learned that EMI is an acronym already commonly used in Florida EM environments so DOH has been using EMID (Emergency Management Interpreters for the Deaf) as the acronym.  ​

**May 2014,**

A conference call was held on May 16 that included Florida DOH and DEM representatives, FRID EMI committee member and representatives from AQI – Lisa Schaefermeyer, Brenda Prudhom and David Scott.

All participants of the conference call agreed to participate in a state working group to create standards for credentialing/sanctioning Florida EMID and to develop training/ curriculum that may be needed.  Note – training external to the committee that is assisting the effort done by DoH EMID Working group member AQI and held in Tampa on May 17-18, 2014.  ​

**June 2014,**

DOH/DEM co-sponsored​ EMI​D​ training this past weekend ​June 20-22​ in Orlando.

Following one day of the training in Orlando, Janet Collins held an informal gathering to discuss the working group.  Present were: FRID EMID committee members, AQI representatives, and Chris Littlewood representing FCCDHH and SPC Center for Public Safety. Janet reviewed the discussion held in May and re-invited all to participate.

The people present agreed that the working group was a needed and welcome opportunity to move the objectives forward.  Janet Collins advised that, because of pressing DoH items, the working group would not likely begin until August. ​

**July and August 2014,**

Stevie met with the Anne Rowe, Public Information Officer/Coordinator, DoH, on July 1 to discuss training the PIOs on how and when to access sign language interpreters. Anne and Stevie considered ways of educating the PIOs on effective communication and public information using interpreters.

Terri met with Janet Collins, DoH, in regards to the task force and the possibility of credentialing the trained interpreters. These meetings generated a workgroup proposal which includes FRID and outlines:

The purpose of the workgroup is to facilitate coordination, planning, problem solving and leveraging of resources to establish and maintain a Statewide EMID Credentialing and Effective Communications Training Program. The workgroup will also provide guidance at the state and local levels to ensure the ongoing integration of state credentialed EMIDs and people who are deaf and others with functional and access needs into emergency planning, training, exercise, response, recovery, and mitigation efforts at the state, regional and local levels to ensure the communications needs of people with disabilities are addressed prior to, during and after disasters.

The proposal also outlines the 13-member workgroup will include membership from the interpreting community, the deaf community, the state agencies affected, and the emergency management trainers. Of interest to FRID, the workgroup proposal includes a member of FRID, an EMID trained interpreter, an EMID trainer, a member of FAD, and a member-at-large who is deaf and uses ASL.

**September 2014**

The first meeting of the task force will be a phone conference call on September 30 with Terri Schisler in attendance. DoH will be looking for nominations of representatives for unfilled seats and commitments of all members present for the work of the task force. The state is asking if FRID can manage the application and verification process.  Qualified applications would then be forwarded to the state or to the candidates' local office of Emergency Management (OEM) to receive an ID badge.  Once we have a full committee appointed, that could be one of their functions.

​End of Status Report

**Certificate Maintenance Program (CMP) Report**

**Shannon Simon, Chairperson**

During the last year – October, 2013 – September, 2014

Requests processed: 100 total in the following categories: Workshops,

PINRAs, College Courses and Conferences

Submitted by Chairperson, October 11, 2014