



STATE OF ALABAMA

ALABAMA LICENSURE BOARD FOR INTERPRETERS AND TRANSLITERATORS

P. O. Box 240187 (36124-0187)
2777 Zelda Road
Montgomery, AL 36106
Telephone (334) 277-8881
Fax (334) 277-0188
Email: ALBIT.gov@gmail.com
www.ALBIT.alabama.gov

Board Meeting November 9, 2017 Minutes

The Alabama Licensure Board for Interpreters and Translators held its regularly scheduled Board meeting on Thursday, November 9, 2017 at the Board's office located at 2777 Zelda Road in Montgomery. The following Board members were present: Mr. Ben Hollingsworth (Board Chair), Ms. Sharon Canada-Emann (Board Vice Chair), Ms. Belinda Montgomery (Secretary), Ms. Patricia Smartt (member), Ms. Nancy Hayes (member), and Mr. Melvin Walker (member). Board members absent were Mr. Sam Feibelman (member), Ms. Nancy Adams (member) and Ms. Tammy Adams (member). Also present were Ms. Monet Gaines (Legal Counsel), Ms. Leigh Moorner (Board Administrator) and Ms. Renee' Reames (Executive Secretary to Keith Warren, who served as recording secretary).

- I. The meeting was called to order at 10:04 a.m. by Mr. Ben Hollingsworth, Board Chair, and a quorum was present. The meeting was advertised in advance on the Board's website, www.albit.alabama.gov, and the Secretary of State's website, www.sos.alabama.gov, in accordance with the Alabama Open Meetings Act.
- II. The Board Chair presented the August 10, 2017 Board meeting minutes for the Board's review. A copy of the August minutes was provided to the Board members prior to the meeting.
MOTION 2018-01: Mr. Melvin Walker made a motion to accept the August meeting minutes as presented. The motion was seconded by Ms. Pat Smartt. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Pat Smartt, Ms. Nancy Hayes and Mr. Melvin Walker. The motion passed unanimously.
- III. Reports
 - A. Board Chair Report: Mr. Ben Hollingsworth, Board Chair, reported that he had received inquiries about Board activities and he had directed them to the Board's website. He thanked the Board's staff for their work on the redesigned website.
 - B. Executive Director Report: Ms. Leigh Moorner, Board Administrator, presented the Executive Director Report, which included financial activities of the Board for the period ending

September 30, 2017, along with the current number of licensees and number of complaints received. She also provided the Administrator's Report listing activities accomplished by the staff since the last Board meeting (a copy of the Executive Director and Administrator's report are available for review in the Official Book of Minutes). Ms. Monet Gaines, Legal Counsel, reported that the complaint process was working well through the written submission of complaints and follow-through.

Ms. Moorer recommended that the Continuing Education forms (Reporting form and Forms A-C) be removed from use. She reported that the licensees provide a copy of their certificate of completion rather than the CE reporting form, and the Board discussed situations of redundancy in reporting and RID process regarding independent study requirements (Form C).

MOTION 2018-02: Mr. Walker made the motion to remove the CE Reporting Form, Form A entitled CE Unit Sponsor Application Form, Form B entitled CE Unit Presenter Information Form, and Form C entitled CE Unit Independent Study Application Form. The motion was seconded by Ms. Sharon Canada-Emann. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Pat Smartt, and Ms. Nancy Hayes. Voting "nay" was Mr. Melvin Walker. The motion passed with a majority of the Board voting "aye".

- C. Legal Counsel Report: Ms. Monet Gaines, Legal Counsel, reported that other agencies of State government were using interpreters based on a list that had not been prepared and verified by Board. She explained that verification of licensure was a Board function and she would inform the State agencies that official lists of licensees and licensure verification should originate from the Board.

D. Committee Reports

1. Ad Hoc Committee:

The Board Chair reported that Ms. Nancy Adams had resigned from the committee and he agreed to serve on this committee. Ms. Belinda Montgomery reported that community representatives had been consulted concerning individuals who were qualified to teach sign language in community settings. She recommended that ASTA be the appropriate source in these cases.

MOTION 2018-03: Ms. Belinda Montgomery made the motion to close the matter based on the committee's report. The motion was seconded by Ms. Sharon Canada-Emann. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Pat Smartt, and Ms. Nancy Hayes. Voting "nay" was Mr. Melvin Walker. The motion passed with a majority of the Board voting "aye".

2. Rules Committee:

There was no report from the Rules Committee concerning review of Board Rules and incorporating performance examinations and quality assurance issues. The matter will be carried over to the next Board meeting.

MOTION 2018-04: Mr. Melvin Walker made the motion to not require a roll call vote on motions, but instead record a collective number of votes indicating ayes and nays, and that a roll call vote be used only if requested by a Board member. The motion was seconded by Ms. Sharon Canada-Emann. The Board discussed registering roll call votes as historic reference to a Board member's preference on issues. The Board Chair called for a vote from the Board. Voting "aye" was Mr. Melvin Walker. Voting "nay" were Ms. Belinda Montgomery, Ms. Pat Smartt, Ms. Sharon Canada-Emann, and Ms. Nancy Hayes. The motion failed with a majority of the Board voting "nay".

The Board Chair called a recess of the Board at 12:30 p.m. for approximately 5 minutes.

The Board meeting was reconvened by the Board Chair at 12:36 p.m.

3. Deaf Licensure Committee:

The Board discussed the difference and the need for consistency between the licensure process for a hearing individual vs a deaf individual:

- all interpreters to have 30 college credit hours prior to taking the language proficiency test, and
- 60 college credit hours to take the interpreting exam.

The Committee's recommendations for the licensure for deaf individuals were presented to the Board (a copy is available for review in the Official Book of Minutes):

- Provisional Permit - language proficiency test with three (3) references,
- Permit - BEI Certification,
- Licensure - CDI

Several options were discussed by the Board based on the Committee's report. The Board discussed pursuing changes to the statute to facilitate licensure for a deaf individual to become an interpreter. The Board Legal Counsel presented changes in the Ala. Code § 34-16-6 for the Board's consideration (a copy is available for review in the Official Book of Minutes). She suggested a comprehensive review of the Board's statute to prepare for the 2019 legislative session and the Board members agreed.

ACTION: The Board Chair asked the Rules Committee, consisting of Mr. Melvin Walker, Ms. Belinda Montgomery and Mr. Ben Hollingsworth, to review the entire statute and make recommendations to the Board at the next Board meeting, with a comprehensive review completed by the May 2018 Board meeting.

IV. Old Business

- A. Proposed Use of BOE Funds: The Board Chair deferred discussion of this matter to the next Board meeting, pending a report from the Executive Director about the availability of the BOE funds.

V. New Business

A. Board Terms

Ms. Leigh Moorer reported that she had been notified that recommendations from the AAD would be nominating a replacement for Ms. Sharon Canada-Emann's term and she asked other members whose term had expired to notify her by February 17, 2017, of their interest

to continue to serve on the Board, by including a letter addressed to Governor Ivey about their interest in serving and forwarding a copy of their resume to her.

B. 2018 Meeting Calendar

The Board Chair presented proposed 2018 meeting dates for the Board's approve.

MOTION 2018-05: Ms. Sharon Canada-Emann made the motion to move the start of the 2018 meetings to 10:30 a.m. The motion was seconded by Ms. Nancy Hayes. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Pat Smartt, Ms. Nancy Hayes and Mr. Melvin Walker. The motion passed unanimously.

MOTION 2018-06: Mr. Melvin Walker made a motion to approve the following 2018 meeting dates: February 15th, May 17th, August 16th and November 15th. The motion was seconded by Ms. Belinda Montgomery. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Pat Smartt, Ms. Nancy Hayes and Mr. Melvin Walker. The motion passed unanimously.

VI. Announcements:

Town Meetings - Ms. Nancy Hayes reported that legislative town meetings were being held across the state and the Board discussed members attending the meetings in their geographical area. The Board Chair indicated that he would send a reminder email to the members about the meetings being held.

EIPA Rating for Permit Licensure - Ms. Billie Thompson recommended that the Board join several other states that have raised the minimum EIPA rating to 4.0 for Permit licensure. It was noted that an EIPA score of 4.0 or above and having passed the written EIPA exam qualified for RID ED for K-12 certification. The Board discussed the EIPA ratings being designed specifically for educational interpreting and ratings between 3.0 to 4.0 are required by many states to interpret for students K-12 school settings.

Presentations to Administrative Office of Courts (AOC) - Ms. Chris Courson commented that individuals with EIPA Level 3 can sign in the court system if the individual has 3 signatures citing competence and the Judge agrees. The Board discussed meeting with the AOC, judges and ALEA on the matter of licensure of interpreters and making presentations at AOC-related conferences.

Next Board Meeting - The Board Chair announced that the next Board meeting was scheduled on February 15, 2018.

VI. Adjournment:

MOTION 2018-07: Mr. Melvin Walker made a motion to adjourn the meeting. The motion was seconded by Ms. Belinda Montgomery. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Pat Smartt, Ms. Nancy Hayes and Mr. Melvin Walker. The motion passed unanimously and the Board Chair adjourned the meeting at 1:17 p.m.

Respectfully submitted,



Ben Hollingsworth, Board Chair



Keith E. Warren, Executive Director

/rr