



STATE OF ALABAMA

ALABAMA LICENSURE BOARD FOR INTERPRETERS AND TRANSLITERATORS

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Board Meeting February 15, 2018 Minutes

The Alabama Licensure Board for Interpreters and Translators held its regularly scheduled Board meeting on Thursday, February 15, 2018 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 (Board Secretary), Ms. Tammy Adams (member), Ms. Nancy Hayes (member), and Mr. Sam Feibelman (Member). Board members absent were Ms. Patricia Smartt, Ms. Nancy Adams, and Mr. Melvin Walker. Others present were Ms. Leigh Mooror (Board Administrator), Mr. Bill Garrett (Assistant Attorney General), Ms. Jennifer Love (Legal Assistant) and Ms. Renee' Reames (recording secretary at this meeting and Executive Secretary to Keith Warren, Board Executive Director).

I. The meeting was called to order at 10:35 a.m. by Mr. 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. Chairman Hollingsworth presented the November 9, 2017 Board meeting minutes for the Board's review and approval. A copy of the November minutes was provided to the Board members prior to the meeting.

MOTION 2018-08: Ms. Emann made a motion to accept the November meeting minutes, with corrections to page 2, D.I. stating the name of the Board Chairman on the first line and ASLTA on line 4, and page 4 VI. paragraph 3 to show Mr. Kris Courson. The motion was seconded by Mr. Feibelman. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Emann, Ms. Montgomery, Ms. T. Adams, Ms. Hayes and Mr. Feibelman. The motion passed unanimously.

III. Reports

A. Board Chair Report: Chairman Hollingsworth welcomed the Troy University students and others present from the interpreting community.

He reported that he continued to receive inquiries about the Board activities and he had directed them to the Board's website. He thanked the Board's staff for their work on maintaining information on the Board's website.

Chairman Hollingsworth also discussed the Board's statute concerning receipt of complaints within 90 days of the occurrence. Mr. Garrett explained that the Board had the authority to review complaints based on its current Rules. The Board agreed to consider recommending changes to statute at the 2019 Legislative Session and discussed having input from other groups involved in the interpreting community about changes to the statute.

- 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 December 31, 2017, along with the current number of licensees and number of complaints received. Ms. Love reported that no complaints were received via video and all were written complaints. Ms. Moorner also presented 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. Reames presented a copy of the modified Complaint Procedure Rule previously discussed and approved by the Board. She explained the proposed blacklined format identifying the changes to the proposed Rule. Mr. Garrett commented on the 90-day reporting period for complaints, the effect of the limitation period, the authority of administration to recommend action and the Board's authority to approve action. He also explained about a member recusing themselves from voting on disciplinary matters based on their knowledge about the case and/or their role on the Board's Investigative Committee. He explained that, based on the proposed Complaint Procedure Rule, the complaints are submitted to the Board Chair, the Executive Director reviews the complaints and determines the status and recommends to the Board final action, to include the dismissal of the complaint. He added that should more information be needed, an Investigative Committee would be formed to consider a hearing.

- C. Legal Counsel Report: Mr. Garrett indicated that he had formal report for the Board. Mr. Hollingsworth stated that the Alabama Association for the Deaf had written a letter to the Board concerning licensure exemption for deaf interpreters. Ms. Moorner and Ms. Reames indicated that they had not seen the letter and would follow-up with the Board's Executive Director. The Board referenced the repeal of Rule 488-X-1-.11.

The Board also discussed the licensure of video-remote and video-delay interpreting services within the State.

Chairman Hollingsworth called a recess of the Board at 11:32 a.m. for approximately 10 minutes.

Chairman Hollingsworth reconvened the business meet at 11:48 a.m.

- D. Rules Committee: The Board discussed, at length, including members of the community on the Rules Committee or involvement in the process of making recommendations in advance of 2019 Legislative Session concerning changes to the Board's statute. The Board did not

reach a consensus about meeting with members of the community in conjunction with the Rules Committee or similar other action.

Ms. Montgomery reported that the Rules Committee, with Mr. Walker as Chair, had not met to review (1) the performance examinations for licensure by the Board, (2) question and answer issues, and (3) comprehensive review of the statute for the 2019 Legislative Session.

IV. Old Business

- A. Proposed Use of BOE Funds (Complaint Process Video): Ms. Reames reported that Mr. Warren had indicated that funds were available through the Board of Education (BOE). Ms. Billie Thompson, with the Alabama Board of Education, inquired about the funds remaining available in the BOE budget for the Board's use. Following a discussion by the Board, Ms. Thompson offered to inquire on behalf of the Board about the funds availability. The Board thanks Ms. Thompson for an update at a future Board meeting.

V. New Business

- A. Election of Officers: Chairman Hollingsworth reported that election of officers was due.
Motion 2018-09: Ms. Montgomery nominated Mr. Hollingsworth as Board Chair. The nomination was seconded by Ms. Emman and Mr. Hollingsworth accepted the nomination. There were no other nominations from the floor. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Tammy Adams, Ms. Nancy Hayes and Mr. Sam Feibelman. The motion passed unanimously.

Motion 2018-10: Ms. Emann nominated Mr. Feibelman as Board Vice Chair. The nomination was seconded by Ms. Montgomery and Mr. Feibelman accepted the nomination. There were no other nominations from the floor. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Tammy Adams, Ms. Nancy Hayes and Mr. Sam Feibelman. The motion passed unanimously.

Motion 2018-11: Ms. Emann nominated Ms. Hayes as Board Secretary. Ms. Hayes declined the nomination.

Motion 2018-12: Ms. Emann nominated Ms. Montgomery as Board Secretary. The nomination was seconded by Ms. Hayes. There were no other nominations from the floor. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Tammy Adams, Ms. Nancy Hayes and Mr. Sam Feibelman. Ms. Montgomery accepted the nomination. The motion passed unanimously.

VI. Announcement

- A. Ms. Billie Thompson reported that the EIPA performance examination was scheduled in March and registration information was available on the EIPA website.
- B. Chairman Hollingsworth announced that the next Board meeting was scheduled on May 17, 2018

VI. Adjournment:

MOTION 2018-02: Ms. Emann made a motion to adjourn the meeting. The motion was seconded by Ms. Montgomery. The Board Chair called for a vote from the Board. Voting "aye" were Ms. Sharon Canada-Emann, Ms. Belinda Montgomery, Ms. Tammy Adams, Ms. Nancy Hayes and Mr. Sam Feibelman. The motion passed unanimously and Chairman Hollingsworth adjourned the meeting at 12:02 p.m.

Respectfully submitted,

Ben Hollingsworth, Board Chair

Keith E. Warren, Executive Director

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