

ALBIT Board Meeting Minutes January 20, 2012

The Alabama Licensure Board for Interpreters and Transliterators Regular Board meeting was held at the Board office in Montgomery and called to order at 10:12 a.m. with a quorum present. Present were as follows: Lori Pituk, Chair; Belinda Montgomery, Vice Chair; Patricia Smartt, Secretary; Tammy Adams, Member; Florence Vance, Member; Absent were Steve Hamerdinger, Member; and Janice Hawkins, Member. Also present were Paula "Scout" McCaleb, Executive Director, and Brandy L. Isenhour, Operations Manager (and serving as Recording Secretary); Monet Gaines, Assistant Attorney General; Dr. Dale Huff, Parliamentarian; and Interpreters Karen Gunter and Ted Kotis.

The meeting was advertised in advance on the Secretary of State's web site located at www.sos.alabama.gov in accordance with the Alabama Open Meetings Act. It was also advertised on the Board web site.

- I. The Chair presented the Minutes for review from the Board. There being no objections, the Minutes were adopted.
- II. **Motion 2012-01** – Florence Vance made a motion to accept the bid received from Leadership Alliance as the low and responsible bidder for Administrative Services of the Board. Tammy Adams Seconded the motion. The motion passed unanimously.
- III. **Motion 2012-02** – Tammy Adams nominated Belinda Montgomery as Chair. The Board accepted Belinda Montgomery as Chair by acclamation.
- IV. **Motion 2012-03** – Tammy Adams nominated Patricia Smartt as Vice Chair. The Board accepted Patricia Smartt as Vice Chair by acclamation.
- V. **Motion 2012-04** – Pat Smartt nominated Tammy Adams as Secretary. The Board accepted Tammy Adams as Secretary by acclamation.
- VI. **Committees were reviewed and appointed as follows:**
 - PR Committee:** Lori Pituk, Chair
Charge: Increase communication with licensed and permitted Interpreters and Transliterators and consumers of these services with an intent to educate on the processes of ALBIT and public protection.
 - Testing, Evaluation, Certification and Forms:** Florence Vance, Chair
Charge: To respond to requests of additional tests or evaluations to satisfy requirements for permit holders
 - Continuing Education:** Patti Smart, Chair
Charge: To approve CEU requests which are outside of CMP (as established by the procedure in the Board Rules and Regulations)
 - Legislative Committee:** Belinda Montgomery, Chair;
Charge: To review the ALBIT enabling statute for any needed corrections or updates
 - Investigation Committee:** Tammy Adams, Chair
Charge: Investigate complaints as they come in

- VII. **Motion 2012-05** – Tammy Adams made a motion to authorize the incoming chair to appoint people to each committee and bring the finalized list back to the next meeting. Pat Smartt seconded the motion. The motion passed unanimously.
- VIII. **Motion 2012-06** – Florence Vance made a motion to accept Harriet Hollingsworth's exemption request for licensure for a 90 day period. Pat Smartt seconded the motion. The motion passed unanimously.
- IX. There being no further Board business, the Chair adjourned the meeting at 11:37 a.m. and announced that the next scheduled Board meeting would be held on June 22, 2012, at 10:00 a.m. at the Board office in Montgomery.

Respectfully Submitted,

Belinda Montgomery, Chair

Pat Smartt, Vice-Chair

Paula McCaleb, Executive Director

Brandy L. Isenhour, Operations Manager (Serving as Recording Secretary)