



STATE OF ALABAMA
ALABAMA LICENSURE BOARD
FOR
INTERPRETERS AND TRANSLITERATORS

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Board Meeting
August 16, 2018
Minutes

The Alabama Licensure Board for Interpreters and Translators held its regularly scheduled Board meeting on Thursday, August 16, 2018 at the Board's office located at 2777 Zelda Road in Montgomery. The following Board members were present: Mr. Ben Hollingsworth (Board Chair), Mr. Sam Feibelman (Board Vice Chair), Ms. Belinda Montgomery (Board Secretary), Ms. Sharon Canada-Emann (member), Ms. Tammy Adams, Ms. Patricia Smartt and Mr. Melvin Walker. Board members absent were Ms. Nancy Hayes, and Ms. Nancy Adams. Others present were Mr. Keith Warren (Executive Director), Ms. Leigh Mooror (Board Administrator), Ms. Jennifer Love (Legal Assistant), and two interpreters, Ms. Dee Johnston and Ms. Karen Gunter.

- I. The meeting was called to order at 1:06 p.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: The agenda was adopted with a motion by Mr. Walker, seconded by Ms. Montgomery. The Board Chair called for a vote from the Board. Voting "aye" were Mr. Feibelman, Ms. Montgomery, Ms. Emann, Ms. Tammy Adams, Ms. Smartt, and Mr. Walker. The motion was unanimously approved.
- III. Chairman Hollingsworth presented the June 28, 2018 Board meeting minutes for the Board's review and approval.
MOTION 2018-24: Mr. Walker made a motion to accept the June 28, 2018 meeting minutes, with corrections to change the vote made by Ms. Adams to Ms. Hayes (Both Ms. Adams were not present at the meeting). The motion was seconded by Ms. Montgomery. The Board Chair called for a vote from the Board. Voting "aye" were Mr. Feibelman, Ms. Montgomery, Ms. Emann, Ms. Tammy Adams, Ms. Smartt, and Mr. Walker. The motion was unanimously approved.

IV. Reports

- A. Board Chair Report: Chairman Hollingsworth's report was brief, indicating that there wasn't much to report since the time between meeting were close together.
- B. Executive Director Report: Mr. Warren presented the Executive Director Report, which included financial activities of the Board for the period ending August 14, 2018, along with the total number of licensees and number of complaints received.
- C. Administrator's Report: Ms. Moorer reviewed activities by the Administrator since the last meeting and provided an update of the current number of licenses during this period (a copy of the Executive Director and Administrator's report are available for review in the Official Book of Minutes).
- D. Legal Counsel Report: Ms. Love reported that two pending cases under review by the Board's Legal Counsel.

V. Old Business

- A. Proposed use of BOE funds: Mr. Warren provided an update on the status of the BOE funding and indicated that the funds are no longer available. The funding was available for any type of activity that is related to licensing, but it could not be used for operational expenses.
- B. Rules Committee Report: Mr. Walker reported that the Rules Committee met earlier and had a good working session. The purpose of the meeting was to start the process of making improvements to the Board's statute.
- C. Mr. Warren reported that he had not received any appointment confirmations from the Governor's office, but hopefully will receive those by the next Board meeting.

VI. New Business

- A. There was no new business to consider.

VII. Announcement

- A. Chairman Hollingsworth announced that the next Board meeting was scheduled on November 15, 2018.

VIII. Adjournment:

MOTION 2018-25: Mr. Walker 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. Smartt and Mr. Sam Feibelman. The motion passed unanimously and Chairman Hollingsworth adjourned the meeting at 12:20 p.m.

Respectfully submitted,



Ben Hollingsworth, Board Chair



Keith E. Warren, Executive Director

/rr