



Bob Riley
Governor

STATE OF ALABAMA
ALABAMA LICENSURE BOARD
FOR
INTERPRETERS AND TRANSLITERATORS

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ALBIT Board Meeting Minutes
November 2, 2007

- I. The Alabama Licensure Board for Interpreters and Transliterators Regular Board Meeting at the Board Office in Montgomery was called to order at 1:05 p.m. with a quorum present.
- II. Present were as follows: Melvin Walker, Chair; Judith Gilliam, Vice-Chair; Lisa Gould, Member; Lori Pituk, Member; Patti Sheets, Member; Janice Hawkins, Member; Ricky Holman, Member; Belinda Montgomery and Dru Sweatman.
- III. Also present was Paula "Scout" McCaleb, Executive Director; and Shonda McQueen, Licensing Agent; and Ward Beeson, Assistant Attorney General. Those absent were Cynthia Frey, Secretary and Kathleen "Ryan" Marcopulos, Member.
- IV. The meeting was advertised in advance on the Secretary of State's website located at www.sos.alabama.gov in accordance with the Alabama Open Meetings Act. It was also advertised on the Board website.
- V. At approximately 1:08 P.M. Paula McCaleb administered the Oath of Office to Lori Pituk.
- VI. **Motion 2007-22** Janice Hawkins made a motion to accept the Minutes for the July 11, 2007 Board Meeting as written. Patti Sheets seconded the motion. The motion passed unanimously.
- VII. At approximately 1:15 P.M. Melvin Walker presented the Chairman's Report.
- VIII. At approximately 1:51 P.M. Paula McCaleb presented the Executive Director's Report.

Board Members:

Melvin Walker, Chair
Judith Gilliam, Vice Chair
Cynthia Frey, Secretary
Ricky Holman

Janice Hawkins
Lisa Gould
Belinda Montgomery
Patti Sheets
Dru Sweatman

Ward Beeson,
Attorney General's Office Legal Advisor

- IX. **Motion 2007-23** Lori Pituk made a motion to accept the proposed Board Meeting dates for 2008 as written. Judith Gilliam seconded the motion. The Chairman called for a vote from the Board the motion passed with Ricky Holman abstaining.
- X. At approximately 2:25 P.M. the Chairman opened the floor for Committee Reports.
- XI. **Motion 2007-24** Judith Gilliam made a motion to change *Section 48-1-11 Complaint* section of the ALBIT Law by removing the first sentence and making the second sentence the first sentence. This change as confirmed by Assistant Attorney General Ward Beeson would allow Paula McCaleb, Executive Director to send a Cease and Desist Letter immediately to those who do not have a license or permit instead of waiting for the next Board Meeting. Lori Pituk seconded the motion. The motion passed unanimously.
- XII. **Motion 2007-25** Judith Gilliam made a motion that depending on the findings of Attorney Ward Beeson that Paula McCaleb has the authority to add Appendices I Forms List in the back of the Rules and Regulation for ALBIT. Lisa Gould seconded the motion. The motion passed unanimously
- XIII. At approximately 3:00 P.M. Janice Hawkins exited the meeting.
- XIV. At approximately 3:10 P.M. Ricky Holman exited the meeting.
- XV. At approximately 3:12 P.M. Patti Sheets agreed to be Chair of the Forms Committee.
- XVI. **Motion 2007-26** Lisa Gould made a motion to list only the required information on the roster which would be the first and last name of the interpreter, the license or permit number, and the expiration date of the license or permit. Judith Gilliam seconded the motion. The motion passed unanimously.
- XVII. **Motion 2007-27** There being no further Board business, Lisa Gould made a motion to adjourn the meeting at 3:15 P.M. Patti Sheets seconded the motion. The motion passed unanimously

Board Members:

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Judith Gilliam, Vice Chair
Cynthia Frey, Secretary
Ricky Holman

Janice Hawkins
Lisa Gould
Belinda Montgomery
Patti Sheets
Dru Sweatman

Ward Beeson,
Attorney General's Office Legal Advisor

Respectfully Submitted,

Melvin Walker, Chairman

Judith Gilliam, Vice-Chairman

Paula Scout McCaleb, Executive Director

Board Members:

**Melvin Walker, Chair
Judith Gilliam, Vice Chair
Cynthia Frey, Secretary
Ricky Holman**

**Janice Hawkins
Lisa Gould
Belinda Montgomery
Patti Sheets
Dru Sweatman**

**Ward Beeson,
Attorney General's Office Legal Advisor**