

IOWA BOARD OF SIGN LANGUAGE INTERPRETERS AND TRANSLITERATORS
Lucas State Office Building, 5th Floor Boardroom #526
321 East 12th St.
Des Moines, Iowa 50319

MINUTES

August 16, 2010 ----- 10:00 a.m.

Call to Order

The meeting of the Iowa Board of Sign Language Interpreters and Transliterators was called to order by Chairperson Diana Kautzky at 10:00 a.m.

Roll Call/Introductions

Members present: Judy Gouldsmith; Diana Kautzky; David Theobald; and Amy Cook, by Conference Call

Members Absent: Freeman Harper, Brent Welsh, and Cynthia Smith-Byer

Interpreters: Jeff Reese and Peggy Chicoine

Staff present: Marvin Firch, Acting Board Executive; Julie Bussanmas, AAG; Barb Huey, Bureau Chief and Karla Hoover, Licensing Specialist.

Public present: Stephanie Lyons, Deaf Services Commission of Iowa; and Cindy Crawford, Des Moines Public Schools

Review Agenda

Agenda was accepted as written.

Approval of Minutes

February 15, 2010

The minutes of the February 15, 2010 meeting were approved as amended. (MSC: Gouldsmith/Theobald)

Reports

Chairperson, Diana Kautzky

Diana Kautzky spoke with Senator Murphy's assistant with regards to the EIPA and different skill levels. Senator Murphy was responding to a constituent who was advocating the standard be lowered. Diana discouraged him from trying to get the standards lowered.

Since July 1, 2005, 539 interpreters have been processed as licensed interpreters. Of those, 177 have active temporary licenses with 75 of those interpreters receiving their licenses in 2005 and 2006. There are 187 permanently licensed interpreters bringing the total number

of active licensed interpreters to 364. There are 175 inactive interpreters and 2 that are pending.

Acting Board Executive, Marvin Firch

An interpreter who had received a temporary license contacted Mr. Firch. The interpreter did not use his or her license at first and wanted a waiver to get an extension. Mr. Firch stated that the statute limits temporary licensure to four years. He will respond to the interpreter's inquiry informing the person of the four year limitation.

Bureau Chief, Barb Huey

Marvin Firch introduced the new Bureau Chief, Barb Huey. Ms. Huey stated that she has been with the Bureau since July 23rd and has attended several board meetings since. Barb informed the board of her work in the Iowa Department of Public Health over the past 3 ½ years. Prior to that Ms. Huey worked for the Cherokee County Auditor and the Board of Supervisors.

AAG, Julie Bussanmas

1. Guidelines for Board Members: Board members were provided a copy of the Guidelines for Board Members. Ms. Bussanmas highlighted some important points identified in the guidelines: (a) The purpose of the board is to protect the public health, safety and welfare of the citizens of Iowa. Board members were encouraged to keep in mind how their decisions promote the safety of the public; (b) Board members should be knowledgeable of the laws and rules. Any inquires should be referred to the Board Executive so that consistent information goes out to the public. This also helps the department to know where information needs to get out; (c) When a board member is concerned about a conflict of interest, he or she needs to discuss it with the Board Executive or AAG. Ms. Bussanmas reminded board members that whether they are professional members or public members, they are seen as representatives of the board. (d) Board attendance is essential. We want to avoid having board members travel only to find out the board does not have quorum. It is also important that board members prepare for board meetings; (e) Information discussed in closed session is confidential and board members must maintain confidentiality; (f) All meetings are open to the public to comply with the Open Meetings Law; and (g) The gift law was discussed. Accepting a gift of any value is in violation of the law. Anyone the board regulates or anyone who lobbies for our profession is considered a restricted donor.
2. Policy Statements by Professional Licensing Boards: Julie Bussanmas explained the difference between policy statements and rules. Boards are to use rule making instead of policy statements. Rules allow input from the public, licensees and the legislature.

Public Comment

None.

Election of Officers

Elections were held for the positions of Chairperson, Vice-Chairperson and Secretary. The following board members were nominated for and voted into the following positions:

Chairperson: Diana Kautzky was elected to the position of board Chairperson for the 2010-2011 year. (MSC: Theobald/Gouldsmith)

Vice-Chairperson: Judy Gouldsmith was elected to the position of board Vice-Chairperson for the 2010-2011 year. (MSC: Theobald/Cook)

Secretary: David Theobald was elected to the position of board Secretary for the 2010-2011 year. (MSC: Gouldsmith/Cook)

New Business

Chapter 4 Audit Rule Discussion, Adoption

Marvin Firch reviewed the changes to Chapter 4 regarding the continuing education audit timeline. Our board had noticed the audit rules. The Board Executive is bringing these changes to all 19 boards for discussion and approval. Licensees are given the opportunity to submit continuing education make-up credit. Instead of having 120 days to submit their make-up credit, licensees will now have 90 days. The proposed amendments to Chapter 4 were approved by the board. (MSC: Gouldsmith/Cook) The motion passed unanimously. Licensees who are required to submit make-up continuing education credit will automatically be audited the next time they apply for license renewal.

Licensure Application

The Board approved the application for licensure of Ashley A. Halverson. (MSC: Cook/Theobald)

Closed Session

In accordance with Iowa Code 21.5(1)“ a” & “d,” the Board went into closed session at 10:30 a.m. by unanimous roll call vote to discuss closed session agenda items. (MSC: Theobald/Gouldsmith)

The Board returned to open session at approximately 10:50 a.m. (MSC: Cook/Theobald) The following actions were taken by the board:

- 09-001 Case was closed with a cease and desist letter to be sent to the unlicensed interpreter. The Pottawattamie County Attorney will also be contacted and informed of the Board’s action. (MSC: Gouldsmith/Theobald)

Future Meetings

Future meeting dates are:

November 15, 2010 — this meeting will be held in person instead of via conference call.

February 21, 2011

May 16, 2011

It was reiterated that it is important that all board members attend the meetings.

Adjournment

Motion was made to adjourn the meeting at 10:58 a.m. (MSC: Cook/Theobald)