

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

**MINUTES**  
**November 15, 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 10:01 a.m.

**Roll Call/Introductions**

Members present: Amy Cook, Judy Gouldsmith, Freeman Harper, Diana Kautzky, and David Theobald

Members absent: Brent Welsh and Cynthia Smith-Byer

Interpreters: Jeff Reese and Peggy Chicoine

Staff present: Pierce Wilson, Board Administrator; Julie Bussanmas, AAG; Barb Huey, Bureau Chief and Karla Hoover, Licensing Specialist

Public present: Cindy Crawford, Ellen Hayes, Stephanie Lyons, Kathy Rapp, Bob Vizzini and Tara Von Walden

**Review Agenda**

Agenda was accepted as written.

**Approval of Minutes**

August 16, 2010

The minutes for the August 16, 2010 board meeting were approved as amended. (MSC: Cook/Theobald)

**Reports**

Chairperson, Diana Kautzky

Ms. Kautzky had no report.

Board Executive, Pierce Wilson

Pierce noted that over the next several years there will be some issues of importance discussed and voted on. Attendance is key to conduct board business. It is important for

board members to notify the board office as soon as possible if they cannot attend a meeting. This allows others to be notified so that people don't travel needlessly if a meeting has to be cancelled. Board members who can no longer serve on the board should contact the Governor's office and state that while they have an interest in the board, they no longer have the time to attend meetings.

Bureau Chief, Barb Huey

Barb Huey updated the board regarding hiring another board executive. She noted that at this point the bureau is down one board executive and the new position would fill that gap.

AAG, Julie Bussanmas

Ms. Bussanmas said her comments will be discussed under "New Business" on the agenda.

**Public Comment**

Cindy Crawford, Educational Interpreter, asked the Board to consider developing criteria, as of July 2011, where individuals would need proof of graduation from an Interpreter Training Program with at least an AA degree in order to receive a temporary license. Those currently holding a temporary license would not be able to renew their licenses without holding an AA degree. Interpreters need formal training in professionalism and ethics and an AA degree would provide a baseline. Ms. Crawford stated that some interpreters have had six years since the initial licensure law was passed to pass one of the board approved tests so they can be licensed. She also suggested that a temporary license holder be required to have an advisory interpreter to advise the individual on practice questions. Ms. Crawford expressed concern for the people who are affected by the temporary license holders. Cindy had an article that she wanted to share with the Board called "Look Who is Being Left Behind" and agreed to get the Board a copy of the article.

Staff noted that the Board would have to have the AAG determine whether or not some of the suggestions could be implemented without legislative changes. At this time it was questionable whether there was legislative authority to implement some of the suggestions.

Stephanie Lyons, Deaf Services Commission of Iowa (DSCI), commented that the Board's website isn't particularly user friendly for the deaf community. She suggested creating a V-Log to make the SLI website more user friendly. A V-Log is needed that explains the board and licensure. Ms. Lyons also indicated that it would be nice to provide some education to the deaf community about how to file a complaint. She offered to place board meeting dates on the DSCI calendar.

Bob Vizzini, ASL Instructor for the University of Iowa, commented that it is a challenge for licensees to improve their skills. He noted that it is difficult for a deaf person to file a complaint against a licensee because of the close relationship some have with interpreters. Instead deaf people will avoid the licensee until they find a good interpreter. There should be a screening tool in place in order for interpreters to get a license. Some interpreters are not going to workshops and not making an effort to improve their skills. The state needs a big picture plan to get people ready. He noted that in Illinois, for example, they have some type of multiple level system to improve skills.

## **New Business**

### Discipline overview discussion

Ms. Bussanmas gave an overview of the discipline process. See attached handouts entitled “Discipline Options” prepared by Mr. Pierce Wilson and “Q’s and A’s on Disciplinary Hearings Before Professional Licensing Boards prepared by the AAG’s office.

Mr. Wilson reviewed the hearing deliberation process. Generally the deliberation process is facilitated by an Assistant Law Judge (ALJ). The Board discusses evidence presented at the hearing and makes a decision regarding the case. The ALJ writes up the decision for Board review. Comments and changes are sent back to the ALJ for final drafting. Once the final document is received, the Board meets to approve the findings.

Diana said that the Board seems to be getting more complaints. Pierce noted that all complaints received are sent to all the board members. At this time, the Board has not elected to have a discipline committee since the number of complaints has not been very high. At a time when there are more complaints, the Board may decide to have a discipline committee.

### Licensure discussion

The Board discussed the upcoming license renewal date of July 1, 2011. Some temporary license holders received an extension based on a reinterpretation of the law and will need to have passed the required examination to be able to renew their licenses on July 1, 2011. The Board is a regulatory agency with the purpose of protecting the public through ensuring individuals who are licensed meet minimum practice standards as established by the Iowa Code and Iowa Administrative Code. The Board is not a professional advocacy entity.

Staff will send to the Board an updated version of the Code of Iowa and Administrative Rules for their notebooks. The most current Code and Administrative Rules are on the Board’s website at [www.idph.state.ia.us/licensure](http://www.idph.state.ia.us/licensure). When changes in the law are made, it takes six to eight months for those changes to appear on the web.

The Board noted that as of three months ago, it was estimated there were seventy-five individuals who needed to pass the examination in order to renew their licenses as of July 1, 2011. Many of these individuals have had six years to hone their skills to meet minimum skill levels in order to pass the required examination and at this point have not. The initial legislation was established to protect the public by establishing minimum practice standards. The Board approved examinations are the assessment tools required by the Code of Iowa to provide proof of meeting minimum practice standards. The Board has worked closely with the Deaf Services Commission of Iowa and the Iowa Department of Education. Each of these entities is aware of the status of licensure and of code and administrative rule requirements. They both have been very helpful as groups work through these issues.

### Rule change – 361.5(1)

The suggested rule change removes the language for the board office to mail renewal notices by regular mail to licensees. The reason for the rule change is to make the administrative rules consistent with the Code of Iowa which was changed to remove that obligation from boards.

This is a rule change that all 19 professional boards are making. The office will try to notify licensees if, in practice, notifications are stopped. The new computer system allows notifications to be done by e-mail if licensees provide the Board office with their e-mail addresses. If licensees do not provide their e-mail addresses then no renewal notice will be sent. The motion was made to approve the Notice of Intended Action for this rule change to be filed. (MSC: Cook/Gouldsmith) The motion was passed. Mr. Wilson will file this as a noticed rule and it will be published in the Administrative Bulletin. A public hearing will be held and Pierce will bring the rule change back to the next Board meeting for adoption.

### **Closed Session**

In accordance with Iowa Code 21.5(1) “ a” & “d,” the Board went into closed session at 11:14 a.m. by unanimous roll call vote to discuss closed session agenda items. (MSC: Theobald/Harper)

### **Open Session**

Finalize closed session actions

Motion was made to return to open session. (MSC: Theobald/Cook) Motion passed unanimously. The Board returned to open session at 12:36 p.m. The following actions were taken by the board:

Closed case number SLI 09-002. (MSC: Gouldsmith/Theobald)

### **Future Meetings**

Future meeting dates are:

February 21, 2011

May 16, 2011

August 15, 2011

November 21, 2011

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

### **Adjournment**

Motion was made to adjourn the meeting at 12:39 p.m. (MSC: Harper/Theobald) Motion passed unanimously.