

REGULAR MEETING OF THE ILLINOIS DEAF AND HARD OF HEARING COMMISSION

The third and fourth meeting of the Interpreter Licensure Board was held on Tuesday, February 19, 2008 and Wednesday, February 20, 2008 at the Illinois Deaf and Hard of Hearing Commission Office, 1630 S. Sixth Street, Springfield, Illinois.

I. Call to Order

Paul Menkis, Chair, called the meeting to order at 10:28 a.m. on February 19, 2008.

Members Present:

Paul Menkis	Shelley Engstrom-Kestel	Janet Lambert Carole Clemons (arrived 12:05 p.m. 2/19/08)
Becki Combs	Teri Hedding	
Dana Craig	Karen Janssen	

Members Absent:

Interpreters:

Sheila Chapman, CSC

Marilyn Corlett, CSC

Public:

Doni Cosby 2/20/08 a.m.

IDHHC Staff Present:

Tonia Bogener, Legal Counsel

II. Approval of Minutes

A brief discussion took place about the posted minutes of the first meeting but since the minutes were already approved no additional changes were made.

Shelley Engstrom-Kestel moved to approve the January 29, 2008, minutes as corrected. Becki Combs seconded. All in favor: Shelley Engstrom-Kestel, Dana Craig, Teri Hedding and Karen Janssen. Abstained: Paul Menkis. Motion carried.

III. Unfinished Business

The Board requested clarification from IDHHC Legal Counsel on several items. The following was advised:

- o The maximum length for a provisional license in accordance with the law totals 2 years including a 1 year renewal.

- Must determine which type of license will be granted; either a general license or indicate skill level limiting the areas which the interpreter is qualified to provide services.
- Accepted certificates must be identified prior to determining the proper service areas for that certificate/proficiency level.
- Separate “grandfathered” provisions are not outlined in the rules. Any interpreter which does not meet the licensure requirements will automatically be included under the provisional license until 2011.

The Board discussed how to meet the needs of the Deaf and Hard of Hearing Community without limiting the existing interpreter base in Illinois. Discussion focused on the pros and cons of a general license versus a leveled license system or specialties areas. Legal counsel indicated that at this time there are not sufficient testing options available to support specialties and limitations on providing services would best be accomplished with a level system.

If leveled system is recommended, a visual/color coded license was discussed in addition to printing the level on the license. Other possibilities included printing the approved areas for each level on the back of the license. Discussion followed on how the level licensed would be enforced. Legal counsel stated that enforcement is complaint driven.

Shelley Engstrom-Kestel moved that a leveled license be given in the State of Illinois. Karen Janssen seconded. Discussion followed on the various types of levels which would be needed. However, determining the levels would be done by subsequent motions.

All in favor: Becki Combs, Dana Craig, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen and Paul Menkis. All opposed: None. Motion carried.

Shelley Engstrom-Kestel moved that the license consist of three (3) levels, details of each level to be determined later. Dana Craig seconded. Discussion: None. All in favor: Becki Combs, Dana Craig, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen and Paul Menkis. All opposed: None. Motion carried.

All in favor: Becki Combs, Dana Craig, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen and Paul Menkis. All opposed: None. Motion carried.

Recessed for lunch at 11:50 a.m. Meeting reconvened at 1:01 p.m.

Becki stated that Missouri will be merging the allowed areas for which Level’s 4 and 5 can interpret. The change resulted due to limited number of interpreters qualified to interpret in Level 5 categories causing shortages for Deaf consumers.

Becki Combs moved to rescind the last motion and change the number of levels from three (3) to two (2) levels. Shelley Engstrom-Kestel seconded. Discussion followed. All in Favor: Becki Combs. All Opposed: Karen Janssen, Shelley Engstrom-Kestel, Paul Menkis and Dana Craig. Abstained: Teri Hedding and Carole Clemons. Motion failed.

Discussion continued to determine what the minimum standards should include for a 3 level license system (red, yellow, green) above the provisional license and how long it takes an interpreter to become more and more proficient.

The Board recessed from 2:50 – 3:00 p.m.

Shelley Engstrom-Kestel moved that the minimum standard for license (red) include any of the following credentials:

ISAS Level 3 or above in either Interpretation or Transliteration
RID IC
RID TC
RID IC/TC
TEC Unit
MO Intermediate
Other states: licenses based on similar qualifications as those listed above.

Janet Lambert seconded. Discussion followed to clarify if whether intent was to have either ISAS Transliterating or Interpreting only and determine the number of RID IC/TC interpreters currently registered in Illinois.

All in favor (as amended): Becki Combs, Carole Clemons, Dana Craig, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen and Paul Menkis. Motion carried.

A brief discussion took place regarding the RID CDI-P and the 2 year provisional limitation of our law.

Shelley Engstrom-Kestel moved that minimum standards for the intermediate category (yellow) include any of the following credentials:

ISAS Level 3 or above on BOTH Interpreting and Transliterating
RID CI or CT
NIC
NAD 3 or 4
MO Advanced (4)
Other states: licenses based on similar qualifications as those listed above.

Becki Combs seconded. Discussion regarding requirements of ISAS levels. All in favor (original motion, amendment failed): Becki Combs, Shelley Engstrom-Kestel, Karen Janssen, Paul Menkis and Dana Craig. All opposed: Carole Clemons. Abstained: Teri Hedding. Motion carried.

Shelley Engstrom-Kestel moved that minimum standards for the advanced category (green) include any of the following credentials:

- RID CI & CT
- RID CSC
- RID MCSC
- NIC Advanced
- NIC Master
- RID RSC
- RID CDI
- NAD 5
- MO Comprehensive (5)
- Other states licenses based on similar qualifications as those listed above.

Teri Hedding seconded. Discussion whether should include NAD Level 4 and Level 5. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. Motion carried.

Dana Craig moved the following certifications/credentials be considered for provisional licensure:

- EIPA 3.5 or above and/or RID Certification based on EIPA
- ISAS 1 or 2 in Interpreting and/or Transliterating
- MO Novice (1), Apprentice (2)
- IDHHC Grandfathered interpreters
- Other states licenses based on similar qualifications as those listed above.

Teri Hedding seconded. Discussion: Grandfathering, students, NAD recommendations. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Paul Menkis and Dana Craig. All opposed: None. Abstained: Karen Janssen. Motion carried.

The Board discussed the need and role of Deaf interpreters within the profession and how the numbers can be increased.

Teri Hedding moved to table discussion on Deaf interpreters until tomorrow morning.

Dana Craig seconded. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig.

The Board recessed for the day at 5:00 p.m.

The Board reconvened at 9:15 a.m. on February 20, 2008.

Dana Craig moved that Deaf Interpreter be added to the provisional licensure category after completing at least eight contact hours of training on the NAD-RID Code of Professional Conduct and/or course through a state accredited college or university that includes CPC training and 8 hours of role and responsibility of Certified Deaf Interpreter training.

Teri Hedding seconded. Discussion on the type of the proof of qualifications needed for a Deaf Interpreter. All in favor (as amended): Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. Motion carried.

General discussion continued by the Board regarding workshop/training availability for DI/CDI training.

Teri Hedding moved that Deaf Interpreters be added to the “red” licensure after meeting the requirements for the provisional licensure and submitting proof of passing a generalized knowledge based test provided by IDHHC. Shelley Engstrom-Kestel seconded. Discussion followed regarding whether the test will be specific to Deaf Interpreters or for all interpreters. All in favor (as amended): Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Dana Craig moved that in addition to satisfying the requirements for the provisional license, DI who takes and submits proof of passing the RID-CDI knowledge based test will be granted the “yellow” license. Shelley Engstrom-Kestel seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Becki Combs moved that for the provisional DI category the required training must be completed within the last 3 years from the date of application. Teri Hedding seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Chair calls for a short break at 10:29 a.m.
Meeting resumed at 10:47 a.m.

Janet Lambert moved that the Board start the discussion for requirements of CEU’s. Dana Craig seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

The Board reviewed various parts of Missouri CEU requirements. It was acknowledge in Illinois, IDHHC annual conference provides the potential for up to 12 contact hours of CEU at a nominal cost. It is the desire of IDHHC to expand this conference. The Board further discussed the potential for hours required in the areas of “professional studies” and “general studies”. In addition, the Board reviewed various ways of record keeping and monitoring for compliance.

Shelley Engstrom-Kestel moved effective in 2013 all licensed interpreters will be required to have 20 (20 contact hours of training) CEU’s for license renewal; a minimum of 12 hours must be in the area of Professional Studies (i.e. related to the field of interpreting/Deaf studies). 8 of the 20 hours can be in the area of General Studies. Karen Janssen seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Shelley Engstrom-Kestel moved that effective in 2012 all licensed interpreters will be required to have 16 (16 contact hours of training) CEU’s for license renewal; a minimum of 12 hours must be in the area of Professional Studies (i.e. related to the field of interpreting/Deaf studies). 4 of the 16 hours can be in the area of General Studies. Becki Combs seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Shelley Engstrom-Kestel moved effective in 2011 all licensed interpreters will be required to have 12 (12 contact hours of training) CEU’s for license renewal; a minimum of 10 hours must be in the area

of Professional Studies (i.e. related to the field of interpreting/Deaf studies). 2 of the 12 hours can be in the area of General Studies. Carole Clemons seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Shelley Engstrom-Kestel moved effective 2010 all licensed interpreters will be required to have 8 (8 contact hours of training) CEU's for license renewal in the area of Professional Studies (i.e. related to the field of interpreting/Deaf studies). Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Teri Hedding moved IDHHC create rules regarding CEU's based off of the standards listed in the MO interpreter licensure rules not to include the # of CEU's required and the time line covered in previous passed motions. Becki Combs seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Dana Craig moved documentation of CEU's is based upon the interpreters' certification on the annual renewal and additional documentation provided if an interpreter is audited. A minimum of 5% of the interpreters will be randomly audited by IDHHC each renewal period. Shelley Engstrom-Kestel seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

The Chair called for a lunch break at 12:16 p.m.
Meeting reconvened at 1:15 p.m.

The Board discussed license fees at length. It was advised that the license fee must be sufficient to cover the cost of administering licensure including the interpreter coordinator and the cost of potential disciplinary hearings. The discussion included fees for a variety of needs, fees charged by other states with licensure, types of fees, etc.

The Chair called for a 5 min break at 2:25 p.m.

Dana Craig moved interpreter license fees be as follows:

Initial application fee	50.00
1 st year license	175.00
Annual license renewal	150.00/yr
Subsequent application for classification change	25.00
Late renewal penalty	60.00

Karen Janssen seconded. Discussion: Took place pre-motion. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Becki Combs moved IDHHC be given the authority to pro-rate the above licensure fees based upon the initial licensing period. Karen Janssen seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

The Board discussed additional requests which fees would be charged.

Reinstatement application fee	50.00
Wall certificate	20.00
Photocopies/printouts	7.50
Bounced check fee	per state statute
Lost license replacement	25.00

Janet Lambert seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Dana Craig moved interpreters with a provisional license practicing in the State of Illinois are permitted to interpret in the following settings:

- Vocational Rehabilitation
 - Job Coaching
 - Employment Training/Workshops
- Community Education
 - Recreational/Educational Programs
- Entertainment/Social
 - Family and social events

Karen Janssen seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

The Board discussed which credentials are appropriate for providing interpreting services in medical situations and emergencies; keeping in mind the number of interpreters fitting the criteria not to create a shortage available for deaf consumers.

Becki Combs moved interpreters with a “red” license practicing in the State of Illinois are permitted to interpret in the following settings:

- Law Enforcement Education
- Community Health Education
- Post-secondary Education
- Educational Conferences
 - i.e. Workshops, Trainings, Professional Development
- Employment Maintenance
 - Staff meetings
 - Trainings
- Government
 - Public meetings
- Correctional Education
 - Rehab Programs
- Medical
 - Nursing & personal care (nursing homes)
 - Routine, non-clinical
 - 12 STEP programs/group homes/day programs
- Settings appropriate to Provisional License

Karen Janssen seconded. Discussion: None. All in favor: Becki Combs, Carole Clemons, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Shelley Engstrom-Kestel moved interpreters with a “yellow” license practicing in the State of Illinois are permitted to interpret in the following settings:

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|---------------------------------------|---|
| VRS | Employment |
| Legal | Interviews |
| Criminal Misdemeanor (non-trial only) | Hiring |
| Civil (minor) (non-trial only) | Firing |
| Consultation/Advice | Performance evaluations |
| Correctional | Discipline |
| Medical | Government/Government Service |
| Routine Clinical Appointments | Administrative Proceedings/Hearings |
| ER | Social Services (DCFS) |
| OB | Social Security, Public Aid |
| Life threatening | Education |
| Mental Health | Post-secondary |
| Routine clinical appts | IEP Meetings |
| Crisis intervention | VR Counseling |
| Hospitalization | Financial Management |
| | Purchasing |
| | Tax preparation |
| | Real estate |
| | Insurance |
| | Settings appropriate to Provisional and “red” |

Becki Combs seconded. Discussion: None. All in favor: Becki Combs, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Shelley Engstrom-Kestel moved interpreters with a “green” license practicing in the State of Illinois are permitted to interpret in the following settings:

Legal

- Trials
- Criminal (felony)
- Civil (Major)
- Juvenile/Family Court
- Law Enforcement

Mental Health

- Psychiatry

Settings appropriate to provisional, red, yellow settings.

Becki Combs seconded. Discussion: None. All in favor: Becki Combs, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Janet Lambert moved to discuss rules regarding interpreting students. Karen Janssen seconded.

Discussion: Concerns were expressed regarding how new graduates who are waiting for results from a certification test could continue to build their skills if they were unable to interpret out in the community.

Discussion: None. All in favor: Becki Combs, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Janet Lambert moved interpreting students including students currently enrolled and up to 6 months post graduation that can show proof of completion of a performance assessment and awaiting results, to work on a pro bono basis with a licensed interpreter under the exemption section. Supervising licensed interpreter assumes full responsibility for the interpreting assignment. Dana Craig seconded. Discussion: None. All in favor: Becki Combs, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

The Board was advised that all questions regarding the draft rules should be directed to IDHHC Legal Counsel. IDHHC is required to track all comments regarding proposed rule making. The draft rules should be posted to our website and sent out through IDHHC email alert. It is the goal to have the rules completed one week prior to the town hall meetings.

Shelley Engstrom-Kestel moved to disregard any previous approved motions by the Board with respect to the grandfather clause requirements. Becki Combs seconded. Discussion: None. All in favor: Becki Combs, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

IV. Adjournment

Shelley Engstrom-Kestel moved to adjourn the meeting. Dana Craig seconded. Discussion: None. All in favor: Becki Combs, Shelley Engstrom-Kestel, Teri Hedding, Karen Janssen, Paul Menkis and Dana Craig. All opposed: None. Motion carried.

Meeting adjourned 5:23 p.m.

(Signature on file)

Paul Menkis, Chair

Date

(Signature on file)

Karen Janssen, Secretary

Date

APPROVED