

REGULAR MEETING OF THE ILLINOIS BOARD OF INTERPRETERS

The twenty-fifth meeting of the Interpreter Licensure Board was held on *Thursday, September 11, 2014* at the Illinois Deaf and Hard of Hearing Commission Office, 528 S. Fifth Street, Suite 209, Springfield, Illinois.

I. Call to Order:

Acting Chairperson Thomas Russell called the meeting to order at 9:08 a.m.

Members Present:

Lisa Caringer	Yes	Thomas Russell	Yes
Dana Craig	Yes	Sue Sanders	No
Shelley Engstrom-Kestel	Yes	Deborah Sampson	Yes
Teri Hedding	No		

IDHHC Staff Present:

Carol Christensen, Interpreter Coordinator
Tonia Bogener, Legal Counsel
Janet Lambert, Assistant Director
John Miller, Director

Interpreters Present:

Missy Kinsel
Colleen Olson

II. Approval of Minutes

Shelley Engstrom-Kestel moved to accept the May 29, 2014 minutes as presented. Dana Craig seconded the motion. With no objections, the motion is adopted by acclamation.

III. Interpreter Coordinator Report

- **Licensure Data 5/16/2014:**

Licensure Information	Number of Interpreters
New Licenses	19
Renewals Since the last meeting	3
Total Master	198
Total Advanced	198
Total Intermediate	225
Total Provisional	22
Total Licensed	643

- **Deaf Interpreter Licensure Data Base**

IDHHC will post a Deaf Interpreter Directory on the website. However, the directory will only include their proficiency level and town they are from. Contact information will not be provided. The directory will explain how to get the contact information. The inquirer must see the full directory of all Licensed Interpreters.

- **Mentorship Program:**

We still have one in place, but it expires in October. The Overview pdf has been updated from the last meeting as requested.

- **BEI Data 5/12/2014:**

	Taken	Passed	Failed	Pending
TEP	37	25	12	0
Basic	22	12	8	2
Advanced	10	1	3	6
Master	2	2	0	0

- **Interpreter Complaints:**

The Interpreter Coordinator did not receive a report.

- **Administrative Office of the Illinois Courts**

IDHHC is partnering with the AOIC for training for Advanced and Master License Interpreters in order to form an approved registry for the Illinois courts. The plan is to have two-day training before January 31, 2015 in the Bloomington area. The trainers will be from the AOIC as well as having Carla Mathers come in. It will be free to the licensed interpreters and they will be able to earn CE/CEUs once compliance with all requirements has been met.

Break at 9:50 a.m. – meeting reconvened at 9:55 a.m.

IV. Conference Coordinator Report:

- **September Conference “Make Your Interpretation Come Alive”**

Type of Registration	Count of Registration
Early Bird Both Days	76
Early Bird Both Days Students	3
Early Bird Friday	3
Early Bird Friday Student	1
Early Bird Saturday	5
Regular Both Days	6
Regular Both Days Student	2
Regular Saturday	2
IDHHC	4
Working Interpreters	3
Licensure Board	5
Presenters	7
Student Representative	12
Grand Total	136

- **September 12-13 Conference**

- Changes to the program include Byron Bridges has replaced Stephane Clark. Arika Clark has replaced Terri Hedding and Debby Sampson. There are more students this year so we have more help from them.
- Note was made regarding Austin Andrews’ workshop. Conference attendees must attend his Depiction workshop in order to attend his other workshops, Personification and Cinematic.
- Color codes for conference attendees name badges were explained.

- **March Workshop**
 - IDHHC is working on a Medical Workshop in March 2015. Nigel Howard will be presenting.
 - It will be March 13-15 in Springfield.
 - There will be 14 CEs.
 - Licensure Board members will not be working it.
 - The registration fee is undecided.

- **September 2015 Conference**
 - IDHHC will be accepting exhibitors at the conference.

- **Board Members**
 - Thank you to Dana Craig and Shelly Engstrom-Kestel for your service to the board.
 - At the end of this year, we will need one new Deaf Consumer and one new Interpreter for the board.

- **FY 14 Financial Report**

APPROPRIATION AND CASH REPORT		
As of August 31, 2014		
	FY 2014	FY 2015
Current Appropriation	\$ 200,000.00	\$ 200,000.00
Expenditures	\$ 156,965.78	\$ 14,226.66
Unexpended Budget Authorization	\$ 43,034.22	\$ 185,773.34
Cash Report	\$ 230,359.89	\$ 227,208.35

REVENUES REPORT		
	FY 2014	FY 2015
Interpreter Licensure	\$ 104,810	\$ 2,075
BEI Revenues	\$ 28,967	\$ 4,777
Conference Revenues	\$ 15,590	\$ 7,170
Mentorship & Misc	\$ 1,223	\$ 170
Total Licensure Fund Revenue	\$ 150,590	\$ 14,192

EXPENDITURES REPORT		
	FY 2014	FY 2015
Personnel	\$ 104,447.26	\$ 13,707.77
Contractual	\$ 40,988.88	\$ 430.00
Travel	\$ 3,830.96	\$ -
Commodities	\$ 976.62	\$ 88.89
Equipment	\$ 6,682.06	\$ -
Refund	\$ 40.00	\$ -
Total Expenditures	\$ 156,965.78	\$ 14,226.66

INTERPRETER LICENSURE REVENUES - BREAKDOWN						
	July 1, 2013 - June 30, 2014			July 1, 2014 - August 31, 2014		
	FY 2014			FY 2015		
	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>
Application	\$ 50	42	\$ 2,100	\$ 50	11	\$ 550
Initial License	\$ 175	35	\$ 6,125	\$ 175	6	\$1,050
Prorate License	\$ 90	7	\$ 630	\$ 90	5	\$ 450
Renewal	\$ 150	614	\$ 92,100	\$ 150	0	\$ -
Late Renewal Fee	\$ 60	13	\$ 780	\$ 60	0	\$ -
Restoration Fee	\$ 75	16	\$ 1,200	\$ 75	0	\$ -
License Verification	\$ 20	3	\$ 60	\$ 20	0	\$ -
Wall Certificate	\$ 20	0	\$ -	\$ 20	0	\$ -
Duplicate/Upgrade License	\$ 25	28	\$ 700	\$ 25	1	\$ 25
Inactive Status	\$ 50	22	\$ 1,100	\$ 50	0	\$ -
Parital Restoration Fee	\$ 15	1	\$ 15			
Total Licensure Revenue			\$ 104,810			\$2,075

BEI REVENUES - BREAKDOWN						
	July 1, 2013 - June 30, 2014			July 1, 2014 - August 31, 2014		
	FY 2014			FY 2015		
	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>
Deaf Knowledge Test	\$ 80	2	\$ 160	\$ 80	0	\$ -
TEP	\$ 80	113	\$ 9,040	\$ 80	16	\$ 1,280
Basic	\$ 250	54	\$13,500	\$ 250	11	\$ 2,750
Advanced	\$ 275	20	\$ 5,500	\$ 275	2	\$ 550

Master	\$ 300	0	\$ -	\$ 300	0	\$ -
Reschedule Fee	\$ 20	0	\$ -	\$ 20	0	\$ -
Out of State Fee	\$ 35	10	\$ 350	\$ 35	5	\$ 175
Maintenance	\$ 40	1	\$ 40	\$ 40	0	\$ -
Maintenance Late Fee	\$ 65	2	\$ 130	\$ 65	0	\$ -
Duplicate Card	\$ 15	0	\$ -	\$ 15	0	\$ -
Out of State Conversion	\$ 22	1	\$ 22	\$ 22	1	\$ 22
Parital BEI Advanced	\$ 225	1	\$ 225			
Total Licensure Revenue			\$28,967			\$ 4,777

CONFERENCE REVENUES - BREAKDOWN

	July 1, 2013 - June 30, 2014		
	FY 2014		
	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>
Early Bird - Student Combo Registration	\$ 40	15	\$ 600
Early Bird Combo Registration	\$ 50	142	\$ 7,100
Regular Student Combo Registration	\$ 60	6	\$ 360
Regular Combo Registration	\$ 70	30	\$ 2,100
On Site Student Combo Registration	\$ 70	11	\$ 770
On Site Combo Registration	\$ 80	30	\$ 2,400
One Day Registration	\$ 60	1	\$ 60
Early Bird - Two Days Conference	\$ 100	22	\$ 2,200
Total Licensure Revenue			\$ 15,590

	July 1, 2014 - August 31, 2014		
	FY 2015		
	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>
Early Bird - 1 Day Registration	\$ 60	7	\$ 420
Early Bird - 2 Day Registration	\$ 100	51	\$ 5,100
Student Early Bird - 1 Day Registration	\$ 50	1	\$ 50
Student Early Bird - 2 Day Registration	\$ 80	1	\$ 80
Regular - 1 Day Registration	\$ 80	2	\$ 160
Regular - 2 Day Registration	\$ 140	8	\$ 1,120
Student Regular - 1 Day Registration	\$ 70	0	\$ -
Student Regular - 2 Day Registration	\$ 120	2	\$ 240

On Site 1 Day Registration	\$ 90	0	\$ -
On Site 2 Day Registration	\$ 160	0	\$ -
Student On Site 1 Day Registration	\$ 80	0	\$ -
Student On Site 2 Day Registration	\$ 140	0	\$ -
			\$ 7,170

MENTORSHIP & MISC REVENUES - BREAKDOWN						
	July 1, 2013 - June 30, 2014			July 1, 2014 - August 31, 2014		
	FY 2014			FY 2015		
	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>	<u>Amount</u>	<u>Quantity</u>	<u>Total</u>
Mentorship Application Fee	\$ 40	3	\$ 120	\$ 40	0	\$ -
Mentorship CE Hours Request	\$ 20	0	\$ -	\$ 20	0	\$ -
Overpaid	\$ 25	1	\$ 25	\$ 25	0	\$ -
Overpaid	\$ 30	1	\$ 30	\$ 30	0	\$ -
Returned Check Fee	\$ 50	1	\$ 50	\$ 50	0	\$ -
Interest	\$ 998	1	\$ 998	\$ 170	1	\$ 170
Total Licensure Revenue			\$ 1,223			\$ 170

Break at 10:36 a.m. – meeting reconvened at 10:49 a.m.

V. Old Business

a. Deaf Interpreter Brochure

IDHHC explained the brochure will appear on the website as a video by Byron Bridges. There will be videos with scenarios containing a consumer's perspective as well as one from the service provider's perspective.

The videos will be expanded or edited from the list provided by Teri Hedding to ensure all issues are addressed, as well as, the content does not reflect negatively on the skills of the hearing interpreters.

The first is going to explain the need for a Deaf Interpreter to a Medical Provider. Three parts to focus the video on are the Joint Commission information, ADA/Civil Rights, and Cultural Competency.

Lunch Break at 11:49 a.m. – meeting reconvened at 12:36 p.m.

b. Deaf-Blind Interpreting

The Licensure Board recognizes the desire for a specialist endorsement and/or certificate for interpreters working with the Deaf-Blind Community and is committed to providing specialized training at the conferences to support the training needs of those interpreters. The concept of a specialist endorsement and/or certificate for interpreting in specialized areas (i.e. Medical, Legal, DB, etc.) is a concept that the licensure board is considering for the future when resources and additional information is available.

VI. New Business

a. Review Licensure Proficiency Levels

Discussion was made regarding the Interpreter for the Deaf Act Licensure Proficiency Levels. Two settings in which IDHHC receives the most emails regarding proficiency levels are medical situations and performances. Very few questions have been related to the other settings. Consumers can call IDHHC for clarification of settings.

Lisa Caringer moved to table the discussion until such time as Teri Hedding can be present to discuss her recommendations regarding the proficiency levels. Deborah Sampson seconded the motion. Motion passed.

Lisa Caringer	Yes	Thomas Russell	Yes
Dana Craig	Yes	Deborah Sampson	Yes
Shelley Engstrom-Kestel	Yes		

VII. Open Discussion / Announcements

- a. The topic of “Accepted Certification” under the Interpreter for the Deaf Licensure Act Rules was discussed. Tonia Bogener suggested that in the rules it might be possible to add a new proficiency level without having to go back to legislature. Further discussion of topic specifically related to Oral and Cued Speech Interpreting will be addressed at the next board meeting.

VIII. Adjournment

Shelley Engstrom-Kestel moved to adjourn the meeting. Dana Craig seconded the motion. Motion passed.

Lisa Caringer	Yes	Thomas Russell	Yes
Dana Craig	Yes	Deborah Sampson	Yes
Shelley Engstrom-Kestel	Yes		

The meeting adjourned at 2:11 p.m.

(Signature on file)

Chairperson

Date

(Signature on file)

Secretary

Date

FUNERAL