

**The Kentucky Board of Interpreters for the Deaf and Hard of Hearing  
February 12, 2010**

A meeting of the Kentucky Board of Interpreters for the Deaf and Hard of Hearing was conducted on February 12, 2010 at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky.

**Members Present**

Artie Grassman, Board Chair  
Timothy E. Owens, Vice Chair  
Hunter H. Bryant, Secretary  
Teresa Moon Flaherty  
Daniel R. Roush  
Dr. Joyce Wilder

**Occupations and Professions**

Karen Lockett, Board Administrator  
Frances Short, Executive Director  
David Garr, Deputy Executive Director

**Members Absent**

Russell Anderson

**Others**

Jeremy Sceifers – Interpreter  
Molly Howard – Interpreter  
Robyn Hobson – Policy Committee  
Linda Bozeman – Policy Committee

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**Call to Order**

Ms. Grassman, Chair called the meeting to order at 9:55 a.m.

**Approval of Minutes**

Dr. Wilder made a motion to approve the December 9, 2009 minutes as presented. Mr. Roush seconded the motion. Motion carried.

**Financial Statement**

Mr. Owens made a motion to accept the financial statement as presented. Dr. Wilder seconded the motion. Motion carried.

**Guest**

Ms. Venetia Lacy, Interpreter did not attend the board meeting. No action was taken.

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### **Policy Committee**

The Board reviewed and discussed the January 29, 2010, KBI Policy Committee minutes. Mr. Tom King, Robyn Hobson, Charlee Matthis, Sharon White, Michelle Niehaus, Linda Bozeman, Amy Hatzel (left at 1:45 pm), Virginia Moore (joined at 1:40) attended the KBI Policy Committee meeting. No action was taken.

The Board reviewed and discussed the February 11, 2010, KBI Policy Committee minutes. Mr. Tom King, Laura Herman, Sharon White, Linda Bozeman, Charlee Matthis, Carolyn Kisler, Robyn Hobson and Derek Drury attended the KBI Policy Committee meeting. No action was taken.

Ms. Robyn Hobson, Chair and Linda Bozeman, Vice Chair of the Policy Committee reported the KY Board of Interpreters Progress of the Policy Committee recommendations for Changes to the Current Regulations. The Policy Committee has held 2 half-day sessions: October 22 and December 3, 2009; full day sessions on January 29, February 11 and held a sub-committee meeting on January 8, 2010.

### **Directors Report**

Ms. Short informed the Board that the Kentucky Board of Interpreters for the Deaf and Hard of Hearing will not have any fee transfers this year to the general funds. No action was taken.

Ms. Short informed the Board that an Open Record Request form will be posted all websites. No action was taken.

Ms. Short informed the Board that Licensee numbers will be captured July 1 of each fiscal year. Ms. Short stated that average figures for FY08 & FY09 were used for the base administrative fee- ¼ of base salary for all employees was used and the following expenditures were used for lease, utilities, copy machine lease, office supplies, banking services and telephone charges. Ms. Short stated that the base fee is set per a range of the number of licensees and based on enacted receipts for the Office of Occupations and Professions and the charge per licensee is also based on the range of the number of licensees.

Ms. Short discussed the Board Attendance status. No action was taken.

### **Board Chair Report**

No Report

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### **Licensure Status Report**

The Board reviewed and discussed the Licensure Status Report. The report showed the board that there are **195** currently active licensee's, **111** currently active Temporary licensee's, Total for year of inception **113** Permanent licensees, **102** Temporary licensee's and **69** Temporary licensee's to Permanent license since the boards inception.

### **Complaints/Board Counsel Report**

Mr. West presented the Agreed Order for complaint #0902 to the board. Mr. West asked the board to review the Agreed Order. Dr. Wilder made a motion to accept the Agreed Order for complaint #0902. Mr. Owens seconded the motion. Motion carried.

Mr. West reported that the Cease & Desist letter was sent to complaint #0907.

### **Old Business**

The Board discussed the Interpreters Directory. The Board asked for the following changes made to the Interpreters Directory.

- Change title of directory to the Directory of Licensed Interpreters (add "licensed")
- Add CDI certifications to the directory
- Add language to the front page of the directory which states the following disclaimer "This list of individuals represents those individuals licensed by the Kentucky Board of Interpreters for the Deaf and Hard of Hearing as having met the minimum qualifications for licensure."
- On the front page of the directory add language referring an individual who wishes to file a complaint directing him/her to the board's website and list the website address.

Ms. Grassman will also draft some language to be added to the front page of the directory.

### **New Business**

Ms. Moon Flaherty asked Mr. West if he could establish if the Federal Government has to abide by the Kentucky Licensure Laws. Tabled to the next meeting.

**Application Licensure**

Mr. Owens made a motion for the approval of application as specified below.

- Sharon Cardona - Deferred
- Jamie Crowley - Deferred
- Allison Davis - Deferred
- Pilar Jones - Deferred
- Lori Mueller - Deferred
- Justeen Nantz - Deferred
- Katherine Schmitt - Deferred
- Lauren Sexton - Deferred
- Valerie Spence - Deferred
- Stacey Downs - Approved
- Jennifer Marie Thoroughman - Approved

Mr. Roush seconded the motion. Motion carried.

**Approval of Travel/Per Diem**

Mr. Owens made a motion to approval for travel and per diem for this Board meeting.

Mr. Roush seconded the motion. Motion carried.

**Adjournment**

Mr. Owens made a motion to adjourn the meeting at 3:35. Mr. Roush seconded the motion. Motion carried.

**Board Meeting Dates**

May 13, 2010 @ 10:00 a.m.

July 16, 2010 @ 10:00 a.m.

September 17, 2010 @ 10:00 a.m.

Approved:

Artie Grassman

Minutes Prepared by Karen Lockett, Board Administrator

February 12, 2010

