

**The Kentucky Board of Interpreters for the Deaf and Hard of Hearing  
February 13, 2009**

A meeting of the Kentucky Board of Interpreters for the Deaf and Hard of Hearing was conducted on February 13, 2009 at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, KY.

**Members Present**

Artie Grassman, Chair  
Timothy Owens – Vice Chair  
Russell Anderson  
Hunter Bryant  
Daniel Roush

**Occupations and Professions**

Karen Lockett, Board Administrator  
Frances Short, Division Director  
Barbara Rucker, Admin. Section Supv.

**Members Absent**

Teresa Moon-Flaherty

**Others**

Michael West, Assistant Attorney General  
John Lawlor – Applicant  
Rachel Payne - KCDHH

Artie Grassman, Board Chair called the meeting to order at 9:56 a.m.

**Approval of Minutes**

The board reviewed the minutes from the December 19, 2008 meeting. Ms. Lewis made a motion to approve the minutes. Mr. Anderson seconded the motion. Motion carried.

**Financial Statement**

The board reviewed the financial statement. Dr. Wilder made a motion to approve the statement as presented. The motion, seconded by Mr. Owens, carried unanimously.

The board reviewed the past 3-4 years of the Board's expenses and income. Mr. Owens made a motion to review projections for FY09 and FY10. Mr. Anderson seconded the motion. Motion carried.

Ms. Short informed the Board that she would meet with Susan Ellis to get the projections for FY09 and FY10 for the board to review at the next April 8, 2009 at 10:00 a.m. board meeting.

Dr. Wilder made a motion to ask for a revised spreadsheet from Susan Ellis for June 30, 2009 including the Free Sweep and to ask for a clarification of the \$10,000 received in FY 08 as well as our projected carryover for the next fiscal year. Mr. Anderson seconded the motion.

**Director's Report**

Ms. Short and Mr. Boler discussed the process that will take place to solicit Interpreters to participate on the Interpreters Directory and the changes that will be made on the website. Ms. Short discussed with the Board that Occupations and Professions had met with Ms. Virginia Moore on changing the website to be more Interpreter friendly. Mr. Boler discussed with the

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board the two (2) forms that will be sent out to all Licensed Interpreters as well as the Temporary Interpreters for updated information and to ask all that are eligible to participate on the Interpreters Directory on the website.

Dr. Joyce Wilder made a motion that Jeff Boler would revise the form based on input from board members and email to board members for review. Mr. Owens seconded the motion. Motion carried.

Dr. Joyce Wilder made a motion to approve postage costs to send out a mass mailing asking all Interpreters for updated information and to participate on the Interpreter Directory List. Mr. Owens seconded the motion. Motion carried.

Ms. Payne informed the board that KCDHH will do a blast email to Interpreters for participation for the Interpreters Directory on the website.

Ms. Short passed around a OIG Survey that was optional to fill out and return back to Karen Lockett, Board Administrator. No actions were taken.

**Old Business**

A discussion on the classification of offenses were discussed with opinions from Counsel, Mr. West. Dr. Wilder made a motion for Mr. Anderson and Mr. Owens to give a report on the classifications of offenses at the April 8, 2009 at 10:00 a.m. board meeting.

Karen Lockett, Board Administrator generated a report indicating all individuals who have had license applications processed between meetings.

The Board Administrator has started a new series of license numbers, and is issuing the same number when they go from temporary to permanent. The "T" for Temporary is being dropped when going from temporary to permanent. No actions was taken.

The Board discussed the appeal process if mentor does not recommend mentee for extension. No actions were taken.

**New Business**

The reviewed and discussed the Licensure Status Report. Mr. Owens made a motion to place the Licensure Status Report on the website. Mr. Anderson seconded the motion. Motion carried.

The Board reviewed the Exit Interview Form The Board will ask all Interpreters to fill out this survey and return back to the board. The purpose of the survey is for the Board to try to meet the needs of interpreters and consumers in the Commonwealth of Kentucky.

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The Board discussed to delegate authority to board members to make decisions on application and renewal approvals between meetings. Ms. Grassman made a motion to delegate authority to board members to make decisions on applications and renewal approvals between meetings and to appoint Mr. Owens, Dr. Wilder, Mr. Anderson and Ms. Grassman to review applications, CEU, Reinstatements and renewals. Dr. Wilder seconded the motion. Motion carried.

**Complaints**

Complaint (0801) Closed  
Complaint (0901) Ongoing  
Complaint (0902) Ongoing

Mr. Owens made a motion for the Boards Counsel to send a Formal Administrative Complaint on Complaint number (0901)

Dr. Wilder made a motion to authorize Board Counsel to send a letter to Sorenson requesting more information on Complaint number (0902). Mr. Owens seconded the motion. Motion carried.

Dr. Wilder made a motion to send a letter and a copy of the Permanent Injunction that the Kentucky Board of Interpreters for the Deaf and Hard of Hearing obtained against Complaint number 0801 to all the Kentuckiana Interpreter Services and other entities.

Dr. Wilder made a motion for Karen Lockett, Board Administrator to mail out all complaints prior to the board to the Complaint Committee. Ms. Lewis seconded the motion. Motion carried

**Scheduled Meetings**

The next meeting will be on Wednesday, April 8, 2009 beginning at 10:00 a.m. at the Division of Occupations and Professions located at 911 Leawood Drive, Frankfort, Kentucky

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Dr. Wilder made a motion to Approve, Defer and Terminate the following. Mr. Owens seconded the motion. Motion carried.

**Applications for Licensure**

- Keara Beck – Approved
- Maura Hencker – Approved
- Amy Curry – Approved
- Jennifer Osborne – Approved
- Jenna Scheetz – Approved
- Callie Smith – Approved
- Alisha Salyer – Approved
- Nancy Coogan – Deferred
- Liza Graul – Deferred
- Heather Harkleroad – Deferred
- Amy Beaman – Terminated

**Approval for Travel and Per Diem**

Ms. Lewis made a motion to approve travel and per diem for today's meeting. The motion, Dr. Wilder seconded the motion. Motion carried.

With no further business to conduct, the board adjourned at 2:30 PM.

Approved



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Artie Grassman  
Board Chair