**Nebraska Sign Language Interpreter Review Board Meeting**

January 27, 2017 -- 2pm – 4pm

Conference Room 4A
4600 Valley Rd, Lincoln NE

1. **Introduction**
2. **Roll Call**
The meeting of the Nebraska Interpreter Review Board (IRB) was called to order at 2:04pm by Ms. Vonda Apking, Chairperson in Conference Room 4A, Lincoln, NE

**Board Members Present**: Mr. Jerry Siders, Ms. Vonda Apking, Mr. John Wyvill, Ms. Nancy Flearl, Ms. Jessica Nickels, Ms. Bethany Koubsky

**Board Members Absent:** Mr. Heath Focken, Ms. Pam Duncan

**Interpreters:** Ms. Davida Schejbal & Ms. Sharon Sinkler

**CART:** Margaret “Mydge” Heaney

**Staff:** Ms. Traci Cooney

**Public:** Ms. Crystal Pierce, Mr. Andrew Snarr

1. **Approval of Agenda** – Mr. Siders accepted the agenda as written and Ms. Flearl seconded. All in favor - passed
2. **Approval of Minutes from August 12, 2016** – Ms. Koubsky accepted the minutes as written and Mr. Siders seconded. All in favor - passed
3. **Public Comments -** No comments
4. **Old Business**
	1. **Update BEI Workgroup**Ms. Cooney shared with the group that this matter is to be handled by the Interpreter Issues Committee, no further action needed here.
	2. **Case 2400 Update**

Mr. Wyvill updating the group that the letter was sent out as directed.

1. **New Business**
	1. **Update Rules and Regulations Wording**

Ms. Cooney noted that 004.04A the process for business license renewal says that business licenses will expire June 30 of even years, which is what we are doing. Then under the renewal fees, it says June 30 of every odd year.

Conversation of which to go with even or odd years. Ms. Cooney stated that it was decided to do the even years.

Mr. Wyvill added that the Commission is providing the information to the Interpreter Review Board that some housekeeping, and technical corrections will need to be revised.

Mr Siders proposed that the Board go with the business licenses being renewed in the even years until future changes are made to the rules and regulations. Seconded by Ms. Flearl. All in favor – passed.

* 1. **Explanation of Referral Service Complaint Process**
	Mr. Wyvill gave the Board an overview of the Interpreter Referral Program that the Commission handles on a daily basis. The interpreters that utilize the services have to sign up, when doing so the interpreters agree to certain terms and conditions of the relationship in being on our interpreter referral directory. There are occasions when interpreters don’t abide by the rules and conduct. For example, if they fail to show up for an appointment, that is a violation of the referral service process.

	In reviewing the rules and regulations, let’s say an interpreter has three no-shows. That complaint about that interpreters conduct will be referred to the Interpreter Issues Committee which is made up of Full Commission Board Members. After the review of the Interpreter Issues Committee, the issue at hand will make its way to the Full Commission Board for recommendation for possible action toward the interpreter. This is a separate action from the interpreter license.

We want to make you are aware that it’s a separate issue than someone contacting our agency complaining about an interpreter’s conduct which then goes to the Interpreter Review Board.

Discussion on the difference between the Interpreter Issues Committee and the Interpreter Review Board.

The Interpreter Issues Committee is a part of the Full Commission Board, currently the members of this committee are Dr. Peter Seiler, Mr. Jeremey Fitzpatrick, and Ms. Margie Propp. Any complaints referring to the Interpreter Referral Program need to flow through them for guidance, and they will present to the full board for any possible action.

Ms. Koubsky asked for clarification if the Interpreter Review Board will still continue to hear complaints as they have in the past. Mr. Wyvill replied that the complaints that you have heard, you will still be getting those complaints.

1. **Executive Director Report – Mr. John C. Wyvill**
	1. On February 6, 2017 our newest Advocacy Specialist will be starting. The person starting is an interpreter, and we fully expect her to sit for a Nebraska license.
	2. Discussion about the revenue shortfalls and how that has impacted the Commission.
	3. Town Hall Meeting with the Governor – The Governor came and spoke to the deaf, and hard of hearing communities. There were about 70 people present.
	4. Full Commission Board vacancies – two positions, one is hard of hearing and one is deaf representative.
	5. Open Captioning Movie Bill – discussion on what the bill entails and the newspaper articles relating to this.
	6. Two new hires at the Commission
		1. Carly Weyers – Behavioral Health Coordinator
		2. Jenny Corum – Educational Advocate
2. **Public Comments** – no public comments
3. **Announcements**Ms. Koubsky announced that she has replaced Frances Beaurivage as the EIPA Coordinator at Boys Town National Research Hospital, she started on January 3, 2017.

Ms. Nickels announced that she is 8 ½ weeks pregnant.

1. **Set 2017 Meeting Dates**Discussion on confirming the below dates. Was decided to have all meetings from 1pm – 3pm.

	1. March 3, 2017 – Omaha Office, 1313 Farnam, Room 227, Omaha NE
	2. June 7, 2017 – Lincoln Office, 4600 Valley Rd, Room 4A, Lincoln, NE
	3. September 1, 2017 – Omaha office, 1313 Farnam, Room TBD, Omaha, NE
	4. December 1, 2017 – Lincoln office, 4600 Valley Rd, Room 4A, Lincoln, NE

Ms. Nickels made a motion to accept the above dates for 2017 meetings, Ms. Flearl seconded. All in favor – passed.

Mr. Siders motioned to adjourn the meeting 2:55pm and was seconded by Ms. Koubsky. All in favor – passed.