

Interpreter Review Board Meeting  
May 2, 2014  
1:00pm-3:00pm  
4600 Valley Rd  
Conference Room 4A

**A. Call to Order:**

The meeting of the Nebraska Interpreter Review Board was called to order at 1:06pm by Chairperson Siders in the Conference Room 4A in Lincoln, NE.

**Board Members present:** Ms. Vonda Apking, Mr. Jerry Siders, Ms. Barbara Woodhead, Ms. Steinhauer-Campbell, Mr. John Wyvill, Ms. Cheryl Poff

**Interpreters:** Ms. Connie Herndon and Ms. Sharon Sinkler

**Public:** NONE

**Staff:** Mr. Ben Sparks

**Members Absent:** Ms. Bethany Koubsky

**B. Approval of Agenda:**

- a. Mr. Wyvill stated that under Old Business, he will not ask for approval of any Rules and Regulations. He will just make suggestions on updates. He also stated that there is no reason for executive session under C. in New Business.  
Ms. Woodhead asked to add under Old Business, Composition of the Board.

**Motion to accept agenda as amended.**

**[Ms. Barb Woodhead/Ms. Vicki Steinhauer-Campbell/Motion Passed]**

**C. Approval of minutes from February 7, 2014:**

**Motion to approve minutes as written.**

**[Ms. Vicki Steinhauer-Campbell/Mr. John Wyvill/ Motion Passed]**

**D. Public Comments – NONE**

**E. Old Business**

- a. Approval of Rules and Regulations
  - i. Mr. Wyvill updated members that Ms. Williams, Ms. Woodhead and other staff have been reviewing the suggested changes to the Rules and Regulations. He stated that there are several

discrepancies and staff does not feel comfortable asking for a vote at this time.

**b. Executive Session – Review of Pending License**

**Motion to go into executive session at 1:30pm**

**[Ms. Cheryl Poff/Ms. Barbara Woodhead/Motion Passed]**

**Motion to come out of executive session at 1:34pm**

**[Ms. Vicki Steinhauer-Campbell/Ms. Barbara Woodhead/Motion Passed]**

**Motion to approve case 14-1 to receive a new license**

**[No vote held]**

**F. New Business**

**a. Interim Study Update**

- i.** Mr. Wyvill updated that NCDHH will convene a committee to study the issues and investigate complaints and provide a report and recommendations to the Legislature this fall. He anticipates that there will be a steering committee within the next few weeks. NCDHH will hold a series of Town Hall meetings with the deaf community to discuss their experiences with interpreters and provide them with a survey online and in the mail. There will be subcommittees that will work on this also. Once will look at other states and what they do for licensure and what they do for interpreter shortages. There will also be one for educational interpreters and one for community interpreters. Ms. Apking is interested in serving on the licensure committee. Mr. Siders is interested in serving on the steering committee.

**b. Work Expectations for Interpreters memo: NCDHH Policy Update**

- i.** Mr. Wyvill stated that as the new director, he has observed some issues such as double booking and no-showing to an assignment. A memo was sent to interpreters outlining what the expectations are and it will be re-addressed in the annual interpreter meeting.

**c. Review Composition of the Board**

- i.** Ms. Woodhead asked to review positions as this board is to have 8 positions. Mr. Wyvill stated that he will email members on status and highlight the vacancies. He also stated that the positions will be advertised.

**G.** Public Comments – NONE

**H.** Announcements

- a.** Mr. Sparks updated that there has been a lot of interest in Scottsbluff in interpreters. There is now one interpreter there with a limited practice license.

**Next Meeting August 1, 2014**

Meeting adjourned 2:05pm