



STATE OF ALABAMA

ALABAMA LICENSURE BOARD FOR INTERPRETERS AND TRANSLATORS

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Board Meeting November 14, 2019 Minutes

The Alabama Licensure Board for Interpreters and Translators held its regularly scheduled Board meeting on Thursday, November 14, 2019 at the Board's office located at 2777 Zelda Road in Montgomery. The following Board members were present: Mr. Melvin Walker (Board Chair), Ms. Sharon Canada-Emann (member), Mr. Sam Feibelman (member), Mr. Ben Hollingsworth (member), Ms. Tammy Adams (member), Ms. Patricia Smartt (Secretary) and Ms. Belinda Montgomery (member). Board members absent were Ms. Nancy Adams (member) and Ms. Nancy Hayes (Vice Chair). Others present were Mr. Keith Warren (Executive Director), Mr. Bill Garrett, (Assistant Attorney General), Ms. Leigh Mooror (Board Administrator), and Ms. Renee' Reames (recording secretary).

- I. The meeting was called to order at 10:38 a.m. by Mr. Walker, Board Chair. Following a roll call of the Board members by Mr. Warren, Mr. Garrett declared a quorum of the members was present. The meeting was advertised in advance on the Board's website, www.albit.alabama.gov, and the Secretary of State's website, www.sos.alabama.gov, in accordance with the Alabama Open Meetings Act.
- II. A copy of the meeting agenda was distributed before the meeting for the members review and presented at the meeting for the Board's approval.
MOTION 2020-01: Ms. Montgomery made a motion to accept the agenda as presented. The motion was seconded by Ms. Emann. The Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved.
- III. Chairman Walker presented the August 15, 2019 Board meeting minutes for the Board's review and approval. A copy of the August minutes was provided to the Board members prior to the meeting. Mr. Walker clarified that he had offered to draft a letter to ODHH and other organizations (page 3, item VI.A.). Ms. Hayes recommended that AAID be corrected to AAD conference (page 2, item IV.E.).

MOTION 2020-02: Mr. Hollingsworth made the motion to amend the August meeting minutes, with the correction to items IV.E. and VI.A. as recommended. The motion was seconded by Mr. Feibelman. The Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved.

IV. Reports

A. Board Chair Report: Chairman Walker indicated that he had no report at this time and deferred to discussion of business items later in the meeting.

B. Executive Director Report: Mr. Warren presented the Executive Director Report, which included financial activities of the Board for the period ending September 30, 2019. He also reported on the current number of licensees, new licensees since the last meeting in August, along with the number of complaints received in FY 2019. Also provided to the Board was the Administrator's report.

MOTION 2020-03: Mr. Hollingsworth made the motion to approve the financial report as presented. The motion was seconded by Ms. T. Adams. The Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved. (Copies of the reports are available for review in the Official Book of Minutes).

C. Legal Counsel Report: Mr. Garrett reported that no complaints had been received and that no issues were pending.

D. Certification Committee – BEI Requirements

Ms. Smartt distributed a summary of BEI requirements for the Board's review. The Board discussed modifying the Board's licensure rules to reflect changes in licensure examinations. Chairman Walker asked the Certification Committee to consider recommending to the Board at the January meeting any changes in certification and exam licensure requirements.

E. Rules Committee

Mr. Warren reported that the 2020 legislative session was scheduled to begin in February and recommended that the Board consider at the January meeting any changes to the statute that they would like considered at the upcoming session. The Board discussed potential benefits through a Birmingham focus group. Mr. Warren offered to assist the Committee with a conference call meeting, indicating that the meeting would be posted as a public meeting.

Chairman Walker called a 10-minute break at 11:30 a.m.

Chairman Walker reconvened the business meeting at 11:40 a.m.

F. Exemption Request

Ms. Moorer presented one (1) exemption request for the Board's approval from LW (CY19-LW).

MOTION 2020-04: Mr. Hollingsworth made the motion to approve the exemption request CY19-LW as presented. The motion was seconded by Ms. Emann. The Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved.

V. Old Business

A. Mississippi Quality Assessment Screening

Chairman Walker reminded the members about discussion at the last Board meeting concerning the Mississippi Quality Assessment Screening (MSQAS) in considering an applicant for licensure, along with other organizations whose assessments were used by the Board to determine licensure qualifications. He reported on contacts with Florida, Georgia, Kansas, Mississippi, and Virginia concerning quality assessment screening as indicated in the Board's rules. Chairman Walker asked the Certification Committee to do additional follow up with Mississippi and submit a recommendation to the Board at the January meeting.

B. Educational Permits – carryover CE hours question

Ms. Moorer presenting a copy of the request concerning carryover of CE hours.

MOTION 2020-05: Mr. Hollingsworth made a motion to deny the request based on the Board's current rules. The motion was seconded by Ms. Emann. The Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved.

VI. New Business

A. Approval of 2020 Meeting Calendar

Chairman Walker presented a list of proposed dates in 2020 for the Board to meet.

MOTION 2020-06: Mr. Feibelman made a motion to approve the following 2020 dates for the Board to meet: January 30, April 30, July 30, and October 29. The motion was seconded by Ms. Montgomery. The Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved.

VII. Other Business and Announcements

A. Chairman Walker announced that the next meeting of the Board was scheduled Thursday, January 30, 2020 at 10:30 a.m.

B. State Employees licensed by the Board. Mr. Hollingsworth presented information to the Board about licensees, who are State employees, being unable to provide interpreting services when on leave from a State job. Mr. Garrett explained the current interpretation of this requirement, citing some exceptions on weekends and nights. He indicated that he would check further about the requirement and provide an update to the Board.

The Board also discussed the salary limit a retired state employee can make with another state agency when the employee is collecting state retirement. Mr. Garrett explained that the State Legislature had placed a \$31,000 cap for retired State employees when working with other state agencies.

The Board discussed whether any opportunities existed to acquire funding to produce educational videos to place on the Board's website. Mr. Warren indicated that he would check with the Governor's office about any project funds available or joint venture funds for this purpose.

VIII. MOTION 2020-07: Ms. T. Adams made a motion to adjourn the Board meeting. The motion was seconded by Mr. Hollingsworth. There was no further business of the Board and the Board Chair called for a vote from the Board and voting "aye" were Ms. Emann, Mr. Feibelman, Mr. Hollingsworth, Ms. T. Adams, Ms. Pat Smartt and Ms. Montgomery. The motion was unanimously approved. Chairman Walker adjourned the meeting at 12:16 p.m.

Respectfully submitted,



Melvin Walker
Board Chair



Keith E. Warren
Executive Director

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