

**MINUTES OF
THE ADVISORY BOARD FOR INTERPRETERS BETWEEN HEARING INDIVIDUALS
AND INDIVIDUALS WHO ARE DEAF, DEAFBLIND, HARD OF HEARING, OR ORAL
DEAF**

NOVEMBER 2, 2018 LICENSURE SUBCOMMITTEE MEETING

MEMBERS PRESENT

Jami Hollingsworth
Jerri Finch
Holly Ketchum

ADH STAFF PRESENT

Jessica Upchurch

GUEST PRESENT

John West
Linda Stauffer

WELCOME AND CALL TO ORDER

Ms. Jami Hollingsworth called the meeting to order at 1:30 p.m.

APPROVAL OF MINUTES

Ms. Hollingsworth requested approval or changes to the meeting minutes from August 3, 2018. Ms. Jerri Finch made a motion to accept the minutes. Motion seconded by Ms. Holly Ketchum. Motion approved.

NEW BUSINESS

Ms. Hollingsworth asked for an update on applicant and renewal numbers. Ms. Jessica Upchurch explained she was still receiving new applicants and renewals, but that she will begin compiling the information mid-November.

Ms. Hollingsworth noted that committee members were assigned to review applications, and that she reviewed those for November. One of the applicants submitted an application including a RID card that expired June 2018, but it also included licenses from other states. Ms. Hollingsworth denied the request pending an updated RID card and clarified to the Committee that it may look at credentials from other states, such as QA's or EIPA, but that there is not reciprocity between states regarding licenses.

Ms. Finch stated that she would be reviewing applications for the month of December, and she requested the Committee make note of any issues spotted.

Ms. Hollingsworth asked Ms. Upchurch whether she would send all new applications to Committee members for approval along with renewal forms that presented a question, or only the applications in which a question arose. Ms. Upchurch responded that she would be sending all new applications and any renewal that presented a question regarding documentation. She noted that any missing documents will be requested.

Ms. Hollingsworth further emphasized that an individual's licenses in other states do not automatically qualify he or she to be licensed in Arkansas without updated credentials being provided.

Ms. Finch stated that there may need to be some means to catch members up to speed on application requirements prior to reviewing the applications. Ms. Hollingsworth requested that further discussion on the matter be placed on the agenda for the first licensure meeting of 2019, to serve as a refresher for both current and new members. She additionally requested that a note be included with the applications for review to remind members they are to look over all new applications.

Ms. Hollingsworth stated the agenda for the first meeting of each year should also provide time to determine who will be responsible for application review each month for the year.

Motion to adjourn made by Ms. Ketchum and seconded by Ms. Finch. Motion carried and meeting adjourned at 1:39 p.m.



Karin Binko, Secretary

Daisy Dippel

Approved on _____