Interpreter Certification Board (ICB)

September 1st, 2021
From: 3:00-5:00 PM, Zoom (Virtual Meeting)

Pending Meeting Minutes

Interpreter Certification Board Members:
In attendance:
Tom Robertson, Anthony Bonny, Jessica Callahan, Teresa Judd, Michelle Draper, Amelia Williams, Allyson Hamilton, David Davenport, Duane Kinner, Paul DeGraw, Stephen Ehrlich

Guests:
Amie Santiago, Charity Harding, Eric Roux, Clay Anderson

Utah Interpreter Program Admin:
Trenton Marsh, Jason Mauray

Agenda Items	Announcements/Discussion	Actions/Recommendations
UIP Bulletin Board Led by Trenton Marsh	Meeting started at 3:05 pm Trenton introduced one of the guests attending the meeting, Eric Roux, DSDHH's interim Director Trenton provided an update on the current admin-assistant situation, announcing that Dacia got a new position at the Department of Technology Services, leaving just one admin-assistant (Jason) at the moment Trenton admitted that Utah Interpreter Program (UIP) has not been keeping up with any type of newsletter activities and hopes to start providing articles and additional information as one of the many opportunities to reconnect with both the Deaf and interpreter communities The reason for this agenda item is to discuss one feature Trenton would like to implement into the monthly UIP Bulletin • Similar to Registry of Interpreters for the Deaf's (RID) Views	Michelle motioned that UIP can go ahead and post congratulatory announcements for newly certified interpreters into the newsletter/bulletin Michelle also motioned that UIP needs to investigate what is required by law in regard to announcing grievances, lapsed status, etc. Michelle recommended that UIP gather information from various communities via surveys to determine whether or not those type of announcements is worth doing

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	○ Every month, RID would announce who passed their certification exams, who lapsed from their certifications, and who are in violations of Code of Professional Conduct (CPC) ● Trenton is considering that feature for UIP Bulletin ○ He wants to add congratulatory announcements for those who passed, but is asking for opinions on announcing lapsed certifications and CPC violations ○ Allyson is concerned about interpreters' privacy ■ Trenton understands her concern, but stated that interpreters' certification is already public information ● Interpreters are either recognized by the state of Utah or not ■ Allyson believes the UIP Bulletin feature is not necessary. UIP already has an Interpreter Directory ○ Duane thinks it is a great idea, and can see some pros and cons. He can see agencies using it as a tool for awareness ○ Michelle sees the benefits of using the newsletter for this purpose. ■ UIP used to have that kind of feature on their website when they had control over it ■ Agencies often used the announcements as a recruiting tool ○ Jessica likes the idea of announcing interpreters that passed their certification exams. However, she is conflicted on intentionally informing the public who had grievances filed against them ■ Trenton does not plan to include any grievance information on the bulletin	● Duane seconded Michelle's motions ● All members of the board are in full support of said motions ● Trenton will provide updates to the board after investigating the laws and ideas on how to announce any lapsed information All members of the board agree that UIP should provide educational resources/series for interpreters on the newsletter, such as but not limited to; ● Certifications information ● Scenarios and how to best approach them ● Suggestions on what interpreters should to do if they face any type of issues ● Upcoming workshops ○ UIP ○ UTRID ○ Others

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	- Stephen suggested the idea of including a list of all the interpreters, recognized or not, and sorting them by region. He likes the idea of declaring their certifications and work status (free-lance, educational, etc.) - Trenton mentioned that the UIP's Interpreter Directory has that, a bit more limited. - People can search by name and certifications, but Trenton is not sure if it's possible to search by locations - Jessica mentioned it is possible to search by location, but that option is limited by a radius measured by miles - Tom agrees with the UIP bulletin congratulatory suggestion. He wonders if the bulletins will include certification reminders or certification progress - Trenton explained that UIP send emails reminding interpreters that their certifications are almost up - UIP also keeps track of interpreters' 4-year cycles (1 year for Novice or EIPA interpreters) - EIPA - Educational Interpreter Proficiency Assessment - Michelle mentioned she thinks RID includes grievances in their newsletter because it might be included in the bylaws. She wonders if UIP has anything like that in their Policy and Procedure Manual - Tony provided a comparison to other field of jobs, such as how the Utah School District often provide information on any violations and consequences, but no actual names were provided - Tony considers announcing lapsed or violation details a sticky situation. This is based on the fact that both the interpreter community and the deaf community are small - Duane asked if the newsletter can just include a link that leads to the Interpreter Directory and get the same information considered for the bulletin	

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	○ Trenton believes that providing the information on the newsletter will be more beneficial for the community, especially for those new to the interpreter world ○ Trenton clarifies that the directory does not announce any type of changes. That's a feature he's hoping the newsletters will cover ● Paul approved all of the bulletin ideas except for the CPC violations. He does not like the idea of providing any details on why any of those interpreters are in trouble ● Jessica wonders if UIP can include any newly recognized RID-certified interpreters on the newsletters as well ● Tom suggested adding grievance information filed against each interpreter so other interpreters know what they should not do ○ Trenton said maybe the newsletters can provide potential situations and consequences so the interpreters are aware of they should or should not do ○ Paul suggested including potential scenarios in the newsletters as well ● Michelle believes UIP does provide annual reports, which includes grievances	
ICB Bios and Pictures Led by Trenton Marsh	As of the time of the meeting, members of the board have only submitted seven pictures and six bios/self-descriptions. Trenton asked those who have yet to submit anything to please send them to Jason ● For those who have not send any pictures yet, their placeholder photographs are currently in the form of animals ● Trenton's reason for wanting board members' bios is to encourage communities to contact members they would feel comfortable contacting for any reasons in regard to the interpreting field ○ This will allow both deaf and interpreter communities to have a voice and representation within the board	Jessica suggested UIP create an email address for the entire board ● One of the members can be assigned to monitor for emails ● This allows the board to communicate with the communities while protecting their privacies

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	- Tony asked for clarifications on if the Google sites UIP developed is only for the board right now or if can anyone access it - Jason and Trenton explained that anyone with the link can access it. UIP sent out an announcement flyer to those who subscribe to UIP/DSDHH email blast. The flyer included the link - Tom wondered if the UIP team wanted the board members to include contact information - As of now, UIP does not have a plan to incorporate that. However, if any of the members are willing to share their preferred method of contact, they can	Trenton will check with Utah state departments to see if that's a feature UIP can offer
Update on Testing and Detailed Results Form Led by Amie Santiago	Amie shared the testing results via Slides, updates pass rates as of the end of July 2021 - Novice - Pass percentage rates - Overall: 49.37% - English to ASL: 58.23% - ASL to English: 69.62% - Teaming with Deaf Interpreters: 62.03% - Professional - Pass percentage rates - Overall: 25.00% - English to ASL: 59.04% - ASL to English: 55.95% - Teaming with Deaf Interpreters: 54.76% - Multiple participants interaction: 45.24%	The board members requested UIP send them copies of the criteria for the exams

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	○ This portion assess the interpreters' ability to adjust and match various deaf clients in an open setting, much like a job fair
	
	● UCDI
	
	  ○ Pass percentage rates
	
	    ■ Overall: 23.08%
	
	      ● Teaming with Novices: 46.15%
	
	      ● Teaming with Professional: 30.77%
	
	      ● Sight Translation: 53.85%
	
	      ● Audience: 61.54%
	
	      ● Low Vision: 61.54%
	
	● Amie states UIP does not have a set number for an expected pass rate.
	
	● In the past, 25% for Professional, which closely resembles what is currently reported
	
	  ○ In order to pass, the examinee must pass all sections. This is why the percentage rate overall is only 25%
	
	● Amie believes that the pass rate for Novice is high, because it shows that almost half of those who took the exams passed
	
	  ○ Michelle made a comment stating that a test is usually good if about half of those passed the test, as that's a good indication that the test is not too hard, yet not too easy
	
	    ■ However, she is concerned about the pass rates for both Professional and Utah Deaf Certified Interpreter performance exams. She and Tony believe it is something UIP needs to watch	

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	- The board members asked if Amie could report attempted numbers as well. Amie stated that as of now, the system does not allow her to do so. Once she is able to do that in the future, she will add that to the list of reports - Other updates; - Detailed Results Reports - Currently in progress, but MIS is putting the project on hold for a short time - MIS is believed to mean Management Information System - There are still a few bugs that needs to be ironed out before the reports can be distributed - Stephen asked if interpreters' processing-time is measured on the exams - Amie stated that within the criteria for the exams, interpreters will be graded, among many other factors, on their ability to translate in a reasonable time, which shouldn't be more than a few seconds - Rating Turnaround Time - In the past, it would sometime take up to 16 weeks turnaround from the date the exam was taken to the date the exam has been graded in full - Now, UIP was able to shrink that down to less than 8 weeks - However, it could change depending on issues that may arise, such as; system errors, having to change raters, etc	

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	• David wonders if there are plans to reduce the turnaround time even further ○ Trenton and Amie mentioned that it is possible to make additional improvements, but the process is all dependent on the raters' ability to make time to watch the exams and provide ratings ○ The Policy and Procedure Manual states 16 weeks is the maximum allowed ○ Jessica mentioned that EIPA and RID would take up to 6 months turnaround for their assessments ○ Michelle believes that the 6 to 8 weeks turnaround is great as it falls in-line with the exam policy where an individual can only attempt to pass the exams four times in a year, allowing them to continue to study and practice their skills before the next attempt	
UTRID Conference Report Led by Trenton Marsh	UTRID's 2nd annual conference was held virtually due to the pandemic. The theme for the recent conference; A.R.T is Never Ending • A - Adaptability • R - Resilience • T - Transformation	

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	Trenton was invited to present a workshop
	
	● His workshop was titled State of the ART
	
	    ○ The workshop was focused on what was happening with and for the interpreter community within the state of Utah
	    ○ Trenton worked for UIP since 2003 and realized that many interpreters were not familiar with the team that works for/with UIP or their responsibilities
	
	    ○ The UIP team contains;
	
	        ■ Interpreters
	
	        ■ Admin
	
	        ■ Raters
	
	            ● Raters are either Deaf consumers or certified interpreters
	
	        ■ Interpreter Certification Board
	
	    ○ UIP's responsibilities:
	
	        ■ Direct interpreting and exam proctoring services
	
	        ■ Admin function
	
	            ● Maintaining certifications
	
	            ● Provide answers to any questions interpreters may have
	
	            ● And more
	
	        ■ Provide exams and certifications
	
	            ● Develop exams
	
	            ● Train raters
	
	            ● Provide answers to any questions interpreters may have	

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	● And more
	
	   ■ Follow and enforce the law
	
	       ● UIP office makes sure every interpreter is up to date on their certifications and enforce any related-policies within the state of Utah
	
	  ○ Utah is a leader for interpreter services within the United States
	
	   ■ Utah developed a testing and certification process with help from the Utah community
	
	       ● Most other states do not have their own and relies on outside certifications
	
	   ■ Utah is the first state to require interpreter certifications by law
	
	   ■ Utah has a strong mentoring background
	
	       ● There have been countless mentoring programs created throughout history in Utah
	
	   ■ UTRID is among one of the beacons of success for the interpreter community
	
	       ● They host conferences, interpreter training, etc.
	
	   ■ Trenton believes that interpreters in Utah have a great attitude toward their professions, compared to what he has sometimes seen outside Utah
	
	   ■ Utah also have a long history of leaders or contributions, both nationally and world-wide, toward the development of the interpreter world	

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	● For example: Jonathan Webb, the former president of RID, was a resident of Utah for a long time
	
	● Another example: A book interpreter programs often used, You Want to be an Interpreter?, was co-authored by Joseph Featherstone, a Utah resident
	
	    ○ The book also includes articles from Stephanie Mathis and researches from Doug Stringham
	
	● Tiffany Harding, regional 5 representative in RID's Educational Interpreting member section
	
	● Adam Janisieski, formerly a deaf caucus member/representative, regional 5
	
	○ Trenton was unable to complete his lecture as his time ran out. He may offer a part two workshop in the future to complete his planned lecture for free under UIP's sponsorship
	
	    ■ Stephen asked if Trenton knew how many people attended the conference
	
	      ● Jason is waiting on the rosters to be sent to him, and will provide an update when he does
	
	        ○ Approx. 40 people, on average, attended the workshops	

Future Agenda Items: **Open and Public Meetings Requirements review** - Guest from Legal Department	Tony asked for clarifications on how to incorporate time for public comments and announcements and wondered if the bylaws includes any guidance for it ● As far as UIP is aware, there is no mention of it in the bylaws. However, UIP does want to open up discussion from the public so all the members can hear opinions before making any final decisions	Teresa will follow up on the board's query in regard to how school districts keep track of interpreters' certifications

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BEI Interpreter Recognition Discussion
- Trenton Marsh
	● Trenton also mentioned people can reach out to any of the board members for representations
	
	Tony informed the public they can now provide any comments or announcements
	    ● Michelle mentioned she noticed that UIP just posted a new job position for Certified Deaf Interpreter
	
	        ○ Trenton is excited to announce that they are advertising for a permanent full-time job position titled Deaf Interpreter/Mentor
	
	    ● Trenton informed Stephen that there are 7 Certified Deaf Interpreters recognized and living in Utah. There are a few that live outside of the state
	
	    ● Allyson announced that all three of her intern students passed UIP's exams and are certified by the state of Utah
	
	In regard to the Open and Public Meetings Requirements review, Trenton will bring a guest from the legal department in the next quarterly meet to go over the requirements
	
	UIP plans to provide information on Board for Evaluation of Interpreters (BEI) and would like to have a discussion on that topic in the next meeting
	
	Michelle, Trenton, Tony, and Teresa all discussed school districts and whether or not they keep track of their interpreters' certifications. Teresa will follow up on that, but knows that USDB (Utah School for the Deaf and Blind) has a policy on it
	
	    ● UIP will be more than happy to help the school districts keep track of their interpreters if they would like to contact us for staff verifications
	
	    ● The assumption is that employers are responsible to make sure their interpreters are still certified, but Tony wonders if that's truly the case
	
	        ○ UIP only maintains interpreters' certifications, not their job positions and/or locations. Due to that, the staff at UIP does not have the ability to just reach out to their employers if that information is not known to them
		Jessica asked for a report on workshops that UIP set up or plan to do for both interpreters and the communities
		
		Trenton will share National Association of Interpreters in Education's (NAIE) resources with the members of the board
		
		Tony motioned for the closure of the meet at 4:48 PM
		
		    ● All the members of the board seconded and the quarterly session has concluded

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	■ However, UIP is more than happy to help employers if they're able to establish a communicative approach with them
	
	Trenton obtained some informative films relating to court rooms and legal settings. He would like to add them to UIP's website as general resources. The hope is that in the future, UIP could, with the help of interpreters and community members, develop a more modern take of those
	
	Michelle announced that the National Association of Interpreters in Education (NAIE) recently published a new Code of Conduct for educational interpreters
	
	    ● Anyone who wants to know can find it at NAIEdu.org. It's a great resource for those in the field, and the association is still new
	
	    ● NAIE is considering offering certifications for educational interpreters
	
	        ○ Educational Interpreter Performance Assessment (EIPA) only offer assessments, not certifications
	
	Stephen asked for an update on Northstar
	
	    ● The state fund for the program was cut, and they're currently depleting the rest of the money by December
	
	        ○ The program is managed by the University of Utah. They will continue focusing on other programs, such as Task-12, an educational interpreter program
	
	    ● With the mentoring program gone, the hope is that someone will replace the gap that Northstar's closure will bring
	
	        ○ Private businesses could establish a mentoring program or maybe UIP could obtain funding from the Department of Workforce Services	