

**Minutes of the meeting of the Arizona Commission for the Deaf and the Hard of Hearing,
Interpreter Licensure Committee.
Meeting held January 7, 2021 at 2:00pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:05 pm**

Commissioners Present: none

Commissioners Absent: none

Commissioners Present by Phone/Zoom: Pv Jantz, Richard Vanover, Sue Kay Kneifel and Sarah Benton

Staff Present by phone/Zoom: Carmen Smith, Victoria Vaughn, Katie Lopez and Emmett Hassen

Staff Present: none

Audience: none

Committee Chair's Report

None.

Licensure Unit Updates

Emmett Hassen reported out on the CDI survey that was given to the community where 25 participants took the survey. The highlight of survey shows that there is a high need for training program for CDIs in Arizona. Victoria Vaughn provided some numbers related to applications thus far this Fiscal year This Fiscal year shows 83% of our new applicants have been from out of state applicants for VRI.

Emergency Rulemaking

Carmen Smith provided information on emergency rulemaking. Permission was received from the governor's office to be able to do an emergency rule related to the Legal A interpreters and the Provisional interpreters. We are working with our assistant AG and trying to look at solutions.

Review/Approval of Sign Language Interpreter Licenses

Commissioner Vanover moved to recommend the names below, to the Executive Director for issuance of an Interpreter License. Motion seconded by Commissioner Jantz; motion carried unanimously.

The following applicants are approved for licensure, based on education, examination and experience requirements.



100 N. 15th Avenue *Suite

1. Berlove, Noah	13. Harris, Mark
2. Bert, Paul	14. Kautzky, Diana
3. Birch, Stephen	15. Lassiter, Candace
4. Blitch, Rebecca	16. Lee, Bichri
5. Byers, Brenda	17. Lee, Lindsay
6. Costa, Christopher	18. Nielsen, Angelina
7. Dieter, Sandra	19. Pinkard, Phyllis
8. Draper, Denise	20. Ruess, John
9. Edmonds, Chad	21. Stokesberry, Gina
10. Feckovics, Dana	22. Thompson, Kendra
11. Flores, Sylvie	23. Wiegand, Lindsey
12. Hamm-Whitfield, Bethany	24. Young, Katie

Note to approved applicants: If your name does not appear in the Arizona Commission for the Deaf and the Hard of Hearing website (www.acdhh.org), please contact the Licensing and Certification Coordinator e.hassen@acdhh.az.gov.

Announcements

Emmett Hassen announced Arizona RID and ACDHH have collaborated together set up a Town Hall meeting through Zoom to be able to see how RID on a national level can get involved and help the Arizona local interpreters. The town hall meeting may be in February 2021.

Adjournment

Commissioner Kneifel moved to adjourn the meeting at 2:24 pm. Commissioner Vanover seconded; the motion carried unanimously.

Dated this 7th day of January, 2021
Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 11th day of January, 2021 at 5:00 pm by Katie Lopez.



100 N. 15th Avenue Suite 104
Phoenix Az 85007

**Minutes of the meeting of the Arizona Commission for the Deaf and the Hard of Hearing, Interpreter Licensure Committee.
Meeting held February 18, 2021 at 2:00pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:07 pm**

Commissioners Absent: Pv Jantz

Commissioners Present by Phone/Zoom: Richard Vanover, Sarah Benton and Catherine Sienko

Staff Present by phone/Zoom: Carmen Smith, Victoria Vaughn and Emmett Hassen

Committee Chair's Report

None.

Review/Approval of Sign Language Interpreter Licenses

Commissioner Benton requested the review of Renee Olivier's application be moved to the full Board meeting February 18, 2021. Commissioner Vanover moved to recommend the names below (17), to the Executive Director for issuance of an Interpreter License. Motion seconded by Commissioner Sienko; motion carried unanimously.

The following applicants are approved for licensure, based on education, examination and experience requirements.

1. Boklund Jr., Peter	10. Pineda, Abby
2. Burgess Mack, Robin	11. Rael, Vicki
3. Greco, Joi	12. Robles, Marla
4. Kamerer, Mara	13. Sato, Justin
5. Kelley, Tawnya	14. Teachey, Sherita
6. Magill, Stacy	15. White, Richard
7. McCormick, Tyler	16. Wilber, Kacy
8. Monk, Shelley	17. Zalucki, Brandi
9. Phillip, Diana	

Doug Ducey
Governor



Sherri L. Collins
Executive Director

100 N. 15th Avenue Suite 104
Phoenix Az 85007

Note to approved applicants: If your name does not appear in the Arizona Commission for the Deaf and the Hard of Hearing website (www.acdhh.org), please contact the Licensing and Certification Coordinator e.hassen@acdhh.az.gov.

Announcements

None.

Adjournment

Commissioner Sienko moved to adjourn the meeting at 2:11 pm. Commissioner Vanover seconded; the motion carried unanimously.

Dated this 19th day of February 2021
Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 22nd day of February, 2021 at 11:00 am by Victoria Vaughn.



100 N 15th Avenue * Suite 104 * Phoenix, AZ 85007 acdhh.org

**Minutes of the Arizona Commission for the Deaf and the Hard of Hearing (ACDHH),
Board Meeting and Interpreter Licensure Committee
Meeting held February 18, 2021 at 4:30pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call: Discussion/Action

Board Chair Jantz called the meeting to order at **4:36** pm

Commissioners Present via Zoom: PV Jantz, Sarah Benton, Andrew Cohen, Tamara Collinsworth, Jennifer Hensley, Judy Huch, Missy Keast, Melanie O'Rourke, Catherine Sienko, Richard Vanover, Susan Webster, Fred Williams

Commissioners Absent: Barbara Brimhall

Staff Present via Zoom: Sherri Collins, Carmen Smith, Betty McEntire, Curtis Humphries, Emmett Hassen, Victoria Vaughn, Jeremy McCown, and Shari Burda

In Attendance: Assistant Attorney General, Jo-Ann Handy

Approval of Meeting Minutes

Commissioner Webster moved to approve ACDHH Board Meeting minutes from November 19, 2020.. All in favor; motion carried unanimously.

Committee Chair's Report

Pv Jantz Acknowledged new members and announced one vacancy for a Hearing Aid Dispenser

This is the last meeting for Commissioner Vanover as he is resigning - thank you for time and service.

Acknowledged and thanked Sue Kay Kneifel and others whose terms had expired.

Next meeting is May 20, 2021. We will continue virtual meetings until permitted to gather again, addressing health and safety standards.

Executive Director's Update/Summary of Events

Sherri Collins Welcomed new members. Two sessions for new member training were held yesterday (February 17, 2021).



100 N 15th Avenue * Suite 104 * Phoenix, AZ 85007 acdhh.org

We have met with the Attorney General's office as well as the Governor's office and are moving forward to resolve the Legal A suspension.

We have partnered with the Arizona Peace Officer Standards and Training (AZ P.O.S.T.) to develop training materials and a curriculum for new officers who may encounter a person who is Deaf, Hard of Hearing, or DeafBlind. The program is set to begin in April. We are one of the few in the nation to have this program.

The Let's Get To Work campaign launched in August. We are now partnered with the Arizona Broadcast Association to release Public Service Announcements (PSAs) on TV and radio.

We continue our concerns with COVID-19 and are focusing on the vaccine and communication access.

There are no outstanding budget issues and no legislative concerns related to "sweeping" our funds. However, there are upcoming personnel changes. The Assistant to the Executive Director position is currently vacant. Curtis Humphries will retire effective April 1st leaving an opening for a Business Manager.

Commissioner Benton asked for details regarding activities related to the Legal A process.

Deputy Director, Carmen Smith responded

We are waiting for confirmation from the Attorney General's office to approve the process and agree that it merits an emergency rule making.

Legislative Update

Betty McEntire Next week is crossover week. All of the bills that passed through the House and Senate will be sent to the opposite chamber.

Bills we are tracking:

SB1092 ACDHH bill sponsored by Senator Pace. This is a revision of 1045 from last year; unable to pass through the House as the session ended early due to COVID concerns.

HB2454 This is a comprehensive Telemedicine bill. It is a proposed law out of an Executive Order from Governor Ducey mandating insurance companies to cover telemedicine visits.

SB1458 Speech Pathology Assistants bill from last year. It was amended to address concerns from audiologists. Our concern is the language related to Hearing Aid dispensers.



100 N 15th Avenue * Suite 104 * Phoenix, AZ 85007 acdhh.org

We are also monitoring several bills related to the voter registration process, paying close attention to accessibility issues. There are a few that may have an impact on the special election boards - this is a critical resource for individuals with disabilities.

HB2863 ASDB; Revision Representative Udall sponsored a Striker Amendment to clarify in statute that the Arizona State School for the Deaf and Blind is an LEA, a local education agency.

Betty McEntire explained why the bill was brought forth. I would ask to be able to take a formal position on the record related to this bill; formally support, remain neutral, or oppose this bill.

A discussion ensued. Commissioners Hensley, Huch, Benton and Jantz joined the discussion.

Commissioner Keast motioned to have the Commission support HB2863 ASDB to be LEA. Commissioner Sienko seconded. All in favor; Commissioner Hensley abstained. Motion carried.

Commissioner Huch asked about the assignments for the HB2454 advisory council.

Betty McEntire will send the list to the Commissioners.

Public Comments

Commissioner Jantz announced: We are suspending public comment. Please contact ACHHH, the Commission, Sherri Collins, the executive director, or myself as the chair of the board, if you have something that you would like to see on the agenda for the next meeting.

Officer Election

Commissioner Jantz explained officer elections and process - three positions: Chair, Vice Chair, and Secretary (currently vacant)

Commissioner Keast moved to table officer elections to next meeting.

Commissioner Sienko moved Commissioner Jantz continue as Chair.

Commissioner Keast withdrew her motion.

Commissioner Vanover seconded the motion for Commissioner Jantz to continue as Chair. Commissioner Jantz called for a Roll Call vote for the Chair position. All in favor; Commissioner Jantz abstained. The motion carried.



100 N 15th Avenue * Suite 104 * Phoenix, AZ 85007 acdhh.org

Commissioner Keast moved to have Commissioner Sienko remain as Vice Chair. Commissioner Benton seconded. Commissioner Jantz called for a Roll Call vote for the Vice Chair position. All in favor; Commissioner Sienko abstained. The motion carried.

Commissioner Keast moved to select Commissioner Benton as Secretary. Commissioner Vanover seconded. Commissioner Jantz called for a Roll Call vote for the Secretary position. All in favor; Commissioner Benton abstained. The motion carried.

Commissioner Jantz called for a break at 5:54 PM.

Meeting resumed at 6:01 PM

Interpreter Inquiries

Commissioner Jantz acknowledged Assistant Attorney General Jo Ann Handy and thanked her for joining.

Emmett Hassen gave a summary of the first complaint/inquiry.

Alexis Weisman failed to earn the 12 hours prior to her license expiration and submitted additional hours earned after her license expired within the 30-day window prior to renewal.

A discussion ensued. Commissioners Huch, Webster, Cohen, Jantz, Benton, Williams, and Keast joined the discussion.

Commissioner Benton moved that we accept the staff's recommendation that we renew her license on the condition that she does take two additional hours on top of the 12 that are required before the end of this calendar year. Commissioner Vanover seconded; the motion carried unanimously

Renee Olivier

Emmett Hassen The applicant has since withdrawn her application, and so there is no discussion at this point.

Commissioner Benton the application for Renee Olivier came up in the list of applicants that we were reviewing today. She has reapplied. So how do we handle the previous application and the current application?

A discussion ensued. Commissioners Benton and Webster, Cohen, Jantz, Benton, Williams, and Keast joined the discussion.

Commissioner Vanover move to enter into Executive Session to discuss Renee Olivier's application for legal advice from the Assistant Attorney General. Commissioner Keast seconded; the motion carried unanimously.



100 N 15th Avenue * Suite 104 * Phoenix, AZ 85007 acdhh.org

The Commissioners moved to Executive Session at 6:29 PM

The meeting resumed at 6:44 PM

Commissioner Keast shared thoughts regarding licensing anytime there is a lack of integrity the board needs to be serious about punishment.

Commissioner Jantz we have been strict with ethical issues. Any kind of falsification, intentionally or unintentionally, can become an ethical issue.

A discussion ensued. Commissioners Cohen, Vanover, Jantz, Benton, and Emmett Hassen joined the discussion.

Commissioner Benton moved that the board recommend the application be granted and set a fine of \$300 for the ethical violation as well as six hours of training on ethics.

Modification: I move that the board recommend approval of Renee Olivier's interpreter license application and the board impose discipline of a \$300 fine and six hours of continuing education units in the area of professional ethical behavior to be completed by December 31st, 2021. Commissioner Vanover seconded; the motion carried unanimously.

Emmett Hassen and Assistant Attorney General left the meeting at 6:57 PM

Interpreter Licensure Committee Update

Commissioner Benton The Interpreter Licensure Committee met today, reviewed 18 and approved 17 applications. Combining the number of applications from the January meeting and today, we have approved 42 applications.

Future Agenda Items

None

Future Board Meetings

The next ACDHH Board meeting will be held on Thursday, May 20, 2021 at 4:30pm.



Arizona Commission
for the deaf and the hard of hearing

100 N 15th Avenue * Suite 104 * Phoenix, AZ 85007 acdhh.org

Adjournment

Commissioner Vanover moved for adjournment. Commissioner Cohen seconded; motion carried unanimously.

Meeting adjourned at **6:59pm**

The undersigned certifies that a copy of the attached notice was duly posted this 22rd day of February, 2021 at 4:30 p.m. by Shari Burda.

DRAFT



Minutes of the meeting of the Arizona Commission for the Deaf and the Hard of Hearing, Interpreter Licensure Committee.

Meeting held April 16, 2021 at 11:00am.

Meeting was held remotely via teleconference and Zoom due to COVID-19.

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **11:15 am**

Commissioners Absent: Pv Jantz and Catherine Sienko

Commissioners Present by Phone/Zoom: Sarah Benton and Andrew Cohen

Staff Present by phone/Zoom: Carmen Green Smith, Chyla Dalton-Nava, Victoria Vaughn and Emmett Hassen

Committee Chair's Report

None.

Review/Approval of Sign Language Interpreter Licenses

NA-Quorum not met

License rules update

Carmen Green Smith explained ACDHH received approval for the emergency rule making process to address the impact of COVID 19 for licensees in the Legal A category subject to R9-26-501 defining a Class A Legal Interpreter and the effective date of January 1, 2021, and Provisional licensees in their final year of renewal under R9-26-509. Licensees who held a valid license in either category on December 30, 2020, shall continue to practice in that category, under this Emergency Rule process. The 180 day emergency rule making process was effective as of March 31, 2021.

The Commission has also been approved to engage in the rule making process, known as Notice of Proposed Rule making (NPR). Once the NPR package is approved there will be opportunities for professionals and consumers to engage in the 30-day written comments process and an oral comments session to address any proposed changes for these two categories of rules. The public will be notified when the dates for the sessions have been determined.

Doug Ducey
Governor



Sherri L. Collins
Executive Director

100 N. 15th Avenue Suite 104
Phoenix Az 85007

Adjournment

Commissioner Benton moved to adjourn the meeting at 11:24 am. Commissioner Cohen seconded; motion passed.

Dated this 20th day of April 2021
Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 20th day of April, 2021 at 12:00 pm by Victoria Vaughn.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

Minutes of the meeting of the Arizona Commission for the Deaf and the Hard of Hearing, Interpreter Licensure Committee. Meeting held April 21, 2021 at 2:00pm.

Meeting was held remotely via teleconference and Zoom due to COVID-19.

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:05 pm**

Commissioners

Present: none

Commissioners

Absent: none

Commissioners Present by Phone/Zoom: Sarah Benton, and Andrew Cohen, Catherine Sienko and PV Jantz

Staff Present by phone/Zoom: Carmen Smith, Victoria Vaughn, Chyla Dalton-Nava and Emmett Hassen Staff Present: none

Audience: none

Committee Chair’s Report

None.

Review/Approval of Sign Language Interpreter Applications

Prior to the review of applications, Commissioner Benton informed the ILC of a previous conversation she had with Staff member Victoria Vaughn regarding the addition of updated contact information on each applicant’s application, to make it easier for the Commissioners to review applications. **Commissioner Jantz moved to recommend the names below, to the Executive Director for issuance of an Interpreter License. Motion seconded by Commissioner Sienko; motion carried unanimously.**

The following applicants are approved for licensure, based on education, examination and experience requirements.

1. Bass, Tera	13. Lebedda, Roberta
2. Batten, Jeremy	14. Leckron, Lester
3. Bumpus-Barnett, Sherry	15. Lensbower, Jessica
4. Flowers, Aren	16. Mace, Jessica
5. Gongora, Marciano	17. Martin, Joy
6. Greenfield, Virgil	18. Moyer, Jennifer
7. Griffith, Amira	19. Nash, Carissa

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

8. Helland, Trisha	20. Neloms, Marissa
9. Hicks, Jessica	21. New, Roxann
10. Hosek, Amand	22. Ritter, Margaret
11. Labbancz, Julia	23. Schoemig, William
12. Lamb, Kathleen	24. Schoenleben, Brianna
	25. Trexler, Arthur
	26. Warren, Darlene

Note to approved applicants: If your name does not appear in the Arizona Commission for the Deaf and the Hard of Hearing website (www.acdhh.org), please contact the Licensing and Certification Coordinator e.hassen@acdhh.az.gov.

Licensure Rules Update

Carmen Green Smith went over the previous concerns with Legal A licensing due to possible challenges in renewal due to COVID-19. She explained that ACDHH has received approval for the emergency rulemaking process to address the impact of COVID 19 for licensees in the Legal A category, and Provisional licensees in their final year of renewal. Licensees who held a valid license in either category on December 30, 2020, shall continue to practice in that category, under this Emergency Rule process. The 180 day emergency rulemaking process was effective as of March 31, 2021. The Commission has been approved to engage in the rulemaking process, known as Notice of Proposed Rulemaking (NPR). This NPR is anticipated to post in the register by April 30th. Once this is posted, a 30 day public comment period will commence, allowing the public to comment on the proposed rules. During these 30 days, the public will be able to send in written comments about any proposed rules. At the end of the 30 day written comment session, there will be an oral comment session which is tentatively scheduled on June 2nd, 2021 at 10 am. This information will be posted along with the notice for written comments on the ACDHH website. Commissioners will also be provided with the proposed rulemaking, which will allow them to direct people who may have questions or concerns to the licensure department at the Commission. Licensees with Legal A or Provisional licenses that are in their last or fifth year of provisional licensure should contact licensing staff to get a better understanding of how these new proposed rules will impact their individual licenses.

Commissioner Jantz asked whether or not individuals in the Legal A category who are affected by the rule change have been informed directly whether or not they can continue working, in order to avoid confusion.

Carmen explained that those interpreters have been informed directly- and that there is



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

also an interpreter information newsletter where that information was posted as well. Each area explained what their options are to continue working with the new changes. Emmett Hassen added that there is also a page available on our website that includes the new licensing information.

Announcements

No announcements at this time; however Commissioner Jantz asked what the total VRI and in-person applicants were recently approved. Commissioner Benton explained that of the 26 total applications, 4 were in state applications, and the remaining 22 were VRI applications.

**Commissioner Jantz moved to adjourn the meeting at 2:27 pm.
Commissioner Sienko seconded; the motion carried unanimously.**

Dated this 22th day of
April, 2021 Sarah
Benton, Committee
Chair

The undersigned certifies that a copy of the attached notice was duly posted this 23rd day of April, 2021 at 5:00 pm by Chyla Dalton-Nava.

Douglas A.
Ducey
Governor



Sherri L. Collins
Executive
Director

Minutes of the Arizona Commission for the Deaf and the Hard of Hearing (ACDHH), Board Meeting held May 20, 2021 at 4:30pm. Meeting was held remotely via teleconference and Zoom due to COVID-19.

Call to Order & Roll Call: Discussion/Action

Board Chair Jantz called the meeting to order at **4:38 PM**

Commissioners Present Via Zoom: PV Jantz, Sarah Benton, Jennifer Hensley, Missy Keast, Melanie O'Rourke, Catherine Sienko, Susan Webster, Fred Williams

Commissioners Absent: Barbara Brimhall, Judy Huch, Andrew Cohen

Staff Present via Zoom: Sherri Collins, Carmen Smith, Betty McEntire, Carlos Castillo, Emmett Hassen, Victoria Vaughn, Jeremy McCown, and Chyla Dalton-Nava

In attendance: Assistant Attorney General, Jo-Ann Handy

Approval of Meeting Minutes

Commissioner Hensley moved to approve ACDHH Board Meeting Minutes from February 18th, 2021. Commissioner Sienko seconded, motion passed unanimously.

Committee Chair's Report/Summary of Events

Commissioner Jantz did not have a formal report, however he updated the Board on recent CDC COVID-19 recommendations, and informed the group that the future of Board meetings and public comments will be discussed in this meeting. He expressed his appreciation for the ACDHH Board and staff for supporting the Board virtually through the pandemic.

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.

Douglas A.
Ducey
Governor



Sherri L. Collins
Executive
Director

Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

Executive Director's Update

Sherri Collins reminded the Board of her Annual Evaluation, and explained that they will soon be receiving surveys to complete. She went on to update the board on the two recent additions to the staff; Chyla Dalton-Nava, Assistant to the Executive Director and Carlos Castillo, Business Manager.

There were two recent vaccination events ACDHH partnered with - Ability 360 and Phoenix Association of the Deaf. Both were very successful in providing accessibility via communication cards. Commissioner Benton added seeing them in the Flagstaff area.

Since February 2021, over 350 people from Healthcare, Public safety, and Arizona Employers have completed training sessions virtually. The Hearing Healthcare Program has partnered with ASU audiology department to provide hearing tests and hearing aids. The program will continue until June 2022.

A total of 207 SSP services have been safely provided since February, demonstrating the need even through the pandemic.

We have had a great deal of media exposure, everything from vaccines, to our agency, and also our employment campaign. We are also currently working on possibly creating an ASL hotline for COVID with 211. This will make vital information accessible to the Deaf and Hard of Hearing. We will have an update at the August Board Meeting.

The "Let's Get to Work" Lunch and Learn Event for Arizona Employers will be held virtually on May 25th, several are registered for this event.

All State Agency directors recently received guidelines from the State of Arizona H.R. department on working from home or telework. The Executive Team Met recently to discuss how this will affect our Agency. We've decided to continue with the hybrid approach out of respect for the safety of our team. We are not completely out of the pandemic, and do not have the right to ask employees whether or not they are vaccinated. Our agency will need to take mandatory telework training provided by the State of Arizona by the end of June, and the new policy will go into effect on July 1st, 2021. We will be paying the lease for the office, but will have one year to decide if we will continue with hybrid work, and possibly reduce our office space, or fully return to the office.

Commissioner Jantz thanked Sherri Collins for the Report, and had questions on the Hearing Healthcare program, specifically, whether or not donations for hearing aids

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.

Douglas A.
Ducey
Governor



Sherri L. Collins
Executive
Director

would be accepted, and how to get that information out to the public. Carmen Green shared that individuals who wished to donate hearing aids will be referred to ASU, to complete a screening process. Contact information will be provided to the public by the agency. She also updated the Board on the Public Comment procedures for emergency rulemaking with Legal A and Provisional interpreter licensing. On April 30th, 2021, we began requesting written comments from the public, and will have a virtual oral comments session on June 2nd, 2021, to give interpreters an opportunity to have a voice. After those sessions are completed, we will prepare that information for the Governor's Regulatory Rule Committee, as well as our Policy Liaison in the Governor's office.

Legislative Update

Betty McEntire updated the Board on Legislative Action - We are currently waiting on State Budget bills to be officially released. The bills that may affect our community are possible changes to unemployment benefits, which could possibly increase the weekly per diem benefit. Senate Bill 1092, is the Commission's bill which added the definition of "DeafBlind" as well as providing the language that the Commission shall provide legislative recommendations to the legislature as it relates to language acquisition and assessments for infants, newborns, and children who are Deaf, Hard of Hearing, and DeafBlind. This bill was signed by the Governor three weeks ago. House Bill 2863, which will support ASDB becoming a local educational agency, is now on it's way to the Governor to be signed.

On a national level, we are monitoring the PRO Act, which is a federal bill that is related to interpreters. This bill would allow independent contractors to be classified as employees. We will continue to monitor the progress of this bill. Betty presented the ACDHH Five Year Strategic Plan, which will help the agency to set goals for the future. We will be conducting four community forums to get feedback on what the Commission does and where we can improve. We will also be conducting a Board survey to get your input on the Five year strategic plan. The Board took a break at 5:30.

The Board Meeting resumed at 5:47 PM.

Interpreter Complaints/ Inquiries

Emmett Hassen gave a summary of the first complaint/inquiry.

Ka'Borski Ledbetter disclosed on her initial application stating that she has worked

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.

Douglas A.
Ducey
Governor



Sherri L. Collins
Executive
Director

one day without a license after her license lapsed January 16th, 2021.

Commissioner Jantz acknowledged Assistant Attorney General Jo Ann Handy and thanked her for joining. A discussion ensued. Commissioners Keast, Hensley, and Benton participated in the discussion.

Commissioner Benton moved that a fine of \$50 be applied to this individual, Commissioner Sienko Seconded. Motion passed unanimously.

Emmett Hassen gave a summary of the second complaint/inquiry.

Sydney Rainey renewed her license and did not meet the required criteria to renew. She failed to meet at least 8 hours monthly teaming with either Arizona generalist or legal licensed interpreters.

A discussion ensued, Commissioners Keast, Jantz, Hensley, Williams, Sienko, and Benton participated. **Commissioner Benton moved that three additional hours of continuing education on codes of professional conduct, which will be a total of 15 hours be applied to this individual. Commissioner Webster seconds the motion. A discussion followed, with participation from Commissioners Keast, Benton, and Jantz. Motion is supported by Commissioners Jantz, Benton, Sienko, Webster, O'Rourke, Williams, and Hensley. Motion is opposed by Commissioner Keast. Motion passes.** Commissioner Jantz thanks Assistant Attorney General Jo-Ann Handy for her attendance.

Interpreter Licensure Committee Update

The ILC met in February and April of 2021, and reviewed and approved 43 applications. Of those, 37 were out of state VRI/VRS licenses. Emmett informed the Board of several interpreter preparation programs that will be finishing this month, and the hope that this will bring more in-state applications.

Remote/In-Person Board Meetings

Sherri Collins discussed the options for future board meetings, whether to continue meeting virtually, or in-person due to new CDC recommendations. Commissioners Keast, Hensley, Sienko, O'Rourke, and Webster participated in the discussion.

Commissioner Keast moves to have the next three meetings virtually, Commissioner Hensley seconded the motion. Commissioner Keast amended her

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.

Douglas A.
Ducey
Governor



Sherri L. Collins
Executive
Director

motion to have the next two meetings virtually, and then decide after that whether or not to continue virtually, or in-person. Commissioners Sienko, Webster, and Williams opposed, Commissioners Keast, Jantz, Hensley, Benton, and O'Rourke were in favor. The motion passed.

Virtual Meeting Public Comment Guidelines

Sherri Collins informed the Board that ACDHH staff are working on a plan to include comments from the public at the next two virtual meetings. She explained that the new system will be ready by the next Board meeting in August. A discussion followed.

Future Agenda Items

Commissioner Hensley would like to add a discussion of Deaf Young Adults, and what ACDHH can do to support this population in the next meeting. Commissioner Keast would like to add an item about employment to the next meeting, but would like time to draft the subject. The next meeting will be held on August 19th, 2021.

Adjournment

Commissioner Sienko moved to adjourn the meeting, Commissioner Benton seconded, motion carried unanimously. Meeting adjourned at 7:17 PM.

The undersigned certifies that a copy of the attached notice was duly posted this 25th day of May, 2021 at 4:30 p.m. by Chyla Dalton-Nava



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

Minutes of the meeting of the Arizona Commission for the Deaf and the Hard of Hearing, Interpreter Licensure Committee.

Meeting held June 17, 2021 at 2:00pm.

Meeting was held remotely via teleconference and Zoom due to COVID-19.

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:02 pm**

Commissioners

Present: none

Commissioners

Absent: PV Jantz

Commissioners Present by Phone/Zoom: Sarah Benton, Andrew Cohen, and Catherine Sienko

Staff Present by phone/Zoom: Carmen Smith, Victoria Vaughn, Jeremy McCown, Chyla Dalton-Nava and Emmett Hassen

Staff Present: none

Audience: none

Committee Chair's Report

None.

Review/Approval of Sign Language Interpreter Applications

Commissioner Sienko moved to recommend the names below, to the Executive Director for issuance of an Interpreter License. Motion seconded by Commissioner Cohen ; motion carried unanimously.

The following applicants are approved for licensure, based on education, examination and experience requirements.

Group 1

1. Anderson, Jaime
2. Balombini, Rachel
3. Campbell, Sarah
4. Fernelius, Michele
5. Gordillo, Emily
6. Greenwaldt, Amy Joy
7. Kessen, Karina
8. Lassiter, Brian
9. Ledbetter, Ka'borski
10. Maenzo, Catherine
11. Mahoney, Brianna
12. McDermott, James
13. Nunley, Suzanne
14. Poore, Melissa
15. Quinn, Heather
16. Shrier, Rachel
17. Tucker, Elizabeth
18. Tucker, Scott
19. Watson, Melissa
20. Wheeler, Diane

Group 2

1. Ahearn, Amy
2. Applebee, Shirley
3. Applegate, Aimee
4. Bass, Kim
5. Burnaugh, Kennilyn
6. Carrera, Lloyd
7. Carter, Cari
8. Clayton, Arthur
9. Cristofaro, Mary Jo
10. Dennison, Shaunie
11. Dippel, Daisy
12. Draper, Anthony
13. Eisenmann, Elizabeth
14. Ekrut, Corey
15. Fritz, Sandra
16. Henry, Laura
17. Hoff, Marie
18. Holsomback, Andre
19. Jackson, Terra
20. Johnson, Kateri
21. Krenz, Danielle
22. Mastromonica, Tanya
23. McCluskey, Paula
24. Moran, Leticia
25. Murdoch, Susan
26. Nordstrom, Catherine
27. Pavelka, Angela
28. Pippin-Mandley, Shannon
29. Popp, Kristen
30. Powell, Faith
31. Reale, Amber
32. Rodgers, Rachel
33. Sayles, Katie
34. VanWyngaarden, Jamie
35. Ware, Sara
36. Watts, Clifford

Note to approved applicants: If your name does not appear in the Arizona Commission for the Deaf and the Hard of Hearing website (www.acdhh.org), please contact the Licensing and Certification Coordinator e.hassen@acdhh.az.gov.

Rules Update/5 Year Rule Review

Carmen Green Smith updated the committee on the recent Oral Comments session. All written and oral comments have been gathered and documented, and presented to the Governor's Regulatory Review Council (GRRC). ACDHH is now waiting to hear back from GRRC as to when we will be placed on their calendar for those rules as it relates to Legal A and Provisional Licensees to be reviewed, discussed, and voted on.

Commissioner Benton asked how draft language was put forward and presented to GRRC, as some of the comments received from the public indicated that not all were in agreement with the recommendations. Carmen explained that both positive and negative comments were responded to, and also placed in the GRRC package for them to review. They will reach out to ACDHH if they have any questions on why we are choosing to proceed with the current recommendations, and will allow the public to be involved with GRRC meetings.

Carmen went on to discuss the Five Year Rule Review. This is a typical process for all state agencies to review rules relating to the agency. For ACDHH, that is: licensure, equipment distribution, and all other services we offer. Our rule review is due on July 30th, and we have requested an extension from GRRC, and are currently waiting on correspondence from GRRC on whether or not they will honor the extension.

Announcements

Commissioner Cohen updated the committee on the DeafBlind Retreat that is coming up in July of 2021. They are expecting 30-40 to attend, and expect representatives from the DeafBlind community, SSP's and interpreters. There are no further announcements.

**Commissioner Cohen moved to adjourn the meeting at 2:20 pm.
Commissioner Sienko seconded; the motion carried unanimously.**

Dated this 18th day of June 2021 Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 22nd day of June, 2021 at 5:00 pm by Chyla Dalton-Nava.

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.

602-364-0990 TTY □ 602-542-3323 V □ 480-559-9441 VP □ 800-352-8161 V/TTY □ 602-364-0581 FAX □ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

Minutes of the meeting of the Arizona Commission for the Deaf and the Hard of Hearing, Personnel Committee.

Meeting held August 19, 2021 at 1:00pm.

Meeting was held remotely via teleconference and Zoom due to COVID-19.

Call to Order & Roll Call

Commissioner Jantz called the meeting to order at **1:03 pm**

Commissioners present via Zoom: Commissioner Benton, Commissioner Jantz

Commissioners absent: Commissioner Webster

Staff Present: Sherri Collins, Carlos Castillo, Jeremy McCown, Chyla Dalton-Nava

Personnel Committee Chair's Report

None.

Review/Approval of Executive Director's Annual Review

Carlos Castillo updated the committee on the recent review. There were a total of five questions on the review, and Sherri received an 89% positive response. He shared some of the individual responses with the committee. Carlos advised the committee that they have the opportunity to perform a salary increase, or provide a bonus. PV Jantz reminded the committee that the last salary increase was rejected by ADOA, as Sherri has already reached the salary cap for her position. **Commissioner Benton moved that a discussion be held in executive session with Carlos Castillo. Commissioner Jantz seconded the motion, it passed unanimously. The Personnel Committee went into executive session at 1:22 PM.**

The Personnel Committee returned at 1:48 PM. Commissioner Benton moved to give a 5% merit bonus and \$6500 spot award to Sherri Collins. A discussion ensued. Commissioner Benton amended the motion to a 10% merit bonus for Sherri Collins, Commissioner Jantz seconded the motion, it passed unanimously. The motion will be discussed with the full board at tonight's full board meeting.

Adjournment

Commissioner Benton moved to adjourn the meeting at 2:10 PM, seconded by Commissioner Jantz, the motion carried unanimously.

Dated this 24th day of August 2021 PV Jantz, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 24th day of August, 2021 at 5:00 pm by Chyla Dalton-Nava.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

**Minutes of the meeting of the Arizona Commission for the Deaf and the
Hard of Hearing, Board Meeting.
Meeting held August 19, 2021 at 4:30pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Jantz called the meeting to order at **4:35 pm**

Commissioners present via Zoom: Commissioner Benton, Commissioner Jantz, Commissioner Sienko, Commissioner Cohen, Commissioner Huch, Commissioner Brimhall, Commissioner Williams, Commissioner O'Rourke, Commissioner Scarborough, Commissioner Collinsworth
Commissioners absent: Commissioner Keast, Commissioner Webster

Staff Present: Sherri Collins, Carlos Castillo, Betty McEntire, Carmen Green Smith, Emmett Hassen, Victoria Vaughn, Jeremy McCown, Chyla Dalton-Nava
Assistant Attorney General Patricia LaMagna

Approval of Minutes- May 20, 2021

Commissioner Sienko moved to approve the minutes from the last board meeting held on May 20th, 2021. Commissioner Benton seconded the motion, the motion passed unanimously.

Chair's Report/Summary of Events

None.

Executive Director's Update

Sherri Collins updated the board on the progress on the Five Year Rule Review, an extension has been requested and provided. As of July 1st, the agency will continue working from home. The agency will allow in person meetings by appointment, in line with CDC guidelines. Since the last board meeting, 387 people have received training, and the requests continue to increase. She also updated the board on the approval of our Interpreter Licensure Rules from GRRC. The agency will possibly be working with Communication Services for the Deaf to develop a 211 information hotline in ASL. This hotline will partner with the Department of Economic Services and the Department of Health to provide direct ASL support. This process is still in the works, and we hope to have more information by the next board meeting. Commissioner Jantz updated the board on the vacancies currently on the board, for a Deaf representative, and a Licensed hearing aid dispenser. Three members of the board have terms that will expire soon, Commissioners Huch, Webster, and Collinsworth. He thanked them for their service, and

encouraged the board to reach out to the community to try and fill these vacancies.

Budget 2023:Decision Package

Sherri Collins updated the board on the four new positions the agency is requesting in the budget package: *Accounts Payable*, to keep these services in-house. This position will help us be more efficient, and greatly support FSU. This position is currently being filled on contract. *Staff Interpreter*, the need for interpreters has greatly increased for the agency. This position is also being filled on contract. *Media Specialist*, this will help us improve our community engagement, and raise awareness. *Family and Youth Engagement Coordinator*. This position is currently being filled on contract with Knowledge Services. All four positions are being requested with no changes to the budget due to the fact that they are all being filled currently by contract, and the agency has already been paying for these services. After a discussion of the new positions, **Commissioner Scarboro moved to approve the budget package with the four new positions, Commissioner Benton seconded, the motion passed unanimously.**

Public Comments

None.

Five Year Strategic Plan/Agency Goals Review

Betty McEntire explained the Strategic Plan to the board, as well as the many surveys and community forums that have take place over the past few months. We have received great feedback from our community members. One of the key takeaways was the need for accessible information for all of our communities. Another was the need for increased awareness of the services the Commission offers, and also assisting families who have newborns or children who are Deaf, Hard of Hearing or DeafBlind. The lack of equal communication access especially within the community and government was another big issue. Another issue brought up was the need to expand our services to include rural and underserved communities. There was also a request to issue or expand certifications for interpreter training. This allows us to identify our goals as an agency to better serve our community. Betty continued with the 4 goals of the strategic plan. A discussion followed. **Commissioner Jantz moved to approve the 5 year strategic plan, Commissioners Huch and Sienko seconded, the motion carries unanimously.**

Support for Deaf Young Adults

Commissioner Scarboro expressed the need for services for the specific population of Deaf, Hard of Hearing, and DeafBlind young adults. The group discussed options for assisting this group, such as youth ambassadors, mentorships, targeted presentations, and internships. The board decided to continue this discussion in the next board meeting. The board then went on a break at 6:05 PM. The discussion resumed at 6:15 PM, with the board asking the commission to brainstorm ideas, and present them at the next board meeting.

Legislative Update

Betty McEntire updated the board on the legislative session which ended on June 30th. One highlight was the success of ensuring community access to testify on House bill 2863, and Senate Bill 1092. There was also progress on the new captioning system for hearings, it is now available by request.

Interpreter Licensure Committee Update

Commissioner Benton provided an update on interpreter licensing- a total of 94 applications have been processed since May of 2021.

Interpreter Complaints/Inquiries

Emmett Hassen updated the board on two interpreter inquiries, for Tiana Dopp and Jill Blass. Ms. Tiana Dopp failed to earn the total 12 hours prior to her license expiration and submitted nine hours that were earned outside of her license year. She met three of the required hours. The other nine were completed outside of her license year. He recommended to renew her license with the condition that she make up nine new additional continuing education hours in addition to the required 12 hours for a total of 21 hours for next year's renewal. after discussion, **Commissioner Benton moved to approve the license renewal with understanding that she will complete 21 hours by her 2022 renewal date, Commissioner Huch seconded, the motion carried unanimously.** Ms. Jill Blass failed to earn the total 12 hours prior to her license expiration and submitted 12 hours that were earned outside her license year. The recommendation is to renew her license with the condition that she make up 12 new additional continuing education hours on top of the required 12 hours prior to her renewal next year. This would be a total of 24 hours. Ms. Blass requested that her recent 12 hours she earned be accepted in lieu and attached her certificates of attendance. **Commissioner Jantz moved that the license be renewed for Jill Blass with the understanding that during this new license period, she must complete an additional 12 hours of continuing education on top of the required 12 hours for a total of 24 hours during the license year. Commissioner Sienko seconded, the motion carried unanimously. AAG Patricia LaMagna was excused from the meeting.**

Executive Director's Annual Evaluation

Commissioner Jantz discussed the Personnel Committee that was held earlier in the day. Commissioner Benton went on to discuss the results of the Personnel Committee Meeting, and the recommendation to give a merit bonus to the Executive Director of 10%, and an additional 5% incentive to make up for the inability to increase her compensation. **Commissioner Brimhall moved that the Personnel Committee's recommendation of a 10% merit bonus and 5% incentive be given to the Executive Director. Commissioner O'Rourke seconded the motion, the motion carried unanimously.**

Future Agenda Items

Commissioner Jantz and the board discussed items they would like to discuss at the next meeting: youth support, board elections, deciding on whether board meetings will continue virtually, or be in person, adding a DeafBlind representative to the commission.

Adjournment

Commissioner Scarboro moved to adjourn the meeting at 7:10 pm.

Commissioner Huch seconded; the motion carried unanimously.

Dated this 24th day of August 2021 by PV Jantz, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 24th day of August, 2021 at 5:00 pm by Chyla Dalton-Nava.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

**Minutes of the meeting of the Arizona Commission for the Deaf and the
Hard of Hearing, Interpreter Licensing Committee(ILC).
Meeting held October 21, 2021 at 2:00pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:04 pm**

Commissioners present via Zoom: Commissioner Benton, Commissioner Cohen,
Commissioner Sienko

Commissioners absent: Commissioner Jantz

Staff Present: Carmen Green Smith, Emmett Hassen, Victoria Vaughn, Jeremy McCown, Chyla Dalton-Nava

Committee Chair's Report

None.

Review/Approval of Sign Language Interpreter Applications

Commissioner Sienko moved to recommend the names below for issuance of an Interpreter License. Motion seconded by Commissioner Cohen ; motion carried unanimously.

The following applicants are approved for licensure, based on education, examination and experience requirements.

1. Bass-Rettig, Alyson	20. McNeil, Mary
2. Beebe, Allison	21. Michaels, Amanda
3. Bergmann, Julie	22. Moore, Ezra
4. Brown, Matthew	23. Munyaradzi, Razonda
5. Buchholz, Leslie	24. Nolte, Brandi
6. Christy, Nicole	25. O'Connor, Megan
7. De Leon Rice, Suzanne	26. Orndoff, Cynthia
8. Fisher, Bobby	27. Pennick, Cayla
9. Flanagan, Tamara	28. Polo, Theresa
10. Grady, Donna	29. Scholz, Susan
11. Harris, Jeffrey M.	30. Smith-Malinka, Joanne
12. Herdt, Brian	31. Snelson, Darlene
13. Holt, Kaitlin	32. Villarreal, Maurita
14. Howard, Brandi	33. Wecker, Sabine
15. Krueger, Scott	34. Willman, Ernest
16. Lewis, Natasha	35. Wilmoth, Elizabeth
17. Luckham, Rebecca	36. Young, Helen
18. Martinez, Michele	37. Young, Laura
19. Martinho, Aleah	

Note to approved applicants: If your name does not appear in the Arizona Commission for the Deaf and the Hard of Hearing website (www.acdhh.org), please contact the Licensing and Certification Coordinator e.hassen@acdhh.az.gov.

Rules Update/5 Year Rule Review

Carmen updated the committee briefly on the progress of the Rules update, there have been some internal discussions, and once the Executive Team has had a chance to review some of the items, further updates will be provided. The agency has until July of 2022 to finalize the process. This will be kept as an agenda item in future meetings, to keep the board aware of any progress.

Certification Breakdown

Emmett reminded the committee of the availability of a document he has created in response to a request to see the certification breakdown. The commissioners were invited to ask any questions in relation to the document.

Public Comments

None.

Announcements

None.

Adjournment

**Commissioner Sienko moved to adjourn the meeting at 2:15 pm.
Commissioner Cohen seconded; the motion was carried unanimously.**

Dated this 25th day of October 2021 Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 25th day of October, 2021 at 5:00 pm by Chyla Dalton-Nava.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

**Minutes of the meeting of the Arizona Commission for the Deaf and the
Hard of Hearing, Board Meeting.
Meeting held October 21st, 2021 at 4:30pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Jantz called the meeting to order at **4:40 pm**

Commissioners present via Zoom: Commissioner Jantz, Commissioner Sienko, Commissioner Cohen, Commissioner Williams, Commissioner O'Rourke, Commissioner Scarborough, Commissioner Keast, Commissioner Webster

Commissioners absent: Commissioner Benton

Staff Present: Sherri Collins, Carlos Castillo, Curtis Humphries, Jeremy McCown, Chyla Dalton-Nava

Commissioner Brimhall joined the meeting by phone at **4:56 pm**

Executive Director's Annual Evaluation- Discuss New options

Commissioner Jantz updated the board on the purpose of the meeting, to discuss information he has received from ADOA (Arizona Department of Administration) in regards to the Board's August decision to approve a 10% bonus for Sherri Collins. He explained that ADOA gave four options for the Board to consider, and those will be discussed in today's meeting. Carlos Castillo explained the history of prior submissions to ADOA on Sherri's behalf, and explained that the last one to be awarded in 2016, which was an 8% salary increase. She has not had any bonuses or salary increases since 2016.

PV continued the discussion by explaining the four options given by ADOA which include:

1. Continue with the previously approved request for 10% bonus
2. Change request to baseline increase with no bonus.
3. Request pay increase with smaller bonus.
4. Request baseline increase with the current 10% bonus included.

A discussion followed, discussing the pros and cons of each option. **Commissioner Cohen**

moved to have Sherri's base pay increased by 10%. More discussion followed from the group, Commissioner Scarboro moved to amend Commissioner Cohen's motion to have base pay increase by 10% to having the base pay increased by 10% effective August 19th, 2021. Commissioner Cohen accepted the amendment. The motion passed unanimously.

Adjournment

**Commissioner Webster moved to adjourn the meeting at 5:39 pm.
Commissioner Sienko seconded; the motion carried unanimously.**

Dated this 25th day of October 2021 by PV Jantz, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 26th day of August, 2021 at 5:00 pm by Chyla Dalton-Nava.

Douglas A. Ducey
Governor



Sherri L. Collins
Executive Director

**Minutes of the meeting of the Arizona Commission for the Deaf and the
Hard of Hearing, Interpreter Licensing Committee(ILC).
Meeting held December 16, 2021 at 2:00pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:01 PM**

Commissioners present via Zoom: Commissioner Benton, Commissioner Cohen

Commissioners absent: Commissioner Jantz, Commissioner Sienko

Staff Present: Carmen Green Smith, Emmett Hassen, Victoria Vaughn, Chyla Dalton-Nava

Committee Chair's Report

None. Meeting cancelled due to lack of quorum- discussed possible meeting dates. Proposed dates for the next meeting are Monday, December 20th 2021, or Wednesday, December 22nd 2021. Absent Commissioners will be emailed to confirm dates, and a new date will be announced.

Adjournment

Commissioners moved to adjourn the meeting at 2:11 pm.

Dated this 17th day of December 2021 Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 20th day of December, 2021 at 11:00 am by Victoria Vaughn.

602-364-0990 TTY ☐ 602-542-3323 V ☐ 480-559-9441 VP ☐ 800-352-8161 V/TTY ☐ 602-364-0581 FAX ☐ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.



Arizona Commission

for the deaf and the hard of hearing

100 N 15th Avenue □ Suite 104 □ Phoenix, AZ 85007
acdhh.org

**Minutes of the meeting of the Arizona Commission for the Deaf and
the Hard of Hearing, Board Meeting.
Meeting held December 1, 2021 at 4:30pm.
Meeting was held remotely via teleconference and Zoom due to
COVID-19.**

Call to Order & Roll Call

Commissioner Jantz called the meeting to order at **4:35 PM**

Commissioners present via Zoom: PV Jantz, Sarah Benton, Fred Williams, Judy Huch, Missy Keast, Susan Webster, Andrew Cohen, Jennifer Scarborough, Catherine Sienko

Commissioners absent: Barbara Brimhall, Melanie O'Rourke

Staff Present: Sherri Collins, Carlos Castillo, Betty McEntire, Carmen Green Smith, Emmett Hassen, Victoria Vaughn, Jeremy McCown, Chyla Dalton-Nava

Approval of Minutes- August 19th, 2021

Commissioner Sienko moved to accept the minutes from the August 19th, 2021 Board Meeting; Commissioner Keast seconded the motion, the motion passed unanimously.

Chair's Report/Summary of Events

Commissioner Jantz updated the Board of the recent progress with their recommendation to ADOA for a salary base increase that has been approved by ADOA.

Executive Director's Update

Sherri Collins started by thanking the board for their work on securing her recent salary increase, and all of their support for the commission. She also gave the board some highlights from the recent quarterly board report. AZAD recently celebrated their 85th anniversary, and Sherri had the privilege of being a keynote speaker at their recent conference. One recent improvement was made to our postcards for the TEDP program. The agency is continuing to look for ways to improve our communication with our community. Our Toys to Avoid campaign is underway, offering tips for parents. Christy Abrams has been very active promoting this campaign, and recently did a Facebook live

program. We also recently did an interview with the Deaf actor Troy Kotsur during Deaf Awareness Month using the Facebook Live platform. The agency is finding more success with engaging the community using the Facebook platform, and we plan to continue to use this platform in the future for a monthly speaker series. We have also seen an increase of requests for virtual training, and we are receiving a variety of agencies requesting this training. We are also continuing our outreach with the Latino community. The agency will continue to meet with DES to meet some of the challenges our community faces in line with using DES services. Our meetings with DES to plan the ASL 211 service will be held off until we have a chance to address some of those issues. We will continue to keep the board updated on the progress.

We will begin a new project to address the needs of our aging population- an area that we have not previously focused on. This will focus on caregivers, facilities, nursing homes, memory care, and independent living for our community. It can be very difficult to receive accessible services in Arizona, and we are currently doing a survey to figure out how we can assist with systems and policy change. Sherri, Betty and Carmen recently attended a meeting with a representative that handles the Arizona State plan for Aging. The agency's goal is to add language to our state plan for the Deaf and Hard of Hearing, to provide more than just an interpreter or captioning. There is a very clear need for Deaf-trained caregivers, as there is only one in the state of Arizona. At this time, no other state has a state plan that includes the Deaf and Hard of Hearing, or DeafBlind, so in this project, we can provide a model for other states. The survey will be completed in January, and we hope to have more information on the results by the end of that month. We will share those results at the February meeting. We would like to create a simple website for resources and information that is just for seniors. The agency would also like to create a position for a Senior Citizen Specialist, someone who can act as a service coordinator to help connect seniors with resources. The November Board Report had one amendment- which is a letter from Carlos explaining an issue encountered with entering the agency's five-year plan in to AZIP which is the system for entering these plans. There were some technical issues which resulted in parts of our old plan being submitted. Due to the plan already being sent to OSPB, the office of budgeting, changes cannot be made until January of 2023. This should not prevent us from our budget requests for the four new positions that we are seeking, or any other work for the year. This will also be posted on our website for the public. The board had a chance to ask any questions they had, and a discussion followed. Commissioner Scarborough mentioned that she has done some work with VCD to attempt to establish a training program for students who may be interested in becoming caregivers, and would like to see a partnership with ACDHH in the future. Sherri concluded her report by informing the board about the planned virtual conference for Seniors in the Spring of 2022, and that Betty and Michele will be attending a National conference on aging next week. Our Annual report will be presented at the February board meeting.

Public Policy/Legislative Update

Betty gave the board her update, beginning with the news that the 55th legislative session will begin January 10th, 2022. 12 members of the legislature have resigned and been reappointed, which is not common. Due to that change, the agency will not be seeking any proactive legislation with the exception of our budget requests which were approved by the board in August. Our focus will be on providing education and awareness on what the commission does, and build that awareness to new legislative members, as well as monitoring any new bills which will have an impact on our community. She continued by explaining that the Federal Drug Administration opened up their public comment review on the over the counter hearing aids. Anyone who is interested in providing their comments will have the opportunity to do so through January 18th, 2022. This directly impacts our community, and it is very easy to provide comments. More information on how to do this is in the policy alert Betty sent a few weeks ago. She is also monitoring the Build Back Better plan as it relates to the interpreting community and CART providers, related to the elements of the PRO Act which is the labor organizing bill that was dropped back in February of 2021. This may have an impact on the interpreting community. She will also monitor the audiology impact of the Build Back Better plan.

Interpreter Licensure Committee Update

Commissioner Benton updated the group on the work of the ILC since the last meeting. The last ILC meeting was held on October 21st, and 37 applications were approved. 10 were in state general licenses, and we had 2 in state legal applicants, as well as 3 provisionals, a B,C and D. Of the 37 applicants, 22 licences were from out of state.

DeafBlind Board Member

Commissioner Cohen expressed his concerns about the lack of an appointed DeafBlind commissioner. He would like to possibly see a DeafBlind commissioner added. A discussion followed. Sherri reminded the group that in order to have an appointed DeafBlind commissioner, a statutory change is required in the state legislature. Sherri will research other states' approaches to this issue, and provide her findings at the next board meeting. She also informed the board that we may also have the option of changing one of the four Deaf representatives to three Deaf representatives with the fourth being a DeafBlind representative. The group discussed some of the legislative challenges with the proposed changes, and agreed to do more research in this area.

Officer Election

The board decided to table this discussion until February's meeting, in the hopes of having a full board at that time.

2022 Board Meeting Dates

The proposed dates for next year's meetings are: February 17th, May 19th, August 18th, and November 17th. **Commissioner Sienko moved to accept the proposed Board Meeting dates, Commissioner Keast seconds, the motion passed unanimously.**

2022 Board Meeting Locations

The board discussed the possibility of resuming in-person meetings next year, and also the possibility of conducting hybrid meetings. **Commissioner Cohen moved that the first two meetings of next year be virtual. At that second meeting, we'll talk about our location for the final two meetings of the year. Commissioner Webster seconded the motion, the motion passed unanimously.**

The board went on break at 6:00 PM. AAG Jo-Ann Handy entered the meeting at 6:14 PM. The meeting resumed at 6:17 PM.

Public Comments

Commissioner Benton began by reading the rules for public comments. Lori Johnson, who was commenting on interpreter complaints, expressed that she intends to re-apply for licensure, and that she has not been working as an interpreter since the lapse in her license.

Interpreter Complaint/Inquiries

Emmett Hassen gave a summary of each complaint for the board one at a time.

Regarding Lily Pacheco:

Motion:

Commissioner Sienko moves that Emmett send Ms. Pacheco a letter of concern that will encourage her to apply for licensure. Commissioner Webster seconds the motion, the motion passed unanimously.

Regarding LaToya Tilman:

Motion:

Commissioner Jantz moves that a letter of concern be sent to LaToya Tillman through the hiring agency and also that a letter be sent to the hiring agency with a signature required confirming that they received this. Commissioner Sienko seconds, the motion carried unanimously.

Regarding Lori Johnson

Motion:

Commissioner Cohen moves that the board send a letter of concern, reminding her that she needs to apply for a license before accepting work, and to also thank her for volunteering. Commissioner Scarboro seconds, the motion passes unanimously.

Regarding Helen Young:

Motion:

Commissioner Benton moves that a letter be sent to Ms. Young and impose a fine of \$50 a day for the two days of working without a license. Commissioner Webster seconds, Commissioners Huch, Webster, Sienko, Williams, Keast, Scarboro, Jantz and Benton vote in favor, Commissioner Cohen abstains. The motion carries.

Regarding Robin Dears:

Motion:

Commissioner Benton moves that a letter be sent to Ms Dears illustrating the violation of both 3.0 professional conduct, as well as 4.0, respect for consumers. And it would be my recommendation that the board specify an additional number of professional development hours that Robin has to complete, specifically in the area of 4.0, respect for consumers. And I would recommend two additional hours in addition to the other hours that she has to complete for her annual requirement. Commissioner Cohen seconds, the motion passes unanimously.

Regarding Helen Young:

Motion:

Commissioner Keast moves that we go into executive session for legal advice related to Ms. Helen Young. Commissioner Scarboro seconds, the motion carried unanimously.

The board enters Executive Session at 7:08 PM.

Executive session is completed at 7:33 PM. A continued discussion follows.

Commissioner Cohen moves that the ILC create a matrix for penalizing interpreters who have a pattern of violations so that there is more of a transparency. Commissioner Benton offers an amendment to work with staff to continue to develop a fee structure to address historical and repeated offenses; Commissioner Cohen accepts the amendment. A discussion follows. Emmett asked

for more clarification on what the board would like to see added to the matrix. Commissioner Cohen states that he would like to have an analysis of the current matrix, and see if anything may be missing. **Commissioners Cohen, Benton, Huch, and Williams voted in favor, Commissioners Jantz, Scarboro, Webster and Keast voted against this motion. The motion fails.**

Motion (*Helen Young continued*):

Commissioner Benton moves the board imposes a fine of \$1,000 for the complaint brought against Helen Young, to be paid by January 1st, 2022. Commissioner Jantz offers an amendment that Ms. Young take an ethics course, five hours worth of ethical training in addition to the fine. The fine must be paid by January 1st, 2022, and that the course be completed by March 31st, 2022. If either of those are not met, then the license will be suspended for two weeks. Commissioner Benton accepts the amendment. Commissioner Keast offers an amendment of extending the suspension to one month if fees are not paid, and if the course is not completed. Commissioner Benton accepted the amendment. Full motion is \$1,000 fine to Ms. Helen Young to be paid by January 1st, 2022, with an additional requirement of completing a five-hour ethics course or training by March 31st of 2022. If either of those are not completed by their deadlines, the license will be suspended for a one-month period of time. Commissioners Keast, Scarboro, Sienko, Webster, Benton, Williams, Huch, and Jantz voted in favor, Commissioner Cohen abstained. The motion passes.

Future Agenda Items

Officer Elections, the Youth and family update from Commissioner Scarboro, update on licensure matrix, update on DeafBlind commissioner, and the ACDHH annual report.

Adjournment

Commissioner Scarboro moved to adjourn the meeting at 8:01 PM. Commissioner Webster seconded the motion, the motion carried unanimously.

Dated this 6th day of December 2021 by PV Jantz, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 6th day of December, 2021 at 5:00 pm by Chyla Dalton-Nava.



**Minutes of the meeting of the Arizona Commission for the Deaf and the
Hard of Hearing, Interpreter Licensing Committee (ILC).
Meeting held December 20, 2021 at 2:00pm.
Meeting was held remotely via teleconference and Zoom due to COVID-19.**

Call to Order & Roll Call

Commissioner Benton called the meeting to order at **2:05 PM**

Commissioners present via Zoom: Commissioner Benton, Commissioner Cohen, Commissioner Sienko

Commissioners absent: Commissioner Jantz

Staff Present: Carmen Green Smith, Emmett Hassen, Victoria Vaughn, Jeremy McCown

Committee Chair's Report

None.

Review/Approval of Sign Language Interpreter Licenses

Commissioner Sienko moved to recommend the names below, to the Executive Director for issuance of an Interpreter License. Motion seconded by Commissioner Cohen; motion carried unanimously.

The following applicants are approved for licensure, based on education, examination and experience requirements.

1. Amato, Alexandra	13. Jackson, Jennifer
2. Bradford, Marie	14. Jordan, Leah
3. Burns, Kimberly	15. McClure, Susannah
4. Cain, Barbara	16. Mire, Michelle
5. Crickenberger, Corey	17. O'Doyle, Sasha
6. Dodd, Aimee	18. Prough, Robin
7. Donati, Emily	19. Rice, Sheena
8. d'Ornano, Yvette	20. Schilling, Amy
9. Gilray, Keith	21. Schulze, Darci
10. Gribbon, Megan	22. Shaw, Randy
11. Grigsby, Elizabeth	23. Walters, Antwan
12. Hays, Crystal	24. Zinsky, Lentha

Fee Schedule Review

A discussion ensued about the proper procedure related to making adjustments to the fee schedule formatting and fee structure for repeat offenders. **Commissioner Cohen moved for the fee schedule draft to be prepared and then brought back to the ILC at the next meeting, so that ILC is able to give a stamp of approval before it's recommended to the Board. Motion seconded by Commissioner Sienko; motion carried unanimously.**

Rules update/5 Year Rule Review

None.

Approval of 2022 ILC meeting dates

Commissioner Cohen moved that they accept the suggested seven dates for the 2022 ILC meetings. Motion seconded by Commissioner Sienko.

Announcements

Commissioner Benton announced the call for volunteers as well as retreat participants for the DeafBlind Retreat of Arizona for July 2023. She asked to please pass the word around to anyone you know would be interested in volunteering at this fantastic opportunity.

Public Comments

None.

Adjournment

Commissioner Benton moved to adjourn the meeting at 2:40 pm. Commissioner Cohen seconded; the motion was carried unanimously.

Dated this 21st day of December 2021 Sarah Benton, Committee Chair

The undersigned certifies that a copy of the attached notice was duly posted this 21st day of December, 2021 at 5:00 pm by Victoria Vaughn.

602-364-0990 TTY ☎ 602-542-3323 V ☎ 480-559-9441 VP ☎ 800-352-8161 V/TTY ☎ 602-364-0581 FAX ☎ info@acdhh.az.gov

The mission of the Arizona Commission for the Deaf and the Hard of Hearing is to ensure, in partnership with the public and private sectors, accessibility for the deaf, deaf-blind, hard of hearing, and persons with speech difficulties to improve their quality of life.