

**Missouri State Committee of Interpreters
Public Relations Subcommittee**

December 13, 1997 – 10:00 a.m.

**Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri**

Open Session Minutes

The Public Relations Subcommittee of the State Committee of Interpreters convened at 10:10 a.m.. The meeting was called to order by State Committee chairperson, Lori Knabe.

Subcommittee Members Present

Lori Knabe
Betty Kramer, Public Member
William Ross III

Staff Present

Loree Kessler, Executive Director
Chelle Huffman, Division of Professional Registration

A motion was made by Mr. Ross and seconded by Ms. Kramer to approve the open session agenda. Motion carried unanimously.

GOALS AND OBJECTIVE

The subcommittee reviewed the goals and objectives outlined from the state committee meeting on December 1. The subcommittee agreed with the goals and objectives established at that time. The Public Relations Subcommittee will provide guidance concerning public relation efforts of the state committee to include information related to the state committee web site, newsletter and community outreach.

WEB SITE

It was recommended that the state committee not include the commission's law or rules on its web site as the Commission for the Deaf is developing a web site. The state committee requested the executive director contact the National Association for the Deaf to obtain relevant information that could be used on the web site. It was noted that the state committee would request permission to establish links to appropriate web sites that would provide information relating to interpreting for the deaf. The subcommittee suggested the following content be included on the state committee web site:

Frequently asked questions
Flow chart of the licensure process and certifications for licensure
Difference between the Commission for the Deaf and the state committee
Levels of certification
Review the administrative rule making process
Issue the licensure and regulation of interpreters
Develop a list of sources to learn sign language
Identify link to other web sites
Place a survey on the web site for feedback.

It was suggested that the newsletter and web site include the certification level of the certified interpreters.

The subcommittee discussed the newsletter and recommended that it be developed as soon as possible and be mailed to certified interpreters, as well as individuals identified by the Commission for the Deaf.

COMMUNITY OUTREACH

The executive director was asked to contact the commission to determine if the commission would be participating in Show-Me Symposium in February, along with determining if the state committee can make a presentation.

The subcommittee recommended evening town meetings in Fulton, St. Louis, Kansas City and Springfield to inform individuals about licensure. To contain costs, it was suggested that one or two state committee members attend each town meeting. Additionally, it was noted that an interpreter would need to be secured from the statewide contract for each town meeting.

The committee reviewed a mailing list provided by the Commission for the Deaf to categorize entities listed on the mailing list for future reference.

At 12:40 p.m. a motion was made by Ms. Kramer and seconded by Ms. Knabe to adjourn the subcommittee meeting. Motion carried unanimously.