

**Meeting Minutes**  
**Saturday Feb 18, 2017**  
**Potomac, MD**  
**9-5:00 pm**

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**The Board:**

President (2017-2018)	Gina D'Amore
Director of Community Relations (2017-2018)	Traci Ison
Director of Meetings (2017-2018)	D'Lisa Robinson
Director of Membership (2016 & 2017)	Kevin Dyels
Treasurer (2016 & 2017)	Sarah Blattberg
Director of Professional Development (2017-2018)	Brandon Vice
Director of Communications (2017)	Kafi Lemons (2:24pm arrival)

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**Call To Order 9:47am**

- **Working Together – Our Vision**

- Understanding roles- Gina explained how taking on the role of president is a new position for her (for example our position titles are unique to PCRID). She is still gaining an understanding of her role and the PCRID bylaws. Every board member gave a brief introduction of our roles and responsibilities.
- Leadership style- It is important to have a unified front as a board. Though the president will run meetings, all of us have equal stake in the success of PCRID.
- Communication mode- Communication is important. Our meetings will be conducted in ASL. For the sake of clear communication, Gina requested that if ever we do not understand her signing or if she signs too fast to please speak up. Because Gina often sends videos in ASL to communicate, Traci suggest using Glide because some board members are not able to access the videos on our phones and at times messages are missed as individuals respond. Sarah informed the board that messages can't be saved so that is a problem. Also we discussed how the board would communicate when remote meetings were held. In previous attempts, Appear.in was used. The board agrees that platform did not work as well as other platforms used such as Zoom. The point is, whatever applications and platforms we use, all communication must be kept for record keeping purposes. **Action item:** Brandon and Traci will research Go-To Meeting. Would this platform/service be worth the money and would it benefit our members as well and not just for board purposes? Maybe we can outline the benefits for paying for such a service (this platforms allows for meetings to be recorded and records could be kept and transcribed).
- Two to four year goal for PCRID- The future of PCRID is important to share with our members. Some future endeavors include: providing more support to educational interpreters, targeting the population of interpreters in Maryland who are not members or actively participating in PCRID, and formatting conference to have skill workshops but not ignoring the non-skill related workshops. Other goals include: Partnering with the community more (Traci), making PCRID a place for people to grow their skills (Sarah), training and elevating our interpreting community and influencing other communities as well (Brandon). At our next meeting we will hash out the future of PCRID and when we are ready, present it to our members.
- Conference- The idea of a Safe[er] place conference has been changed to a "Braver Space" conference (safe space means you can not get hurt but brave means you might.) Being on Galluadet's campus and being vulnerable in our peers presence takes bravery. The idea behind the conference is to foster a space where we have workshops that are skill related (be brave to develop your skill) and non-skill related workshops (be brave to share or show who you are, your views, and do the work to breakdown barriers in our field and lives). Advertisement for the conference must be clear to show both sides of our concept. **Action Item:** The board and conference chairs must develop a logo (sign) and ASL way to show our

concept. Maybe we can have a logo competition to gain members buy-in. The winner could win free membership. Maybe the conference could be a one-day event from 9-9pm.

- PCRID will participate in DCABDA event on Saturday February 25, 2107. D'Lisa, Kafi, and Traci will staff our booth. **Action item:** D'Lisa will design a sign for our table.

- **Lets Discuss**

- **Gina**

- Appointed Jimmy Beldon as a PCRID Representative for Interpreting Licensure in Maryland. We have the draft ready but it has not been approved by our members. We must decide if we are member driven or if we set up things and let the members be brought on board thereafter. We really need member support. We must get members buy-in and we can't forget about agency licensure also. If Maryland passes something then maybe interpreters will go to another state? Traci is unsure of how to merge her role with them so we can set up a meeting with them and invite them to chat with us. **Action item:** to call a meeting (Traci/D'Lisa).
    - Appoint Co-Chair for PCRID Conference –Niesha Washington Shepard (CDI living in DC) and David Letkiewicz (CDI living in Maryland) were honored to take on the role. They didn't know each other. They are waiting to hear our vision and run with that vision. The board has discussed a conference that gives the community the skills they desire and need; however, the CDI community feels Deaf interpreters are not welcomed in PCRID. **Action item:** for D'Lisa to set up a meeting with the new conference chairs and invite last years chairs (Sherrette and Caitlin) as well the previous year (Juniper). **Action item:** is to loop Kafi in when we meet as Gallaudet charges for venue space. Kafi works at Gallaudet.

- **Kevin**

- New additions to the membership committee- Natalie Van Eman and Erin Lappin have joined the team! The committee will divide duties. Since Kevin's term on the board is ending at the end of this year dividing duties is a nice way to groom the new members to take over in the future.
    - General membership update/conference: Membership is steady. The Membership team will start communication again with Kafi and Brandon for membership related items for the newsletters and workshops. Kevin, can see the merits of going back to the Doubletree (hotel from last years conference) for this years conference because the price from a food and beverage perspective was great and because it is nice to be consistent. But he also mentioned the importance of the optics of moving around the state/region. Discussion: For last year's conference we hired someone to locate a venue for us (his services were free of charge). If we go too far outside of the city we have to consider the lack of metro accessibility and transportation for volunteers. We could possibly get a shuttle to transport people to a more remote venue (Gina). Traci wants to partner with a conference in September at Gallaudet. Gina wants a free venue if possible. We could also save money by changing from a 2-day conference to a one-day symposium plus a business meeting. We could save money on food as well.

- **Brandon**

- Workshop Ideas – We are looking at April 22 at CCBC with Wink. A Workshop called Deafhood that would need more than one day to present. **Action item:** Gina has context with the Deafhood presenters and will meet with them first before we move forward. Brandon will forward information to us regarding these workshops for the board to gain more details. Other ideas: Helen Keller National Center to teach interpreting with Deaf-Blind, an all day conference on leadership and partnering with the Deaf community, consider ideas that answer the question of what the Deaf community needs from interpreters, allies and safe space workshops/conference, workshop with a man who was in jail and later became an interpreter. We have to be careful when setting workshop dates not to conflict with other organizations that are hosting various community activities and avoid major religious holidays. Also, in planning we have to reach out to the Baltimore and Frederick community as they feel ignored.
    - Workshops may not continue to be web casted at CCBC and Gallaudet because of the tech problem we had last year. However, we can record the workshops and people can access them later at an expense. **Action item:** follow up with Rosemary regarding the web camera.
    - Based on membership's survey, we have an idea of what type of workshop topics our members want. Kevin has a list of topics/ideas based on our survey. **Action item:** Kevin will send

- Brandon a list of ideas/topics from the membership perspective. Note: demographic information is not included in survey and we do not have a list of that compiled.
- Sage – The board already approved an amount from last year to support applicants who want PCRID to pay for test/scholarships. All applicants who are awarded will be determined through a panel that will review all submissions. The review will be anonymous. Some people have already enquired about scholarship awards and they have not heard much response from the board. We have not officially sent out the “go ahead” for all applicants to have a fair chance and compete at the same time. **Action item:** for D’Lisa and Brandon to talk about logistics for the workshops and for Brandon to check calendar dates for other organizations to make sure no conflict (we may need to loop in with Traci regarding community calendars).
  - **Sarah**
    - LEAD Conference- We have three members on the board who are interested in going. We need to finalize and register them.
    - E-mail issue with CMP team- Erin Schneider called in at 1:05pm. Brandon wanted to know about the CEU process. Erin’s team works hard and are highly versed in the CEU process; however instruction for those who are interested in submitting CEUs, can be found on our web site. Other concerns: Erin had someone contact her that wants to be involved in a social media position and conference. Please have the person send an email to Kevin in membership and loop in Kafi. **Action Item:** Brandon and Erin will chat before the Friday to discuss the April 22 workshop. **Action item:** for Sarah to call Ryan.
    - DCABDA booth sponsorship- We need to confirm volunteers (D’Lisa, Kafi and Traci) to take shifts at our PCID booth at their event. Also, we committed to support them financially but do not know how to send our \$500 check? **Action item:** to coordinate the booth and send the check.
    - Financial update- New ideas were brought up to save money since we took such a big hit last year with conference. **Action item:** to research another credit card option for PCRID that would save us money. **Action item:** for Brandon and Traci to research better streaming platform.
    - Liability Insurance- Have liability insurance is not a bad idea but it is very expensive. Jennifer Vold, last years president wanted it. If someone falls, for example, at one of our events? Discussion: we could have a waiver or release form signed prior to all events, possibly research another company that offers insurance at a cheaper price, If we host an event in any location then we need to read all contracts regarding their liability clauses. **Action item:** to contact Rebecca Minor to check on what insurance would look like of us if we use their facilities. **Action item:** Gina will bring to the board cheaper insurance companies to us to review. **Action item:** Sarah and Gina will meet with Charles Schwarz to set up a budget for PCRID.
  - **Traci**
    - What does partnering in the community look like?
      - Goals/progress- It is a goal this year to partner more in the community and show support to others. Also, to see what people need from PCRID. We should know when our community is having events are and advertise them on their behalf. Furthermore, this gives us an opportunity to go and connect with people at others events. These events and programs are possible times we could include mentoring. CCBC and Gallaudet both have mentoring lists and we could ask that their mentors go to PCRID events and help. Those organizations are in need of more mentors anyway; this could be a way to bridge the gap.
      - Sister organizations- What does “sister organization” mean? Maybe we can meet with others to define the term.
      - Liaisons- As a liaison, Traci could possibly join in with Kevin to engage in community possibilities. For example, seems Maryland has a huge population of cued speech and interpreting programs in the school system. Maybe we can leverage that for membership and partnership.
    - MDAD- There is an upcoming conference where government agencies will be in attendance. We don’t know if that means present to the Deaf community about why they struggle with interpreters, why interpreters are expensive, but we have been asked to send a board representative to participate. It is possible that there will be government agencies there placing blaming on interpreters. PCRID has been asked to provide support. Maybe we can use this

time to talk or push the ideas of hiring direct with interpreters instead of spoken language agencies. Maybe we can partner with them for a workshop. DCABDA tried to set up a Maryland chapter but it did not succeed (seems there was a disagreement). We can talk to Ritchie Bryant to get clarification. Question is, how do we identify a black liaison for the black community?

- Conference is April 28-30 so after their new elections, lets call a meeting.
- Other Community concerns
  - Members with CEUs CMP issue- Traci asked who decides if CEU request are approved or not and who oversees the CMP committee? The question was raised because one of our members was not able to receive CEUs and having CE's can impact an interpreter's certification when they do not have enough CEUs. Sarah oversees CMP and stated that the committee does reserve the right to not process a CEU request. Processing CEUs is a lot of work for the CMP committee especially when members make last minute requests. We are one of the best organizations at following RID's process; therefore, RID backs us. RID often takes away the right to process CEUs from sponsors when they don't follow the rules. The CMP committee is sometimes so busy they cannot handle the request. When this happens they can refer the requester to other chapters. This information is available on our web site. It may need to be put in a place that is easier to find? Membership should turn their CEU forms on time if they are at risk of losing certification.
  - PCRID endorsement for community project – Arlo Corey is a young budding interpreter who wants to pay for interpreters when an interpreter is needed for a deaf family member who has to pay out of pocket. **Action item:** Traci will send some details to the board to get our buy in.
  - **Action item:** Make sure to ask Niesha Washington Sheperd how to pay our donation. (Traci)
  - Alisha Bronk and Gallaudet's conference in Sept- She wants our 501C3 number to process donations. **Action item:** for Gina and Traci to meet with Alisha to discuss this. Important to learn together and grow together to be more powerful and know about each other.

#### Kafi

- Has met with the communication team, Jennifer Vold and Sequoia El-Taylor who will be providing web support. Traci has always been willing help since Communications Director was her role before. **Action item:** to make the logos on the site hyper links. We need to decide how often do we need to send out newsletter out? We can do quarterly newsletters and in between send out an e-blast because we want the members to see what we are doing and Gina can sign her parts within the newsletter/e-blast. We only want to bother members one time a month with blast.
- We have two Facebook pages, group and official. We need to figure out the purpose of both of the pages because one the board has control over and the other we do not – which was intentionally formatted that way. Official page is communication purposes only and the other page is for discussion and such.
- Someone interested in working on behalf of PCRID and our social media contacted Kafi expressing their interest. This might be the same person that Erin Schneider mentioned to us.
- We need to make new board videos and a new picture for the web site. We need to update emails and make sure all the names on the web site are correct.

#### • Previous Action Items

- Send agenda items for the retreat to Gina (All Board) **done**
- Gina will talk to Kelby at MD ODHH about licensure and get an update (Gina)
- Gina request that all financial document be shared with her (Sarah) **done**
- Send problematic email addresses to Traci ([cmp@pcrid.org](mailto:cmp@pcrid.org), [ceu.workshops@pcrid.org](mailto:ceu.workshops@pcrid.org), [ceu.academiccoursework@pcrid.org](mailto:ceu.academiccoursework@pcrid.org), [ceu.pinra@pcrid.org](mailto:ceu.pinra@pcrid.org), [ceu.independentstudy@pcrid.org](mailto:ceu.independentstudy@pcrid.org)) (Sarah) **done**
- Scrub the RID list again so we can see if there are substantive gaps in the Baltimore/Frederick region (Kevin)
- Send the retreat location to everyone (D'Lisa) **done**

- Licensure: send out a survey with some brief context and the question: you support? yes/no. Can use Facebook and/or the blog page of the website for more in-depth conversation so people can have info before they vote if they need it. (TBD)
  - Should we set up a contact sheet so we can text each other, etc. (Kafi)
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- **Miscellaneous items**

- Thank you Traci!!!
- Motions from the conference proposed by Betty Colonomos: Move to establish an Ad Hoc committee (2 year term) to explore and create a DMV local directory of agencies with contracts/clients in this area. Further, a rating system based on specific criteria to be included in the directory and accessible to all people working with interpreters. The committee shall report to the membership quarterly on its progress. \*\*\*\*\*The board has agreed to kill this motion and we will advise Betty of our decision. \*\*\*\*\*
- The board needs to exchange text numbers. **Action item**- Send all text to Kafi so she can send it out.
- PCRID is no longer supporting the town hall in conjunction with CCBC and MAIG.
- **Action items:** D'Lisa will email meeting dates to the board for our workshops. Dates must be more than 45 days out.

**Meeting adjourned at 4:59pm**