



Arkansas Advisory Board for Interpreters for the Deaf

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

Freeway Medical Building, Room 906 & Zoom Conference

<https://us02web.zoom.us/j/88520907377?pwd=gbbBlkdmiwJelVAbIxiM0Fn6aa55tj.1>

5800 W. 10th Street

February 7, 2025, Minutes

2:03 p.m. -2:49 p.m.

Welcome and Roll Call

- **Board:** Sebrena Westcott, Stephanie Ott, Renika Witherspoon, Pamela Taylor, Taylor Johnson, Arthur Babin, **Zoom:** Shana Turner
- **ADH:** Beverly Wade, Ronica Leonard (Zoom), Shannon Borchert, Brian Nichols, Melissa Turner
- **Working Interpreters:** Debbie Pearce, Sydney Morriss, Jonathan Smith, Katelyn Wilson
- **Guests:** Madison Price, Dwayne McFarlan, Carel Dunaway (SSP for A. Babin)

Approval of Minutes from November 1, 2024: S. Ott moved to accept the minutes with corrections to the spelling of "Carel" Dunaway's name. A. Babin second the motion. The motion carried with no objections.

Subcommittee Updates

- **Licensure** (S. Ott, S. Turner): S. Ott has been training new board members on the licensure subcommittee on the approval process and expectations for interpreters applying for the Arkansas License.
- **Investigation** (A. Babin, S. Westcott): A. Babin and S. Westcott have been investigating a complaint regarding interpreting services being provided by someone without a license in a school district. The investigation is ongoing and will require additional follow-up to the original complainant.
- **Budget/Fee** (A. Babin, S. Westcott): no update currently.
- **Technology** (P. Taylor, S. Ott): no update currently.

Old Business

- **Spenddown Update:** B. Nichols explained there was no update on the appropriations amendment.

New Business

- **Welcome New Board Member (s)** – Taylor Johnson introduction to the board. T. Johnson has been an interpreter for 18 years in settings. T. Johnson was familiar with most present; the ADH staff did introduce themselves again and stated their roles:
 - **Shannon Borchert**, Director for School Health Services: manages the board staff and mass communication between interpreters and ADH staff.
 - **Melissa Turner**, Arkansas State Board of Hearing Instrument Dispensers and Advisory Board for Interpreters for the Deaf staff: transitioning into staff position for both boards.



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- **Brian Nichols**, ADH Attorney: provides guidance to staff and board on procedures.
- **Beverly Wade and Ronica Leonard**, Arkansas State Advisory Board for Interpreters for the Deaf staff: process licensure application documents and confirms payment before submitting applications to ABID Licensure Subcommittee. Assist board members with website updates and maintaining mandated documentation.
- **Subcommittees for 2025:** members self-selected onto subcommittees as follows:
 - **Licensure:** T. Johnson, S. Ott, P. Taylor
 - **Investigation:** A. Babin and S. Westcott
 - **Budget/Fee:** A. Babin and T. Johnson
 - **Technology:** S. Turner, S. Ott, and R. Witherspoon

Public Comments:

- B. Nichols reminded the ABID to discuss mileage reimbursement.
 - Initially A. Babin moved to reimburse mileage, with T. Johnson seconding motion. Due to further discussion regarding the clarification of parameters of claiming mileage, staff capabilities, and process simplification the motion was amended as such:
 - P. Taylor moved to amend the initial motion to reimburse ABID Board Member mileage for 2025 as funding allows. Members must be traveling from outside of Little Rock to be eligible to claim reimbursement. T. Johnson seconded the motion. The motion passed with no "nays".
 - ADH staff requested two days' notice of board members intention to claim reimbursement to ensure the fewest delays in reimbursement. Upon further discussion, ADH staff will request additional information regarding the appropriations amendment requested at previous meeting.

Adjourn: 2:49 p.m.

Stephanie Ott 4/23/26
