

DIVISION OF HEALTH SERVICES REGULATION  
BOARD OF EXAMINERS FOR INTERPRETERS FOR THE DEAF

3 CAPITOL HILL  
CONFERENCE ROOM 104  
PROVIDENCE, RHODE ISLAND

Wednesday, April 18, 2018  
9:00 PM

**AMENDED FINAL**

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Jonathan Henry-Heywood, Chair  
Dorothy Hodge  
Heather Anderson  
Danielle Loughlin

BOARD MEMBERS NOT IN ATTENDANCE

STAFF MEMBERS IN ATTENDANCE

J. Michel Martineau, Board Manager  
Stephen Morris, Esq., Board Counsel

OTHERS IN ATTENDANCE

Carol Fay, Interpreter  
Holly St. Pierre, RICDHH

1. Establishment of a quorum

A quorum was established and the Open Session meeting was called to order at 9:00 AM on a motion by Danielle Loughlin and seconded by Heather Anderson. Motion carried.

## 2. Presentation of the March 14, 2018 Open Session Minutes

Danielle Loughlin references the Draft Minutes, item 3 Motion to adjourn to Closed Session, and notes the wording mentions applicants will be notified in advance. Danielle states it was not anticipated that three names would be discussed, it was incidental.

Dorothy Hodge states she sent the Board Manager, Michel Martineau email documentation on three individuals who had credentials set to expire. The Board Manager states he made this known to the Board Chair, Jonathan Henry-Heywood, who advised the Board Manager to place an item on the Closed Session agenda to address the issues raised by Dorothy Hodge. Dorothy comments on how this was addressed and suggesting how it should be addressed differently. Dorothy Hodge comments and Board Counsel Steve Morris asks Dorothy, what is your question? Dorothy Hodge asks if the three individuals were notified. Michel Martineau states no, understanding the topic was on the agenda, not the names. Michel Martineau states this situation lends to a better understanding of the requirements, and the next time he would ask Dorothy more questions to understand if identifying individual licensees was her intent as opposed to discussing the issue as a licensing matter.

Jon Henry-Heywood asks that we review the Minutes.

Dorothy Hodge states she has questions. Steve Morris states he will answer her questions. Dorothy Hodge references item 5 New Business. Dorothy references the 6-year limit and states Michel Martineau said it needed to be reviewed by legal. Michel Martineau states he does not recall making that comment and it is not listed in the Minutes. Steve Morris asks the Board Chair to discuss and pass the Minutes. Dorothy Hodge states there are additional questions on the items, Steve Morris advises that Dorothy please hold onto them and we will address them. Dorothy Hodge references Page 3 and states the Educational Interpreter, no licenses have been issued. Jon Henry-Heywood states Interpreters in East Providence have a waiver. Dorothy Hodge states RIGL 23-1.8.2.1 is the jurisdiction of this Board.

Heather Anderson asks if the Minutes usually contain names. Steve Morris responds, not always, but the Minutes may have names. Michel Martineau states he works to get the ideas and concepts discussed in the Minutes and it

should be a representation, but it is not intended to be a complete transcription of all comments.

Motion was made by Heather Anderson and seconded by Jon Henry-Heywood to accept the Open Session Minutes. Motion carried.

### 3. New Business

Steve Morris states he has been at RIDOH for seven years and enjoys working here, especially with the professional Boards. He thanks Members for giving their time to participate. Steve states the Department appreciates what you are doing.

Steve states this Board is unique, this is a recommendation Board. It is important to provide your thoughts and decisions to Mike as he is a representative of RIDOH. This Board has a Chair, Jonathan Henry-Heywood. Not all Boards have a Chair and it is good that you have a Chair. In the end the Department and that means Mike posts to the Secretary of State (SOS) website.

If you determine discipline and the licensee disagrees, the matter goes to a Hearing and the Department represents the matter. It is important that you bring your ideas to the meeting.

Jon Henry-Heywood ask if anyone has questions. Dorothy Hodge asks if this a discretionary Board. Steve Morris states he is not familiar with this term and asks if she can use another word. Dorothy states we are obligated to make decisions based on the law. Dorothy asks Steve to put his answer on the record. Steve states he believes he answered Dorothy's question. Steve states you do not need to make a determination, RIDOH addresses that. Dorothy states she has a statement, Steve responds no, please ask a question. Dorothy asks, do we have a discretionary role? Jon Henry-Heywood states we pose questions and RIDOH makes the determination. Steve asks Dorothy if she is an attorney. Dorothy states no. Steve states great, you are here to make suggestions.

Steve states to Dorothy, you are Member but coming in here making complaints. You are controlling the meeting.

Jon Henry-Heywood states we need to move.

4. Motion to adjourn to Closed Session

Motion was made by Dorothy Hodge and seconded by Danielle Loughlin to adjourn to Closed Session at 9:45 PM. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a) (4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

5. Motion to return to Open Session

Motion was made by Heather Anderson and seconded by Jon Henry-Heywood at 10:09 PM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

Jon Henry-Heywood states we should end the meeting as we are stuck. Jon addresses Dorothy stating, I think you have a misunderstanding of our role, I think this approach is holding us up. Your tone suggests we are plotting to get you. Dorothy responds, we need to follow the process. Jon states we are doing the investigation before we have a complaint. Jon states we did not get to the Regs because we are stuck.

Steve Morris states to Dorothy, don't worry I am watching the law. Steve advises Members to bring their experience to Meetings. Make sure the public is protected, not that you are right. Dorothy states the public tells her concerns. Michel Martineau asks that Dorothy please advise the source to file a complaint, not a well-intentioned Board Member. Michel indicates the person who wants to file a complaint may do so by email using Ecomplaint, by calling 222-5200, or by visiting our website and consulting useful guidance.

Dorothy asks about complaints she filed and asks Steve to get back to her. Steve asks if her complaints came before the Board, Dorothy states no. Steve states if the facts did not support the allegation, they get closed. Steve asks if she received a letter notifying her the complaints were received by the Department, Dorothy responds yes. Steve states the letter contains useful information including a reference to check the RIDOH website for disciplinary

action. Dorothy asks how to access that on the RIDOH website, Michel provides guidance.

6. Adjournment

Motion was made by Danielle Loughlin and seconded by Heather Anderson to adjourn at 10:24 AM. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Martineau', written in a cursive style.

J. Michel Martineau  
Board Manager  
Center for Professional Boards and Commissions