

## NOTIS BOARD MEETING MINUTES

September 16, 2015

**Board Members Present:** Kathryn German, Nancy Leveson, Julie Wilchins, Elise Kruidenier, Linda Noble, Fumi Janssen, Irine Kariuki, Lindsay Taylor, María Luisa Gracia Camón, Naomi Uchida, and Thei Zervaki (arrived 7:22 pm)

**Others Present:** Brooke Cochran, Shelley Fairweather Vega, Sofia García-Beyaert (arrived 7:07 pm)

**Call to order at 7:03 pm**

**Agenda accepted**

**Approval of minutes from July 28, 2015 meeting**

Considered accepted – no objections

**Review of Action Items by Kathryn**

**President's remarks by Kathryn**

- Welcome to prospective new board candidates Brooke, Shelley, and Sofía
- Discussion of officers for next year. Kathryn is open to continuing as president in 2016.
- Annual meeting Sun., Dec. 6 at UW Waterfront Activities Center. Candidate statements and annual meeting reports from committee chairs must be distributed one month in advance.

**Business**

**Office Manager Report by Naomi**

- In July there were two MedSIG workshops, a week apart, each with more than 100 attendees.
- NOTIS has 344 members as of end of August. MedSIG workshops may motivate people to join NOTIS.

**Finance Report by Fumi**

- Discussion of how to arrange for mail to be collected so invoices can be forwarded to Fumi in a timely fashion. People should ask Linda to check mail if they are expecting something.

**Advocacy Report from Milena (by Kathryn)**

- DSHS Language Testing and Certification Advisory Committee is meeting 9/21
- ATA Interpreters Division has compiled interpreter survey results.

**Website Report from Bee (by Kathryn)**

- There have been 959 visits to website over the past 30 days
- The ITD sponsor logos were added to the website.

**Outreach and Marketing Report by Saori**

- 600-1000 social media reaches per week

-Saori will talk to Bee re possibility of arranging for job postings to be sent to people with expertise in relevant language pair. If that's not possible, we may arrange to have Naomi send alerts for all job postings to all members. Now NOTIS receives about 2 postings per month.

### **MedSIG Reports (from Cindy and Naomi) by Naomi**

-7/25 training in Tacoma on health care interpreting – 100 attendees. 8/1 training in Renton on medical terminology – 108 attendees.

-DSHS now requires attendees to sign separate DSHS sign-in sheet, in addition to NOTIS sign-in sheet.

-Cindy Roat aims to do more MedSIG events in 2016. NOTIS may provide support for trainings in outlying areas.

### **Program Reports**

#### **International Translation Day Report by Saori**

-ITD will be on Sunday, Oct. 4 at Mercer Island Community & Event Center. Saori has visited the venue, and worked out venue logistics.

-Thanks to help from other volunteers, credits will be available from ATA, WA AOC, DSHS, OR AOC, CIMCE / CA AOC, and RID.

-Catering will be by Bon Appetit.

-Registration numbers are at 82 as of 9/13. Early bird registration ended 9/13.

-Contact Saori if you know any professional cleaners – we need to provide venue cleaning after ITD.

#### **Court Interpreters Workshops**

- No report

#### **Annual Meeting Election Officer Needed**

-Thei volunteered to serve.

#### **Social Activities by Irine**

-Successful picnic at Seahurst Park on 8/22 with 28 attendees. One attendee flew in from Idaho. Many students were in attendance.

-The next event will be a happy hour on Monday 9/21 at the Spice Room in Columbia City. 4-6 pm.

-Irine will mostly be out of the country between Nov. and Feb. Elise volunteered to help organize events during her absence.

#### **Holiday Party**

-Huyen will handle it.

Action Item: Nancy and Kathryn will contact Huyen re what is still needed for the holiday party.

#### **Court Interpreters Division Report by Linda**

-The WA Courts Interpreter Commission has proposed raising the number of CEUs required for registered interpreters to the number required of certified interpreters.

- Another issue: starting a mentoring program to get registered interpreters on same level as certified.
- Another issue: changing frequency of exams in a language to correlate with supply/demand for that language.
- Linda encourages interpreters to contact the Commission with opinions on any of these issues – they receive minimal input from interpreters.

### **Northwest Linguist Report by Kathryn**

- 28-page issue. 75 of 150 printed issued have been distributed.
- Recruiting articles for fall issue.

### **Nominating Committee Report**

Action Item: Kathryn will ask Emma if she'll prepare election documents as she did last year.

### **Housekeeping**

- Strategic planning survey – Julie is working on it.
  - Elise and Sofia will review survey questions.
  - Julie will add a question re what level people perceive themselves at – e.g., beginner or advanced; and a question as to whether survey taker is NOTIS member.
  - Julie will recruit 2 board members to take draft survey before circulating it.
- Consensus that we should circulate the survey as widely as possible, among both NOTIS members and non-members in our region. Circulation ideas:
  - Print-outs of survey at MedSIG events and ATA conference
  - Saori volunteered to speak about it to Bellevue College classes
  - Bob Lichtenberg at WA Courts Interpreters Commission could provide contact names for his counterparts in other states.
  - Board members and volunteers can circulate through their networks, and through NOTIS social media.
  - Our ITD speakers' networks, and via contacts at Microsoft and Nintendo.
- NOTIS will purchase 5 \$30 Powell's gift cards as incentive to do survey, to be randomly distributed to survey-takers.

Action Item: All board members should think of location ideas for the November planning meeting.

Next meetings:

- Tuesday, October 13, 7 pm: online meeting
- Thursday, November 12, 7 pm: in-person planning meeting for 2016. Location TBD.
- Sunday, December 6 annual meeting 12-1, then holiday party. University of Washington Waterfront Activities Center.

Meeting adjourned at 9:00 pm