



**VIRTUAL/TELECONFERENCE  
SIGN LANGUAGE INTERPRETERS ADVISORY COMMITTEE**

**Virtual, 4822 Madison Yards Way, Madison**

**Contact: Adam Barr (608) 266-2112**

**February 5, 2021**

*The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Committee.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda (1-2)**

**B. Approval of Minutes of December 18, 2020 (3-5)**

**C. Introductions, Announcements & Recognition**

**D. Administrative Matters – Discussion and Consideration**

- 1) Department, Staff and Committee Updates
- 2) Annual Policy Review **(6)**
- 3) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities **(7-8)**
- 4) Committee Members – Term Expiration Dates
  - a. Cha, Zoua
  - b. Conine, Pamela – 5/1/2023
  - c. DeMeyer, Leslie – 5/1/2023
  - d. Fox-Wheeler, Lindalu – 5/1/2023
  - e. Schmidt, Katy – 5/1/2023
  - f. Yorot, Cailin – 5/1/2023

**E. Administrative Rule Matters – Discussion and Consideration**

- 1) Consultation on Amendments to the Sign Language Interpreters Rule Chapters Necessitated by 2019 Wisconsin Act 17 **(9-18)**
  - a. Findings and Recommendations for Consideration
    1. Interpreting in Mental Health Settings
    2. Interpreting in Legal Settings
    3. Interpreting in Other Settings
- 2) Pending and Possible Rulemaking Projects

**F. Public Agenda Request: Concerns Regarding Testing and Employment – Discussion and Consideration (19-20)**

- G. Role of the Committee – Discussion and Consideration**
- H. SLIAC Role in Complaint and Exemption Process – Discussion and Consideration**
- I. Education and Examination Matters – Discussion and Consideration**
  - 1) Testing Availability Update
- J. Credentialing Matters – Discussion and Consideration**
  - 1) Credentialing Statistics **(21)**
- K. Speaking Engagements, Travel, or Public Relation Requests and Reports**
- L. COVID-19 – Discussion and Consideration**
- M. Discussion and Consideration of Items Added After Preparation of Agenda**
  - 1) Introductions, Announcements and Recognition
  - 2) Administrative Matters
  - 3) Election of Officers
  - 4) Education and Examination Matters
  - 5) Credentialing Matters
  - 6) Practice Matters
  - 7) Administrative Rule Matters
  - 8) Informational Items
  - 9) Division of Legal Services and Compliance (DLSC) Matters
  - 10) Appearances from Requests Received or Renewed
  - 11) Speaking Engagements, Travel, or Public Relation Requests and Reports
- N. Public Comments**

**ADJOURNMENT**

**NEXT MEETING: MAY 7, 2021**

\*\*\*\*\*  
 MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board’s agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
SIGN LANGUAGE INTERPRETERS ADVISORY COMMITTEE  
MEETING MINUTES  
DECEMBER 18, 2020**

**PRESENT:** Zoua Cha, Pamela Sue Conine, Leslie DeMeyer, Lindalu Fox-Wheeler (*arrived at 12:10 p.m.*), Michael Maffucci, Katy Schmidt, Cailin Yorot

**STAFF:** Carl Hampton, Administrator-Division of Policy Development; Jameson Whitney, Legal Counsel; Adam Barr, Executive Director; Jon Derenne, Administrative Rules Coordinator; Megan Glaeser, Bureau Assistant; Kimberly Wood, Program Assistant Supervisor-Adv.; and other Department staff

**CALL TO ORDER**

Katy Schmidt, Co-Chairperson, called the meeting to order at 9:10 a.m. A quorum was confirmed with six (6) members present.

**ADOPTION OF AGENDA**

**MOTION:** Cailin Yorot moved, seconded by Leslie DeMeyer, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF SEPTEMBER 23, 2020**

**MOTION:** Cailin Yorot moved, seconded by Leslie DeMeyer, to approve the Minutes of September 23, 2020 as published. Motion carried unanimously. Abstained: Pamela Sue Conine

**WELCOME AND INTRODUCTIONS**

**MOTION:** Pamela Sue Conine moved, seconded by Leslie DeMeyer, to welcome the members of the committee and acknowledge the members and look forward to their work in the coming months. Motion carried unanimously.

**ADMINISTRATIVE UPDATES**

**Department, Staff and Committee Updates**

**MOTION:** Cailin Yorot moved, seconded by Pamela Sue Conine, to recognize that the Committee discussed Department, Staff and Committee updates as listed on the agenda. Motion carried unanimously.

**Committee Members – Term Expiration Dates**

**MOTION:** Leslie DeMeyer moved, seconded by Michael Maffucci, to recognize that the Committee discussed Committee Members – Term Expiration Dates as listed on the agenda. Motion carried unanimously.

**Review of Committee Vacancies**

**MOTION:** Cailin Yorot moved, seconded by Pamela Sue Conine, to recognize that the Committee discussed Review of Committee Vacancies as listed on the agenda. Motion carried unanimously.

**SLIAC ROLE IN COMPLAINT AND EXEMPTION PROCESS**

**MOTION:** Leslie DeMeyer moved, seconded by Cailin Yorot, to propose to the Division of Legal Services and Compliance that they utilize one Deaf case Advisor and one hearing Case Advisor per disciplinary matter. Motion carried unanimously.

**MOTION:** Cailin Yorot moved, seconded by Pamela Sue Conine, to request that DSPS staff consult the Committee on applications for temporary exemption under §440.032(2)(c)1. Motion carried unanimously.

**EDUCATION AND EXAMINATION MATTERS**

**Testing Availability Update**

**MOTION:** Cailin Yorot moved, seconded by Lindalu Fox-Wheeler, to request that Department staff (including Carl Hampton, Adam Barr, and Joan Gage) present an update on testing availability at the February meeting. Motion carried unanimously.

**SPECIAL LIAISON DELEGATIONS**

<b>LIAISON APPOINTMENTS</b>	
<b>Administrative Rules Liaison</b>	Leslie DeMeyer <i>Alternate:</i> Cailin Yorot
<b>Education, Continuing Education and/or Examination Liaison</b>	Pamela Sue Conine <i>Alternate:</i> Lindalu Fox-Wheeler
<b>Credentialing Liaison</b>	Cailin Yorot <i>Alternate:</i> Pamela Sue Conine

**MOTION:** Pamela Sue Conine moved, seconded by Leslie DeMeyer, to delegate the Committee’s advisory authority to the Rules Liaison to advise the Department on all rulemaking as related to drafting and making recommendations to the full Committee. Motion carried unanimously.

**MOTION:** Leslie DeMeyer moved, seconded by Lindalu Fox-Wheeler, to delegate the Committee’s advisory authority to the Education, Continuing Education and/or Examination Liaison to advise the Department on all questions related to education, continuing education, and examinations. Motion carried unanimously.

**MOTION:** Pamela Sue Conine moved, seconded by Lindalu Fox-Wheeler, to delegate the Committee's advisory authority to the Credentialing Liaison to serve as a liaison between DSPS and the Committee and to advise the Department in regard to credentialing applications or questions presented to them. Motion carried unanimously.

### **Credentialing Statistics**

**MOTION:** Cailin Yorot moved, seconded by Leslie DeMeyer, to request credentialing provide numbers of applications received, new licensees admitted, exemptions granted, and denials in between meetings for each meeting of the committee. Motion carried unanimously.

### **ADJOURNMENT**

**MOTION:** Michael Maffucci moved, seconded by Pamela Sue Conine, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:36 p.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Kimberly Wood, Program Assistant Supervisor-Adv.		<b>2) Date When Request Submitted:</b> 12/29/2020 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
<b>3) Name of Board, Committee, Council, Sections:</b> All Boards			
<b>4) Meeting Date:</b>	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Annual Policy Review	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> Please be advised of the following Annual Policy Review items: <ol style="list-style-type: none"> <li>1. <b>Attendance/Quorum:</b> Thank you for your service and for your commitment to meeting attendance. If you cannot attend a meeting or if you have scheduling conflicts impacting your attendance, please let us know ASAP. Timely notification is appreciated as quorum is required for our Boards, Sections and Councils to meet pursuant to Open Meetings Law.</li> <li>2. <b>Walking Quorum:</b> Please refrain from discussing Board/Section/Council business with other members outside of legally noticed meetings so to avoid walking quorum issues pursuant to Open Meetings Law.</li> <li>3. <b>Agenda Deadlines:</b> Please communicate agenda topics to your Executive Director before the agenda submission deadline which is 8 business days prior to a meeting.</li> <li>4. <b>Travel Voucher Submissions:</b> Please submit all Reimbursement claims to DSPS within 30 days of the close of each month in which expenses are incurred.</li> <li>5. <b>Lodging Accommodations/Hotel Cancellation Policy:</b> Lodging accommodations are available to eligible members. Standard eligibility: member must leave home before 6:00 a.m. to attend a meeting by the indicated start time.                         <ul style="list-style-type: none"> <li>• If a member cannot attend a meeting it is their responsibility to cancel their reservation within the applicable cancellation timeframe. If a meeting is changed to occur remotely or is cancelled or rescheduled DSPS staff will cancel or modify reservations as appropriate.</li> </ul> </li> <li>6. <b>Inclement Weather Policy:</b> In the event of inclement weather the agency may change a meeting from an in-person venue to one that is executed remotely.</li> </ol>			
<b>11) Authorization</b>			
<i>Kimberly Wood</i>		12/29/2020	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
<b>Directions for including supporting documents:</b> <ol style="list-style-type: none"> <li>1. This form should be attached to any documents submitted to the agenda.</li> <li>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director.</li> <li>3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.</li> </ol>			

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Megan Glaeser, Bureau Assistant		<b>2) Date When Request Submitted:</b> 2 February 2021  Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Sign Language Interpreters Advisory Committee			
<b>4) Meeting Date:</b>  5 February 2021	<b>5) Attachments:</b>  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Matters 1) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities	
<b>7) Place Item in:</b>  <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>  N/A	
<b>10) Describe the issue and action that should be addressed:</b>  1) The Committee should conduct Election Officers: Chairperson, Vice Chairperson & Secretary 2) The newly elected Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate 3) The Board should review and then consider its existing delegated authorities and any proposals for modification of delegations.			
<b>11) Authorization</b>			
Megan Glaeser		2 February 2021	
<b>Signature of person making this request</b>		<b>Date</b>	
<b>Supervisor (if required)</b>		<b>Date</b>	
<b>Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date</b>			
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

## Sign Language Interpreters Advisory Committee Officers, Liaisons, and Authorities

---

ELECTION RESULTS	
<b>Co-Chairperson</b>	Michael Maffucci
<b>Co-Chairperson</b>	Katy Schmidt
<b>Secretary</b>	Cailin Yorit

### Appointment of Liaisons

LIAISON APPOINTMENTS	
<b>Administrative Rules Liaison</b>	Leslie DeMeyer <i>Alternate: Cailin Yorit</i>
<b>Education, Continuing Education and/or Examinations Liaison</b>	Pamela Sue Conine <i>Alternate: Lindalu Fox-Wheeler</i>
<b>Credentialing Liaison</b>	Cailin Yorit <i>Alternate: Pamela Sue Conine</i>

### Delegation Motions

#### *Administrative Rules Delegation*

**MOTION:** Pamela Sue Conine moved, seconded by Leslie DeMeyer, to delegate the Committee’s advisory authority to the Rules Liaison to advise the Department on all rulemaking as related to drafting and making recommendations to the full Committee. Motion carried unanimously.

#### *Education, Continuing Education and/or Examinations Liaison Delegation*

**MOTION:** Leslie DeMeyer moved, seconded by Lindalu Fox-Wheeler, to delegate the Committee’s advisory authority to the Education, Continuing Education and/or Examination Liaison to advise the Department on all questions related to education, continuing education, and examinations. Motion carried unanimously.

#### *Credentialing Delegation*

**MOTION:** Pamela Sue Conine moved, seconded by Lindalu Fox-Wheeler, to delegate the Committee’s advisory authority to the Credentialing Liaison to serve as a liaison between DSPS and the Committee and to advise the Department in regard to credentialing applications or questions presented to them. Motion carried unanimously.



**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Cassandra Walbrun, Administrative Rules Coordinator		2) Date when request submitted: 01/29/2021 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Sign Language Interpreters Advisory Committee			
4) Meeting Date: 02/05/2021	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>E. Administrative Rule Matters – Discussion and Consideration</b> 1) Consultation on Amendments to the Sign Language Interpreters Rule Chapters SPS 201-205 Necessitated by 2019 Wisconsin Act 17 a. Findings and Recommendations for Consideration 1. Interpreting in Mental Health Settings 2. Interpreting in Legal Settings 3. Interpreting in Other Settings  2) Pending and Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  1) Discussion/consultation on sections of SPS codes 201-205 as necessitated by 2019 WI Act 17. (Attachments.)			
11) <span style="float: right;">Authorization</span> <hr/> <i>Kassandra Walbrun</i> <span style="float: right;">1/29/2021</span> <hr/> Signature of person making this request <span style="float: right;">Date</span>  <hr/> Supervisor (if required) <span style="float: right;">Date</span>  <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) <span style="float: right;">Date</span>			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**Consultation on amendments to the sign language interpreters rule chapters necessitated by 2019 Act 17:**

- 1) **Sign language interpreter intermediate hearing license SPS 203.1 (4) a 3 “passage of the basic performance examination of and certification by the board for evaluation of interpreters.... Or a substantially equivalent examination, as determined by the department after receiving advice from the committee”**

**The committee would like to request the approval of a temporary exemption under the Intermediate Hearing License for interpreter training graduates from the 2020-2021 cohorts. Rule SPS 202.1 440.32 (3) c.**

**Rational: The BEI is still not available in Wisconsin and will not be available for the unforeseeable future. Due to COVID-19 border crossing for testing is not available. There is no date of when testing will be available. Can we provide temporary exemption at the intermediate level for the 2020-2021 graduates, for a minimum of 2 years (one cycle) and reassess the current circumstances at that time.**

**Point of Clarification: The aforementioned temporary exemption request is in no way intended to include exemption under Sign Language Interpreter - Advanced Hearing. There has not been any test available for the intermediate level and will not be in the foreseeable future. However, the Registry of Interpreters for the Deaf - National Interpreting Certification (NIC) is available and offered at, Hear Wisconsin - Communication Link in Milwaukee WI for candidates of the Sign Language Interpreter-Advanced Hearing.**

- 2) **The committee would like to advise that we approve the qualified mental health interpreter certification requirement of Sept 1, 2023 be postponed for a minimum of 2 years and be reassessed based on the current circumstances at that time.**

- a) **440.032 (3) (d)**

- b) **Page 8 Interpretation in mental health settings. 1. No sign language interpreter—intermediate deaf licensee may provide sign language interpretation services to a client in any setting related to treatment, as defined in s. 51.01 (17), involving mental health, as determined by the department after receiving advice from the committee. 2. Beginning on September 1, 2023, no sign language interpreter—advanced hearing or sign language interpreter—advanced deaf licensee may provide sign language interpretation services to a client in any setting related to treatment, as defined in s. 51.01 (17), involving mental health, as determined by the department after receiving advice from the committee, unless the licensee satisfies requirements established by the department by rule after receiving advice from the committee. (5) LICENSE RENEWAL. The renewal dates for licenses granted under sub. (3) are specified in s. 440.08 (2) (a) 68c. Renewal applications shall be submitted to the department on a form provided by the department and shall include the renewal fee determined by the department under s. 440.03 (9) (a) and evidence satisfactory to the department that the person’s certification or membership specified in sub.**

**\*From 2009-present, there are currently only 21 certified Mental Health Interpreters in the State of Wisconsin**

**- The training for the 40-hour classroom portion is only offered once a year normally in August. After completing the classroom portion, the participant needs to decide if they will be doing their practicum either in their home state or in**

**Alabama. The participants have a year from the time of the classroom portion to complete the whole practicum or it expires. It is recommended from the start of your practicum that it is completed within 3 months' time.**

**-If in their home state, they need to complete 10-15 hours of observations in a variety of mental health appointments. Then the remaining time will be under the supervision of a MHIT instructor (Our state currently only has one approved instructor - Kate Block) to do the remaining of the 40 hours. Each participant is required to do at least 13 case studies, a portfolio, an article review and complete their hours to be presented to a committee to approve you to sit for the 8-hour written exam. On average if done in state, takes about 6 months to complete.**

**-If in Alabama, and approved, they will need to secure a flight, car and hotel for a week. The participant needs to have completed the 10-15 hours of observation in a variety of mental health settings and a min of 6 case studies prior to coming for their remainder of their practicum in Alabama. At the completion of the week of in person practicum under the supervision of a MHIT instructor, they normally sit for the 8-hour exam that Saturday or have the option of paying to take the exam in their home state at a later time.**

**3) Revise the previous decision to “share applications for Exemption with the committee’s co-chairs” to Share applications for Exemption with all members of the Sign Language Interpreter Advisory Committee.**

**Rational: Requests for temporary exemptions are reviewed and approved on a case-by-case basis in consultation with the committee.**

## Chapter SPS 201

### SIGN LANGUAGE INTERPRETERS; UNPROFESSIONAL CONDUCT

SPS 201.01 Unprofessional conduct is prohibited.

#### SPS 201.01 Unprofessional conduct is prohibited.

Unprofessional conduct includes any of the following:

(1) Conduct in the practice of sign language interpretation which evidences a lack of knowledge or ability to apply professional principles or skills.

(2) Failing to notify the department in writing within 30 days of any certification, verification, or membership required for licensure being revoked, suspended, expired, or invalidated. This may include certification, verification, or membership by or in National Association of the Deaf, Registry of Interpreters for the Deaf, Inc., Wisconsin Interpreting and Transliterating Assessment, Board for Evaluation of Interpreters, or any other certification determined to be substantially similar to certification by the National Association of the Deaf or Registry of Interpreters for the Deaf, Inc. by the department.

(3) ~~Subject to reasonable accommodations for those with disabilities, failing to notify the department in writing within 30 days of being convicted of any crime by mail within 48 hours if convicted of a crime as required under s. SPS 4.09 (2).~~ Notice shall include a copy of the judgment of conviction and a copy of the complaint or other information which describes the nature of the crime and the judgment of conviction in order that the department may determine whether the circumstances of the crime of which the credential holder was convicted are substantially related to the practice of sign language interpreting.

**Note: Required notice under this section should be mailed to Department of Safety and Professional Services, P.O. Box 8935, Madison, WI 53708.**

(4) Violating the terms of any disciplinary order of the department.

(5) Disclosing any aspect of a confidential communication facilitated by the DSPS-licensed interpreter unless one of the following conditions apply:

(a) All parties to the confidential communication consent to the disclosure.

(b) A court determines that the disclosure is necessary for the proper administration of justice.

(c) Disclosure is necessary to comply with state or federal mandatory reporting requirements

(6) Failing to convey the content of communications accurately, using language most readily understood by consumers, accounting for their requests or needs regarding language preferences, and correcting errors discreetly and expeditiously.

(7) Failing to facilitate communication in a way that allows for meaningful and equitable access to communication that will support the full interaction and independence of consumers.

(8) Discriminating in the provision of services on the basis of the race, color, national origin, gender, religion, age, disability, or sexual orientation of any party to an interpreting situation.

(9) Providing services when not competent to do so due to physical, mental, or emotional incapacity.

(10) Providing services while the DSPS-licensed interpreter's ability to provide such services is impaired by alcohol or other drugs.

(11) Providing services which are inconsistent with the DSPS-licensed interpreter's skill levels or for which the DSPS-licensed interpreter is not qualified to perform services given the

language used, communication mode and setting, or consumer needs.

(12) Failing to monitor the accuracy of the message, and correct such message as necessary, while functioning as a team member.

(13) Failing to request deaf interpreters, when necessary to fully convey the message or to address exceptional communication challenges such as may arise from cognitive disabilities, emerging or limited language proficiency, lack of formal instruction or language, or the use of foreign sign language.

(14) Failing to obtain the consent of all parties to an interpreting situation before allowing an intern to observe or participate in an assignment.

(15) Performing services in situations that involve an actual or perceived conflict of interest unless there is disclosure to all participants and agreement to proceed regardless of the conflict of interest or perceived conflict of interest. DSPS-licensed interpreters may not proceed to perform services if the party for whom the services are being provided may not have the mental capacity to appreciate the actual or perceived conflict of interest.

(16) Performing services in a medical, mental health treatment, or legal setting for a minor family member or person under the interpreter's legal guardianship, if doing so would create a conflict of interest under sub. (15).

(17) Assuming dual or conflicting roles in interdisciplinary settings.

(18) Using confidential interpreted information for personal, monetary, or professional gain or for the benefit of professional affiliations or entities.

(19) Acting as an advocate while functioning as a DSPS-licensed interpreter or as an interpreting team member.

(20) Being convicted of any state or federal crime which substantially relates to the practice of sign language interpreting, subject to ss. 111.321, 111.322, and 111.335, Stats.

(21) Failing to maintain ethical business practices whether in private practice or as an employee of an agency or other entity.

(22) Failing to accurately represent the DSPS-licensed interpreter's qualifications, such as certification, education, and experience, failing to provide documentation of the DSPS-licensed interpreter's qualifications when requested, or failing to ensure that the DSPS-licensed interpreter's qualifications are accurately represented by any agencies or entities that contract for or schedule the DSPS-licensed interpreter's services.

(23) Engaging in any harassing, intimidating, or coercive business tactics.

(24) Failing to comply with continuing education requirements as mandated for its members by the Registry of Interpreters for the Deaf, Inc., the National Association of the Deaf, or their successors, or any other certifying organization that the department determines to be substantially equivalent to the Registry of Interpreters for the Deaf, Inc., the National Association of the Deaf, or their successors.

(25) Failing to maintain a professional demeanor when working with consumers, colleagues, interns, or students.

(26) Failing to honor professional commitments or terminating assignments, unless fair and justifiable grounds exist.

(28) Failing to inform appropriate parties in a timely manner when delayed or unable to fulfill assignments —

## Chapter SPS 202

### SIGN LANGUAGE INTERPRETERS; STATE RESIDENCY EXEMPTION

~~SPS 202.01~~ Type of request.

~~SPS 202.02~~ Requirements for request.

~~**SPS 202.01 Type of request.** State residents may request an exemption from the sign language interpreter licensure requirement pursuant to s. 440.032 (2) (e) 2., Stats., for one of the following purposes:~~

~~(1) To provide services to a specific consumer. Unlicensed interpreters applying for a temporary or permanent exemption under this subsection shall demonstrate that the individual to whom services will be provided and for which the exemption is being requested cannot reasonably obtain services from an interpreter licensed under s. 440.032 (3), Stats., to meet his or her needs due to specific language requirements, cultural requirements, or physical, mental, or emotional conditions.~~

~~(2) To provide services for a specific period of time. Unlicensed interpreters applying for a temporary or permanent exemption under this subsection shall demonstrate that it is not possible to obtain a sign language interpreter licensed under s. 440.032 (3), Stats., and the existence of a need to provide sign language interpretation services.~~

~~History: CR 11-018; cr. Register September 2011 No. 669, eff. 10-1-11; (title) created under s. 13.92 (4) (b) 2., Stats., Register September 2011 No. 669.~~

~~**SPS 202.02 Requirements for request.** (1) Unlicensed interpreters requesting an exemption under either s. SPS 202.01 (1) or (2) shall submit a written request to the council stating the rationale for such request, and provide any documentation that supports the request.~~

~~(2) A request submitted pursuant to s. SPS 202.01 (1) shall specify all of the following:~~

~~(a) Information to support that the criteria stated in s. SPS 202.01 (1) has been met.~~

~~(b) The identity of the individual to whom services will be provided.~~

~~(c) The duration of the exemption being requested.~~

~~(d) The setting for which the exemption is requested.~~

~~(e) The unlicensed interpreter's educational and training background.~~

~~(f) Where, when, and from whom the unlicensed interpreter learned sign language.~~

~~(g) The unlicensed interpreter's knowledge of sign language and deaf culture.~~

~~(h) Any other special training or experience of the requestor in working with persons who are deaf, deaf-blind, or hard of hearing, or with persons with other disabilities.~~

~~(i) The unlicensed interpreter's experience with interpreting.~~

~~(j) The unlicensed interpreter's knowledge of the code of ethics for DSPS-licensed sign language interpreters.~~

~~(k) The unlicensed interpreter's relationship to and how long the unlicensed interpreter has known the consumer for whom services will be provided.~~

~~(L) Where, if applicable, the unlicensed interpreter is employed.~~

~~(3) A request submitted pursuant to s. SPS 202.01 (2) shall specify all of the following:~~

~~(a) Information to support that the criteria stated in s. SPS 202.01 (2) has been met.~~

~~(b) The identity of the consumer to whom services will be provided.~~

~~(c) The duration of the exemption being requested.~~

~~(d) The setting for which the exemption is requested.~~

~~(e) The unlicensed interpreter's educational and training background.~~

~~(f) Where, when, and from whom the unlicensed interpreter learned sign language.~~

~~(g) The unlicensed interpreter's knowledge of sign language and deaf culture.~~

~~(h) Any other special training or experience of the unlicensed interpreter in working with persons who are deaf, deaf-blind, or hard of hearing, or with persons with other disabilities.~~

~~(i) The unlicensed interpreter's experience with interpreting.~~

~~(j) The unlicensed interpreter's knowledge of the code of ethics for sign language interpreters.~~

~~(k) Where, if applicable, the unlicensed interpreter is employed.~~

~~(4) Documentation to support the request for exemption may include, if appropriate, any of the following:~~

~~(a) Letter of support from the individual receiving services or their legal guardian.~~

~~(b) Medical documentation for the individual receiving services.~~

~~(c) Letter of support from a teacher or other school personnel.~~

~~(5) The council may, in its discretion, request an appearance before the council by the unlicensed interpreter requesting the exemption to provide further information in support of the request.~~

~~(6) The council may not grant an exemption under s. SPS 202.01 for individuals who are waiting to take a test for the National Association for the Deaf, Inc., or for test results, or for certification by the Registry of Interpreters for the Deaf, or for verification from the Wisconsin Interpreting and Transliterating Assessment, or for other certification or verification required for licensure under s. 440.032 (3), Stats.~~

## CHAPTER SPS 202

### SIGN LANGUAGE INTERPRETERS; LICENSURE EXEMPTIONS

**SPS 202.01 Temporary Exemption from Licensure.** An individual may apply for a temporary exemption from the sign language interpreter licensing requirements under s. 440.032 (3), Stats.

**(1)** An application for a temporary exemption shall include the following:

- (a) A written statement on a form provided by the department explaining why the applicant is unable to obtain a license under s. 440.032 (3), Stats.
- (b) Any relevant professional credentials held by the applicant.
- (c) The duration for which the applicant is seeking a temporary exemption to the licensure requirement.

(2) Requests for temporary exemptions are reviewed and approved by the department on a case by case basis in consultation with the committee.

**SPS 202.02 Permanent Exemption from Licensure.** An individual may apply for a permanent exemption from the sign language interpreter licensing requirements under s. 440.032 (3), Stats.

(1) An application for a permanent exemption shall include the following:

- (a) A written statement on a form provided by the department explaining why the applicant is unable to obtain a license under s. 440.032 (3), Stats.
- (b) If the applicant for a permanent exemption will be providing sign language interpretations services to a single client only, the individual's application shall identify that client.

(2) Requests for permanent exemptions are reviewed and approved by the department on a case by case basis in consultation with the committee.

**SPS 202.03 Exemption for Certain Services or Settings.** Licensure is not required to perform interpreting services if the circumstances of the interpreting services provided meet any of the following criteria enumerated in s. 440.032 (2) (b), Stats.:

- (1) An individual interpreting at any school or school-sponsored event if the individual is licensed by the department of public instruction as an educational interpreter.
- (2) An individual interpreting at a religious service or at a religious function, including educational or social events sponsored by a religious organization. This subdivision does not apply to an individual interpreting for a religious organization at a professional service provided or sponsored by the religious organization.
- (3) A support service provider interpreting for the purpose of facilitating communication between an individual who provides interpretation services and a client of the individual.
- (4) An individual who, in the course of the individual's employment, provides interpretation services during an emergency unless the interpretation services are provided during a period that exceeds 24 hours.

## CHAPTER SPS 203

### SIGN LANGUAGE INTERPRETERS; LICENSURE APPLICATIONS

**SPS 203.01 Application for sign language interpreter—intermediate hearing license.** The department shall issue a sign language interpreter—intermediate hearing license to an individual who submits all the following:

- (1) A completed application form.
- (2) The fee required under s. 440.03 (9) (a), Stats.
- (3) If the applicant has a pending charge or conviction record, all documentation necessary for the board to determine whether the circumstances substantially relate to the practice of sign language interpreting, subject to ss. 111.321, 111.322, and 111.335, Stats.
- (4) Documentary evidence of having met one of the following education and training requirements:
  - (a) Successful completion of each of the following:
    1. At least an associate degree in sign language interpretation, or an equivalent degree as determined by the department after receiving advice from the committee.
    2. Successful completion of an interpreter training program.
    3. Passage of the basic performance examination of and certification by the Board for Evaluation of Interpreters, or its successor, or a substantially equivalent examination, as determined by the department after receiving advice from the committee.
  - (b) Successful completion of each of the following:
    1. An associate degree in sign language interpretation before July 19, 2019.
    2. Passage of the basic performance examination and certification by the Board for Evaluation of Interpreters, or its successor, or passage of a substantially equivalent examination, as determined by the department after receiving advice from the committee.
  - (c) Passage of the basic performance examination and certification by the Board for Evaluation of Interpreters, or its successor, or passage of a substantially equivalent examination, as determined by the department after receiving advice from the committee, before July 19, 2019.

**SPS 203.02 Application for a sign language interpreter— advanced hearing license.** The department shall issue a sign language interpreter—advanced hearing license to an individual who submits all the following:

- (1) A completed application form.
- (2) The fee required under s. 440.03 (9) (a), Stats.
- (3) If the applicant has a pending charge or conviction record, all documentation necessary for the board to determine whether the circumstances substantially relate to the practice of sign language interpreting, subject to ss. 111.321, 111.322, and 111.335, Stats.
- (4) Documentary evidence of having met one of the following education and training requirements:
  - (a) Successful completion of each of the following:

1. At least an associate degree in sign language interpretation, or an equivalent degree as determined by the department after receiving advice from the committee.
  2. Successful completion of an interpreter training program.
  3. Passage of one of the following examinations:
    - a. The advanced or master performance examination of and is certified by the Board for Evaluation of Interpreters, or its successor.
    - b. The examination for and holds the national interpreter certification issued by the Registry of Interpreters for the Deaf, Inc., or its successor.
    - c. A substantially equivalent examination, as determined by the department after receiving advice from the committee.
- (b)** The applicant was issued before July 19, 2019, and maintains in good standing, any one of the following:
1. The national interpreter certification (NIC), advanced or master level national interpreter certification (NIC-Advanced or NIC-Master), certificate of interpretation (CI), certificate of transliteration (CT), comprehensive skills certificate (CSC), master comprehensive skills certificate (MCSC), interpretation certificate (IC), or transliteration certificate (TC), issued by the Registry of Interpreters for the Deaf, Inc., or its successor.
  2. The National Association of the Deaf III, IV, or V certification.
  3. The advanced or master certification of the Board for Evaluation of Interpreters or its successor.

**SPS 203.03 Application for a sign language interpreter— intermediate deaf license.** The department shall issue a sign language interpreter—intermediate deaf license to an individual who submits all the following:

- (1)** A completed application form.
- (2)** The fee required under s. 440.03 (9) (a), Stats.
- (3)** If the applicant has a pending charge or conviction record, all documentation necessary for the board to determine whether the circumstances substantially relate to the practice of sign language interpreting, subject to ss. 111.321, 111.322, and 111.335, Stats.
- (4)** Documentary evidence of having met all the following education and training requirements:
  - (a)** The applicant holds a high school diploma or its equivalent, as determined by the department after receiving advice from the committee.
  - (b)** Successful completion of at least 40 hours of a deaf interpreter training curriculum approved by the department after receiving advice from the committee.
  - (c)** Successful completion of at least 16 hours of sign language interpretation services-related training approved by the Registry of Interpreters for the Deaf, Inc., or its successor or the Board for Evaluation of Interpreters or its successor, or substantially equivalent training, as determined by the department after receiving advice from the committee.
  - (d)** Successful completion of American sign language linguistics I and II or substantially equivalent coursework, as determined by the department after receiving advice from the committee.
- (5)** Letters of recommendation from at least 2 individuals who hold a sign language interpreter—advanced deaf license, a certified deaf interpreter certification issued by the Registry of



Interpreters for the Deaf, Inc., or its successor, or an equivalent certification, as determined by the department after receiving advice from the committee. Taken in the aggregate, the letters of recommendation shall verify that the applicant has successfully completed at least 25 hours of observing sign language interpretation services provided to clients.

**SPS 203.04 Application for a sign language interpreter— advanced deaf license.** The department shall issue a sign language interpreter—advanced deaf license to an individual who submits all the following:

- (1) A completed application form.
- (2) The fee required under s. 440.03 (9) (a), Stats.
- (3) If the applicant has a pending charge or conviction record, all documentation necessary for the board to determine whether the circumstances substantially relate to the practice of sign language interpreting, subject to ss. 111.321, 111.322, and 111.335, Stats.
- (4) Documentary evidence of having met all the following education and training requirements:
  - (a) An associate degree or alternate education pathway approved by the department with advice from the committee.
  - (b) Certified deaf interpreter certification issued by the Registry of Interpreters for the Deaf, Inc., or its successor or an equivalent certification, as determined by the department after receiving advice from the committee.

**SPS 203.05 Reciprocal credentials for servicemembers, former servicemembers, and spouses.** A reciprocal sign language interpreter credential shall be granted to a service member, former service member, or the spouse of a service member or former service member who the department determines meets all of the requirements under s. 440.09 (2), Stats. Subject to s. 440.09 (2m), Stats., the department may request verification necessary to make a determination under this subsection.

## CHAPTER SPS 204

### SIGN LANGUAGE INTERPRETERS; IDENTIFICATION CARDS--Optional

**SPS 204.01 Identification card required.** Interpreters licensed by the department must carry an identification card at all times while providing sign language interpretation services to clients for compensation.

**SPS 204.02 Content and Format.** The identification card referenced in s. SPS 204.01 shall include all the following information:

- (a) The interpreter's full name.
- (b) The interpreter's licensure category, and whether the interpreter is qualified under ch. SPS 205 to interpret in a mental health or legal setting, including color coding as follows:
  1. Intermediate hearing and deaf licenses shall be color-coded yellow.
  2. Advanced hearing and deaf licenses shall be color-coded green.
  3. A blue sticker if the individual is qualified under ch. SPS 205 to interpret in a mental health setting.
  4. A silver sticker if the individual is qualified under ch. SPS 205 to interpret in a legal setting.

(c) Any applicable licensure restriction.

(d) A statement whether the interpreter is authorized by the supreme court to act as a qualified interpreter in court proceedings under s. [885.38 \(2\)](#) and whether that authorization is provisional.

## CHAPTER SPS 205

### SIGN LANGUAGE INTERPRETERS; SCOPE OF PRACTICE

**SPS 205.01 Definitions.** In this chapter:

(1) “Medical setting” means any interpretation situation involving involving the diagnosis, treatment, or prevention of illness or injury, not including treatments designed to bring about rehabilitation of a mentally ill person.

(2) “Mental health treatment setting” means any interpretation situation involving psychological, educational, social, chemical, medical or somatic techniques designed to bring about rehabilitation of a mentally ill person.

(3) “Legal setting” means any interpretation situation involving the provision of legal services or which takes place within the courts of the State of Wisconsin.

(4) “Team interpreting” means the practice of using two or more interpreters who work together to provide interpretation for an individual with limited English proficiency, either due to a speech impairment, hearing loss, deafness, deaf-blindness, or other disability, so that the individual can adequately hear, understand, or communicate effectively in English.

**SPS 205.02 Provision of services in a medical setting.**

Only persons who meet one of the following criteria may provide sign language interpretation services in a medical setting:

(1) Holds a license under either ss. 440.032 (3) (d), (e), or (f), Stats.

(2) Holds a license under s. 440.032 (3) (c), Stats., and is team interpreting with a person licensed under either ss. 440.032 (3) (d) or (f), Stats.

**SPS 205.03 Provision of services in a mental health treatment setting.**

Only persons licensed under ss. 440.032 (3) (d) or (f), Stats. may provide sign language interpretation services in a mental health treatment setting.

**SPS 205.04 Provision of services in a legal setting.**

Only persons who meet both of the following criteria may provide sign language interpretation services in a legal setting:

(1) Holds a license under either ss. 440.032 (3) (d), (e), or (f), Stats.

(2) Is authorized by the supreme court to act as a qualified interpreter in court proceedings under s. 885.38 (2), Stats.

**\*\*\*SPS 205.05 Any other restrictions the committee suggests adding**



## PUBLIC AGENDA REQUEST FORM

### Instructions:

1. Fill out this form, and then save to your device.
2. Return to the “[Suggest an Agenda Item](#)” page and select the appropriate Board or Council from the Board/Council list.
3. Attach your completed “Public Agenda Request” form and send.

First Name: Jon

Last Name: Thomm

Association/Organization: Wisconsin Registry of Interpreters for the Deaf

Address Line 1: NA

Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_

State: WI

Zip: \_\_\_\_\_

Phone Number:(        )        -

Email: president@wisrid.org

Subject: Concerns regarding testing and employment

Issue to Address:

To Whom It May Concern,

The Wisconsin Registry of Interpreters for the Deaf (WisRID) aims to address some major issues brought to us by our membership and stakeholders regarding the community interpreter licenses. Currently, interpreters are unable to work due to lack of access to testing, inability to obtain a license and absence of action from the state. Each of these led to loss of employment and wages in Wisconsin, already experiencing a shortage of interpreters. If this continues, we will likely see more interpreters leaving the field and the state, an issue prior to COVID-19.

The Department of Health Services (DHS) decided to sunset the Wisconsin Transliterating and Interpreter Assessment (WITA), replacing it with the Board for Evaluation of Interpreters (BEI) exam. The last WITA was administered in February of 2019 with the BEI slated to begin in Fall of 2020. As of January 2021, the BEI has not been released and the WITA is no longer available. Act 17 of 2019 mandates DHS to provide the BEI in section 15m 440.032 (3m): “Exam administration in Wisconsin. The department of health services shall administer in this state the performance examinations of the Board for Evaluation of Interpreters or its successor, unless the department approves another administrator of the examinations.” Therefore, by not providing a test the state is not compliant.

The COVID-19 pandemic has created unprecedented indefinite circumstances. The Wisconsin Department of Public Instruction (DPI) re-opened registration for their testing site on December 15, 2020. This means that Educational Interpreters may obtain their licenses. Furthermore, Wisconsin DPI declared that the graduating classes of 2020 interpreter training programs be granted a 5 year non-renewable license. These licenses were granted without the former requirement of testing or an internship. As a similar functioning entity, an equivalent declaration was expected from the Department of Safety and Professional Services (DSPS), the Department of Safety and Professional Services (DSPS) should provide similar accommodations. This has not yet come to fruition.

WisRID's members have approached the board multiple times expressing concern and frustration over the lack of employment, transparency, communication, and response from DSPS and DHS. After multiple contacts with both entities, there has been no assumed responsibility. WisRID is calling for immediate action to ensure the continuation of employability of Wisconsin interpreters to provide services for the Deaf, hard of hearing and deafblind communities.

Kindly,

Wisconsin Registry of Interpreters for the Deaf Board 2021

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Megan Glaeser, Bureau Assistant, on behalf of Adam Barr, Executive Director		<b>2) Date When Request Submitted:</b> 2 February 2021  Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting									
<b>3) Name of Board, Committee, Council, Sections:</b> Sign Language Interpreters Advisory Committee											
<b>4) Meeting Date:</b>  5 February 2021	<b>5) Attachments:</b>  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Credentialing Matters 1) Credentialing Statistics									
<b>7) Place Item in:</b>  <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>  N/A									
<b>10) Describe the issue and action that should be addressed:</b>  Credentialing Statistics 7/1/2019-12/31/2020  <ul style="list-style-type: none"> <li>• Application exemption counts = zero</li> <li>• Number of denials = zero</li> <li>• SLI license counts 2019 = 51</li> <li>• SLI license counts 2020 = 112</li> <li>• List of reg type 157 issued July 1, 2019 to Dec 31, 2020 = 8</li> <li>• List of reg type 160 issued July 1, 2019 to Dec 31, 2020 = 1</li> <li>• List of reg type 158 issued July 1, 2019 to Dec 31, 2020 = 156</li> </ul>											
<b>11) Authorization</b>  <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;"><i>Megan Glaeser</i></td> <td style="width: 30%; border-bottom: 1px solid black; text-align: right;">2 February 2021</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Signature of person making this request</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Supervisor (if required)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date</td> </tr> </table>				<i>Megan Glaeser</i>	2 February 2021	Signature of person making this request	Date	Supervisor (if required)	Date	Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date	
<i>Megan Glaeser</i>	2 February 2021										
Signature of person making this request	Date										
Supervisor (if required)	Date										
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date											
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.											