

WAVLI General Meeting
Saturday, April 4, 2009, at 1:00 – 4:00 p.m.
Douglas College, Room: 1614
Minutes

1. **Call to Order 1:08 pm**
2. **Approval of Agenda Suzie Giroux and Stacey R.**
3. **House Keeping**
4. **Approval of Minutes from November 2008 WAVLI General Meeting – Brenda B. Barb MH, Taryn**
5. **Executive Reports:**
 - 5.1 **President – Susi Bolender**

Activities to Date:

 - Recruitment of individuals for 2009-2011 Board
 - Support to WAVLI/CADEHH Joint Committee for Proposal to Ministry of Education
 - Planning attendance at AVLIC AGM in Halifax in June
 - Support for Fall Event (Roosters)
 - Filled and followed up on by-law changes with Victoria as a step in Title Protection.
 - Support in establishing the first Deaf Interpreter Training workshop series.
 - Attended Community Events

Ongoing Activities:

 - WAVLI Policies and Procedures Project
 - Assist other board members as needed
 - Discussions regarding Title Protection with local members and chapter presidents
 - Planning of Professional Development opportunities
 - Attending Board Meetings
 - Recruitment and retention of board members & committee members
 - Maintaining partnerships within Deaf community & employers to host joint events & professional development
 - Working on Board Orientation Handbook to restructure communications between board members to improve efficiency.

Future Initiatives:

 - Began discussions on a WAVLI mentorship program plan
 - Coordinate "Soap Box" session in the Spring for interpreters to speak openly about concerns in the field.
 - Improve effectiveness of volunteer board members and committees time
 - Revisiting board positions roles and responsibilities, specifically duties of Professional Standards Committee.
 - More Professional Development for interpreters in the Okanagan and on the Island.
 - Look into how to better use technology to provide access for members around the province.
 - Investigate possible ideas for funding or sponsorship for workshops and pro
 - 5.2 **Past President – Suzie Giroux**

Activities to Date:

 - Nothing to report
 - 5.3 **Vice President – Carmen Curman**

Activities to Date:

- Attended board meetings.
- Attended executive meetings.
- Dealt with all WAVLI email correspondence.
- Provided support to the President.
- Organized Executive Meetings.
- Provided support to the committees.

Ongoing Activities:

- Checking and responding to WAVLI emails.
- Assisting board committees as needed.

Future Initiatives:

- Nothing to report at this time.

5.4 **Treasurer – Brenda Carmichael**

- Verbal report will be given at AGM
(ADD REPORT)

- Membership dues, question regarding how did we get that kind of revenue? The accounting is from last year's memberships, this year has not been included yet.
- Legal Fund is technically lawyer's fees. In case it is needed. The Legal Fund is for "Title Protection"
- Should set up an additional amount of money as an honorarium for legal advice, etc.
- The new board can look over the budget and see where additional money is needed for Title Protection, etc.
- Conference fee for the President has not been included in the budget. (2010 Ottawa)
- Motion will be added to New Business after the break.

5.5 **Secretary – Marion Bruining**

Activities to Date:

- Attended Executive meetings and Executive and Committee Meetings.
- Sent out meeting agenda's.
- Completed meeting minutes

5.6 **Member at Large – Kirsten Hagemoen**

Activities to Date:

- Attended executive meetings
- Responding to inquiries about WAVLI interpreting and wages from students, employers, and parents of deaf children.
- Survey of k-12 hourly rates in different school districts.
- Helping with writing/editing business letters.
- Room bookings
- Interpreter bookings.
- Organizing refreshments for AGM
- Research into bylaws

6. Committee Reports

6.1 **Professional Standards – Vacant**

6.2 **Professional Development – Vacant**

- 2 workshops "Mind Reading...", Demand Schema Control.

6.3 **Fundraising – Vacant**

November 4th, 2009, at Roosters. Silent Auction, etc. Tickets are on sale for \$10

6.4 **Membership** – Darcie Kerr, Nigel Scott

Activities to Date:

- Discussing membership criteria, categories and dues with AVLIC.
- Composed a letter to the membership with an explanation of all the new membership categories, why the changes occurred and benefits of membership.
- Assisted some members with questions and concerns regarding the upcoming membership renewal.
- Ongoing membership registration and data updates were carried out.
- Updated the AVLIC/WAVLI welcome letter.
- Was in contact with other chapters in regards to the membership process and membership card design.
- Have been in contact with AVLIC regarding the new on-line membership forms. We have been actively involved with idea sharing, information gathering and feedback.
- Have been in contact with Heather Perry regarding the directory and membership. We are establishing a way in which we can communicate which members register and pay after the March 31 deadline, so that it is clear who should be included in the 2008 directory.
- Got proof of training from all new or returning members in order to comply with AVLIC's new membership criteria.

6.5 **Newsletter** – Megan Sime

- Nothing to Report

6.6 **P.R. Committee** – Bay Generoso, Jen Yim, Brenda Carmichael, Sara MacDiarmid, Tyler Offer, Stacey Richard

- Report not submitted

Barb MH – what happened to the DVD

Susi – this was never a WAVLI Project

- DVD is still in process, however it is not a WAVLI project. They are still developing a rough draft, start filming in the spring or summer. Bay and Tyler have withdrawn from the PR committee. Julia M. has joined.

Cheryl P. – PR committee is quite involved with the DC program in assisting in recruitment of new interpreters.

Motion to accept the reports: Taryn and Suzie G.

7. Old Business

7.1.

8. New Business

Motion: 01-04-09:

Moved by: Heather Perry

Seconded by: Janice Lyons

I move that the length of positions for this upcoming term are changed as follows: President, Treasurer and Member-at-Large shall have terms of 1 year; the first Vice-President and Secretary shall have terms of 2 years. All the remaining positions shall be a 2-year term

Rationale:

The bylaw outlined below was created because the original intention was that board elections would happen annually so that positions would be staggered and there wouldn't be a totally

new board coming in every two years. The 2007 elections was a totally new slate and the current 2009 elections we are almost in the same position. For the sake of stability, it would be worthwhile to go back to staggered election system so that we're not in danger of a totally new board every two years if everyone decides not to run again for another term. This was the original intention when the bylaw was written and somehow we have deviated from that system.

Reference: **(2.5.3)** The applicants for incorporation shall become the first Executive of the Association whose term of office on the Executive Committee shall be as follows: the first President, Treasurer and Member-at-Large shall have terms of 1 year; the first Vice-President and Secretary shall have terms of 2 years. After that, each position shall be a 2-year term.

Discussion: which board positions will be one year position this term, and which will be two year positions this term. Concern is that if the president position is 1 year then we'll have a new inexperienced president coming in. Better to have the VP one year.

Do we determine this now or let the board figure it out.

- Should have it the same as AVLIC the VP learns while in the position and then becomes President. What if the VP wants to run for President next year can they?

Motion Passes

Motion: 02-04-09:

Moved by: Heather Perry

Seconded; Stacey Richards

I move that directory committee be changed from ad hoc to a standing committee with one vote at the board level.

RATIONALE:

The directory has grown substantially over the last few years and it would be worthwhile to structure a committee that delegates tasks to complete the work. Currently the directory is a sub-committee of Membership, but the work is done independently of it. The intention is to clarify the roles of people involved with the Membership Committee or the directory and to have a more structured and accountable process for developing the directory.

Discussion: Standing committees have chairperson. We need to be more clear about which committees are standing committees and which aren't. Standing committees are more involved, and have voting privileges at the Board Meetings. There are other committees that are established for short term projects. It makes sense to have the directory committee become a standing committee as it's an ongoing commitment. For the standing committees there is a chairperson who is responsible for leading the tasks, recruitment of the committee, etc. Only the chairperson of each committee is responsible for attending the monthly board meetings. Each committee should have several people involved not just one person as a chairperson.

Motion Passed.

Motion: 03-04-09

Moved by: Barb Mykle-Hotzon

Seconded by: Sara MacFayden

I move that the Bylaws of the Westcoast Association of Visual Language Interpreters be amended as follows:

A) By repealing all of Section 3 of the Bylaws (titled “Membership”) and replacing that Section with the following new Section 3:

3 MEMBERSHIP

3.1 Classes of Membership

3.1.1 The following are the designated classes of membership in the Westcoast Association of Visual Language Interpreters (WAVLI):

- (a) American Sign Language – English Interpreter (ASL-English Interpreter);
- (b) Deaf Interpreter;
- (c) Langue des signes québécoise – French Interpreter (LSQ-French Interpreter);
- (d) Student Member.

3.1.2 For the purposes of the Bylaws,

- 1) an Active Member means a member who is registered in one or more of the classes designated in sub-bylaw 3.1.1 (a), (b) or (c), and
- 2) a Member means a member who is registered in one or more of the classes designated in sub-bylaw 3.1.1 (a) to (d).

3.2 Conditions of Membership: ASL-English Interpreter

3.2.1 A person is entitled to be registered as an ASL-English Interpreter if that person

- (a) meets the requirements of bylaw 3.2.2,
- (b) completes the prescribed application form, approved by the Board,
- (c) pays the membership fee for an ASL-English Interpreter, prescribed by the Board under bylaw 3.6, and

that person's application for membership has been approved by the Board.

3.2.2 To be registered as an ASL-English Interpreter, an applicant must meet the following experience and educational requirements:

- (a) the applicant is an interpreter who is currently providing visual language interpreting services to the public, as prescribed by bylaw 3.2.3;
- (b) the applicant has graduated from a visual language interpreter educational program that meets the requirements of bylaw 3.2.4.

3.2.3 For the purposes of sub-bylaw 3.2.2(a), a person is deemed to be currently providing visual language interpreting services to the public if that person can provide documentation in a form acceptable to the Board of recent work experience as an ASL-English Interpreter.

3.2.4 For the purposes of sub-bylaw 3.2.2(b), the following are deemed to be acceptable visual language interpreter educational programs:

- (a) British Columbia: Douglas College, New Westminster, BC (Diploma in Sign Language Interpretation);
- (b) Alberta: Lakeland College, Edmonton, AB (Diploma in Sign Language Interpretation);
- (c) Manitoba: Red River College/University of Manitoba, Winnipeg, MB (Bachelor of Arts in ASL-English Interpretation);

- (d) Ontario: George Brown College, Toronto, ON (Diploma in ASL/English Interpretation);
 - (e) Nova Scotia: Nova Scotia Community College, Dartmouth, NS (Diploma in ASL/English Interpretation).
- 3.2.5 Notwithstanding bylaw 3.2.4, a graduate from an educational program other than one listed in that bylaw may be granted registration if, after evaluating that program, the Board determines that the other educational program provides for substantially the same level and type of education in visual language interpretation as provided by the programs listed in bylaw 3.2.4.
- 3.2.6 If an applicant has not graduated from a visual language interpreter educational program as prescribed by bylaws 3.2.2(b), 3.2.4 or 3.2.5, the Board may nonetheless register that applicant as an ASL-English Interpreter if the applicant can provide information which demonstrates, to the satisfaction of the Board, that he or she has obtained competencies in visual language interpretation that are substantially equivalent to those that can be obtained by a graduate from one of the programs listed in bylaw 3.2.4.
- 3.2.7 A member of WAVLI who was registered as an Active Member in good standing and was practicing as an ASL-English Interpreter on the date new Section 3 comes into force is deemed to be registered as an ASL-English Interpreter under bylaw 3.2.1.
- 3.2.8 Only a member registered as an ASL-English Interpreter is entitled to use the occupational title "Registered Sign Language Interpreter" or "Registered ASL-English Interpreter" or "Registered Visual Language Interpreter" , or such other title as may be granted to WAVLI under Section 10 of the *Society Act*.

3.3 Conditions of Membership: Deaf Interpreter or LSQ-French Interpreter

- 3.3.1 A person is entitled to be registered as either a Deaf Interpreter or as an LSQ-French Interpreter if that person
- (a) is, at the time of application, involved in the provision of visual language interpreting services as a Deaf Interpreter or LSQ-French Interpreter,
 - (b) completes the prescribed application form, approved by the Board,
 - (c) pays the membership fee for a Deaf Interpreter or LSQ-French Interpreter, prescribed by the Board under bylaw 3.6, and
- that person's application for membership has been approved by the Board.
- 3.3.2 A member of WAVLI who was registered as an Active Member in good standing and was practicing as either a Deaf Interpreter or LSQ-French Interpreter on the date new Section 3 comes into force is deemed to be registered as a Deaf Interpreter or LSQ-French Interpreter, as applicable, under bylaw 3.3.1.

3.4 Duties and Rights of all Active Members

- 3.4.1 The bylaws in this section apply to all Active Members, regardless of the specific class of membership that they hold within WAVLI.

- 3.4.2 An Active Member must:
- (a) obtain and maintain dual membership with both the Association of Visual Language Interpreters of Canada (AVLIC) and WAVLI in the applicable class of membership;
 - (b) support the Association's Constitution and follow the Association's Bylaws;
 - (c) uphold the Association's Code of Ethics and Guidelines for Professional Conduct;
 - (d) keep up to date the dues for that member's class of membership;
 - (e) notify the Membership Committee of any change in name or contact information, as may be set out on the annual membership renewal form;
 - (f) stay current with the business of the Association;
 - (g) pursue professional development as prescribed by the Code

- 3.4.2 An Active Member is entitled to:
- (a) a single vote at a General or Special Meeting of the Association;
 - (b) run for office;
 - (c) attend Association-sponsored workshops and pay the price for that workshop set for that class of membership;
 - (d) receive the Association's newsletter.

3.5 Conditions and Rights of Membership: Student Members

- 3.5.1 Student Membership shall be open to individuals who are currently enrolled in an interpreter education program. Student Members must uphold the objectives of the Association.

- 3.5.2 A person is entitled to be registered as a Student Member if that person
- (a) is currently enrolled in an interpreter education program listed in bylaw 3.2.4,
 - (b) completes the prescribed application form, approved by the Board,
 - (c) pays the membership fee for an ASL-English Interpreter, prescribed by the Board under bylaw 3.6, and
- that person's application for membership has been approved by the Board.

- 3.5.2 A member of WAVLI who was registered as a Student Member under the previous bylaws is deemed to be registered as a Student Member under bylaw 3.5.2.

- 3.5.4 A Student Member must:
- (a) obtain and maintain dual membership with both the Association of Visual Language Interpreters of Canada (AVLIC) and WAVLI in the applicable class of membership;
 - (b) support the Association's Constitution and follow the Association's Bylaws;
 - (c) uphold the Association's Code of Ethics and Guidelines for Professional Conduct;
 - (d) keep up to date the dues for that member's class of membership;
 - (e) notify the Membership Committee of any change in name or contact information, as required on the annual membership renewal form;
 - (f) stay current with the business of the Association.

- 3.5.5 A Student Member is entitled to:
- (a) attend Association-sponsored workshops and pay the price for that workshop set for that class of membership;
 - (b) receive the Association's newsletter.

- 3.5.6 A Student Member is not entitled to:

- (a) a vote at a General or Special Meeting of the Association;
- (b) run for office.

3.6 Additional membership provisions

- 3.6.1 The Board may set membership fees or dues, and the dates when such fees or due must be paid.
- 3.6.2 Once set, the membership must be informed of the amount and due date at Annual General Meeting or by some other appropriate means.

3.7 Termination of Membership

- 3.7.1 A Member is deemed to no longer be a Member if
 - (a) that Member withdraws his or her membership in the Association by delivering to the Association a written resignation and lodging a copy of the same with the Secretary of the Association, or
 - (b) by failing to pay a membership fee or due by the prescribed date.

3.8 Discipline of Members

- 3.8.1 After being given an opportunity to speak, a Member who violates either the Constitution or the Bylaws of the Association may be expelled from the WAVLI by a vote of three-quarters (3/4) of the Active Members attending a General or Special Meeting.
- 3.8.2 A vote using proxies are not permitted in an expulsion vote conducted under bylaw 3.8.1.
- 3.8.3 The Standards, Complaints and Disciplinary Procedures outlined in Section 5 of these Bylaws apply to resolving complaints against Members who have been accused of violating the Code of Ethics and Guidelines for Professional Conduct (as set out in Section 4), and any Member who is found to have violated the code or guidelines may be suspended or expelled in accordance with those procedures.
- 3.8.4 A Member while under suspension shall not do any of the following:
 - a) represent herself/himself as a Member;
 - b) display a Certificate of Interpretation or claim active status as a Member;
 - c) use the applicable occupation title granted under the *Society Act*.

B) By amending bylaw 5.12.1 as follows:

- 1) by re-numbering clause (g) to become clause (i), and**
- 2) by adding the following two new clauses to read :**

- (g) Expel the Respondent as a member of the Association,
- (h) Recommend to the Association of Visual Language Interpreters of Canada that it terminate or withdraw the Respondent's Certification of Interpretation,

C) By amending bylaw 5.14.1 as follows:

- 1) *by repealing the phrase “the limitation or suspension of a Member’s practice” and replacing it with the new phrase “a limitation on the Member’s practice, or the suspension or expulsion of the Member”.*
- 2) *by repealing the phrase in clause (d) “the limitation or suspension” and replacing it with the phrase “the limitation, the duration of the suspension or the expulsion,”.*

D) *By amending bylaw 5.14.2 by repealing the phrase “the limitation or suspension of a Member’s practice,” and replacing it with the new phrase “a limitation on the Member’s practice, or the suspension or expulsion of the Member,”.*

Discussion: Moving forward with the ASL English Interpreter. Not the LSQ or DI as there is no formal training for either. We will focus on those later once the ASL interpreter has passed. Question regarding if the criteria is the same as AVLIC. In terms of graduating from an ITP program or equivalent it is pretty much the same as AVLIC. WAVLI has expanded on the the equivalent criteria is. ASL/English Interpreter will be covered under Title Protection. The other two not yet they are not ready. It will become WAVLI’s responsibility to notify someone that is calling themselves a ASL/English Interpreter that they do not meet the criteria, and that they will not be able to call themselves an interpreter. This is not law, it will be up to WAVLI to do that. The goal for title protection at the moment is for the user, not the professional interpreter. It is to protect the community from an unqualified interpreter. We can look at additional titles later.

Motion: Passed

Motion: 04-03-09

I move that the WAVLI Secretary be granted permission to make minor edits of grammar and terms used throughout the bylaws to accurately reflect the changes ratified in 2007 and 2009.

Sara MacFayden
Barb Mykle-Hotzon

Motion: Passed

8.6 Motion 05-04-09 – Brenda Carmichael (to pass the budget)
- Nicole P. and Allison

- 8.5 WAVLI Elections
- Membership Committee – Rebecca McCormick, Darcie Kerr
 - Newsletter – Suzie Giroux, Wanda Sinclair
 - Fundraising – Tess Iwama, Carli Van Rossum
 - Professional Development – Nicole Pedneault, Brianne Braun
 - Professional Standards – Jamie Nystrom, Heather Perry, Sarah McDiarmid
 - Public Relations Committee – Sarah McDiarmid
 - Member at Large – Heather Perry
 - Treasurer – Simon Dorer
 - Secretary – Barb Zbeetnoff
 - Vice President – Rhys McCormick
 - President: Susi Bolender

Motion to destroy Ballots - Passed - Suzie Giroux and Heather Perry

9. Announcements

- 9.1 MIS/CIS/DI – Janice Lyons
 - need people to take the MIS screenings. Denise Sedron is also working at MIS. There is also more funding for medical interpreting, etc.
- 9.2 WAVLI Award – Leona Parr-Hamel Recipient : Jamie Nystrom
- 9.3 MIS Screening on May 1st, contact Rhys.
- 9.4 Announcements: Vincent – “The Apple Tree Maiden” - Children's and Adult performances Childrens performance is Saturday Afternoon. May 1st, 2nd,(check dates)
There are 3 showings. Two evenings and one matinee.

10. Adjournment 3:34 p.m.