



will be revisited during the work on those topics for the SOP Manual especially in light of the current changes happening with RID.

Action items	Person responsible	Deadline
✓ Begin drafting SOP's & share with the LASAC	Cheri	Jan, 2017
✓ Initiate email dialogue regarding each topic with LASAC	Cheri	As required
✓ Establish ad-hoc committees for specific topics	Cheri	As required
✓ Email response to concerned interpreter with update from meeting	Lariisa	asap
✓ Suggest Status I training idea to the LIC (CRID Legal Int. Committee)	Janelle	

Agenda item: 3. 2017 Independent Contract Feedback/Comments **Presenter:** Cheri

Discussion: Cheri outlined the differences in the independent contract for 2017: 1) proof of insurance, auto and professional liability, must be submitted; 2) no CCDHH Director signature required. Once an independent contractor signs and sends in their contract, it is considered an acceptance of the offer to provide the work under the specified terms. If CCDHH-LAS makes any change to the contract or the fee schedules, new signatures must be obtained.

Conclusions: No major concerns with the Independent Contract Agreement for 2017

Action items	Person responsible	Deadline
✓ Meet with Contract's Supervisor to finalize	Cheri	Nov. 4

Agenda item: 4. Fee Schedules Feedback/Comments **Presenter:** Cheri

Discussion: Lariisa had a question about when the rates were last increased and that she would like to see some kind of matrix with additional pay tied to years of experience and add level of education. Lariisa also mentioned that there needed to be clarification about payment of the "last minute fee" when the assignment gets cancelled. Cheri also explained how CCDHH-LAS deducts time for lunch for all-day assignments and noted that it would be clarified.

Conclusions: Clarifications regarding the 2 issues above need to be done before the fee schedules are finalized.

Action items	Person responsible	Deadline
✓ Clarify payment of "last minute fee" for cancelled assignments	Cheri	Nov. 4
✓ Clarify deduction of lunch from all-day assignments	Cheri	Nov. 4

Agenda item: 5. Results of Interpreter Rate Survey **Presenter:** Cheri

Discussion: A hourly rate survey was done at the request of sign language interpreters who feel they have not gotten raises in several years and that a "tiered" pay structure would be more fair to compensate those with many years of experience and additional education. Cheri explained that a Survey Monkey survey was sent to all independent contract sign language interpreters in Aug. Data was also collected from other comparable states, and from other government and private agencies in Colorado.



Conclusions:

CCDHH-LAS rates are within a reasonable range compared to other states, public and private agencies and freelance rates. A substantial rate increase was given in 2015 and more information and analysis is required before making a change to rates in the fee schedules that become effective Jan. 1, 2017.

Action items	Person responsible	Deadline
✓ Present report at quarterly CCDHH meeting	Cheri	Dec. 1
✓ Continue to research other types of pay structures	Cheri	ongoing
✓ Monitor program budget and revisit the issue for 2018 fee schedules	Cheri	ongoing

Other Information

6. Lariisa presentated a training proposal brought forward from the Colorado Registry of Interpreters for the Deaf-Legal Interpreter Committee (CRID-LIC). Those who provide the mentoring for the required supervised experience hours are seeing inconsistencies and gaps in training while mentoring proteges in recent years. They would like to see a standardized, linear approach for attaining the required 65 training hours as opposed to the current system where interpreters find various legal workshops that add up to 65 hours. The LIC is proposing training for both mentors and proteges to improve the quality and consistency of services. They also propose that the current 8-hour Judicial Orientation be in addition to the required existing training hours (currently 65). As the SOP around training and supervised experience is developed in the coming year, CCDHH-LAS will include members of stakeholder groups, including the LIC, and this proposal will be part of that discussion.

Observers: None

Resources: all attachments sent before meeting

Special notes: Next CCDHH Board Meeting, Dec. 1st, 4-7pm, 4141 E. Dickenson Street, Denver, CO, 80222