



Spoken Language Health Care Interpreter Work Group

Agenda

2:00 - 2:05	Welcome and Housekeeping
2:05- 2:15	Meeting Recap and Project Plan
2:15 - 2:40	Sub Work Group Presentation
2:40 – 3:20	Member Discussion
3:20 - 3:30	Future Meeting Topic Prep, Next Steps and Closing

Respectful Meeting Guidelines

- When speaking, re-introduce yourself (and member role).
- Speak slowly so everyone can clearly understand what you share.
- Stay present giving your full attention to this discussion; let us know via chat if you need to leave the discussion and when you are back.
- Stay focused on the agenda item being discussed (jot out notes for reference later).
- Share your main thoughts/key points early when speaking.
- All members have the right to share their ideas and all ideas are valuable.
- Be respectful of other participants - including privacy (avoid sharing private details).

Respectful Meeting Guidelines (continued)

- Listen to other members with an open mind.
- Assume positive intent – embracing a mindset that will lead to something good.
- Focus on the issue, not the person giving input.
- Advocate for all, not individual situations - stories are shared to inform the recommendations.
- Summarize what you heard to ensure understanding before reacting to another's comment.
- Be mindful of the distracting nature of chat messages to both presenters and other members.
- Time has been allotted throughout the meeting for questions and discussion.

Members of the Public

- Invited to listen.
- Submit comments to SLHCIWG.MDH@state.mn.us.

Meeting Recap

- Members had an engaged discussion around one of the many aspects of the proposed recommendations regarding certification.
- Members determined it would be helpful to consider all recommendations in line with the next topic on the work plan (training and certification) as they are closely related.
- Members voted in favor of moving all draft recommendations to a subgroup of members who would refine and redraft the recommendations taking into account previous similar bill submissions.

Work Group Timeline

Date and Tasks	Oct 30 Nov 13*	Nov 25* Dec 9	Dec 18* Jan 13	Jan 29* Feb 10	Feb 26 March 10	March 26 April 14	April 30 May 12	May 28 June 9
Consumer and Provider Survey	X							
Changing Needs/Emerging Standards		X						
Training and Certification			X					
Changes in Telehealth Requirements				X				
Reimbursements					X			
Barriers to Accessing Roster						X		
Rural Gaps							X	
Design Financial Assistance Meeting								X

Recurrence: 2nd Tuesday and last Thursday of the month

* indicates off-cycle meeting

Meeting Structure

- **Meeting 1** = discussion of research/resources on the topic(s), SME presentations, taking in information on the topic(s).
- Deadline to submit proposed recommendations is the **Thursday before topic meeting 2.**
- **Meeting 2** = presentation of proposed recommendations, discussion and consensus from members.
- **Work Group Goal** = The goal of the work group is to recommend improvements to support access to health care interpreting services statewide.

Presentation of Information

- Sub work group members

Topic (from statute): Draft recommendations for training, education and continuing education programs.

Future Meeting Prep/Next Steps

- Next meeting will be Meeting #2 on the topic – training, certification, and continuing education programs.
- Consult with the community you represent, subject matter experts and resources in shared folder on topic(s).
- Please submit resources and SME suggestions for this and other future topics to the shared folder and/or SLHCIWG email address (copy Rick).
- Next meeting: **Thursday, January 13**, 2:00 – 3:30; **recommendations are due Thursday, January 6** [Note: NEW FORM].
- Submit Expense Forms to the SLHCIWG email address **for this meeting** and **copy** Rick.Michals@state.mn.us and Julianna.Leintz@state.mn.us.

Thank You!

SLWG Email:

SLHCIWG.MDH@state.mn.us