LTC Advisory Committee Meeting Minutes

10/26/2020

Attendees

- Cindy Roat
- Katherine Templet
- Karen Jost
- Huan Nguyen
- Leroy Mould

- Milena Calderari-Waldron
- Yvonne Simpson
- Ruiqin Miao
- Kathleen Prieto

LTC Updates

(1) Testing
- New testing procedures: LTC have devised new testing procedures; tried the procedures with small numbers of employee tests in August and September
- To resume employee tests on small scales in Olympia and Yakima in October and November
- No plan for testing public candidates for now
- No significant changes in active credentials: The numbers of active credentials stay stable in the past months (e.g. around 4,300 or above in September and October 2020)

(2) New LTC database (LTC Gateway)
- Project on good track: Dev team is doing tests and preparing for launch.
- Tentative launch date: 11/13/2020
- LTC's preparation for launch:
  - Writing user manual: Detailed step-by-step instructions of user functions; will be posted at due time
  - Pause of LTC services during launch period:
    * Not accepting CE applications during 10/20/2020-11/30/2020
    * Unable to enter CE credits during 11/1/2020-11/30/2020
  - Impact: "Find an Interpreter" tool will not be updated, but the impact is little and manageable.
    * Only a small number (about 50) of interpreters and translators have credentials that will expire during 11/1/2020-11/30/2020: A large proportion have already fulfilled renewal requirements and their credential status will not be impacted; among the rest, some won't be renewed due to failure to submit annual ethics credits; those who still need some General Credits have been notified to submit before launch period starts.
    * Interpreters and translators, or their employers, can reach out to LTC if they need to confirm the status of a credential.
  - Communication with stakeholders
    * Posted notices on LTC website about the new database and pause of services during the launch period
    * Begun to include relevant information in LTC staff's routine Email responses to customers
    * Sent Email to the Advisory Committee, language agencies, WASCLA, and DSHS language access advisors

Test design
(1) Test design information provided by Court and CCHI to candidates
(2) Possibilities of LTC to include provide similar information

Housekeeping
- dates of meetings for the rest of 2020:
  - November 30, 2020