

# 2017 - 2018 Wyoming State Network For Language Access Meeting Minutes

## Program Contacts

Name	Email	Telephone Number	Role	Location
Castillo, Cynthia (Cindy)	<a href="mailto:cynthia.castillo0904@gmail.com">cynthia.castillo0904@gmail.com</a>	305-586-2938	Program Manager	Jackson, WY, USA
Zuniga, Lillian	<a href="mailto:lillian.zuniga@wyo.gov">lillian.zuniga@wyo.gov</a>	307-777-5601	Sponsor	Cheyenne, WY, USA

## WYSNLA Objectives

- Provide professional development opportunities
- Build statewide capacity
- Create an association
- Maintain a list of providers
- Meet quarterly
- Share resources

## Suggested Meeting Topics

- Interpreter/Translation Liability & Insurance
- 2017 Health Disparities Report
- Regional Language Access Organization
- Identifying & recruiting WYSNLA Members
  - WYSNLA Information Cards (Distributed via Public Health, etc.)
- Associations – Membership Benefits
  - Cross Cultural Communication
- NCIHC Membership
- National Partnership For America
- Partnering with Rocky Mountain Organizations
  - Montana Office of Public Health
- Rehearsal Time
  - Quick video interpreting skills, role play reviews

## Meeting Schedule

Date	Topic/Speaker	# of Participants
4/20/2017	Welcome to WYSNLA	9
5/11/2017	What is the Wyoming Department of Health Office of Health Equity	2
9/29/2017	Interpreter Professional Opportunities – Telelanguage Services	6
1/19/2018	Interpreter Professional Opportunities – Medicaid Interpretation Services Provider	4
4/20/2018	Interpretation and Translation Resources	3
7/27/2018	Improving Outcomes – INTERPRETERS: AN INTRODUCTION	4 Virtual 8 Teton County Interpreters Mtg 12 TOTAL

## Action Items

Meeting Date	Action Item	Owner	Due Date	Status
N/A	Create link to WYSNLA Sign Up Form on Office of Health Equity Website	Zuniga		Complete
N/A	Publish interpreter list on Office of Health Equity Website	Zuniga		Complete
4/20/2017	Schedule presentation providing overview of Office of Health Equity	Zuniga		On hold
N/A	Create folder structure and update with documents	Castillo		Complete
N/A	Create statewide interpreter list	Castillo		Complete
N/A	Publish statewide interpreter list on Office of Health Equity Website	Zuniga		Complete
N/A	Create a translation provider list	Castillo		Complete
N/A	Publish a translation provider list on Office of Health Equity Website	Zuniga		Complete
N/A	Distribute meeting frequency, time survey	Castillo		N/A
9/29/2017	Distribute webinar recording and documents to WYSNLA	Zuniga		Complete
9/29/2017	Schedule the next WYSNLA meeting	Castillo		Complete
1/19/2018	Update Ongoing WYSNLA Meeting Minutes	Castillo		Complete
1/19/2018	Upload Webinar Recording, Presentation & Meeting Minutes to Office of Health Equity Website, advise Castillo upon completion	Zuniga		Complete
1/19/2018	Distribute webinar recording, documents and minutes to WYSNLA	Castillo		Complete
1/19/2018	Send participants information on Workforce Development Training Funds (WDTF)	Castillo		Complete
1/19/2018	Send WYSNLA Team Next Meeting "Save the Date" and links to webinar recording, documents, etc.	Castillo		Complete
4/20/2018	Update WYSNLA list with information regarding physical location of interpreter	Castillo	6/1/2018	Complete
7/27/2018	Announce and promote Facebook Group	Castillo		In progress
7/27/2018	Update Office of Health Equity Website with meeting minutes and materials	Zuniga		In progress
7/27/2018	Provide Cindy with state disclaimer statement for interpreter list	Castillo		In progress
7/27/2018	Update interpreter list and include disclaimer statement	Castillo		In progress
7/27/2018	Follow up with Dory Piske and Tom Duncan	Castillo		In progress
7/27/2018	Update Module 2 – Improving Outcomes with team feedback	Castillo		Complete

## 7/27/2018 Meeting Minutes – Improving Outcomes – INTERPRETERS: AN INTRODUCTION

- Improving Outcomes – INTERPRETERS: AN INTRODUCTION
- What’s new with WYSNLA?

### Participants

Lillian Zuniga	Cynthia Castillo	Dory Piske
Tom Duncan	Nohora Groce	Juanita Flores
Natalie Wight	Estela Torres	Edgar Gonzalez
Domingo Mexia	Aracely Alba	Christina Marroquin
Emma Cohen		

### Next Meeting

#### Date and Time

- Friday, October 19, 2018  
12:00 PM – 01:00 PM

#### Location

- ZOOM Meeting

#### Agenda

- Welcome
- Meeting Minute Review/Action Item Update
- TBD – Meeting Topic
- Next Steps/Next Meeting

## 4/20/2018 Meeting Minutes – Interpretation & Translation Resources

- Interpretation & Translation Resources
- Sign Up Reminders
- WYSNLA Accomplishments

### Participants

Lillian Zuniga	Cynthia Castillo
	Nohora Groce

### Next Meeting

#### Date and Time

- Friday, July 20, 2018  
12:00 PM – 01:00 PM

#### Location

- ZOOM Meeting

#### Agenda

- Welcome
- Meeting Minute Review/Action Item Update
- TBD – Meeting Topic
- Next Steps/Next Meeting

## 1/19/2018 Meeting Minutes – Interpreter Professional Opportunities – Medicaid Interpretation Services

- Medicaid Interpretation Services Presentation Recording & Documentation
- Sign Up Reminders
- WYSNLA Accomplishments
- Workforce Development Training Funds (WDTF) Discussion
  - <http://www.wyomingworkforce.org/businesses/wdtf/>

### Participants

Lillian Zuniga  
Anne Hutchinson

Cynthia Castillo  
Nohora Groce

### Next Meeting

#### Date and Time

- Friday, April 20, 2018  
12:00 PM – 01:00 PM

#### Location

- ZOOM Meeting

#### Agenda

- Welcome
- Meeting Minute Review/Action Item Update
- TBD – Meeting Topic
- Next Steps/Next Meeting

## 9/29/2017 Meeting Minutes – Interpreter Professional Opportunities – Telelanguage Services

- Telelanguage Presentation Recording & Documentation
- Sign Up Reminders
- Interpreter List
- Meeting Date Survey
- Next Meeting – What is the Wyoming Department of Health Office of Health Equity?

### Participants

Lillian Zuniga  
Emma Tully

Cynthia Castillo  
Silvia D'avila

Monica Jennings  
Estella Torres

## 5/11/2017 Meeting Minutes – What is the Wyoming Department of Health Office of Health Equity?

- Community Outreach Program
  - Lillian Zuniga - Areas of Expertise
    - Office of Health Equity/Health Equity
    - Implicit Bias
    - Micro Aggression
    - Undoing Racism
    - Regional Associations
      - Partnership For A New America
- Telelanguage - State provider of interpreting services
  - Actively recruiting interpreters
- Minority Health Month - April

- <https://minorityhealth.hhs.gov/NMHM17/>
- Resources
  - Wyoming State NW For Language Access
    - Opportunity to partner with Colorado Interpreting/Translation Association
    - Linkage with American Translators Association (ATA)
  - Harvard Implicit Bias Test
    - <https://implicit.harvard.edu/implicit/takeatest.html>
  - HHS.Gov Insurers Section 1557: Ensuring Meaningful Access for Individuals with Limited English Proficiency
    - <https://www.hhs.gov/civil-rights/for-individuals/section-1557/fs-limited-English-proficiency/index.html>
- Opportunities
  - Raffles/Incentives for WYSNLA
  - Mini grants
  - 2017 Health Disparity Report
  - Change from monthly to quarterly meetings
- Next meeting – Telelanguage Services Opportunities

## Participants

Lillian Zuniga

Cynthia Castillo

## 4/20/2017 Meeting Minutes - Welcome to WYSNLA

- Lillian - Welcome & Introductions
  - Immigration Information
  - Language Access Planning
  - Connecting to SLC
  - Online interpreter training
  - Training
  - F2F Meeting
- Resources
  - Rocio
    - TranslatorsCafé.com
    - Dictionary.com
    - free-translator.com
  - Google Translate
  - RAE - Real Academia de la Lengua Espanola
  - One22 - Medical Interpreters
  - Other interpreters - colleagues
  - Nohora
    - Linqvist.com
    - Word Reference
    - www.onlinetranslator
- Complete meeting evaluation
- Next meeting - Overview of Health Equity

## Participants

Lillian Zuniga

Irene Romsa

Silvia Davila

Cynthia Castillo

Nohora Groce

Vanessa Weekly

Rocio Nesbitt

Sandy Winninger

Shelley Rubrecht