

2017 – 2018 – 2019 Wyoming State Network For Language Access Meeting Minutes

Program Contacts

| Name | Email | Telephone Number | Role | Location |
|---------------------------|--|------------------|-----------------|-------------------|
| Castillo, Cynthia (Cindy) | cynthia.castillo0904@gmail.com | 305-586-2938 | Program Manager | Jackson, WY, USA |
| Zuniga, Lillian | lillian.zuniga@wyo.gov | 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
- Translation Scams
- Workforce Development Training Funds

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 |
| 10/19/2018 | My Translation Journey, Presented by Micaela Novas, ATA Certified Translator, Founder of The Translation Team | 8 |
| 1/18/2019 | The Community Interpreter International Training, Presented by Cindy Castillo | |

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 | | Complete |
| 7/27/2018 | Update Office of Health Equity Website with meeting minutes and materials | Zuniga | | Complete |
| 7/27/2018 | Provide Cindy with state disclaimer statement for interpreter list | Castillo | | Complete |
| 7/27/2018 | Update interpreter list and include disclaimer statement | Castillo | | Complete |
| 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 |
| 10/19/2018 | Update Office of Health Equity Website with meeting minutes and materials | Zuniga | | Complete |

10/19/2018 Meeting Minutes – My Translation Journey

Participants

Lillian Zuniga
Anna
Audrianna

Cynthia Castillo
Nohora Groce
Sapphire

Emily Bristle
Micaela Novas

Next Meeting

Date and Time

- Friday, January 18, 2019
12:00 PM – 01:00 PM

Location

- ZOOM Meeting

Agenda

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

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

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

Participants

Lillian Zuniga
Tom Duncan
Natalie Wight
Domingo Mexia
Emma Cohen

Cynthia Castillo
Nohora Groce
Estela Torres
Aracely Alba

Dory Piske
Juanita Flores
Edgar Gonzalez
Christina Marroquin

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

Cynthia Castillo
Nohora Groce

Anne Hutchinson

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