

August 13, 2008

Robert Johnson, Connie Nelson, Tom Heindlmayer, Mai Khou Vang, Idolly Fajardo, Bruce Downing, Michelle Livon, Tara Gibbs-chair

ISG--MDH Roster Meeting Summary

Please contact tara@visi.com with comments, corrections, etc.

Field name changes:

Last Name replace with **Last Name(s)**

Grow up Place replace with **Childhood Residence**

Subscribe to change to **follow** (in I agree to follow the coe/sop etc)

Other changes:

Street needs 2 lines

List of 200 languages needs to be static (check boxes, for example, on the interpreter entry form and radio buttons, for example, on the interpreter search form.)

Clarifications of policy:

Primary Number listing is at the discretion of the interpreter

Rationale: Individuals need to have the power to indicate how they prefer to be contacted.

Agency phone number will not be listed in the report form box

Rationale: (1) Technical problem (which I didn't follow. Sorry, Tara)

(2) We may not be able to get a complete list of agencies in the state.

If we list the phone number it will be more problematic to use a textbox for entry. (Note, there may be a solution to this, however.)

(3) People scheduling who need to look for specific agencies can search on those agencies. Also, they will have the phone numbers on their list of agencies that they have contracts with.

This will be revisited during Phase 2 discussions.

Clarifications that are needed from developer:

Can there be a print button at the end so that if people discover their credit card isn't with them, they can print the information and mail it in with a check?

Is there a way to have the information entered appear on a screen which says "Please review. Click submit if correct, click edit if incorrect." The edit key will take them back to the page they were just on to make corrections.

Can there be an email confirmation sent to the person filling out the form?

Information fields that need to be specified:

Information needs to be given about information disappearing if they log out/don't finish the registration process and they will have to start over reentering information

Things to be revisited during Phase 2:

Agency phone number on basic search page

To do:

Tara did not receive a reply to emails she sent to the Secretary of State requesting a list of interpreter agencies registered with them. She will visit them in person on Friday.

Tom will get a list of Networks from Kathryn Kmit

Tara will check that all of the alternate language names are on the top 20 list.

Robert Johnson will see if a clinic manager is available to join the group to review search form and present search needs.