



## **BOARD OF CERTIFIED REPORTERS**

Arizona State Courts Building  
1501 West Washington Street, Phoenix, Arizona 85007  
Hearing Room 109  
1:00 P.M.  
November 8, 2011

### **Approved Regular Meeting Minutes**

#### **MEMBER ATTENDANCE:**

**Present:**

Patricia Calabro  
Hon. Edward W. Bassett  
J. Tyrell Taber

**Telephonically Present:**

Cheryl Austin  
Terri Faust  
Patricia Seguin

**Absent:**

G. Allen Sonntag  
Kathleen Montalvo  
Hon. Peter B. Swann

#### **OTHER ATTENDEES:**

**AOC Staff:**

Nancy Swetnam  
Linda Grau  
Jennifer Greene  
Debbie MacDougall  
Nathan Perry  
Kimberly Siddall  
Eric Thomas

**Guests:**

Doreen Borgmann  
Melissa Gonsalves  
Julie Ottmar

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**CALL TO ORDER**

***Called to Order By:*** Patricia Calabro

***Time:*** 1:07 P.M.

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**1) REVIEW AND APPROVAL OF MINUTES:**

***1-A: Review and approval of Regular Minutes for the meeting of September 13, 2011.***

***Individual Addressing the Board:*** Patricia Calabro

***Discussion:*** Discussion regarding how much information is included in the meeting minutes.

***Motion:*** Move to approve Regular Minutes for the meeting of September 13, 2011.

***Motion Proposals:*** First Cheryl Austin  
Second Terri Faust

***Motion Results:*** Pass

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**2) PENDING COMPLAINTS:**

***2-A: Review, discussion and possible action regarding Division Director Nancy Swetnam's recommendation to dismiss complaint number 10-C004 pursuant to Arizona Code of Judicial Administration § 7-201(D)(4)(a) and (H)(2).***

***Individual Addressing the Board:*** Nancy Swetnam

***Discussion:*** On October 11, 2011, Division Director Nancy Swetnam reviewed and considered the above referenced matter and entered a written recommendation that the Board enter a finding of lack of jurisdiction and dismiss the complaint with prejudice. Notice of the dismissal recommendation was forwarded to the complainant on October 21, 2011, notifying the complainant of his right to request Board review. To date, no request for Board review has been received by the Division.

It is recommended the Board dismiss complaint number 10-C004.

**Motion:** Move into executive session to discuss confidential information as recommended by Division Director Nancy Swetnam.

To executive session: 1:14 P.M.

To regular session: 1:20 P.M.

**Motion Proposals:** First Hon. Edward W. Bassett  
Second J. Tyrell Taber

**Motion Results:** Pass

**Motion:** Move to accept the recommendation of the Division Director in regards to the dismissal of complaint number 10-C004.

**Motion Proposals:** First J. Tyrell Taber  
Second Hon. Edward W. Bassett

**Motion Results:** Pass

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### 3) ADMINISTRATIVE ISSUES:

*Note: At the direction of Nancy Swetnam, agenda item 3-A will follow agenda item 3-B.*

**3-B:** *Discussion and possible action regarding possible future proposals to amend Arizona Code of Judicial Administration § 7-201(E) and (G) involving the certification and renewal process.*

**Individual Addressing the Board:** Nancy Swetnam

**Discussion:** Informational discussion regarding possible proposals to amend ACJA § 7-201(E) and (G) involving the certification and renewal process.

**3-A:** *Review, discussion and possible action regarding the certification renewal application deadline pursuant to Arizona Code of Judicial Administration § 7-201(G)(2).*

**Individual Addressing the Board:** Kimberly Siddall

**Discussion:** Staff recommends the Board establish the 2012-2014 renewal application deadline as January 22, 2012. Applications that are submitted by the January 22, 2012 deadline date will be considered by the Board at its February 21, 2012 meeting.

**Motion:** Move to accept staff's recommendation and establish January 22, 2012 as the application deadline.

**Motion Proposals:** First J. Tyrell Taber  
Second Hon. Edward W. Bassett

**Motion Results:** Pass

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#### 4) INITIAL CERTIFICATION AND ELIGIBILITY

**4-A:** *Review, discussion and possible action regarding pending initial certification application of the following applicants:*

1. Denise L. Ramage
2. Diana S. Zizzos
3. Linda B. Shaw

**Individuals Addressing the Board:** Kimberly Siddall

**Discussion:** The following applicant has submitted a complete application, demonstrating she meets the minimum eligibility requirements, and no information has been presented during the background check which is contrary to certification being granted. It is recommended the Board grant initial certification to the following applicant:

1. Denise L. Ramage

**Motion:** Move to accept staff's recommendation and grant certification to Ms. Ramage.

**Motion Proposals:** First J. Tyrell Taber  
Second Terri Faust

**Motion Results:** Pass

**Discussion:** The following applicant has submitted a complete application, demonstrating she meets the minimum eligibility requirements, and no information has been presented during the background check which is contrary to certification being granted. It is recommended the Board grant initial certification to the following applicant:

2. Diana Zizzos

**Motion:** Move to accept staff's recommendation and grant certification to Ms. Zizzos.

**Motion Proposals:** First J. Tyrell Taber

**Motion Results:** Second Hon. Edward W. Bassett  
Pass

**Discussion:** The following applicant remains incomplete pending receipt of additional documentation. It is recommended the following applicant be deferred to the January 10, 2012 meeting.

3. Linda R. Shaw

**Motion:** Move to accept staff's recommendation and defer the above matter to the January 10, 2012 meeting.

**Motion Proposals:** First J. Tyrell Taber  
Second Hon. Edward W. Bassett

**Motion Results:** Pass

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## CALL TO THE PUBLIC

**Individuals Addressing the Board:** None

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## ADJOURNMENT

**Motion:** Move to adjourn.

**Motion Proposals:** First J. Tyrell Taber  
Second Hon. Edward W. Bassett

**Motion Results:** Pass

**Time:** 1:57 P.M.

**NOTE:** Board member Cheryl Austin left the meeting at 1:28 P.M.

Initials: NP

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