

Supreme Court Board of Certified Court Reporters

Arizona State Courts Building
1501 West Washington, Phoenix, AZ 85007
Conference Room CLD1
10:00 a.m. - 2:00 p.m.

February 14, 2005 Minutes

Members Present:

Judge Lawrence Winthrop
Kathleen Montalvo
Jennifer Stadler
James Bouley
Sandra Markham
Patricia Seguin

AOC Staff Present:

Rhonda Simmons
Lauren Hargrave
Nina Preston

Members Absent:

Judge Jan Kearney

Members Present by Phone:

William E. Druke
Jean Lea

Guests:

Maria Geare
Renee Hunter
Patrick Geare

Call to Order

The meeting was called to order by Sandra Markham at 10:15 a.m.

Rhonda Simmons welcomed and introduced the new members of the Board Judge Lawrence Winthrop, Patricia Seguin, and Kathleen Montalvo.

Review and Approval of Meeting Minutes

Regular session minutes of December 3, 2004, December 22, 2004, and January 10, 2005

A **motion** was made by William E. Druke and seconded by Jennifer Stadler to adopt the minutes from December 3, 2004. Motion passed. **BCCR-05-006**

A **motion** was made by William E. Druke and seconded by Jennifer Stadler to adopt the minutes from December 22, 2004. Motion passed. **BCCR-05-007**

A **motion** was made by William E. Druke and seconded by Jennifer Stadler to adopt the minutes from January 10, 2005. Motion passed. **BCCR-05-008**

Recommendations and Board Action

Applicants for Initial Certification

The following court reporter requested she be granted Provisional Standard Certification based on staff awaiting the FBI results of their fingerprints. Rhonda Simmons informed the Board the court reporter listed below meets all qualifications for certification, but because the FBI results have not been processed and returned for her, she should be granted Provisional Standard Certification.

Shirley Brown

A **motion** was made by Jennifer Stadler and seconded by Judge Lawrence Winthrop to grant Provisional Standard Certification to the court reporter listed above based on all documents provided and because FBI results have not been processed and returned for her. Motion passed. **BCCR-05-009**

Applicants for Renewal of Certification

The following court reporter requested she be granted renewal of Standard Certification. Rhonda Simmons informed the Board the court reporter listed below meets all qualifications for renewal of certification.

Dana Smith

A **motion** was made by William E. Druke and seconded by James Bouley to grant renewal of Standard Certification to the court reporter listed above based on documentation provided showing she met all qualifications for certification. Motion Passed. Judge Jan Kearney recused. **BCCR-05-010**

Applicants for Conversion

The following court reporter requested her certificate be converted from Provisional Standard Certification to Standard Certification. Rhonda Simmons informed the Board Barbara Buesing submitted fingerprints on two different occasions, and each time the prints were indiscernible. Ms. Buesing has provided an affidavit stating that she has not committed any disqualifying felonies.

Barbara Buesing

A **motion** was made by William E. Druke and seconded by Judge Lawrence Winthrop to convert the Provisional Standard Certification of the court reporter listed above to Standard Certification, based on the submission of an affidavit stating she has not committed any disqualifying felonies. Motion passed. **BCCR-05-011**

Rhonda Simmons reported the following court reporters requested their certificates be converted from Provisional Standard Certification to Standard Certification based on proof showing they passed the RPR and meet all qualifications for Standard Certification:

Barby Ashian
Steve Haight
Debora Moore
Antoinette Salazar

A **motion** was made by James Bouley and seconded by Judge Lawrence Winthrop to convert the Provisional Standard Certification of the court reporters listed above to Standard Certification, based on proof showing they passed the RPR and meet all other qualifications for Standard Certification. Motion passed. **BCCR-05-012**

Rhonda Simmons reported the following court reporter requested her certificate be converted from Temporary Certification to Provisional Standard Certification based on proof showing she passed one skill component and the written portion of the RPR and meets all qualifications for Provisional Standard Certification:

Joyce Shipp

A **motion** was made by James Bouley and seconded by Jennifer Stadler to convert the Temporary Certification of the court reporter listed above to Provisional Standard Certification based on proof showing she passed one skill component and the written portion of the RPR and meets all other qualifications for Provisional Standard Certification. Motion passed. **BCCR-05-013**

Request for public comment

Renee Hunter stated she would like another extension of her temporary certification.

Executive Session

A **motion** was made by Jennifer Stadler and seconded by William E. Druke to go into Executive Session to discuss records exempt by law or rule from public inspection or for advice of counsel. Motion passed.

Jean Lea joined the meeting.

Executive Session ended

Applicants for Temporary Extensions

(During Executive Session, the Board reviewed the confidential records of the reporters who hold a current temporary certification)

A **motion** was made by William E. Druke and seconded by Judge Lawrence Winthrop to grant court reporters #10 and #11, as identified in Executive Session, an extension of their Temporary Certification through December 31,

2005 and to require that each reporter submit bimonthly status reports. Motion passed. **BR-05-14.**

A **motion** was made by Judge Lawrence Winthrop and seconded by Jennifer Stadler to grant court reporters #1, #2, #4, #5, #6, #7 and #9, as identified in Executive Session, an extension of temporary certification through August 15, 2005; that each reporter be sent a detailed letter indicating what documentation was omitted in their request, and to require each court reporter submit bimonthly status reports. Motion passed. James Bouley recused himself from issues pertaining to Court Reporters #1, #3 and #5. **BR-05-015.**

A **motion** was made by Judge Lawrence Winthrop and seconded by Patricia Seguin, to grant court reporter #8, as identified in Executive Session, an extension of temporary certification through April 15, 2005; that this reporter be sent a detailed letter indicating what documentation was omitted in their request, and to require this reporter to submit bimonthly status reports. Motion passed. **BR-05-016.**

A **motion** was made by William E. Druke and seconded by Judge Lawrence Winthrop to grant court reporter #3, as identified in Executive Session, an extension of temporary certification through June 10, 2005, that this reporter be sent a detailed letter indicating what documentation was omitted in their request and to require this reporter to submit bimonthly status reports. Motion passed. **BR-05-017.**

Executive Session Minutes of December 13, 2004

A **motion** was made by William E. Druke and seconded by Judge Lawrence Winthrop to adopt the Executive Session Minutes of December 13, 2004. Motion passed. **BCCR-05-018**

Continuing Education Issues

Rhonda Simmons stated Barbara Buesing is requesting continuing education credits for two seminars she attended which lasted two hours each. The seminars attended were as follows:

- Penology – History Past and Present
- Sentencing & Prison: What Are the Alternatives

A **motion** was made by Jennifer Stadler and seconded by Kathleen Montalvo to approve two (2) hours of continuing education credit for each seminar listed above. Motion passed. **BCCR-05-019**

Rhonda Simmons stated Janice Fuller is requesting she be granted continuing education credits for presenting the “Total Eclipse Enhancements” seminar on February 12, 2005.

The seminar will last 3 hours. Rhonda Simmons stated according to the Code, court reporters may be credit for the full amount of the class presented plus an additional two credits for each hour of presentation time for preparation.

A **motion** was made by Jennifer Stadler and seconded by Patricia Seguin grant nine (9) hours of continuing education credit to Janice Fuller for presenting the “Total Eclipse Enhancements” Seminar on February 12, 2005 based on the determination that this class is directly related to court reporting. Motion passed.
BCCR-05-020

Topics for Discussion

Senate Bill 1311

Rhonda Simmons informed the Board that Senate Bill 1311 passed unanimously by the Senate Government Committee. SB 1311 was amended by strike all provisions and a temporary certification provision was included for voice writers. If passed, the Board will have to discuss new rules, and validate the existing examination or develop and validate a new examination. NCRA does not allow voice writers to take the RPR right now, but are willing to entertain a request. Revisions to SB 1311 are being heard in Senate Judicial Committee this date.

Transcript Format

Rhonda Simmons informed the Board that the Transcript Format Workgroup was developing transcript format guidelines that the Board may wish to review and include portion in the Transcript Format Guidelines for court reporters. The Board discussed the issue.

Graduate Court Reporter Program

This presentation was postponed to a future Board meeting.

Program Update

Keeping the Record Committee

Rhonda Simmons provided an update to the Board on the KTR committee. Rhonda Simmons stated the Rules Workgroup met last Friday. It is leaning towards an RFP for contract registration for transcriptionists. Currently the proposed RFP is in draft form and will be presented to the full committee at the following meeting. The Standards Workgroup is working on transcript format standards. The Standards Workgroup informed the KTR Committee that they had decided it would be best not to change Rule 30B and to preserve the existing language.

Complaints

Rhonda Simmons reported there were no complaints prepared for discussion at this time.

Rhonda Simmons stated as of September 2004, there were 18 open complaints, 8 of which were backlogged (open for more than 22 months). In September 2004, two complaints were closed and one was received. In October one complaint was closed. In November one complaint was received. In December, seven were closed, 5 of which were considered backlogged, and 6 were received. In January one was received, and in February 3 were received. Rhonda Simmons informed the Board that as of the date of this meeting there are 20 open complaints, 3 of which are considered backlogged by the 22 month standard.

Rhonda Simmons also updated the Board on the current court reporter status. Rhonda Simmons stated there are 501 court reporters: 11 with Temporary Certification, 32 with Provisional Standard Certification and 458 with Standard Certification.

Adjournment

A **motion** was made by Patricia Seguin and seconded by William Druke to adjourn. Motion passed. **BCCR-05-021**

The meeting of the Board of Certified Court Reporters adjourned at 1:45 p.m.