

Supreme Court Board of Certified Court Reporters

Arizona State Courts Building
1501 West Washington, Phoenix, AZ 85007
Conference Room CLD2
10:00 p.m. - 2:00 p.m.

April 11, 2005
Approved Minutes

Members Present:

Judge Lawrence Winthrop
Patricia Seguin
William Druke
Jean Lea
Sandra Markham
Jennifer Stadler
Kathleen Montalvo

AOC Staff Present:

Rhonda Simmons
Nina Preston

Members Absent:

Hon. Jan Kearney

Members Present by Phone:

James Bouley

Call to Order

The meeting was called to order by Sandra Markham at 10:02 a.m.

Review and Approval of Meeting Minutes

A **motion** was made by Judge William Druke and seconded by Judge Lawrence Winthrop to accept the meeting minutes for the February 2, 2005 meeting. Motion passed. **BCCR-05-027**

A **motion** was made by Judge William Druke and seconded by Judge Lawrence Winthrop to accept the meeting minutes for the February 14, 2005 meeting. Motion passed. **BCCR-05-028**

A **motion** was made by Judge William Druke and seconded by Jennifer Stadler to accept the meeting minutes for the February 2, 2005 meeting. Motion passed. **BCCR-05-029**

Recommendations and Board Action

Applicants for Initial Certification

The following reporters requested they be granted Provisional Standard Certification. Rhonda Simmons informed the Board the reporters listed below meet all qualifications for Standard Certification; however, staff is awaiting the results of their fingerprint background results:

Renaë Bixby
Stephanie Adams

A **motion** was made by Judge William Druke and seconded by Judge Lawrence Winthrop to grant Provisional Standard Certification to the reporters listed above based on staff awaiting the results of the fingerprint background results. Motion passed. **BCCR-05-030**

The following court reporters requested they be granted Standard Certification. Rhonda Simmons informed the Board the court reporters listed below meet all qualifications for Standard Certification:

Zella Howard
Judi Schneider

A **motion** was made by Judge Lawrence Winthrop and seconded by Jennifer Stadler to grant Standard Certification to the court reporters listed above. Motion passed. **BCCR-05-031**

The following reporter requested his certificates be converted from Provisional Standard Certification to Standard Certification based on staff receipt of the fingerprint background results:

Ernie Ambort

A **motion** was made by Patricia Seguin and seconded by Judge Lawrence Winthrop to convert the Provisional Standard Certification of the reporter listed above to Standard Certification, based on staff receipt of the fingerprint background results and meeting all other qualifications for Standard Certification. Motion passed. **BCCR-05-032**

The following reporter requested her certificate be converted from Provisional Standard Certification to Standard Certification based on the fact the reporter listed below has provided two sets of fingerprints for processing and the quality of the prints have been too low to obtain accurate processing of the prints. The follow reporter has provided a 5.9.3 statement indicating she has not committed any crimes as indicated on her application:

Shirley Brown

A **motion** was made by Judge William Druke and seconded by Judge Lawrence Winthrop to convert the Provisional Standard Certification of the reporter listed above to Standard Certification, based on the notarized 5.9.3 statement provided by the above reporter. Motion passed. **BCCR-05-033**

Continuing Education Issues

Consideration of requests for continuing education credit.

Rhonda Simmons informed the Board there are currently no requests for continuing education preapproval.

Executive Session

A **motion** was made by Judge Lawrence Winthrop and seconded by Judge William Druke to go into Executive Session to discuss records exempt by law or rule from public inspection or for advice of counsel. Motion passed. **BCCR-05-034**

Executive Session ended

Review and Approval of Executive Session Meeting Minutes

February 14, 2005

A **motion** was made by Judge Lawrence Winthrop and seconded by Patricia Seguin to accept the Executive Session Minutes of February 14, 2005. Motion passed. **BCCR-05-041**

March 14, 2005

A **motion** was made by Judge William Druke and seconded by Kathleen Montalvo to accept the Executive Session Minutes of March 14, 2005. Motion passed. **BCCR-05-042**

Consideration of Complaints(s) & OSC's

A **motion** was made by Judge William Druke, and seconded by Jean Lea to dismiss the complaints against Certified Reporter #1, Certified Reporter #3 and Certified Reporter #6 as discussed in Executive Session due to lack of probable cause. Motion passed. **BCCR-05-035**

A **motion** was made by Judge William Druke, and seconded by Judge Lawrence Winthrop to dismiss the complaints against Certified Reporter #2 and Certified Reporter #5 due to lack of jurisdiction. Motion passed. **BCCR-05-036**

A **motion** was made by Judge William Druke, and seconded by Patricia Seguin to file Formal Statement of Charges against Certified Reporter #4 as discussed in Executive Session. Motion passed. **BCCR-05-037**

Consideration of Temporary Extensions

A **motion** was made by Judge William Druke, and seconded by Patricia Seguin to have the reporters with temporary extensions make arrangements to have their license physician available, either in person or by telephone, at the reporter's expense, for an upcoming meeting to discuss treatment plans and prognosis for their patients. Motion passed. **BCCR-05-038**

A **motion** was made by Judge William Druke, and seconded by Judge Lawrence Winthrop, to extend the temporary certificate of Certified Reporter #17 through August 15, 2005. Motion passed. **BCCR-05-039**

A **motion** was made by Judge William Druke, and seconded by Judge Lawrence Winthrop to send an advisory letter to Certified Reporter #18 as discussed in Executive Session. Motion Passed. **BCCR-05-040**

SB 1311 Status Report

Rhonda Simmons advised the Board SB 1311 passed through the Senate and recently pass through the House with amendments. It has been resubmitted to the Senate for approval of the amendments.

Keeping the Record Committee

Standards Group:

Judge Lawrence Winthrop advised the Board the Standards Workgroup is fine-tuning the Transcript Format Manual for transcribers. The Manual will be submitted to the full Committee for approval in May. The Workgroup agreed the manual should be submitted to the Board for review and possible adoption of the applicable formats for certified reporters.

Rules and Statutes Group:

The Rules and Statutes Workgroup is working on amendments to Rules and Statutes that pertain to the record.

Call to the Public

There was no response.

Adjournment

A **motion** was made by Judge Lawrence Winthrop, and seconded by Jean Lea, to adjourn. Motion passed. **BCCR-05-043**

The meeting of the Board of Certified Court Reporters adjourned at 11:40 a.m.

After the Board Meeting adjourned, Rhonda Simmons realized one item on the agenda was not addressed.

Recommendations and Board Action

Review of voluntary surrenders of certification

Rhonda Simmons informed the Board Kathryn Anderson requested acceptance of her voluntary resignation.

A **motion** was made by Judge William Druke and seconded by Jean Lea to accept the voluntary resignation of Kathryn Anderson. Motion passed. **BCCR-05-044**