



**Board of Certified Reporter**  
Arizona State Courts Building  
1501 West Washington Street, Phoenix, Arizona 85007  
Conference Room 109

Date: November 18, 2008  
Time: 12:15 p.m. – 1:15 p.m.

**Approved Regular Meeting Minutes**

**MEMBER ATTENDANCE:**

**Present:**

Hon. Lawrence Winthrop

**Telephonically Present:**

Jean Lea

Sandra Markham

Patricia Seguin

Hon. Robert Carter Olson

**Absent:**

Terri Faust

Kathleen Montalvo

Allen Sonntag

J. Tyrell Taber

**OTHER ATTENDEES**

**AOC Staff:**

Jenny Lubben

Nancy Swetnam

Jennifer Greene

Evelyn Loza

Linda Grau

Tony Posante

**Guests:**

Lydia Gray

John MacDonald

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**CALL TO ORDER**

*Called to Order By:*

Sandra Markham, Chair

*Time:* 12:28 p.m.

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**1) REVIEW AND APPROVAL OF MINUTES**

**1-A: *Review and approval of Regular Minutes for the meeting of October 7, 2008.***

***Individuals Addressing the Board:*** Judge Lawrence Winthrop

***Discussion:*** Amend attendees present to add Jennifer Greene.

***Motion:*** Approve Regular Session Minutes for October 7, 2008 as amended.

***Motion Proposals:*** First Judge Lawrence Winthrop  
Second Jean Lea

***Motion Results:*** Pass **BCCR-08-76**

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**2) COMPLAINTS PENDING**

**2-A: *Review, discussion, and possible action regarding complaint number 08-C-005.***

***Individuals Addressing the Board:*** Nancy Swetnam

***Discussion:*** Ms. Swetnam recommended the Board enter a dismissal of complaint number 08-C-005 with prejudice and remain confidential.

***Motion:*** Accept staff's recommendation.

***Motion Proposals:*** First Jean Lea  
Second Patricia Seguin

***Further Discussion:*** Jenny Lubben asked Board to amend motion and have Judge Lawrence Winthrop sign order on behalf of the full Board.

**Motion Proposals:** First Jean Lea  
Second Patricia Seguin

**Motion Results:** Pass **BCCR-08-77**

**2-B: Review, discussion, and possible action regarding complaint number 08-C-003 involving certificate holder Lydia Estrada-Gray.**

**Individuals Addressing the Board:** Nancy Swetnam

**Discussion:** Ms. Swetnam recommended the Board accept the findings of the probable cause evaluator, dismiss complaint number 08-C-003, and recommends Judge Winthrop sign on behalf of the full Board.

**Motion:** Accept staff's recommendation.

**Motion Proposals:** First Jean Lea  
Second Patricia Seguin

**Motion Results:** Pass **BCCR-08-78**

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### 3) ADMINISTRATIVE ISSUES

**3-A: Review, discussion, and possible action regarding the 2009 Board of Certified Reporters meeting schedule.**

**Individuals Addressing the Board:** Jenny Lubben

**Discussion:** The 2009 meeting schedule was approved in July, however, due to the State of Arizona's budget crisis, the Certification and Licensing Division is looking at different ways to maximize efficiencies and reduce cost. Therefore, CLD is asking all Boards that meet monthly to amend their meeting schedules to every other month for the 2009 calendar year. Staff recommends the Board revise the previously approved 2009 meeting schedule. The Board discussed the meeting schedule and Linda Grau asked if Board will open the discussion for a limited call to the public on this issue.

**Individuals Addressing the Board:** John MacDonald, ACRA

**Discussion:** The Arizona Court Reporters Associations is concerned about the proposed meeting schedule to every other month since they believe it will further delay some of the applications. This is a cause of concern not only for the courts but also for the court reporters going

into the private sector. Mr. MacDonald suggested having one or two additional meeting per year that deal with applications and limit the administrative issues.

**Motion:** Approve amended 2009 Board meeting schedule as presented and understand that if a problem arises a special meeting can be requested.

**Motion Proposals:** First Judge Lawrence Winthrop  
Second Jean Lea

**Motion Results:** Pass **BCCR-08-79**

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**3-B: *Nomination and election of the 2009 Board of Certified Reports Vice Chair.***

**Individuals Addressing the Board:** Jenny Lubben

**Discussion:** Board needs to nominate and elect a Vice Chair for the 2009 calendar year.

**Motion:** Board elected Terri Faust as Vice Chair for the 2009 calendar.

**Motion Proposals:** First Judge Lawrence Winthrop  
Second Jean Lea

**Motion Results:** Pass **BCCR-08-80**

**3-C: *Review, discussion, and possible action regarding the Board's recommendation to the Chief Justice pertaining to the appointment of new Board member.***

**Individuals Addressing the Board:** Jenny Lubben

**Discussion:** The terms of three members, Sandra Markham, Jean Lea and J. Tyrell Taber will expire December 31, 2008. Ms. Markham and Ms. Lea are not eligible for reappointment, but Mr. Taber has expressed a desire to continue serving on the Board. Board has information on the candidates for the Freelance Certified Reporter and Official Certified Reporter vacancies. Staff asked Board to review and discuss applicants and make recommendations to the Chief Justice.

**Motion:** Recommended applicant Patricia Calabro for the Freelance Certified Reporter seat to the Chief Justice.

*Motion Proposals:* First Jean Lea  
Second Judge Lawrence Winthrop

*Motion Results:* Pass **BCCR-08-81**

*Motion:* Recommended applicants Cheryl L. Austin and John Bouley for the Official Certified Reporter seat to the Chief Justice.

*Motion Proposals:* First Judge Robert Carter Olson  
Second Patricia Seguin

*Motion Results:* Pass **BCCR-08-82**

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**CALL TO THE PUBLIC No Response.**

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#### **ADJOURNMENT**

*Motion:* Adjourn the meeting.

*Motion Proposals:* First Jean Lea  
Second Judge Lawrence Winthrop

*Motion Results:* Pass **BCCR-08-83**

*Time:* 1:08 p.m.

**Initials**

**EL**