



## **Board of Certified Reporters**

Arizona State Courts Building  
1501 West Washington Street  
Phoenix, Arizona 85007-3222  
Conference Room 109

January 6, 2009  
1:00 p.m. – 3:00 p.m.

### **Approved Regular Meeting Minutes**

#### **MEMBER ATTENDANCE:**

##### **Present:**

G. Allen Sonntag  
Hon. Lawrence Winthrop  
J. Tyrrell Taber  
Patricia Calabro

##### **Telephonically Present:**

Terri Faust  
Cheryl Austin  
Kathleen R. Montalvo

##### **Absent:**

Hon. Robert Carter Olson  
Patricia Seguin

#### **OTHER ATTENDEES**

##### **AOC Staff:**

Jenny Lubben  
Kimberly Siddall  
Nina Preston  
Nancy Swetnam  
Linda Grau  
Bonnie Toms  
Alex Navarro  
Karla Clanton

##### **Guests:**

John MacDonald  
Susan Humphrey  
John Humphrey  
Diane Sonntag  
Sue Baquet

## CALL TO ORDER

*Called to Order By:* G. Allen Sonntag

*Time:* 1:01 p.m.

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### 1) REVIEW AND APPROVAL OF MINUTES

**1-A: Review and approval of Regular Minutes for the meeting of December 9, 2008.**

*Individuals Addressing the Board:* Jenny Lubben

*Discussion:* The Regular Minutes are not available at this time.

*Motion:* Motion to defer approval of minutes to March 3, 2009 meeting.

*Motion Proposals:* First Patricia Calabro  
Second Hon. Lawrence Winthrop

*Motion Results:* Pass **BCCR-0901**

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*Motion:* Motion to take several agenda items out of order.

*Motion Proposals:* First Patricia Calabro  
Second Hon. Lawrence Winthrop

*Motion Results:* **BCCR-0902**

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**Jump to 2-A**

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### 2) PENDING COMPLAINTS

**2-A: Review, discussion and possible action regarding complaint number 08-C002 involving Debora Buschkopf.**

*Individuals Addressing the Board:* Nancy Swetnam, Alex Navarro, Linda Grau

**Discussion:** Probable Cause Evaluator has entered a finding probable cause does exist as to Allegations 1, 2 and 3 of complaint number 08-C002:

1. Ms. Buschkopf refused to submit transcripts requested by Superior Court in Mohave County.
2. Ms. Buschkopf failed to submit a written response to this complaint as required.
3. Ms. Buschkopf failed to report any change in mailing address to the Division as required.

It is recommended the Board accept the findings of the Probable Cause Evaluator and enter a finding that a ground for formal disciplinary action exists.

**Motion:** Motion made to issue a Censure to Ms. Buschkopf and to assess costs associated with the investigation and related disciplinary proceedings to be remitted no later than 60 days following the Board’s final order.

**Motion Proposals:** First J. Tyrrell Taber  
Second Kathleen R. Montalvo

**Motion Results:** Pass BCCR-0903

**2-B: Review, discussion and possible action regarding the following non-certificate holder complaints.**

*NC08-C008 – Patricia Edgar aka Patricia Landau*  
*NC08-C007 – Stephanie Dillard*

**Individuals Addressing the Board:** Nancy Swetnam, Linda Grau

**Discussion:** Discussion regarding certification status of Ms. Edgar and Ms. Dillard, and wording of amendments made to their website biographical postings. References include listings under the heading “Certifications” which read “State of Arizona for Superior Court”. Request for Board to determine whether this language is reasonably likely to induce others to believe Ms. Edgar and Ms. Dillard are certified reporters in Arizona.

**Motion:** Motion made to have Staff draft proposed letters to both individuals for Board consideration. Staff to contact CRA of Michigan and Texas for current RPR status.

**Motion Proposals:** First Hon. Lawrence Winthrop  
Second J. Tyrrell Taber

**Motion Results:** Pass                    **BCCR-0904**

**Jump to 1-B**

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**1) REVIEW AND APPROVAL OF MINUTES**

**1-B:** *Review and approval of Regular Minutes for the meeting of December 29, 2008.*

**Individuals Addressing the Board:** Jenny Lubben

**Discussion:** The Regular Minutes are not available at this time.

**Motion:** Motion to defer approval of minutes to March 3, 2009 meeting.

**Motion Proposals:** First                    Hon. Lawrence Winthrop  
Second                    J. Tyrrell Taber

**Motion Results:**                    **BCCR-0905**

**Jump to 4-A**

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**4) ADMINISTRATIVE ISSUES**

**4-A:** *Review and discussion regarding the Arizona Court Reporters Association request the Board explore options for authorizing Certification and Licensing Division Director Nancy Swetnam to grant interim approval of complete certification applications during the 2009 interim periods when the Board is not scheduled to meet.*

**Individuals Addressing the Board:** Linda Grau, John McDonald

**Discussion:** Discussion regarding 2009 Board Meetings to be held every other month rather than monthly raises concerns certification applications will not be reviewed and approved quickly enough. The average time to process an application is between 50 and 55 days. Fingerprint background checks can take up to six weeks. The 2009 Board schedule provides for potential Board review every 60 days. Mr. McDonald, representative of Arizona Court Reporters association, spoke regarding possible legislative changes. Ms. Grau said 2009 Meeting Schedule was to be an interim solution and not meant to be permanent.

*Motion:* None

**Jump to 3-A**

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**3) REVIEW OF CERTIFICATION APPLICATIONS**

**3-A:** *Review, discussion and possible action regarding pending applications for renewal of certification:*

1. *Debra Acevedo-Ramirez*
2. *Ernie Ambort*
3. *Laura Ashbrook*
4. *Jonna Baker*
5. *Lora Barnett*
6. *Sandra Brice*
7. *Christine Chamberlain*
8. *Kara Chambers*
9. *Vicki Champion*
10. *Bernadette Chari*
11. *Treva Colwell*
12. *Wanda Curry*
13. *Laurel Dunn*
14. *Kimberley Gauthier*
15. *Maria Geare*
16. *Sandra Gorajczyk*
17. *Sommer Greene*
18. *Shirley Koch-Smith*
19. *Cynthia Lineburg*
20. *Hilda Lopez*
21. *Terry Masciola*
22. *Pamela Mayer*
23. *Steve McLean*
24. *William McNutt*
25. *Donald Moll*
26. *Lisa Nance*
27. *Karen Niemtschk*
28. *Margaret Riley*
29. *Matthew Rose*
30. *Amy Stewart*
31. *Courtney Vanderwalker*
32. *Teresa Vos*
33. *Christopher White*
34. *Thomas Woppert*
35. *Patricia Yerkes*
36. *Hilary Zive*

**Individuals Addressing the Board:** Kimberly Siddall

**Discussion:** Recommend approval of application for renewal of certification for:

1. *Debra Acevedo-Ramirez*
2. *Ernie Ambort*
3. *Laura Ashbrook*
5. *Lora Barnett*
7. *Christine Chamberlain*
8. *Kara Chambers*
12. *Wanda Curry*
13. *Laurel Dunn*
14. *Kimberley Gauthier*
16. *Sandra Gorajczyk*
18. *Shirley Koch-Smith*
21. *Terry Masciola*
22. *Pamela Mayer*
23. *Steve McLean*
24. *William McNutt*
25. *Donald Moll*
26. *Lisa Nance*
31. *Courtney Vanderwalker*
34. *Thomas Woppert*
35. *Patricia Yerkes*
36. *Hilary Zive*

**Motion:** Motion for renewal of certification as per staff recommendation.

**Motion Proposals:** First Terri Faust  
Second Kathleen R. Montalvo

**Motion Results:** Pass **BCCR-0906**

**Discussion:** Regarding Sandra Brice (#6): Recommend denial of renewal of temporary certification as applicant does not meet eligibility requirements.

**Motion:** Motion for denial of temporary certification as per staff recommendation.

**Motion Proposals:** First Hon. Lawrence Winthrop  
Second J. Tyrrell Taber

**Motion Results:** Pass **BCCR-0907**

**Discussion:** Regarding Maria Geare (#15): Recommend transfer her temporary certificate to standard certification and grant renewal as she has now passed the RPR.

**Motion:** Motion for renewal of certification as per staff recommendation.

**Motion Proposals:** First J. Tyrrell Taber  
Second Patricia Calabro

**Motion Results:** Pass **BCCR-0908**

**Discussion:** Regarding Sommer Greene (#17): Disclosed she filed a forcible retainer complaint/summons against a tenant. Recommend to grant renewal of certification.

**Motion:** Motion for renewal of certification as per staff recommendation.

**Motion Proposals:** First J. Tyrrell Taber  
Second Kathleen R. Montalvo

**Motion Results:** Pass **BCCR-0909**

**Discussion:** Regarding Teresa Vos (#32): Applicant has requested an extension of her continuing education requirement of 4.5 hours.

**Motion:** Motion to grant for extension as per staff recommendation, to be completed within 90 days.

**Motion Proposals:** First Hon. Lawrence Winthrop  
Second J. Tyrrell Taber

**Motion Results:** Pass **BCCR-0910**

**Discussion:** Regarding renewal certification for:

4. Jonna Baker
9. Vicki Champion
10. Bernadette Chari
11. Treva Colwell
19. Cynthia Lineburg
20. Hilda Lopez
27. Karen Niemtschk
28. Margaret Riley
29. Matthew Rose

- 30. Amy Stewart
- 33. Christopher White

**Motion:** Motion to defer consideration for renewal of certification to March 3, 2009 meeting.

**Motion Proposals:** First Hon. Lawrence Winthrop  
Second J. Tyrrell Taber

**Motion Results:** Pass **BCCR-0911**

**3-B: Review, discussion and possible action regarding pending applications for renewal of certification:**

**Individuals Addressing the Board:** Kimberly Siddall, Sue Baquet

**Discussion:** Regarding Robin Johnson: Applicant now meets eligibility requirements. Recommend to grant standard certification.

**Motion:** Motion to grant certification as per staff recommendation

**Motion Proposals:** First Hon. Lawrence Winthrop  
Second J. Tyrrell Taber

**Motion Results:** Pass **BCCR-00912**

**Discussion:** Regarding Kaylene Scotson: Fingerprint card was returned as unreadable by FBI. Recommend to defer to March 3, 2009 meeting.

**Motion:** Motion to defer to March 3, 2009 meeting.

**Motion Proposals:** First Patricia Calabro  
Second J. Tyrrell Taber

**Motion Results:** Pass **BCCR-00913**

**Discussion:** Regarding Sue Baquet: Recommendation to deny certification. Note: Board allowed Ms. Baquet limited chance to speak on her own behalf.

**Motion:** Motion to deny certification as per staff recommendation

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



Second Kathleen R. Montalvo

**Motion Results:** Pass **BCCR-00914**

## **Jump to 4-B**

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### **4) ADMINISTRATIVE ISSUES**

**4-B: Introduce and welcome reappointed and newly appointed board members.**

**Individuals Addressing the Board:** Jenny Lubben

**Discussion:** Administrative Order reappointed Board Member J. Tyrrell Tabor and newly appointed Patricia Calabro to fill vacant Certified Freelance Reporter Member seat and Cheryl Austin to fill vacant Certified Official Reporter member seat.

**Motion:** None

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## **CALL TO THE PUBLIC**

Susan Humphrey came forward to speak of computer problems she had had in regards to renewal of her certification.

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## **ADJOURNMENT**

**Motion:** Adjourn the meeting.

**Motion Proposals:** First Hon. Lawrence Winthrop  
Second J. Tyrrell Taber

**Motion Results:** Pass **BCCR-00915**

**Time:** 2:08 pm

Initials: BT