



Board of Certified Reporters

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

Date: May 5, 2009
Time: 1:00 p.m.

Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

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

Telephonically Present:

Terri Faust
Kathleen R. Montalvo

Absent:

Hon. Robert Carter Olson
Patricia Seguin
Cheryl Austin

OTHER ATTENDEES

AOC Staff:

Nancy Swetnam
Jenny Lubben
Linda Grau
Kimberly Siddall
Jennifer Greene
Bonnie Toms
Afton Foutz

CALL TO ORDER

Called to Order By:

G. Allen Sonntag

Time:

1:02 p.m.

1) REVIEW AND APPROVAL OF MINUTES

1-A: *Review and approval of Regular Minutes for the meeting of March 3, 2009 and March 11, 2009.*

Discussion: Minutes for the meeting held on March 11, 2009 should read Special session rather than Regular session. Several names were spelled incorrectly. Diane Sonntag was not present for the meeting of March 11, 2009.

Motion: Move to approve Regular Session Minutes for March 3, 2009 and Special Session Minutes for March 11, 2009 with above amendments.

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

Motion Results: Pass **BCCR-0938**

2) PENDING COMPLAINTS

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

Individuals Addressing the Board: Nancy Swetnam, Linda Grau, Jennifer Greene

Discussion: On March 12, 2009, Ms. Buschkopf was served with a Notice of Statement of Formal Charges. Ms. Buschkopf did not file an Answer. Staff recommended the Board adopt the Factual Allegations of Misconduct in the Notice of Statement of Formal Charges as findings of fact and adopt the Formal Charges as conclusions of law. It was further recommended the Board order the following sanctions:

- a) Issue a Censure to Buschkopf, pursuant to ACJA § 7-201 (H)(24)(a)(6)(b); and,
- b) Assess costs associated with the investigation and related disciplinary proceedings to be remitted no later than 60 days following entry of the Board's Final Order, pursuant to ACJA § 7-201 (H)(24)(a)(6)(j).

Motion: Move to accept recommendation of Division Director Nancy Swetnam.

Motion Proposals: First Hon. Lawrence Winthrop
Second Kathleen R. Montalvo

Motion Results: Pass **BCCR-0939**

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

NC08-C008 – Patricia Edgar aka Patricia Landau

NC08-C009 – Stephanie Dillard

Individuals Addressing the Board: Nancy Swetnam

Discussion: Discussion regarding previously considered biographical information contained on the Gateway Community College website. Letters of explanation from Ms. Edgar and Ms. Dillard along with printouts of the revised biographical pages have been presented for Board review. Staff recommended the Board accept offered revisions equate to compliance with ARS and Arizona Codes of Judicial Administration § 7-201 and § 7-206. Staff will inform Ms. Edgar and Ms. Dillard of Board decision.

Motion: Move to accept recommendation of Division Director.

Motion Proposals: First Patricia Calabro
Second Hon. Lawrence Winthrop

Motion Results: Pass **BCCR-0940**

2-C: Review, discussion and possible action regarding non-certificate holder complaint number 09-C004 involving Sue Baquet.

Individuals Addressing the Board: Nancy Swetnam, Linda Grau

Discussion: On January 6, 2009, the Board denied Ms. Baquet's standard certification application. Ms. Baquet requested and received a hearing on the denial of her application. The matter is presently pending receipt of the Hearing Officer's Recommendation Report. Further discussion concluded division staff will contact Ms. Baquet for written acknowledgment and agreement not to engage in any activities which require certification and not to represent herself as an Arizona certified reporter until such time as she is granted certification by the Board. Ms. Baquet will be given ten days to respond. If the agreement is signed, it is recommended to table any further action to the July board meeting.

Motion: Move to accept recommendation of Division Director.

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

Motion Results: Pass **BCCR-0941**

3) REVIEW OF CERTIFICATION APPLICATIONS

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

Individuals Addressing the Board: Kimberly Siddall

Vicki Champion

Discussion: Applicant has submitted the required \$50 late renewal fee. Recommended standard certification be granted.

Motion: Move to accept staff recommendation to grant standard certification.

Motion Proposals: First J. Tyrrell Taber
Second Patricia Calabro
Motion Results: Pass **BCCR-00942**

Terri L. Vos

Discussion: Applicant has not yet submitted requested proof of completion for continuing education requirement. Recommended to defer further consideration to July meeting.

Motion: Motion to table the matter to next regularly scheduled meeting.

Motion Proposals: First Hon. Lawrence Winthrop
Second J. Tyrrell Taber
Recusal Terri Faust
Motion Results: Pass **BCCR-00943**

3-B: Review, discussion and possible action regarding pending applications for Initial Standard Certification:

Individuals Addressing the Board: Kimberly Siddall

Sandra Marruffo
Marjorie Crosby
Edward Midgley
Debra Henson

Discussion: Staff recommended standard certification be granted.

Motion: Move to accept staff recommendation to grant certification.

Motion Proposals: First Hon. Lawrence Winthrop
Second Patricia Calabro
Motion Results: Pass **BCCR-0944**

Teri Hoskins
Raquel Barber

Discussion: Fingerprint results have been received for the above listed applicants. Teri Hoskins was previously certified and had let her certification expire. Recommendation to grant initial standard certification to Teri Hoskins and Raquel Barber.

Motion: Move to accept staff recommendation to grant certification.

Motion Proposals: First Hon. Lawrence Winthrop
Second J. Tyrrell Taber
Motion Results: Pass **BCCR-0945**

Gayle Thomson

Discussion: Recommendation to defer consideration of application to the next regularly scheduled meeting as applicant has not yet taken the Arizona Written Examination.

Motion: Move to accept staff recommendation to defer consideration to the meeting to be held July 7, 2009.

Motion Proposals: First J. Tyrrell Taber
Second Hon. Lawrence Winthrop
Motion Results: Pass **BCCR-0946**

4) ADMINISTRATIVE ISSUES

4-A: Review, discussion and possible action regarding board member attendance.

Discussion: Chair Sonntag reported he contacted Judge Robert Carter Olson about his availability for continued service on the Board of Certified Reporters. Judge Olsen has requested to be relieved of his appointment and have another judicial officer appointed.

Chair requested to put into the record thanks received from the Arizona Court Reporter Association to division staff for a job well done on arranging a Special Meeting in March to grant certifications.

Linda Grau announced the resignation of Programs Specialist and assigned Board staff member Jenny Lubben. Best wishes and thanks were exchanged.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Motion: Adjourn the meeting.

Time: 1:33 p.m.

Initials: BT

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