



Board of Certified Reporters

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

Conference Room 109

Date: September 1, 2009

Time: 1:00 p.m.

Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

J. Tyrrell Taber
Hon. Lawrence Winthrop

Telephonically Present:

Terri Faust
G. Allen Sonntag
Patricia Seguin
Patricia Calabro
Kathleen R. Montalvo
Cheryl Austin

OTHER ATTENDEES

AOC Staff:

Linda Grau
Kimberly Siddall
Jennifer Greene
Afton Foutz

Public:

Karen Kessler

CALL TO ORDER

Called to Order By:

G. Allen Sonntag

Time:

1:01 p.m.

1) REVIEW AND APPROVAL OF MINUTES

1-A: Review and approval of Regular Minutes for the meeting of July 7, 2009.

Individuals Addressing the Board: G. Allen Sonntag

Discussion: No Discussion.

Motion: Board Moved to approve the Regular Session minutes for the meeting of July 7, 2009.

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

Motion Results: Pass **BCCR-0954**

2) **PENDING COMPLAINTS**

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

Individuals Addressing the Board: Linda Grau

Discussion: The Board previously deferred consideration of whether to petition the Superior Court for a Cease and Desist Order enjoining Ms. Baquet from providing services, engaging in any activities which requires certification, and from representing herself as an Arizona Certified Reporter until such time as she is granted certification by the Board. On July 31, 2009, the Division received an un-notarized letter from Ms. Baquet indicating she has not acted as a Certified Reporter since her termination from employment and the realization that she did not hold active certification in Arizona. Ms. Grau recommended the Board determine if it is necessary to petition the Superior Court for a Cease and Desist Order.

Motion: Board moved to have staff prepare and forward to Ms. Baquet proposed stipulation to Cease and Desist formatted to include signature notarization. If Ms. Baquet signs, notarizes and returns the proposed Consent Agreement, the Board Chair is authorized to enter into the Agreement on behalf of the full Board.

Motion Proposals: First Hon. Lawrence Winthrop
Second Patricia Calabro

Motion Results: Pass **BCCR-0955**

3) **CERTIFICATION AND ELIGIBILITY**

3-A: Review, discussion and possible action regarding renewal applicant Terri L. Vos.

Individuals Addressing the Board: Kimberly Siddall

Discussion: Staff received an email from Ms. Vos asking to discontinue her certification. Therefore, it was recommended the Board withdraw

Ms. Vos' renewal application.

Motion: Moved to accept withdraw of renewal application for Ms. Vos.

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

Motion Results: Pass **BCCR-0956**

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

Karen Kessler

Individuals Addressing the Board: Kimberly Siddall

Discussion: Ms. Kessler provided the additional information staff requested regarding her application. Ms. Kessler disclosed civil actions and staff requested additional information about the actions. Ms. Kessler reported the actions were related to her ex-husbands law practice and she was a party as a member of the marital community but was not familiar with the details of the law suit. The law suits were dismissed. Ms. Siddall recommended the Board grant standard certification to Ms. Kessler.

Motion: Board moves to grant standard certification to Ms. Kessler.

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

Motion Results: Pass **BCCR-0957**

**Dawn K. Oaks
Tracy A. Reinke**

Individuals Addressing the Board: Kimberly Siddall

Discussion: Applicants did provide the additional information requested by staff. Ms. Siddall recommended standard certification be granted to these applicants.

Motion: Board moved to grant standard certification to Dawn Oaks and Tracy Reinke.

Motion Proposals: First Patricia Seguin
Second Kathleen R. Montalvo

Motion Results: Pass **BCCR-0958**

Gayle Thomson

Individuals Addressing the Board: Kimberly Siddall

Discussion: Ms. Siddall recommended the Board grant initial standard certification to Ms. Thomson.

Motion: Board moves to grant standard certification to Ms. Thomson.

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

Motion Results: Pass **BCCR-0959**

4) ADMINISTRATIVE ISSUES

4-A: Review, discussion and possible action regarding the 2010 Board meeting schedule and establishment of the 2010 renewal application deadline.

Individuals Addressing the Board: Linda Grau

Discussion: Staff proposed the dates for the 2010 meeting schedule as:

January 12th
February 9th
April 13th
June 8th
September 14th
November 9th

These calendar dates were established mindful of the renewal process scheduled to occur during January and February of 2010 and maintains the every other month meeting schedule. Ms. Grau recommended the Board adopt the proposed meeting schedule with meetings to commence at 1 p.m..

Motion: Board Moved to adopt the meeting schedule for 2010 as follows:

January 12th
February 9th
April 13th
June 8th
September 14th
November 9th

All with a 1:00 commencement meeting time.

Motion Proposals: First J. Tyrrell Taber
Second Patricia Seguin
Motion Results: Pass **BCCR-0960**

Individuals Addressing the Board: Linda Grau

Discussion: It was recommended that the Board establish a renewal application deadline of January 22, 2010, pursuant to ACJA 7-201 (G)(2). Staff noted this deadline, if approved, would result in applications submitted after January 22, 2010 being assessed a late fee.

Motion: Board moved to establish the 2010 renewal application deadline as January 22, 2010.

Motion Proposals: First Patricia Seguin
Second Kathleen R. Montalvo
Motion Results: Pass **BCCR-0961**

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Motion: Adjourn the meeting.

Time: 1:17 p.m.