

**Supreme Court Board of Certified Reporters**  
Arizona State Courts Building  
1501 West Washington Street, Phoenix, Arizona 85007  
Conference Room CLD-1

August 13, 2007  
10:00 a.m. – 2:00 p.m.

**Approved Regular Meeting Minutes**

**MEMBER ATTENDANCE**

***Present:***

Sandra Markham, Chair  
Terri Faust  
Judge Lawrence Winthrop

***Telephonically Present:***

Jean Lea  
Allan Sonntag

***Absent:***

Kathleen Montalvo  
Patricia Seguin

**OTHER ATTENDEES**

***AOC Staff:***

Kandace French  
Kimberly Siddall  
Rhonda Simmons  
Nina Preston  
Doris Leonard

***Guests:***

Michele Balmer  
John Boyd  
Nuscha Collier

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**CALL TO ORDER**

***Called to Order By:***

Sandra Markham

***Time:***

10:05 a.m.

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**1) *REVIEW AND APPROVAL OF MINUTES***

***Individuals Addressing the Board:*** Sandra Markham

***1-A: Regular Session Minutes for the meeting of June 4, 2007***

***Discussion:*** None

***Motion:*** Accept June 4, 2007 Regular Session Minutes

***Motion Proposals:*** First Judge Winthrop  
Second Terri Faust

***Motion Results:*** Pass **#BCCR-07-068**

***1-B: Regular Session Minutes for the meeting of July 19, 2007***

***Discussion:*** None

***Motion:*** Accept July 19, 2007 Regular Session Minutes

***Motion Proposals:*** First Judge Winthrop  
Second Terri Faust

***Motion Results:*** Pass **#BCCR-07-069**

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2) **ADMINISTRATIVE MATTERS**

*Individuals Addressing the Board:* Kandace French

**2-A: Discussion and possible action regarding scheduling of an additional Board meeting in December for the purpose of reviewing pending renewal applications.**

**Discussion:** Board agreed to schedule a telephonic meeting on Thursday, December 27, 12:15 to 1:15 p.m., for the sole purpose of reviewing pending renewal applications not submitted prior to the December 10<sup>th</sup> Board meeting.

**Motion:** No action required.

**2-B: Review, discussion and possible action regarding memorandum submitted by Michele Balmer, President of the Arizona Court Reporters Association's request for clarification or interpretation of ACJA 7-206 (J)(3) regarding fees charged by a certified reporter.**

**Discussion:** Michele Balmer will publish a newsletter to distribute to the court reporters with updated information provided at the Board meeting.

**Motion:** No action required.

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3) **REVIEW OF CERTIFICATION APPLICATIONS**

*Individuals Addressing the Board:* Kimberly Siddall

**3-A: Review of Certification Applications for Initial Standard Certification**

**Debra Buschkopf**

**Discussion:** Staff recommended Standard certification be granted to Debra Buschkopf.

**Motion:** Board approved Standard certification be granted to Debra Buschkopf.

**Motion Proposals:** First Judge Winthrop  
Second Allan Sonntag

**Motion Results:** Pass **#BCCR-07-070**

**Michael Haley**

**Discussion:** Staff recommended the Board accept the draft Consent Agreement for certification presented at the meeting. Requests of technical changes were made on page “2”, line 1, “motioned” to be changed to “moved”; on page 2 , line 22, “expressed” to be changed to “express”; on page 3, line 4, “affect” to be changed to “effect”,3, and also on page 3, line 5, “reporters” to be changed to “reporter’s”.

**Motion:** Board moved to accept the Consent Agreement with the technical changes to be made and authorized the Chair to sign the Consent Agreement on behalf of the full Board.

**Motion Proposals:** First Judge Winthrop  
Second Allan Sonntag

**Motion Results:** Pass #BCCR-07-071

**3-B) Review, discussion and possible action regarding request of applicant to modify Consent Agreement.**

**John Boyd**

**Individuals Addressing the Board:** Kandace French

**Discussion:** Mr. Boyd is present and submitted a recent random drug testing report. He also requested a modification to the Consent Agreement, specifying a monthly random drug testing as opposed to quarterly random drug testing as presently stated.

**Motion:** Board moved to amend the present Consent Agreement as discussed and make recommended changes to the amended Consent Agreement.

**Motion Proposals:** First Judge Winthrop  
Second Terri Faust

**Motion Results:** Pass #BCCR-07-072

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**4) CERTIFICATION AND ELIGIBILITY**

**4-A) Review, discussion and possible action regarding the bi-monthly status reports submitted by the following temporary certificate holders.**

**Sandra R. Brice**

**Individuals Addressing the Board:** Kandace French

**Discussion:** Board recommended that Staff contact the Staff Administrator for Mohave County to determine their status for filling court reporter positions.

**Motion:** None required.

**Maria Geare**

**Discussion:** Reviewed the bi-monthly status report submitted.

**Motion:** None required.

**4-B) Review, discussion and possible action regarding the Hearing Officer's Report and Recommendation with respect to Blanche Paulsen.**

**Individuals Addressing the Board:** Kandace French

**Discussion:**

**Motion:** Board moved to accept the Hearing Officer's Report and deny the Application of Blanche Paulsen for extension of her temporary certification for a failure to comply with all requirements for temporary extension.

**Motion Proposals:** First Judge Winthrop  
Second Allan Sonntag

**Motion Results:** Pass #BCCR-07-073

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**CALL TO THE PUBLIC** None.

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**ADJOURNMENT**

**Motion:** Move the meeting be adjourned.

**Motion Proposals:** First Judge Winthrop  
Second Terri Faust

**Motion Results:** Pass #BCCR-07-074

**Time:** 10:43 a.m.

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