

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

February 12, 2008
1:00 p.m. – 4:00 p.m.

Approved Regular Meeting Minutes

MEMBER ATTENDANCE

Present:

Sandra Markham, Chair
Judge Lawrence Winthrop
Judge Robert Carter Olson
Tyrell Taber

Telephonically Present:

Terri Faust
Jean Lea
Kathleen Montalvo
Allen Sonntag
Patricia Seguin

Absent:

None

OTHER ATTENDEES

AOC Staff:

Kandace French
Jenny Lubben
Nina Preston
Doris Leonard
Ruby Hernandez

Guests:

Michele Balmer
Michael Haley

CALL TO ORDER

Called to Order By:

Sandra Markham, Chair

Time:

1:03 p.m.

This Item Taken out of Order

3) CERTIFICATION AND ELIGIBILITY

3-A: *Review, discussion and possible action regarding the following temporary certificate holder.*

Sandra Brice

Individual Addressing the Board:

Kandace French

Discussion:

Judge Conn, Sandra Brice and Kip Anderson are present telephonically in response to the Board's request they appear at the February 12th meeting. The Board asked questions regarding the court reporter shortage in Mohave County and potential hiring freeze.

(Note: Conference call ended at 1:30 p.m.)

Motion:

Extend temporary certification to the end of the year to allow Ms. Brice an opportunity to pass the RPR. Staff directed to notify Ms. Brice's employer that temporary certification will not be extended past December 31, 2008.

Motion Proposals:

First	Judge Winthrop
Second	Jean Lea

Motion Results:

Pass	BCCR 08-011
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1) **REVIEW AND APPROVAL OF MINUTES**

1-A: Regular and Executive Session Minutes for the meeting of December 10, 2007

Individuals Addressing the Board: Sandra Markham

Discussion: No discussion

Motion: Approve Regular and Executive Session Minutes of December 10, 2007.

Motion Proposals: First Judge Winthrop
Second Ty Taber

Motion Results: Pass **BCCR-08-012**

1-B: Regular Session Minutes for the meeting of December 27, 2007

Individuals Addressing the Board: Sandra Markham

Discussion: Amend date on Item 3-A from January 98, 2008 to January 8, 2008.

Motion: Approve Regular Session Minutes of December 27, 2007 as amended.

Motion Proposals: First Ty Taber
Second Judge Carter Olson

Motion Results: Pass **BCCR-08-013**

1-C: Regular Session Minutes for the meeting of January 8, 2008

Individual Addressing the Board: Sandra Markham

Discussion: Amend attendees present, telephonic and absent.

Motion: Approve Regular Session Minutes of January 8, 2008 as amended.

Motion Proposals: First Judge Winthrop
Second Jean Lea

Motion Results: Pass **BCCR-08-014**

2) **REVIEW OF CERTIFICATION APPLICATIONS**

2-A: *Review, discussion and possible action regarding pending applications for Initial Standard Certification.*

Individual Addressing the Board: Kandace French

Discussion: The following applicants have submitted applications for standard certification. Staff recommended standard certification be granted to:

Donna Dobson
Shelley Plate

Motion: Grant standard certification to the following applicants:

Donna Dobson
Shelley Plate

Motion Proposals: First Judge Winthrop
Second Judge Carter Olson

Motion Results: Pass **BCCR-08-015**

Discussion: The following applicants have submitted incomplete applications for standard certification. Staff recommended these be deferred to the March 11, 2008 meeting:

Jessica Iams
Nancy Rowland

Motion: Defer the following applicants to the March 11, 2008 meeting:

Jessica Iams
Nancy Rowland

Motion Proposals: First Ty Taber
Second Judge Carter Olson

Motion Results: Pass **BCCR-08-016**

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

Michael Haley

Individual Addressing the Board: Kandace French

Discussion: (Taken out of order)
Michael Haley submitted a complete application for renewal certification. Mr. Haley is present at this meeting to answer questions regarding results of his background check.

Motion: Grant renewal certification through December 31, 2008.

Motion Proposals: First Judge Carter Olson
Second Kathy Montalvo

Motion Results: Pass **BCCR-08-017**

Mr. Haley was excused from the meeting.

Discussion: The following certificate holders submitted completed applications for renewal certification and Staff recommended the Board grant renewal certification.

Susan Humphrey
Patricia Moore
Sonia Felix Vaca

Motion: Grant renewal certification to the following certificate holders:

Susan Humphrey
Patricia Moore
Sonia Felix Vaca

Motion Proposals: First Jean Lea
Second Kathy Montalvo

Motion Results: Pass **BCCR-08-018**

Discussion: Maria Vazquez submitted a completed application for renewal certification but all of the continuing education hours were completed after December 31, 2007. Staff recommended Ms. Vazquez be granted renewal and, pursuant to ACJA § 7-206(L)(9)(e)(1), she be assessed a delinquent CE fee of \$50 to be remitted no later than February 29, 2008.

Motion: Grant renewal certification to Maria Vazquez and assess a \$50 delinquent CE fee to be remitted no later than February 29, 2008. Staff is directed to send a letter to Ms. Vazquez, reminding her of the need to complete continuing education hours in a timely fashion or continued failure to do so could alter the Board's decision to renew certification in the future.

Motion Proposals: First Jean Lea
Second Allen Sonntag

Motion Results: Pass **BCCR-08-019**

Discussion: Patricia Bischoff-McCarthy submitted an application for renewal certification but answered "no" regarding completion of continuing education. To date, Staff hasn't received proof of her continuing education and recommended the Board deny renewal certification pursuant to Arizona Revised Statutes § 32-4024(A)(3) as applicant hasn't submitted the applicable documents.

Motion: Deny renewal certification for Patricia Bischoff-McCarthy pursuant to Arizona Revised Statutes § 32-4024(A)(3).

Motion Proposals: First Ty Taber
Second Judge Winthrop

Motion Results: Pass **BCCR-08-020**

Discussion: Rhonda Harris submitted a completed application for renewal certification; however, the Board previously granted Ms. Harris until February 8, 2008 to complete the CE requirement of 5 hours. To date, Ms. Harris hasn't provided proof of completion of the CE hours. Staff recommended her application be deferred to the March 11, 2008 meeting.

Motion: Defer action on the renewal application of Rhonda Harris until the March 11, 2008 meeting.

Motion Proposals: First Judge Winthrop
Second Judge Carter Olson

Motion Results: Pass **BCCR-08-021**

3) CERTIFICATION AND ELIGIBILITY

3-B: Review, discussion and possible action regarding the bi-monthly status report submitted by Maria Geare.

Individuals Addressing the Board: Kandace French

Moved to Executive Session at 2:07 P.M.

Guest left the meeting.

Returned to Regular Session at 2:20 P.M.

Guest returned to the meeting.

Discussion: The January 25, 2008 Bimonthly Status Report of Ms. Geare was submitted to the Board for informational purposes unless the Board deemed action is required. Board discussed what documents should applicants provide to satisfy “extenuating circumstances” in requested monthly reports. It was noted Ms. Geare has located and is now working with a new professional health care provider. Board requested Staff remind Ms. Geare to submit more legible reports in the future. If faxed copies are submitted, have the original mailed to the office.

Motion: No action required. Information only.

Kathy Montalvo left the meeting, telephonically, at 2:21 P.M.

3-C: Review, discussion and possible action regarding the reactivation request received from Leslie A. Baird, Certificate Number 50568.

Individuals Addressing the Board: Kandace French

Discussion: Ms. Baird filed an Application for Reactivation on January 10, 2008. She was initially certified on September 28, 2000 and held active certification through December 27, 2007 when she requested and was granted inactive status. Staff conducted a background review and no information was presented which is contrary to certification being granted and recommended the Board return the inactive certificate to active.

Motion: Return the inactive certificate of Leslie Baird to active status.

Motion Proposals: First Jean Lea
Second Allen Sonntag

Motion Results: Pass **BCCR-08-022**

3-D: Review, discussion and possible action regarding the letter from Elaine M. Cropper regarding expiration of certification.

Individuals Addressing the Board: Kandace French

Discussion: Ms. Cropper failed to submit her renewal application by December 31, 2007. She is requesting her case be reopened and her license be reinstated. Ms. Cropper's license has expired pursuant to AJCA 7-207(G)(1) and, therefore, Staff recommended the Board deny Ms. Cropper's request and direct Staff to inform Ms. Cropper on the procedures to become certified.

Motion: Deny Elaine Cropper's request her case be reopened and her license be reinstated and direct Staff to inform Ms. Cropper on the procedures to become certified.

Motion Proposals: First Judge Winthrop
Second Ty Taber

Motion Results: Pass **BCCR-08-023**

4) ADMINISTRATIVE MATTERS

4-A: Report on status of Senate Bill 1050.

Individuals Addressing the Board: Kandace French

Discussion: Discussed repealing of Section 32-4009, Arizona Revised Statutes and amending Section 32-4023, Arizona Revised Statutes relating to the Board of Certified Reporters.

Motion: No action required. Information only.

4-B Nominations for and election of a Vice Chair.

Individuals Addressing the Board: Kandace French

Discussion: Staff requested the Board consider establishing a one-year term of service for the Vice Chair to enable an annual rotation of this designation and afford several members of the Board an opportunity to serve. Staff also recommended the Board tender verbal nominations for Vice Chair in the form of a motion. Once all nominations have been tabled, it is recommended the Board elect a Vice Chair to serve a term which expires on December 31, 2008. A single nominee of Allen Sonntag was submitted.

Motion: Elect Allen Sonntag as Vice Chair to serve a one-year term to expire on December 31, 2008.

Motion Proposals: First Judge Winthrop
Second Ty Taber

Motion Results: Pass **BCCR-08-024**

4-C Discussion and possible action regarding the time scheduled for the Board's 2008 telephonic meetings.

Individuals Addressing the Board: Kandace French

Discussion: Discussed changing start time for the Board's telephonic meetings from 12:00 to 1:00 p.m.

Motion: Change start time for Board's telephonic meetings from 12:00 to 1:00 p.m.

Motion Proposals: First Jean Lea
Second Ty Taber

Motion Results: Pass **BCCR-08-025**

CALL TO THE PUBLIC.....Sandra Markham

Individuals Addressing the Board: Michele Balmer , Past President, ACRA

Discussion: Ms. Balmer expressed the support of ACRA for Senate Bill 1050.

ADJOURNMENT

Motion: Adjourn the meeting.

Motion Proposals: First Judge Winthrop
Second Ty Taber

Motion Results: Pass **BCCR-08-025**

Time: 2:40 P.M.