



State of Nevada  
**Certified Court Reporters Board**

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North Las Vegas, Nevada 89031

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PEGGY ELIAS – Chairperson  
PEGGY HOOGS – Vice Chairperson  
SEVERIN CARLSON, ESQ. – Board Member  
CHRISTINE ALAIMO – Board Member  
LORI JUDD – Board Member

## OPEN MEETING MINUTES

Date: Monday, November 18, 2013

Start Time: 5:36pm

End Time: 6:59pm

Las Vegas Location: State of Nevada Certified Court Reporters Board  
5135 Camino Al Norte, 2<sup>nd</sup> Floor Conference Room  
North Las Vegas, Nevada 89031

Reno Location: Peggy Hoogs & Associates  
435 Marsh Avenue  
Reno, Nevada 89509

Present: Lori Judd                      Peggy Elias                      Severin Carlson                      Peggy Hoogs  
Christine Alaimo                      Debbie Uehara                      Rose Marie Reynolds                      Barbara Johnson  
Marian Brown Pava                      Heather Grech                      Mark Trafton                      Gina Shrader

**ITEM #1:** **Meeting Called to Order:** The meeting was called to order by Chairperson, Peggy Elias.  
Board Members:

Lori Judd – Present  
Peggy Elias – Present  
Peggy Hoogs – Present  
Severin Carlson – Present  
Christine Alaimo - Present

**ITEM #2:** **Public Comments:** No public comments.

**ITEM #3:** **Approval of Agenda:**  
MOTION by Lori Judd: That the Board approves the agenda in its entirety. Motion seconded by Peggy Hoogs, all in favor, motion moves forward.

**ITEM #4:** **Review and Approval of Biennial Audit:**  
MOTION by Lori Judd: That the Board approves the June 30, 2013 and 2012 biennial audit prepared by Heather Grech of Bradshaw, Smith & Co., LLC. Motion seconded by Peggy Hoogs, all in favor, motion moves forward.

**ITEM #5:** **Status Check Regarding License for Gina Shrader, CCR #647:**  
MOTION by Lori Judd: That the Board will execute a one year probation period for Gina Shrader, CCR #647 upon receipt of her licensing payment of \$200.00 and submission of 15 continuing education credits; while on probation, Ms. Shrader will furnish a copy of her deposition book on the first and fifteenth of every month, regardless of whether she worked. Motion seconded by Christine Alaimo, all in favor, motion moves forward.

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**ITEM #6: Approval of Meeting Minutes:**

MOTION by Severin Carlson: That the Board approves the June 24, 2013 open meeting minutes in its entirety. Motion seconded by Lori Judd, all in favor, moves forward.

MOTION by Lori Judd: That the Board approves the October 12, 2013 closed meeting minutes in its entirety. Motion seconded by Severin Carlson, all in favor, motion moves forward.

MOTION by Lori Judd: That the Board approves the October 29, 2013 closed meeting minutes in its entirety. Motion seconded by Severin Carlson, all in favor, motion moves forward.

**ITEM #7: Ratify October 12, 2013 Certification Exam:**

MOTION by Peggy Hoogs: That the Board ratifies the test results from the October 12, 2013 certification exam. Motion seconded by Lori Judd, all in favor, motion moves forward.

**ITEM #8: 2014 Board Activities:** The Board will conduct quarterly open meetings and resume Legislative Regulations Committee meetings in March. No further comments.

**ITEM #9: Executive Secretary's Report:** Debbie Uehara presented the financial report dated November 12, 2013 for Board review. A copy is attached and will be kept on file. Ms. Uehara reported there are 3 active complaints filed against court reporters or firms. NVCRA submitted a written proposal for a continuing education program; the Board will review the proposal at the next scheduled open meeting. No further comments.

**ITEM #10: Board Member Comments:** No board member comments.

**ITEM #11: Public Comments:** No public comments.

**ITEM #12: Next scheduled meeting and Agenda:** The next scheduled meeting date and future agenda items will be determined at a later date. No further comments.

Adjournment:

MOTION by Severin Carlson: That the Board adjourns the meeting at 6:59pm. Motion seconded by Lori Judd, all in favor, motion moves forward.