



State of Nevada
Certified Court Reporters Board

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SEVERIN CARLSON, ESQ. – Chairman

CHRISTINE ALAIMO – Vice Chairperson

LORI JUDD – Board Member

PEGGY ELIAS – Board Member

OPEN MEETING MINUTES – Revised 1/26/15

Date: Wednesday, November 19, 2014

Start Time: 5:32pm

End Time: 6:11pm

Location: Esquire Deposition Solutions
2300 West Sahara Avenue, Suite 770
Las Vegas, Nevada 89102

Present: Lori Judd Rose Marie Reynolds Debbie Uehara Gloria Perry

Robert DeNinnis Mark Trafton Gina Shrader

Via TelCon: Peggy Elias Severin Carlson

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

Board Members:

Peggy Elias – Present

Severin Carlson – Present

Christine Alaimo – Not Present

Lori Judd – 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 Severin Carlson, all in favor, motion moves forward.

Note: Items were taken out of order.

ITEM #5: Annual Appointment of Chairman and Vice Chairperson: Pursuant to NRS 656.080(1), the Board shall designate a Chair and a Vice Chair annually from its membership. Peggy Elias' term as Chairperson will end on November 19, 2014. Vice Chairperson, Peggy Hoogs' Board appointment ended on October 31, 2014 and no longer serves as a member of the Board.

MOTION by Lori Judd: That the Board will appoint Severin Carlson, Esq. as the Board's Chairman and Christine Alaimo as the Vice Chairperson effective November 20, 2014. Motion seconded by Peggy Elias, all in favor, motion moves forward.

ITEM #6: Approval of Meeting Minutes:

MOTION by Severin Carlson: That the Board approves the May 12, 2014 open meeting minutes in its entirety. Motion seconded by Lori Judd, all in favor, moves forward.

MOTION by Severin Carlson: That the Board approves the May 29, 2014 Legislative Regulations Committee 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 19, 2014 closed meeting minutes in its entirety. Motion seconded by Severin Carlson, all in favor, moves forward.

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ITEM #7: **Ratification of the October 19, 2014, 2014 Certification Exam:** Executive Secretary, Debbie Uehara reported 8 examinees registered to take the exam; 2 examinees transferred their fees to the Spring 2015 exam. Of the 6 examinees, 3 chose not to transcribe the skills exam. No further comments.

MOTION by Lori Judd: That the Board ratifies the test results from the October 19, 2014 certification exam. Motion seconded by Severin Carlson, all in favor, motion moves forward.

ITEM #4: **Status Check Regarding Certified Court Reporter Gina Shrader's Probation Period:** Ms. Shrader's one year probation period began on January 3, 2014. Upon review, the Board has determined that Ms. Shrader has paid all fees, completed 15 continuing education hours and furnished a copy of her job log on the first and fifteenth of every month. As the investigating Board member, Lori Judd was recused from the discussion. A copy of Ms. Shrader's records will be kept on file. No further comments.

MOTION by Severin Carlson: That the Board has determined Ms. Gina Shrader, CCR #647 has met all requirements as outlined in the Settlement Agreement and Order for Case Nos: NV03-2011, NV04-2011, NV06-2011 and NV05-2012 and her one year probation period will end on January 3, 2015. Motion seconded by Peggy Elias, Lori Judd recused, all in favor, motion moves forward.

ITEM #8: **Approval of 2014-2015 Fiscal Budget:** Executive Secretary, Debbie Uehara presented the 2014-2015 fiscal budget to the Board. Upon review, Severin Carlson proposed that the Board add a travel contingency fund to allow a Board member to attend an open meeting or legislative hearing on an as needed basis.

MOTION by Lori Judd: That the Board approve the 2014-2015 fiscal budget with the amendment to add a \$500.00 travel contingency for the Board. Motion seconded by Severin Carlson, all in favor, motion moves forward.

ITEM #9: **Approval of Employee's Health Insurance:** Executive Secretary, Debbie Uehara's health insurance, provided by Aetna, was terminated on July 31, 2014. Subsequently, Ms. Uehara was able to receive coverage from husband's employment at a lower rate effective September 1, 2014. Ms. Uehara is seeking approval for new health insurance provider and reimbursement for out-of-pocket premium payments and future monthly health insurance payments. No further comments.

MOTION by Lori Judd: That the Board approves University Health Alliance as the new health insurance provider and will reimburse Debbie Uehara for out-of-pocket premium payments from August through November 2014 and future monthly health insurance premiums not to exceed \$300.00 per month. Motion seconded by Severin Carlson, all in favor, motion moves forward.

ITEM #10: **Purchase of Office Computer, Programs and File Cabinet:**

MOTION by Severin Carlson: That the Board will allow Debbie Uehara to purchase a file cabinet, laptop computer and applicable computer programs for general office use and the total cost should not exceed \$1,500.00. Motion seconded by Lori Judd, all in favor, motion moves forward.

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ITEM #11: Disciplinary Reports Guidelines for Website Posting: After discussion, the Board determined there are no statutory requirements to remove disciplinary reports from the Board's website. No action taken. No further comments.

ITEM #12: Board Member Comments: No Board member comments.

ITEM #13: Public Comments: In response to Debbie Uehara's request to the Board to purchase a file cabinet, Gloria Perry of Esquire Deposition Solutions shared that her office has a file cabinet available for donation and pick up. Ms. Uehara will follow up with Ms. Perry. No further comments.

ITEM #14: Next Scheduled Open 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 adjourn the meeting at 6:11pm. Motion seconded by Lori Judd, all in favor, motion moves forward.