



State of Nevada  
**Certified Court Reporters Board**

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HEIDI KONSTEN – Chairperson  
DAN WAITE, ESQ., - Board Member  
LORI JUDD – Board Member  
PEGGY ELIAS – Board Member

## OPEN MEETING MINUTES

Date: Monday, October 8, 2018  
Start Time: 5:31pm  
End Time: 6:21pm

Location: Litigation Services, LLC  
3770 Howard Hughes Parkway, Suite 300  
Las Vegas, Nevada 89169

Present: Heidi Konsten Dan Waite Lori Judd Peggy Elias  
Asheesh Bhalla Debbie Uehara

Present via Telcon: Christine Alaimo Carrie Hewerdine Shannon Taylor  
Kimberly Waldie Lori Ann Landers Gina Shrader Jocelyn Galvan  
Elizabeth Robison Theresa Stephanoff Romona McGinnis Dana Richardson  
Debra Morris Michelle Marez

**ITEM #1: Meeting Called to Order:**

The meeting was called to order by Chairperson, Heidi Konsten:

Board Members:

Present: Heidi Konsten, Chairperson  
Present: Christine Alaimo, Vice Chairperson  
Present: Dan Waite  
Present: Lori Judd  
Present: Peggy Elias

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

**ITEM #3: Approval of the Agenda:**

MOTION by Peggy Elias: That the Board approves the agenda in its entirety. Motion seconded by Lori Judd, all in favor, motion moves forward.

**ITEM #4: Approval of Meeting Minutes:**

MOTION by Dan Waite: That the Board approves the July 25, 2018 open meeting minutes in its entirety. Motion seconded by Christine Alaimo, all in favor, motion moves forward.

**ITEM #5:** **Ratify Test Results from the October 6, 2018 Certification Exam:** Debbie Uehara reported 6 applicants registered for the exam and all 6 took the exam; there were no cancellations or transfers. The exam ran smoothly without incident. The Exam Committee confirmed 3 applicants passed and 3 applicants failed the exam. No further comments.

MOTION by Peggy Elias: That the Board ratify the October 6, 2018 certification exam results. Motion seconded by Dan Waite, all in favor, motion moves forward.

**ITEM #6:** **Appoint Members to the Legislative Regulations Committee:** Based on Gina Shrader's research and involvement with the courts regarding official court reporters and Jocelyn Galvan's awareness of attorneys utilizing unlicensed court reporting firms and court reporters, Peggy Elias recommends they both be appointed to the Legislative Regulations Committee. No further comments.

MOTION by Lori Judd: That the Board appoint Jocelyn Galvan and Gina Shrader to the current roster of the 2018 Legislative Regulations Committee. Motion seconded by Dan Waite, all in favor, motion moves forward.

**ITEM #7:** **Certification Exam Procedures:** Debbie Uehara submitted recommendations for Board consideration (a copy is attached and will be kept on file).

MOTION by Lori Judd: That the Board confirm the 2019 certification exam dates on Friday, January 25<sup>th</sup> and Saturday, April 27<sup>th</sup>. The fall and winter exam dates will be determined at a later date. The Board adopts the recommendations submitted by the Executive Secretary. Motion seconded by Dan Waite, all in favor, motion moves forward.

**ITEM #8:** **Designated Representative of a Firm Exam:** Debbie Uehara submitted recommendations for Board consideration (a copy is attached and will be kept on file).

MOTION by Lori Judd: That the Board adopts the recommendations submitted by the Executive Secretary and confirms Thursday, January 24<sup>th</sup> and Friday, April 22<sup>nd</sup> to administer the designated representative of a firm exam in 2019; the fall and winter exam dates will be determined at a later date. Motion seconded by Peggy Elias, all in favor, motion moves forward.

**ITEM #9:** **Advertising Program on the Prohibitions of Contracting in Nevada:** Debbie Uehara presented a layout for advertisement to be featured in Nevada legal publications focusing on the prohibitions of contracting in Nevada and utilizing non-registered court reporting firms and court reporters on Nevada cases. A copy of the advertisement is attached and will be kept on file. No further comments.

MOTION by Peggy Elias: That the Board approves the advertisement with the amendment to change the last line of copy to read:

“Only certified court reporters and licensed court reporting firms may provide court reporting services in Nevada, pursuant to NRS 656.030(10)”

Motion seconded by Lori Judd, all in favor, motion moves forward.

**ITEM #10: Advertising Budget:** Debbie Uehara presented advertising costs to run a full page, B/W advertisement in several Nevada legal publications. The advertisement will bring awareness to the prohibitions of contracting laws and utilizing non-registered court reporting firms and court reporters. After review and discussion, it was determined to run the advertisement in Nevada Lawyer for 3 consecutive months. Dan Waite will work alongside Ms. Uehara to execute the advertising plan. Ms. Uehara reported the limitations of making a submission to the “NEWS” weblink, available on the State Bar of Nevada website. Jocelyn Galvan will contact Mike Lowrey and Heidi Konsten will seek the assistance of NVCRA to help spread awareness. No further comments.

MOTION by Dan Waite: That the Board approve the budget, not to exceed \$3,000.00 to run advertisements in Nevada Lawyer Magazine. Dan Waite will work with the Executive Secretary to best utilize the funds and work expeditiously due to the impending deadlines. Motion seconded by Lori Judd, all in favor, motion moves forward.

**ITEM #11: Executive Secretary’s Report:** Debbie Uehara submitted the October 1, 2018 balance sheet for Board review. Dan Waite questioned the charge of \$958.35 under pre-paid expenses. Ms. Uehara will conduct research to provide a breakdown and history of charges. A copy of the financial report is attached and will be kept on file. No further comments.

**Item #12: Public Comments:** Michelle Ferreyra extended her appreciation to the Board for their work on the examination. No further comments.

**ITEM #13: Next Open Meeting and Agenda Items:** The next open meeting date and agenda items will be determined at a later date.

Adjournment:

Meeting adjourned by Chairperson, Heidi Konsten at 6:21pm.