



State of Nevada
Certified Court Reporters Board

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

OPEN MEETING MINUTES

Date: Monday, May 7, 2018
Start Time: 5:31pm
End Time: 5:52pm

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

Present: Peggy Elias Heidi Konsten Christine Alaimo Lori Judd
Debbie Uehara Asheesh Bhalla Lori Unruh

Present via Telcon: Diane Lewis Shannon Taylor Robert Cangemi
Susan Naylor Monice Campbell Lisa Makowski Mary Cox Daniel
Kathy Irish Cheryl Hall Jeff Cobb Kevin Daniel
Justine Jones Matthew Spievak Kathy DiLorenzo Dana Richardson
Tiffany Elkington

ITEM #1: Meeting Called to Order:

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

Board Members:

Present: Peggy Elias, Chairperson
Present: Heidi Konsten, Vice Chairperson
Present: Christine Alaimo
Not Present: Dan Waite
Present: Lori Judd

ITEM #2: Public Comments: No public comments.

ITEM #3: Approval of the Agenda:

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

ITEM #4: Approval of Meeting Minutes:

MOTION by Lori Judd: That the Board approves the January 22, 2018 open meeting minutes in its entirety. Motion seconded by Peggy Elias, all in favor, motion moves forward.

MOTION by Lori Judd: That the Board approves the April 14, 2018 closed meeting minutes in its entirety. Motion seconded by Christine Alaimo, all in favor, motion moves forward.

ITEM #5: Ratify April 14, 2018 Certification Exam Results: Debbie Uehara reported the new exam format was introduced at the April 14, 2018 exam; reflecting NRS and NAC changes that went into effect earlier this year. The certification exam consists of a written exam only. Ms. Uehara reported 5 applicants were registered for the exam and no incidents occurred on exam day. No further comments.

MOTION by Lori Judd: That the Board ratify the April 14, 2018 certification exam results. Motion seconded by Christine Alaimo, all in favor, motion moves forward.

ITEM #6: Formation of the Legislative Regulations Committee:

MOTION by Lori Judd: That the Board appoint Peggy Elias as the Chairperson of the Legislative Regulations Committee. Motion seconded by Christine Alaimo, all in favor, motion moves forward.

MOTION by Peggy Elias: That the Board appoint William LaBorde as the Vice Chairman of the Legislative Regulations Committee. Motion seconded by Lori Judd, all in favor, motion moves forward.

MOTION by Peggy Elias: That the Board will randomly assign the committee candidates to serve among the 2 Board committees since there were no volunteers to serve on the Exam Committee. Motion seconded by Lori Judd, all in favor, motion moves forward.

ITEM #7: Seeking Additional Candidates for the Exam Committee:

MOTION BY Lori Judd: That the Exam Committee Chairperson and Vice Chairperson will meet with the Legislative Regulations Committee Chairperson and Vice Chairman to randomly assign the committee candidates to serve among the 2 Board committees as stated in the previous motion. Motion seconded by Peggy Elias, all in favor, motion moves forward.

ITEM #8: Revisit 2017/2018 Fiscal Budget: Debbie Uehara presented the fiscal budget proposal to the Board for their review and approval. Since the fiscal year is coming to a close, the proposal reflected actual expenditures. The overall proposal came in under budget with the exception of the \$7,500.00 CPA expense to prepare the biennial audit leaving the proposal at a \$6,000.00 deficit. Due to regulatory changes, the Board is no longer required to submit a biennial audit report prepared by a CPA, thus eliminating the biennial cost of a CPA. A copy is attached and will be kept on file. Asheesh Bhalla, D.A.G. stated there would be no further charges from the AG's Office for the remaining fiscal year. No further comments.

MOTION by Peggy Elias: That the Board approve the 2017/2018 fiscal budget as submitted by the Executive Secretary. Motion seconded by Lori Judd, all in favor, motion moves forward.

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ITEM #9: **Executive Secretary Report:** Debbie Uehara presented the Board’s financial report. A copy is attached and will be kept on file. Ms. Uehara reported there are 3 on-going investigations. No further comments.

ITEM #17: **Public Comments:** No public comments.

ITEM #18: **Next Open Meeting and Agenda Items:** The next open meeting date and agenda items will be determined at a later date.

Adjournment:

Without motion, Heidi Konsten adjourned the meeting at 5:52pm.