



State of Nevada
Certified Court Reporters Board

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SEVERIN CARLSON, Esq. - Chairman
LORI JUDD - Vice Chairperson
SHERRILL GROTHEER - Board Member

DEBBIE UEHARA - Executive Secretary

OPEN MEETING MINUTES

Date: Thursday, January 6, 2011
Start Time: 5:37pm
End Time: 6:37pm

Las Vegas Location: Esquire Deposition Services, LLC
2300 West Sahara Avenue, Suite 770
Las Vegas, NV 89102

Reno Location: Aevos Office Suites
10775 Double R Boulevard
Reno, Nevada 89521

Present Las Vegas: Lori Judd Sherrill Grotheer Debbie Uehara Gloria Perry
Andrea Angwin Peter Hellman Rose Marie Reynolds

Present Reno: Severin Carlson Lori Urmston Susan Culp Denise Phipps
Shawn McCusker Becky Van Auken Stephani Loder

ITEM #1: Meeting Called to Order: The meeting was called to order by Chairman, Severin Carlson.
Board Members:
Severin Carlson – Present
Lori Judd – Present
Sherrill Grotheer – Present

ITEM #2: Approval of the Agenda:
Without motion, Severin Carlson approved the agenda. No further comments.

ITEM #3: Action to Designate New Annual Chair and Vice Chairperson:
MOTION by Lori Judd: That the current designated Chairman, Severin Carlson and Vice Chairperson, Lori Judd remain in their current positions until a full membership of the Board has been established. Motion seconded by Sherrill Grotheer, all in favor, motion moves forward.

ITEM #4: Approval of Meeting Minutes:
MOTION by Lori Judd: That the minutes for the October 18, 2010 adoption hearing, closed and open meetings are approved in its entirety. Motion seconded by Sherrill Grotheer, all in favor, motion moves forward.

ITEM #5: Supreme Court Committee for the Preservation Access of Sealing Court Documents Report: Karen Yates submitted a written report; a copy is attached and will be kept on file. No further comments.

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ITEM #6: NVCRA Seeking Approval for Continuing Education Program:

MOTION by Lori Judd: That the Board approve NVCRA's continuing education program to earn Nevada law credits at their annual convention on April 1, 2011 through April 3, 2011. Motion seconded by Sherrill Grotheer, all in favor, motion moves forward.

ITEM #7: Memorandum of Understanding from the Attorney General's Office:

MOTION by Sherrill Grotheer: That the Board executes the Memorandum of Understanding issued by the Attorney General's Office and check off all services listed on the memo; except representation of the Board in citation appeal hearings and will commit to a minimum of 1 hour per month for legal services. Motion seconded by Lori Judd, all in favor, motion moves forward.

ITEM #8: Executive Secretary's Annual Employment Contract:

MOTION by Sherrill Grotheer: That the Board renew Executive Secretary, Deborah Uehara's annual contract and to include 5 paid personal days per calendar year and reinstate mileage reimbursement for those trips that exceed 5 miles or more. Motion seconded by Lori Judd, all in favor, motion moves forward.

ITEM #9: 2011 Annual Open Meeting Schedule: Debbie Uehara presented the annual 2011 meeting schedule. The Board accepted the proposed schedule and will be posted on the Board's website. No further comments.

ITEM #10: Executive Secretary's Report: Debbie Uehara submitted the financial report for the Board's review; a copy is attached and will be kept on file. Ms. Uehara stated there are 5 active disciplinary matters under investigation and no further updates from the Nevada State Controller's office regarding restitution payments from former employee Dawn Jackson. No written comments. No further comments.

ITEM #11: Public Comments: Denise Phipps acknowledged Debbie Uehara's prompt service regarding a matter brought to her attention. No further comments.

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

ITEM #13: Next Scheduled Meeting and Agenda Items: The next scheduled meeting will be on April 28, 2011 at 5:30pm. The agenda will be determined at a later date. No further comments.

ITEM #14: Adjournment:

Motion by Severin Carlson to adjourn at 6:37pm.