



State of Nevada
Certified Court Reporters Board

5135 Camino Al Norte, Suite 270
North Las Vegas, Nevada 89031
Phone: (702) 489-8787 Fax: (702) 489-8788
Website: www.crptr.nv.gov Email: Reporting@nvccrb.nv.gov

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

OPEN MEETING MINUTES

Date: Thursday, November 14, 2019
Start Time: 5:32pm
End Time: 7:27pm

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

Present:	Dan Waite	Lori Judd	Peggy Elias	Heidi Konsten
	Debbie Uehara	Justin Taruc	Asheesh Bhalla	Sophia Long
	Cheryl Gardner	Don Fritsch	Kim Farkas	Gina Shrader
	Jason Makris	Jack Juan		

Present Via TelCon:	Susan Naylor	Shannon Taylor	Jennifer Clark
	Vicki Turner	Kevin Daniel	Jualita Stewart
	Peggy Isom	Peter Hellman	John Nagle
	Alex Nagle	William LaBorde	Lori Ann Landers
	Michael Bouley	Debra Morris	

ITEM #1: Meeting Called to Order:

Without motion, Dan Waite called the meeting to order at 5:32pm.

Board Members:

Present: Dan Waite
Present: Lori Judd
Present: Peggy Elias
Present: Heidi Konsten

ITEM #2: Public Comments: Jason Makris announced he was in attendance to serve as a character witness for Gina Shrader, CCR #647, agenda item #6. No further comments.

ITEM #3: Approval of the Agenda:

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

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ITEM #4: Approve Meeting Minutes:

MOTION made by Lori Judd: That the Board approves the August 22, 2019 open meeting minutes in its entirety. Motion seconded by Heidi Konsten, all in favor, motion moves forward.

MOTION by Lori Judd: That the Board approves the October 19, 2019 closed meeting minutes. Motion seconded by Lori Judd. Dan Waite, Heidi Konsten and Peggy Elias abstained; motion moves forward.

ITEM #5: Settlement Agreement – Advanced Depositions, Firm #099F: Advanced Depositions, Firm #099F was found in violation of failing to comply with the requirements of NAC 656.310; limitations on gifts and assessed an administrative fine of \$5,000.00 per violation. Advanced Depositions agreed to pay \$10,000.00 plus costs expended in this matter not to exceed \$500.00. A copy of the Settlement Agreement is attached and will be kept on file.

MOTION BY Peggy Elias: That the Board approves the settlement agreement as submitted and will be executed on November 14, 2019. Motion seconded by Heidi Konsten, all in favor, motion moves forward.

ITEM #6: Settlement Agreement – Gina Shrader, CCR #647: Gina Shrader, CCR #647 was found in violation of failing to comply with the requirements of NRS 656.250; failure to provide transcripts in a timely manner and failure within a reasonable time to provide information requested by the Board as a result of a formal or informal complaint. Ms. Shrader was placed on a 1-year suspension, followed by 1 year of probation. Ms. Shrader agrees to pay the Board the amount expended for its attorney fees and costs and will have 1 year to pay such sum. Ms. Shrader is required to provide a list of outstanding transcript orders and she shall notify the Board within 24 hours of any new transcript order. While on suspension, Ms. Shrader shall not accept any new court reporting assignments.

Jason C. Makris served as a character witness. He acknowledged Ms. Shrader's efforts in providing assistance in obtaining transcripts for his office and extended his appreciation to Ms. Shrader's dedication to the court reporting profession. No further comments.

MOTION by Peggy: That the Board approves the settlement agreement as submitted and will be executed on November 14, 2019. Motion seconded by Lori Judd, all in favor, motion moves forward.

ITEM #7: Ratify October 19, 2019 Certification Exam Results: Debbie Uehara reported 3 applicants registered for the October 19th exam. The exam ran smoothly. No incidents to report. After grading the exams, it was confirmed all 3 applicants passed the certification exam. No further comments.

MOTION by Peggy: That the Board approves the test results from the October 19, 2019 certification exam for court reporters. Motion seconded by Lori Judd, all in favor, motion moves forward.

ITEM #8: Proposed Disciplinary Procedures for NAC Chapter 656: Dan Waite presented proposed regulations that streamlines and provides clarification on the disciplinary process per NAC Chapter 656. Upon approval by the Board, the proposed language will be submitted to LCB for drafting. A copy of the proposed language is attached and will be kept on file.

MOTION by Lori Judd: That the Board approves the amended language outlined in NAC 656.035 and NAC 656.070. Motion seconded by Heidi Konsten, all in favor, motion moves forward.

MOTION by Peggy Elias: That the Board approves the amended language outlined in NAC 656.420. Motion seconded by Lori Judd, all in favor, motion moves forward.

MOTION by Lori Judd: That the Board approves the amended language outlined in NAC 656.430. Motion seconded by Heidi Konsten, all in favor, motion moves forward.

MOTION by Lori Judd: That the Board approves the amended language outlined in NAC 656.440 with the amendment to change the word “notice” to “notices” in subsection 5. Motion seconded by Heidi Konsten, all in favor, motion moves forward.

Dan Waite left the meeting at 6:42pm.

ITEM #9: Proposed Citation Form for Unlicensed Practices: Debbie Uehara shared NRS 656.300 allows the Board to issue a citation to a natural person or a business entity who is conducting court reporting services who has not been issued a certificate or a license. Ms. Uehara is asking the Board to determine the administrative fine when issuing the citation. No further comments.

MOTION by Peggy Elias: That the Board approve the form with the amendment to revise the header to read:

The State of Nevada Certified Court Reporters Board has the legal power and authority to take action against a natural person or a business entity who has violated any provision of the Nevada Revised Statutes (NRS), Chapter 656 or regulations set forth in the Nevada Administrative Code (NAC), Chapter 656.

Motion seconded by Heidi Konsten, all in favor, motion moves forward.

MOTION BY Heidi Konsten: That the Board establish a progressive fine for repeated offenses as listed below:

Fines for a natural person:

- \$150.00 First Offense
- \$300.00 Second Offense
- \$600.00 Third Offense

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Fines for a business entity:

- \$300.00 First Offense
- \$600.00 Second Offense
- \$1,200.00 Third Offense

Motion seconded by Peggy Elias, all in favor, motion moves forward.

ITEM #10: **NVCRA’s Continuing Education Program to Earn Nevada Law Credits:** Without motion, the Board will move this agenda item to the scheduled open meeting for further discussion with NVCRA.

ITEM #11: **Amend FY20 Budget for Legal Fees:** Without motion, the Board will move this agenda item to the next scheduled open meeting for further discussion.

ITEM #12: **Executive Secretary’s Report:** Debbie Uehara presented the Board’s balance sheet dated November 4, 2019 and the Disciplinary Action Report that reflects all outstanding fines and penalties. A copy of both reports is attached and will be kept on file. No further comments.

ITEM #12: **Next Scheduled Meeting and Agenda Items:** Peggy Elias requested to create an investigative committee to assist the Executive Secretary with disciplinary matters. Peggy Elias is seeking direction from the AG’s Office on unlicensed practices. Debbie Uehara requested the Board to address bill draft requests for the 2021 legislative session. The next scheduled meeting and additional agenda items will be determined at a later date. No further comments.

ITEM #13: **Public Comments:** No public comments.

Without motion, Lori Judd adjourned the meeting at 7:27pm.