

THE LOUISIANA BOARD OF EXAMINERS OF  
CERTIFIED SHORTHAND REPORTERS

**BOARD MEETING MINUTES**

FRIDAY, JANUARY 16, 2015

Pursuant to notice, the meeting was called to order at 10:00 a.m., Friday, January 16, 2015, at the Office of the Louisiana Board of Examiners of Certified Shorthand Reporters, 9422 Florida Boulevard, Suite A-1, Walker, Louisiana, with a quorum present.

PRESENT:

Judge Paul Bonin, Chairman

Tonya R. Cupp, Administrator

Vincent Borrello, Jr., Secretary

Suzette Magee

Milton Donegan, Jr.

May Dunn

John Andressen

David Marcello, CSR Board Attorney

**I. PRELIMINARIES**

**A. Call to Order**

**B. Pledge of allegiance**

**C. Roll Call**

**D. Approval of Minutes of October 3, 2014 and December 12, 2014**

Judge Bonin asked for a motion to approve the Minutes of the October 3, 2014 and December 12, 2014 Board Meeting. Ms. Dunn moved, which was seconded by Mr. Andressen, to approve the Minutes of the October 3, 2014 Board meeting. The motion passed without opposition. Approval as to the December 12, 2014 Board Minutes were deferred until the next meeting.

**II. LICENSING**

**A. Requesting Reinstatement of CDRs**

**1. Misty Holden**

**2. Lindsey Delrie**

Lana Gail Wilking, appeared on behalf of Judge Gary Hays of the Pineville City Court. Pursuant to discussion, Mr. Borrello moved, which was seconded by Ms. Magee, that Ms. Wilking contact Ms. Cupp to schedule the CDR Examination to be administered to Ms. Holden and Ms. Delrie at the Pineville City Court. The motion passed without opposition. Mr. Borrello further moved, which was seconded by Ms. Magee, that Ms. Holden and Ms. Delrie be denied reinstatement, pending the CDR Examination. The motion passed without opposition.

**B. Requesting C.E. Extension**

**1. Leiah Findlay, CCR; CDR, 35<sup>th</sup> JDC**

Mr. Andressen moved, which was seconded by Mr. Donegan, that Ms. Findlay be granted a temporary license until the first available C.E. seminar. The motion passed without opposition.

**2. Leita Seaborn, CCR**

Mr. Borrello moved, which was seconded by Mr. Andressen, that Ms. Seaborn must obtain four credits in LA CCR Ethics and Rules and Regulations in order to satisfy the 2013-2014 C.E. cycle, pending the practice of court reporting. The motion passed without opposition.

After other items were heard, Mr. Donegan moved, which was seconded by Mr. Andressen, a Motion to Reconsider Ms. Seaborn's request for extension. The motion passed without opposition. In furtherance, Mr. Andressen moved, which was seconded by Ms. Magee, that the initial motion previously passed be set aside, and Ms. Seaborn be granted a temporary licence until she obtains her credits at the LCRA seminar on March 21, 2015. If Ms. Seaborn fails to appear, her license will be suspended. The motion passed without opposition.

### **C. CCR and CDR Renewals**

Ms. Cupp reported that 860 CCRs have renewed their license and 365 CDRs renewed their license.

### **D. Request Inactive Status**

Mr. Borrello moved, which was seconded by Ms. Magee, that the following CCRs be placed on Inactive Status: Linda B. Bennett, Elena L. Caldas, Courtney C. Howard, Melody A. Monk and Rochelle, Billings Zauner. The motion passed without opposition.

### **E. Request Retirement Status**

Mr. Borrello moved, which was seconded by Ms. Magee, that the following CCRs be placed on Retirement Status: Marla Abernathy, Maurice Bettencourt, Simone Bourque, Donna Boyd, Susan Coate, Cynthia Gay, Kathy Joffrion, Patsy Jones, Barbara Mier, Sylvia Pastrano, Dorothy Schmit, Peggy Schreiber, Richard Summers and Mary Thompson. The motion passed without opposition.

### **F. Suspended CCRs**

Mr. Andressen moved, which was seconded by Ms. Magee, to accept the CCR Suspended List, with the exception of Pamela Black, Susan Armond and Theresa Tumulty. The motion passed without opposition.

### **G. Discontinued CDRs**

Mr. Andressen moved, which was seconded by Ms. Magee, to accept the CCR Suspended List. The motion passed without opposition.

## **III. DISCUSSION ITEM**

### **A. Certification of a Transcript in Absence of Court Reporter**

Ms. Ann McCrory, Judicial Administrator from the 19<sup>th</sup> JDC, contacted the Board in reference to the above. After discussion, Mr. Andressen was instructed to contact Ms. McCrory to provide information. Mr. Borrello will provide a "sample" Certificate Page for the Board's review. This issue will be referred to the Advisory Committee on Inter-Professional Relations.

### **ADDITIONAL ITEMS ADDED TO AGENDA:**

Judge Bonin asked for a motion to authorize to add to the agenda a discussion and action about refunds. Said motion was moved by Ms. Magee, which was seconded by Mr. Andressen. The item was added to the agenda without opposition. After discussion, Mr. Andressen moved, which was seconded by Ms. Magee, that the 16<sup>th</sup> JDC be refunded the 2015 licensing fee paid on behalf of a court reporter, Pat Gass, who had passed away in December 2014. The motion passed without opposition.

Ms. Lana Gail Wilking advised the Board that Pineville City Court paid licensing fees on December 5, 2014 for two CCRs employed at said court. On December 17, 2014, said CCRs left the employment of Pineville City Court. Pineville City Court is requesting a refund from the CSR Board. Judge Bonin asked for a motion to refund Pineville City Court 45 days from today and to notify said CCRs make payment within 30 days, otherwise their CCR license will be suspended. Mr. Donegan moved, which was seconded by Mr. Andressen. The motion passed without opposition.

Mr. Andressen moved, which was seconded by Ms. Magee, to address two reinstatements that were not on the agenda. The motion passed without opposition.

Mr. Andressen moved, which was seconded by Mr. Borrello, that Ms. Jan Chandler be removed from Retirement Status and placed on Active Status, and Ms. Kathy Duda be removed from Inactive Status and placed on Active Status. The motion passed without opposition.

**FURTHER DISCUSSION BY THE CHAIRMAN**

Judge Bonin referred to the Education Committee to discuss with the associations conducting a seminar or instructional class to firm owners.

Ms. Dunn made a motion to adjourn, which was seconded by Ms. Magee. The motion passed without opposition.