COURT REPORTERS CERTIFICATION ADVISORY BOARD
Meeting Minutes

Office of Court Administration
Tom C. Clark Building
205 W. 14th Street, Rm. 605
Austin, Texas 78701
Friday, January 8, 2016
(1:00 p.m. Until Adjournment)

The meeting of the Court Reporters Certification Advisory Board (Board) was called to order by the Hon. William Sowder, Presiding Officer, at 1:05 p.m. Judge Sowder and Kim Tindall were present at the meeting. The members present by teleconference were Robin Cooksey, Deborah Hamon, Molly Pela, Janice Eidd-Meadows, and Whitney Lehmberg Riley. The staff members present were Jeff Rinard, Michele Henricks, Lesley Ondrechen, Scott Gibson, Veena Mohan and Tyees Holcombe.

Judge Sowder provided opening remarks and welcomed the Board members.

The Advisory Board members reviewed and approved the prior Board meeting minutes from the March 26, 2015 meeting.

Jeff Rinard provided the Board with an overview of the applications for endorsement from California applicants, Candyce Bradbury, Cynthia Guzman, and Carley Bagatelos. Ms. Bradbury and Ms. Guzman submitted applications. Ms. Bagatelos has only been in communication with the licensing staff about applying for endorsement from California. Ms. Guzman was the only applicant who called in during the meeting. The Advisory Board members reviewed and discussed the endorsement process and whether the requirements are substantially equivalent between the Texas and California certifications. The Board voted that the skills portion of the Texas and California examinations were substantially equivalent. The Board also voted to review all requests for endorsement on a case by case basis and, if approved, a determination would be made based on the Texas written exam results to become certified.

The Board voted to recommend granting the request for endorsement to Ms. Guzman based on her California certification and experience pending successful completion of the Texas written exam.

The Board also voted to deny the request for endorsement of Ms. Bradbury based on her lack of experience and require her to take the Texas written and skills exams. The requirement to obtain a statement of proficiency will be waived if both parts of the exam are taken within one year. Ms. Bradbury can request reconsideration of the denial by the JBCC.

There was no action taken for Ms. Bagatelos.

Jeff Rinard provided the Board with an overview of the court reporter complaint review committees and complaints, and presented a rough draft of the prospective penalty matrix for the court reporters and court reporting firms. The penalty matrix will provide consistency with penalties and sanctions for the complaint review committees and the Commission. The Commission is not bound by the matrix. The Board will begin the development of the penalty matrix for approval by the Commission.

Jeff Rinard provided the Board with an overview of the planned update of the court reporter's Uniform Format Manual (UFM) to begin the process of updating the UFM for approval by the Commission. The UFM was last updated in 2010.

Jeff Rinard provided the Board with an update and overview of the process to update the Court Reporter Code of Professional Conduct. The Code of Professional Conduct Review Committee is made up of Kim Tindall, Robin Cooksey, Whitney Lehmberg Riley, Janice Eidd Meadows, and Deborah Hamon. The committee has met six times and is close to completing this project. Once completed by the Board, the Code will be forwarded to the Commission for approval.

Cynthia Hyatt and Cynthia Guzman attended the meeting. Both members of the public gave a brief public comment.

The meeting was adjourned at 3:27 p.m.

Will C Sowder 4/1/2016

Judge William C. Sowder
Presiding Officer

Date