

STATE OF CONNECTICUT

STATE BOARD OF EXAMINERS OF SHORTHAND REPORTERS

TEL. NO. (860) 713-6135

MINUTES

MARCH 17, 2014

The State Board of Examiners of Shorthand Reporters convened March 17, 2014 at 8:37 a.m. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: John Brandon, Chairperson, Shorthand Reporter
Christine Mannix, Shorthand Reporter
Patricia Masi, Shorthand Reporter
Kate Kowalyshyn, Attorney
William Mangini, Public Member

Board Members Absent: None

Board Member Vacancy: One Public Member

Board Counsel Not Present: Jose Rene Martinez, Assistant Attorney General

DCP Staff Present: Richard M. Hurlburt, Director
Karen Layman, Secretary
Vicky Bullock, Administrative Hearings Attorney

Public Present: Tracy Gow
Barbara Scott
Julie Blier

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information call Richard M. Hurlburt, Director, at (860) 713-6135 or fax: (860) 706-1255

Agency Web Site: www.ct.gov/dcp

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Chairperson Brandon called the meeting to order at 8:37 a.m.

MINUTES OF PREVIOUS MEETING

The minutes from the November 25, 2013 meeting were reviewed. Patricia Masi made a motion to accept the minutes, and all were in favor.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

See “New Business”

APPLICATIONS

The Board received the following new application for review and acceptance:

Deborah Gentile - The Board reviewed the application of Deborah Gentile. A question arose regarding the timing of the application. Chairperson Brandon felt the Board could not deny acceptance based on the information provided. Mr. Hurlburt suggested referring the application to the Trade Practice Unit to determine prior work experience.

CORRESPONDENCE

1. A question arose regarding if a court reporter takes a deposition and knows, in any way, the deponent, are they obligated to mention that prior to the deposition. Chairperson Brandon shared that he knows of no rule stating such, unless there is a financial interest to the court reporter. The Board discussed instituting a rule, but felt they would not make a decision on that at this time.
2. Regarding the “Exam Under Oath”, Assistant Attorney General Martinez’ e-mail response was reviewed. All felt that the reporter should be licensed.
3. A copy of the verbiage pertaining to Special Act 13-5, Military Occupational Specialty Task Force report, was disseminated to the Board.

OLD BUSINESS

None before the Board today.

NEW BUSINESS

1. Board member Patricia Masi had some concerns regarding the recent audit done on the requirement of obtaining CEUs. Specifically, providing “proof from NCRA” was the point she wanted to discuss. Per Patricia, only half of the Connecticut reporters belong to NCRA, and clarification may be needed to further define what acceptable proof is.

Chairperson Brandon asked who maintains the CEU database. Tracy Gow of CCRA stated that her organization will only track CCRA-sponsored events, and members can retrieve their current CEU information from the CCRA website.

After much discussion, it was agreed by all that all acceptable CEUs must be approved by NCRA. The NCRA website lists all pre-approved topics, and the Board felt that providing proof of attendance for any NCRA-approved topic would be sufficient to gain the credit.

2. Barbara Scott, guest and Licensed Shorthand Reporter, appeared before the Board to further discuss CEUs. Barbara distributed information from the NCRA website that outlined not only acceptable CEUs, but also the concept of Professional Development Credits (PDCs). Barbara pointed out that some PDCs were previously referred to as CEUs, causing some confusion as to what is acceptable. A discussion ensued regarding CEUs and PDCs.

Barbara did hear from her contact at NCRA who assured her that PDCs are as valuable as CEUs. NCRA requires obtaining two CEUs to one PDC per cycle. Barbara was not clear that our Board would recognize PDCs in lieu of CEUs. After much discussion, Chairperson Brandon stated that our Board would follow the 2/1 model used by NCRA.

3. The Department of Consumer Protection received proof of obtaining CEUs from many reporters throughout the State as a result of their letter requesting such. Just prior to the conclusion of today's meeting, the shorthand reporters on the Board will conduct the audit of the information received.

Chairperson Brandon asked Mr. Hurlburt for verification that no one would lose their license until the audit was completed. Mr. Hurlburt verified that a reporter would have time to submit additional documentation (if needed) before losing their license.

4. At 10:05 a.m., the shorthand reporters of the Board divided up the CEU documentation and performed an audit. At 12:30 p.m., they concluded for the day. A special meeting was called for the shorthand reporters of the Board to convene on Monday, March 24, 2014 at the State Office Building to complete the audit.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

None

Chairperson Brandon asked if there was any more business to be conducted and, there being none, adjourned the meeting at 10:04 a.m.

Respectfully submitted,

John C. Brandon
Chairperson

The next meeting of this Board is scheduled for Monday, May 19, 2014 at 8:30 a.m.